

# Historic Preservation & Picking the Right Pro

Homeowners

City of Cape May  
Historic Preservation Commission



GREATER CAPE MAY HISTORICAL SOCIETY  
**COLONIAL HOUSE**  
*... Museum ...*

This presentation is intended to provide general information on the Cape May Historic Preservation Commission and should not be interpreted as limiting or defining their jurisdiction or authority on future matters.

# Agenda

- Project Overview
- Maintaining Historic Integrity
- Navigating Historic Regulations
- Design Standards
- Finding a Professional
- Preserving Cape May's Future
- Resources
- Questions



# Learning Objectives

- Basics of **historic preservation** in Cape May including the purpose and function of the **Historic Preservation Commission**
- Understanding **historic significance and integrity**
- The role of **Historic Design Standards**
- Tips for **selecting a professional** to assist in the care of your historic home
- Where to find **additional information**



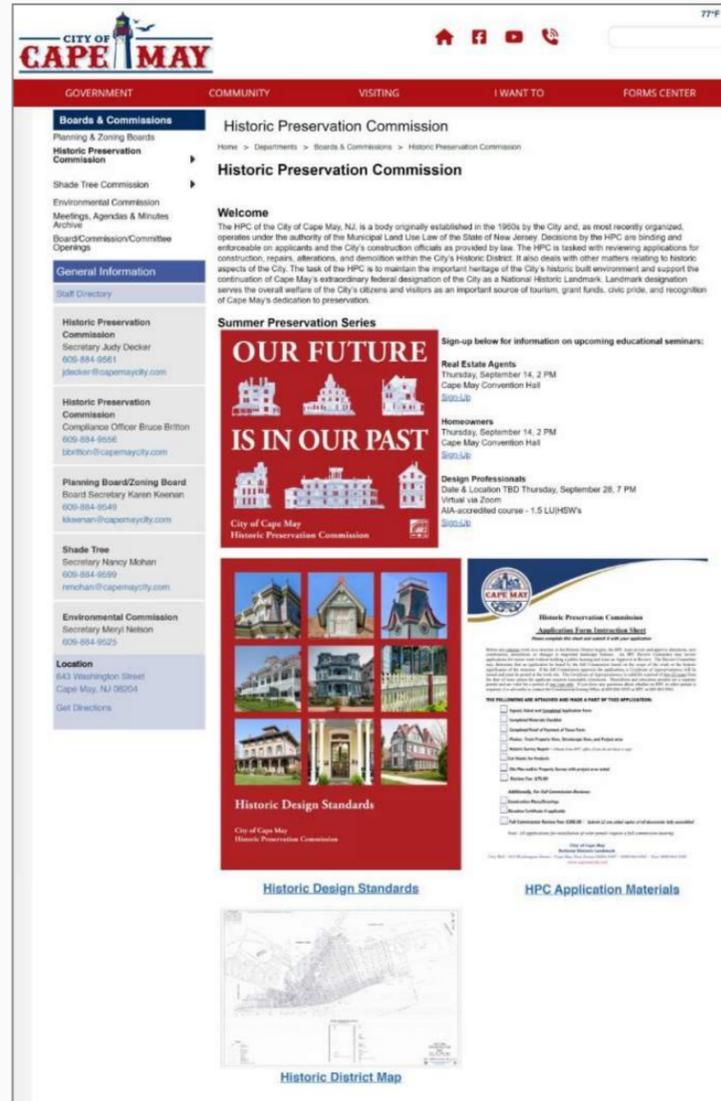
# Introduction

# Project Overview



## Historic Design Standards

City of Cape May  
Historic Preservation Commission



## Website Updates



## Public Outreach

# What is Historic Preservation?

**Identification, Evaluation, and Protection** of historic resources so that they continue to play an integral, vibrant role in their communities.



# National Historic Landmark



Form No. 10-300 (Rev. 10-74)  
UNITED STATES DEPARTMENT OF THE INTERIOR  
NATIONAL PARK SERVICE

**NATIONAL REGISTER OF HISTORIC PLACES  
INVENTORY -- NOMINATION FORM**

FOR NPS USE ONLY  
RECEIVED \_\_\_\_\_  
DATE ENTERED \_\_\_\_\_

SEE INSTRUCTIONS IN HOW TO COMPLETE NATIONAL REGISTER FORMS  
TYPE ALL ENTRIES -- COMPLETE APPLICABLE SECTIONS

**1 NAME** Cape May Historic District  
HISTORIC \_\_\_\_\_  
AND/OR COMMON \_\_\_\_\_

**2 LOCATION** Multiple  
STREET & NUMBER \_\_\_\_\_  
CITY/TOWN Cape May VICINITY OF Second CONGRESSIONAL DISTRICT  
STATE New Jersey CODE Cape May COUNTY CODE

**3 CLASSIFICATION**

CATEGORY	OWNERSHIP	STATUS	PRESENT USE
<input checked="" type="checkbox"/> DISTRICT	<input type="checkbox"/> PUBLIC	<input checked="" type="checkbox"/> OCCUPIED	<input type="checkbox"/> AGRICULTURE <input type="checkbox"/> MUSEUM
<input checked="" type="checkbox"/> BUILDING(S)	<input type="checkbox"/> PRIVATE	<input type="checkbox"/> UNOCCUPIED	<input checked="" type="checkbox"/> COMMERCIAL <input type="checkbox"/> PARK
<input type="checkbox"/> STRUCTURE	<input checked="" type="checkbox"/> BOTH	<input type="checkbox"/> WORK IN PROGRESS	<input checked="" type="checkbox"/> EDUCATIONAL <input checked="" type="checkbox"/> PRIVATE RESIDENCE
<input type="checkbox"/> SITE	<b>PUBLIC ACQUISITION</b>	<b>ACCESSIBLE</b>	<input checked="" type="checkbox"/> ENTERTAINMENT <input type="checkbox"/> RELIGIOUS
<input type="checkbox"/> OBJECT	<input type="checkbox"/> IN PROCESS	<input checked="" type="checkbox"/> YES RESTRICTED	<input checked="" type="checkbox"/> GOVERNMENT <input type="checkbox"/> SCIENTIFIC
	<input type="checkbox"/> BEING CONSIDERED	<input checked="" type="checkbox"/> YES UNRESTRICTED	<input type="checkbox"/> INDUSTRIAL <input type="checkbox"/> TRANSPORTATION
		<input type="checkbox"/> NO	<input type="checkbox"/> MILITARY <input checked="" type="checkbox"/> OTHER recreation

**4 OWNER OF PROPERTY**  
NAME City of Cape May Mayor Bruce Minnix  
STREET & NUMBER City Hall  
CITY/TOWN Cape May VICINITY OF \_\_\_\_\_ STATE New Jersey

**5 LOCATION OF LEGAL DESCRIPTION**  
COURTHOUSE Cape May City Hall and Cape May County Court House  
REGISTRY OF DEEDS ETC. \_\_\_\_\_  
STATE New Jersey  
COUNTY \_\_\_\_\_  
LOCAL \_\_\_\_\_  
D. C. \_\_\_\_\_

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# **Maintaining Historic Integrity**

## Significance

Decision about what is important from the past

**Event**

**Person**

**Design or  
Construction**

**Information  
Potential**

### **Period of Significance**

Cape May Historic District:

1750 - 1948





## Integrity

Ability of a property or element to convey its historic significance

Retention of those essential characteristics and features that enable a property to effectively convey its significance.

**Location**

**Design**

**Setting**

**Materials**

**Workmanship**

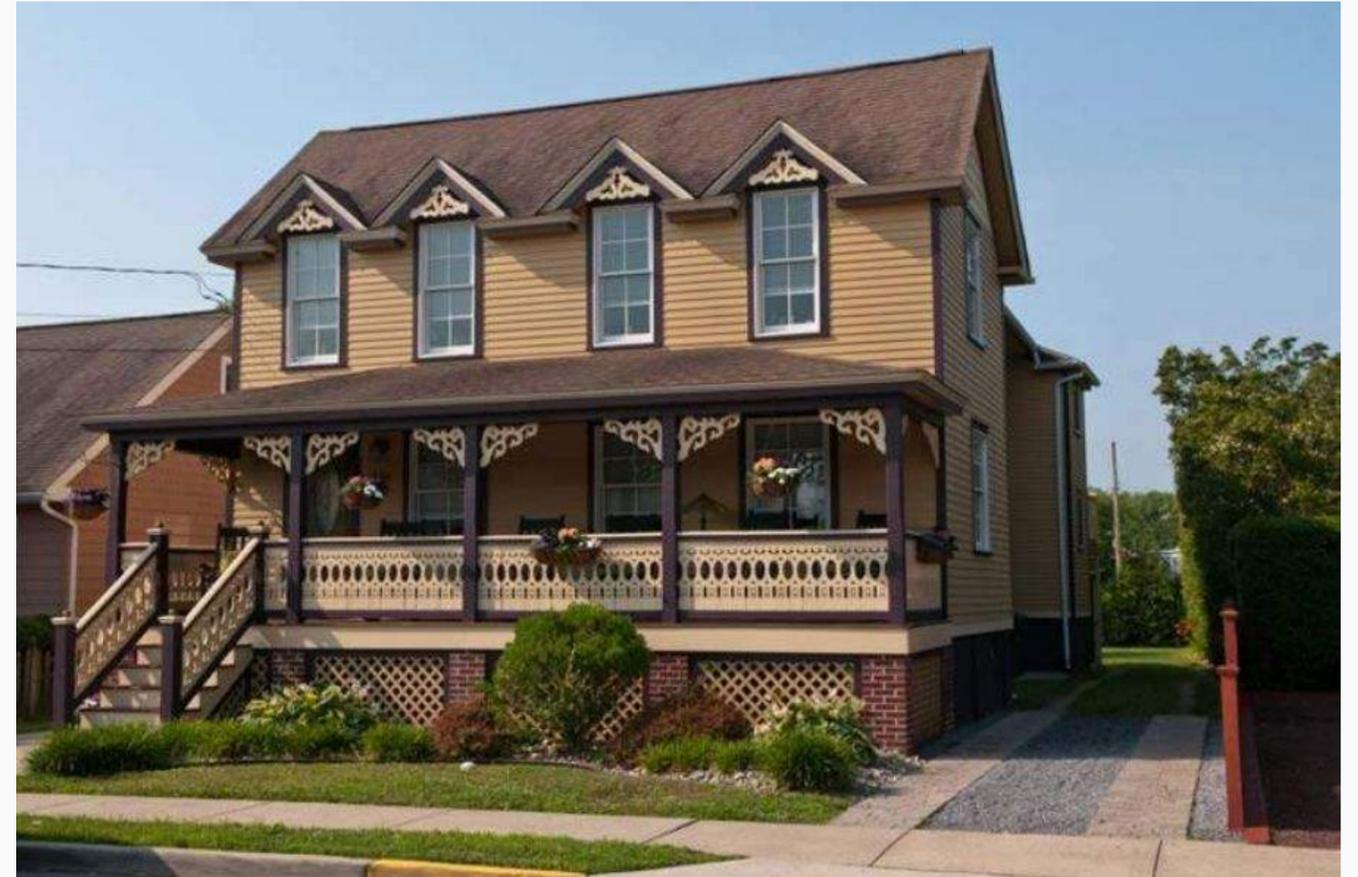
**Feeling**

**Association**

# Loss of Integrity



**1380 Washington Street**  
Built prior to 1909



**420 West Perry Street**  
Built prior to 1886

***Lost:***

**Design**

**Materials**

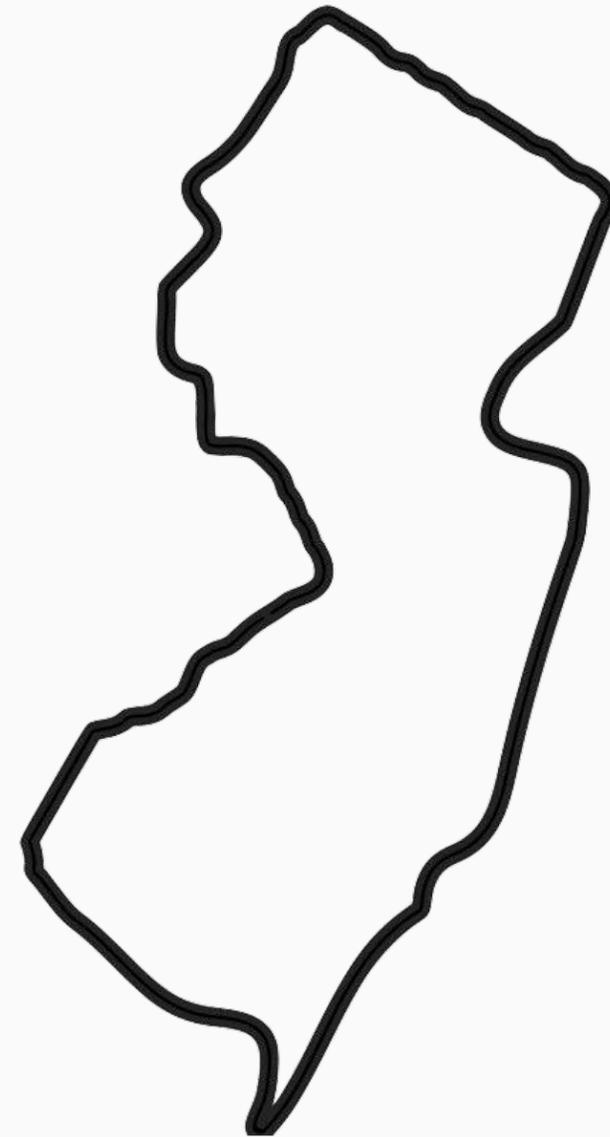
**Workmanship**

***Historic preservation  
maintains integrity***

# **Navigating Historic Regulations**

## New Jersey Municipal Land Use Law

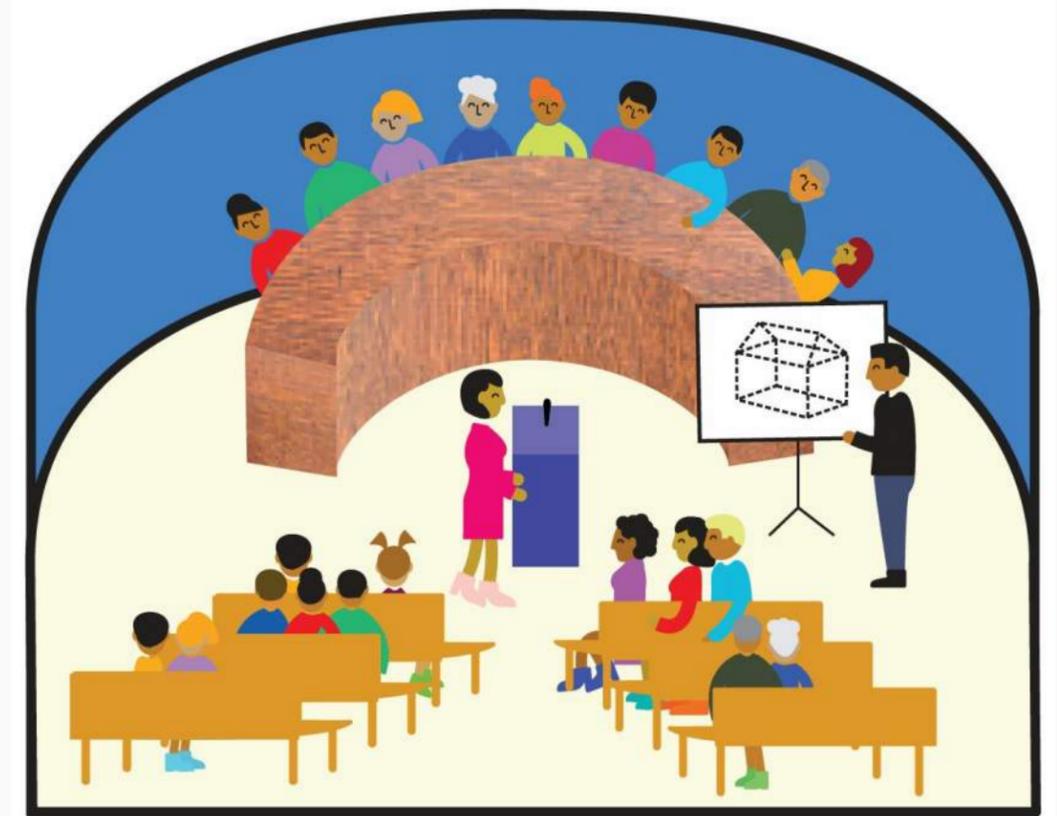
Local governments in New Jersey derive their authority to identify, evaluate, designate, and regulate historic resources from the state Municipal Land Use Law (MLUL), the **enabling legislation for historic preservation zoning** (N.J.S.A. 40:55D-1 through 136).



# Historic Preservation Commission

## City of Cape May Historic Preservation Commission

- Prepare a **survey** of historic sites of the municipality pursuant to criteria identified in the survey report
- Make recommendations to the *planning board* on the **historic preservation plan element** of the master plan and on the implications for preservation of historic sites of any other master plan elements
- Advise the *planning board* on the inclusion of historic sites in the recommended capital improvement program
- Advise the *planning board* and *board of adjustment* on **applications for development** pursuant to N.J.S.A 40:55D-110
- Provide written reports pursuant to N.J.S.A. 40:55D-111 on the application of the zoning ordinance provisions concerning historic preservation
- Issue **certificates of appropriateness**
- Carry out such other advisory, educational and informational functions as will **promote historic preservation** in the municipality



# Historic Preservation Commission

## City of Cape May Historic Preservation Commission

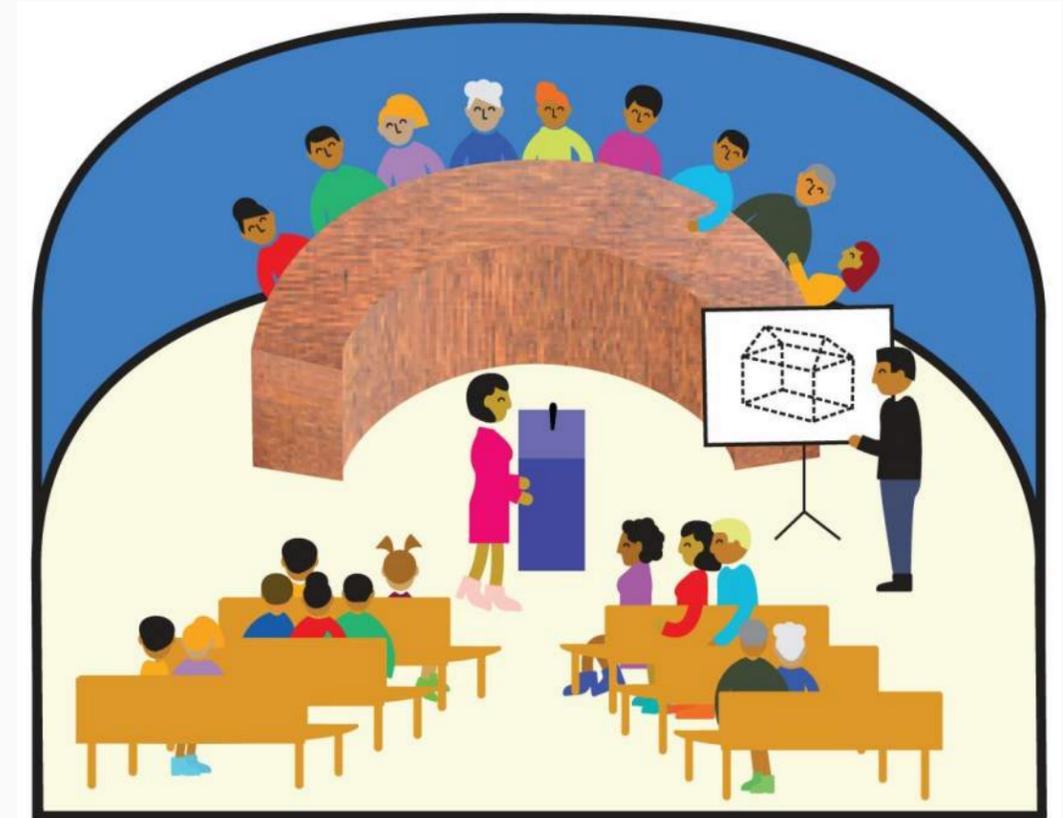
- **Membership**

- 7 Regular Members (majority vote)
- 2 Alternates
- Solicitor & Secretary
- Council Liaison

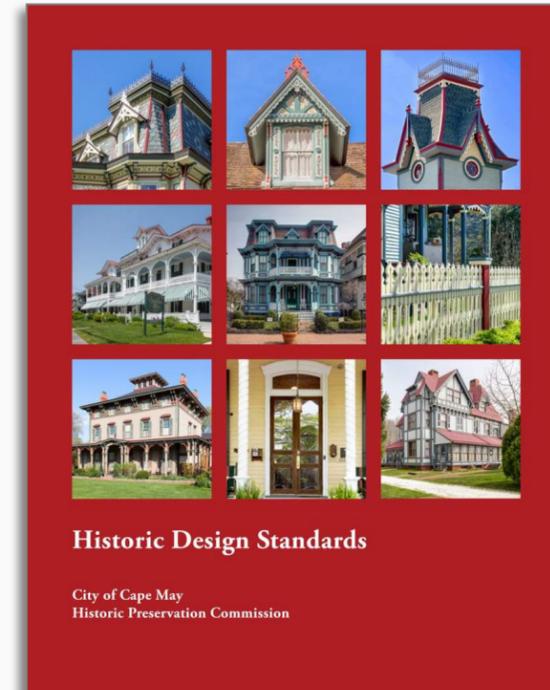
- **Qualifications**

- Building design & construction
- Local and architectural history

- Cape May's ordinance created a **strong** Historic Preservation Commission
- Cape May is a **Certified Local Government**



# Local Historic District



Historic Preservation Ordinance &  
Historic Design Standards

**Required**  
Land Use Regulation

Approx. **1500**  
Properties

City of Cape May Historic Design Standards  
Architectural Heritage Consultants, LLC

# Local Historic District



*Within the Local Historic District or on a historic site designated on the Zoning Map...*

**HPC does review**

- Any change of **roof, exterior cladding, window, or door** material
- Any addition or relocation of **site elements** (HVAC units, fencing, walls, paving, decks, lighting, signage, etc.)
- **Elevation** (flood adaptation) of a building
- Location of new on-site **parking**
- Any **addition** to a building
- Construction of a **new building**
- **Demolition** of a building

# Local Historic District



*Within the Local Historic District or on a historic site designated on the Zoning Map...*

*HPC does not review*

- Changes to the **interior** layout
- Exterior **painting** - colors may be suggested, but are not mandated

## Question #1A

Which of the following activities in the Local Historic District **does not require review** by the Historic Preservation Commission?

- A. Changing a roof material
- B. Replacing a side window
- C. Enclosing a front porch
- D. Adding a fence
- E. Painting the front facade

*In-person: Hold up a card*

*Virtual Zoom: Select via Poll*

# Historic Preservation Commission

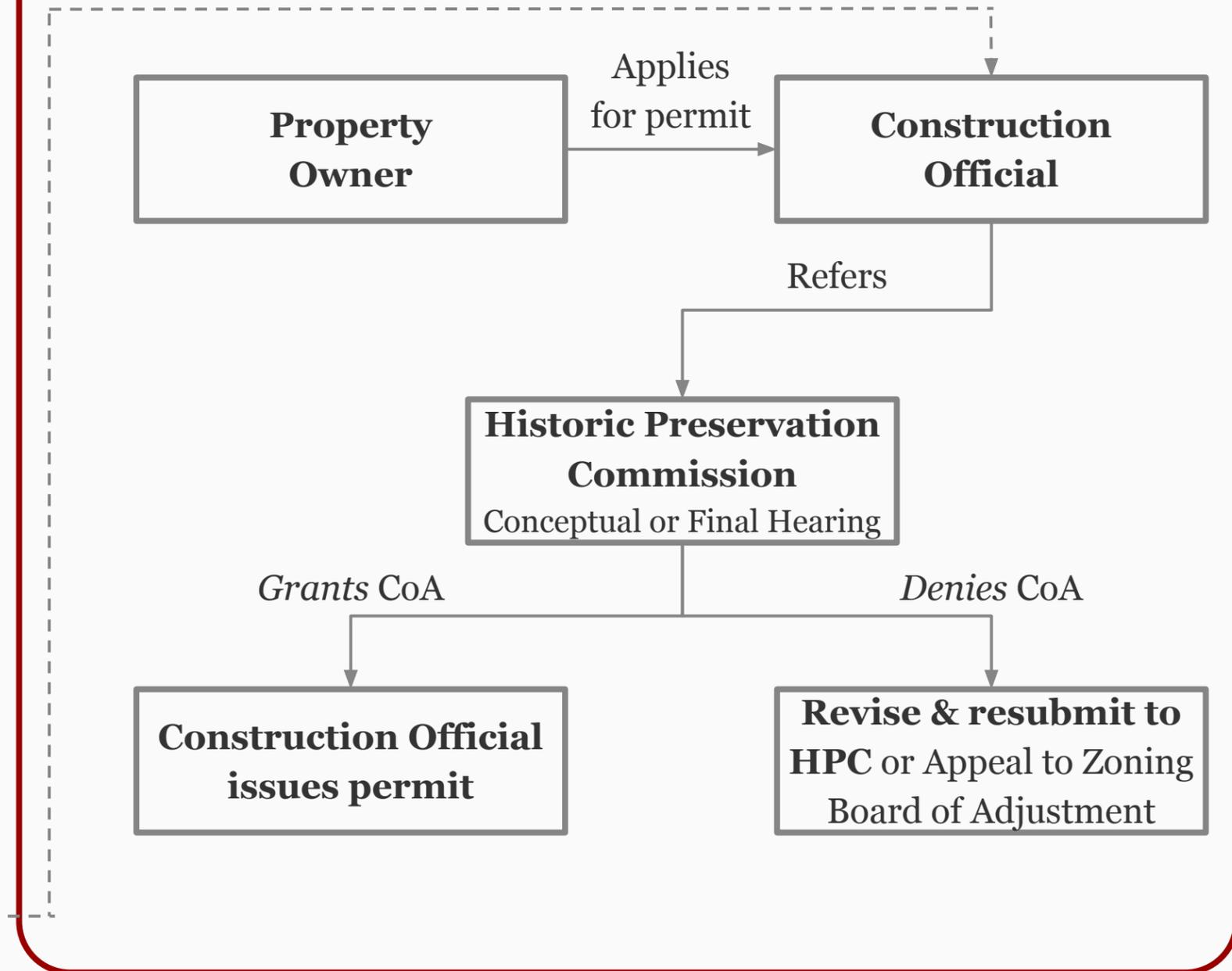
## Development Review

Projects *needing* Site Plan Review or Zoning Variances start here:



## Construction or City Permit

Projects *not needing* Site Plan Review or Zoning Variances start here:



***Contact the Construction Office to  
verify the nature of your project***

# Survey Status



## Contributing Property

- Was present during the Historic District's **period of significance** (approximately 1750 to 1948)
- Retains its **historic character**, meaning that its architectural style and features are still intact and have not been significantly altered
- Contributes to the overall historic significance of the Historic District, either by representing an important **period of history** or by being associated with a **person or event** of historical significance

**850**  
**Properties**



# Survey Status



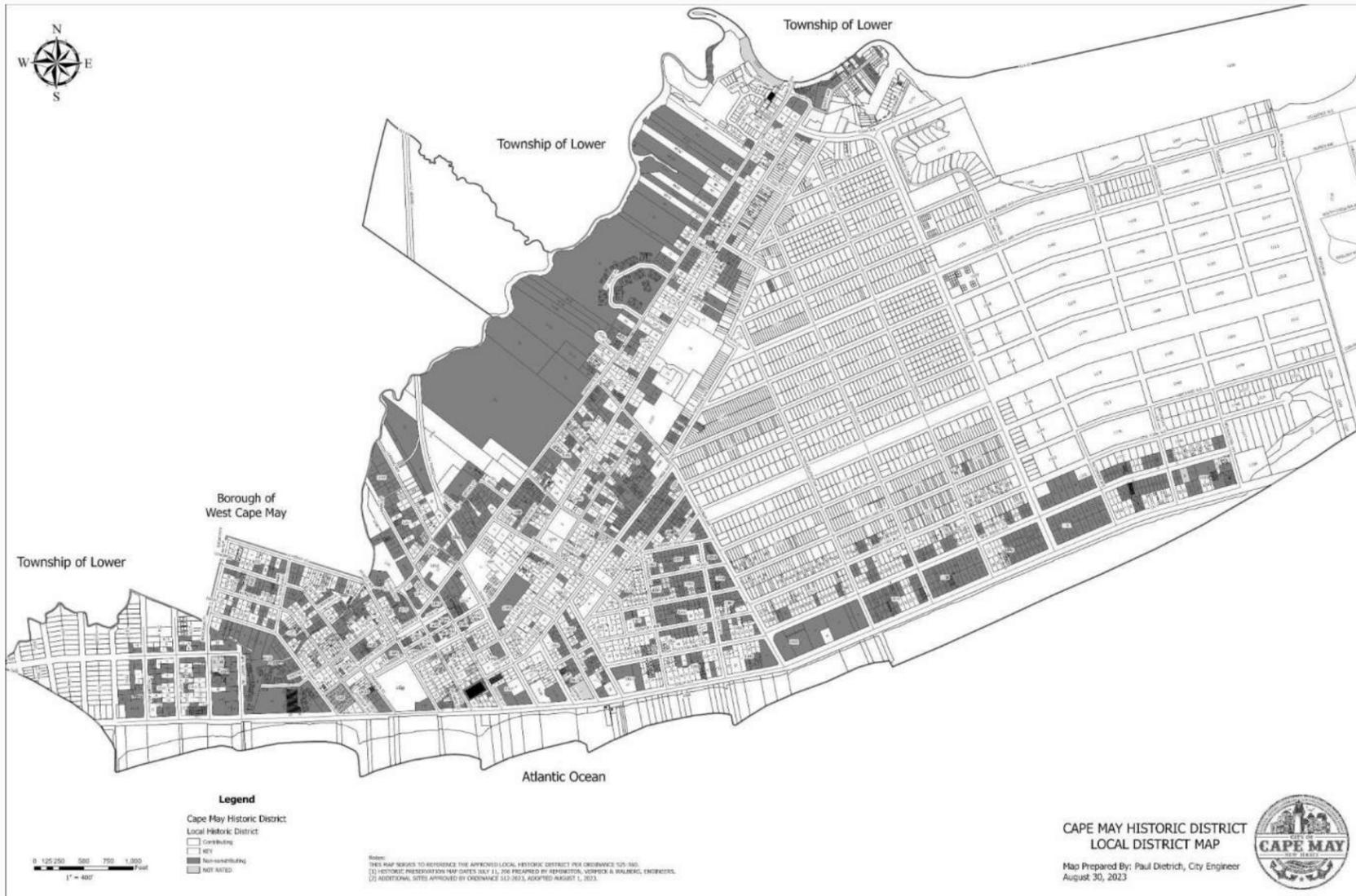
## Key Contributing Property

- A building that is **particularly important** to the Historic District's character and significance.
- Projects affecting Key Contributing buildings require **enhanced documentation and scrutiny** by the HPC.

**75**  
**Properties**



# Survey Status



## Non-Contributing Property

- Was not present during the **period of significance**;
- Due to alterations, disturbances, additions or other changes it **no longer possesses historic integrity** reflecting its character at that time or is incapable of yielding important information about the period;
- Does not independently meet the **National Register criteria**.

**578**  
**Properties**



# Property Report

New Jersey Department of Environmental Protection  
Historic Preservation Office

## PROPERTY REPORT

Property ID: -436267597

Property Name: 1015 BEACH AVE  
Address: 1015 BEACH AVE  
Apartment #:   
Ownership: ZIP: 08204

PROPERTY LOCATION(S):  
County: Municipality: Local Place Name: USGS Quad: Block: Lot:  
CAPE\_MAY Cape May 1095 3

Property Photo:



Old HSI Number: NRIS Number: HABS/HAER Number:

### Description:

The house at 1015 Beach Avenue, built ca. 1910-20, contributes to the significance of the Cape May Historic District. A historic garage to the northeast of the house also contributes, but a secondary free-standing sun room building to the west of the historic garage does not contribute to the significance of the property.

This property includes a T-plan, 2 1/2-story, wood-frame, brick-foundation, wood shingle-clad, Craftsman style dwelling, 1 historic garage, and 1 non-historic secondary building on a lot that extends the depth of the block to Stockton Street. The main, end-gabled volume of the house is fronted on the south by a recessed porch on a brick foundation with Tuscan columns, enclosed in an alteration on its eastern end, below an added roof deck fronting a historic shed dormer on the second floor, and includes a 1-story, hipped-roof volume altered to extend to the south to connect to the front porch. A rear, lower, 2-story, end-gabled volume extends to the north. The roofs throughout are wood shingle. Historic, 6/1, double-hung wood sash windows survive on the main volume 1st floor, but have been replaced on the upper floors. A brick, interior chimney is located at the back of the rear shed dormer on the main volume, and an exterior brick chimney is located on the east elevation of the rear volume near its juncture with the front volume. The open, western half of the front porch features columns and 2, half flights of concrete stairs interrupted halfway by a 90 degree landing, the second half flight leading to the main entrance in the west bay of the south elevation. The added balcony includes an added railing and square-section posts. The west elevation of the main volume features a shed-roof, 3-sided oriel in the center bay of the first floor. The north elevation is not clearly visible from public right of way.

To the north of the house stands a 1 1/2-story, wood frame, wood shingle-clad garage with an asphalt-clad jerkinhead roof, with double, barn-style sliding doors on the north elevation, a chimney in the west corner of the south elevation, and windows on the upper stories on the north and south elevations. It is connected to a single-story, jerkinhead entry volume on the south elevation. Immediately west of and attached to the garage is a single-story, window-enclosed, gable roof secondary building with a row of projecting beams below the gable.

### Setting:

Beach Avenue is a broad, 2-way traffic, residential and commercial street that extends approximately 2 1/4 miles across the south and southeastern, beachfront edge of Cape May. During the early twentieth century, the road, which originally ended at Madison Avenue, was

Survey Name: Cape May Local Historic District Survey 2015

Property ID: -436267597

Page 1

Principal Investigator: Emily T Cooperman

(Primary Contact)

Organization: Preservation Design Partnership, LLC

opened eastward to extend the length of the peninsula as part of the East Cape May development. Between Queen Street and Trenton Avenue, Beach Avenue is lined with an assortment of residences, hotels, and motels.

Registration and Status Dates:

National Historic Landmark?:   
National Register: 12/29/1970  
New Jersey Register: 12/10/1970  
Determination of Eligibility:   
Certification of Eligibility:

SHPO Opinion:  
Local Designation:  
Other Designation:  
Other Designation Date: 5/11/1976

Eligibility Worksheet included in present survey?  Is this Property an identifiable farm or former farm?

Location Map:



Site Map:

### BIBLIOGRAPHY:

Author:	Title:	Year:	HPO Accession #: (if applicable)
(None Listed)	1937 Sanborn Map (corrected to 1945)		
(None Listed)	1909 Sanborn Map (corrected to 1932)		
(None Listed)	Emil Salvini, The Summer City by the Sea: Cape May, New Jersey (2004 ed.)		
(None Listed)	1890 Sanborn Map	1890	
(None Listed)	Aerial photography for 1920, 1931, 1933, 1956, 1963, 1970, 1987, 1995, 2002, 2006, and 2007 available at <a href="http://historicaerials.com">historicaerials.com</a> and for 1991, 1995, 2002, 2006, 2008, 2010, and 2011, available through Google Earth		
(None Listed)	1886 Scott Map	1886	
(None Listed)	1878 Woolman and Rose Atlas	1878	
(None Listed)	1872 Beers Map	1872	
(None Listed)	1850 Nunan Map	1850	

### Additional Information:

Historic maps suggest that the area of Block 1095 was part of the large tract of land purchased by developer John C. Bullitt in the 1860s in conjunction with the creation of the former Stockton House Hotel and surrounding cottages. Aside from a single residence, this block remained undeveloped until after Bullitt's death in 1902. The first residences on block 1095 were most likely constructed as part of the Cape May Real Estate Company's development campaigns, when steel magnate William Flinn and real estate entrepreneur Peter Shields intended to re-establish Cape May as a prominent beach resort. The first building on lot 3, a 2 1/2-story, shingle roofed, T-plan dwelling with 2-story front, south facing front porch with a slate or tin roof and 2 north-facing, back porches, is shown on the 1890 Sanborn map, and remained the only residence on the block until the Cape May Real Estate Company's developments. This dwelling had an accompanying garage at the northern border of the lot. Historic maps and aerial photographs indicate that it was replaced by the current house between 1909 and 1920. Historic Sanborn maps show the current building with a front porch and narrow, 1-story side

Survey Name: Cape May Local Historic District Survey 2015

Property ID: -436267597

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Principal Investigator: Emily T Cooperman

(Primary Contact)

Organization: Preservation Design Partnership, LLC

volume on the east side. Visual evidence and historic aerial photographs indicate that this side volume was extended to the south and the east end of the porch enclosed within the last decade, and a second floor balcony added above the porch and doors inserted into the south facing dormer for access. Visual evidence also suggests that windows on the second story have been replaced, and that metal sheeting has been added at the corners. A large, 1-story screen room building was added west of the garage between 1944 and 1956.

This property is a contributing property in the historic district because it retains integrity and key character-defining historic features, such as its historic fenestration and massing, historic front porch and many historic wood windows, its historic front door, and its historic garage with its historic exterior materials and doors. A sunroom building to the southwest of the garage does not contribute to the district.

More Research Needed?  (checked=Yes)

### INTENSIVE-LEVEL USE ONLY:

Attachments included: 0 Building 0 Bridge  
0 Structure 0 Landscape  
0 Object 0 Industry

Historic District?

District Name: Cape May Historic District

Status: Contributing

Associated Archeological Site/Deposits?   
(known or potential sites. If Yes, please describe briefly)

Conversion Problem?  ConversionNote:

Date form completed: 7/14/2015

Survey Name: Cape May Local Historic District Survey 2015

Property ID: -436267597

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Principal Investigator: Emily T Cooperman

(Primary Contact)

Organization: Preservation Design Partnership, LLC

# Request a Property Report

The screenshot shows the 'Request a Property Report' form on the City of Cape May website. The page features a navigation menu with categories: GOVERNMENT, COMMUNITY, VISITING, I WANT TO, and FORMS CENTER. The left sidebar contains a 'Boards & Commissions' menu with sub-items like 'Historic Preservation Commission', 'Shade Tree Commission', and 'Environmental Commission'. The main content area includes a breadcrumb trail, a title, a brief description of the report, and a form with fields for 'Property Address', 'Block', and 'Lot'. Below these are checkboxes for 'Building Permit Application', 'Development Application', and 'General Property Research'. There are also fields for 'Name' and 'Email', a reCAPTCHA widget, and a 'Submit' button. The footer contains contact information, popular links, site links, and the City of Cape May logo.

**CITY OF CAPE MAY** 80°F Fair

GOVERNMENT COMMUNITY VISITING I WANT TO FORMS CENTER

**Boards & Commissions**

- Planning & Zoning Boards
- Historic Preservation Commission
  - Historic Design Standards
  - Architectural Styles
  - Application Materials
  - Resources
  - Historic Preservation Commission FAQ's
  - General Inquiries
  - Request a Property Report**
  - Report a Violation
- Shade Tree Commission
- Environmental Commission
- Meetings, Agendas & Minutes Archive
- Board/Commission/Committee Openings

**General Information**

- Staff Directory
- Historic Preservation Commission**  
Secretary Judy Decker  
609-884-9561  
jdecker@capemaycity.com
- Historic Preservation Commission**  
Compliance Officer Bruce Britton  
609-884-9556  
bbritton@capemaycity.com
- Planning Board/Zoning Board**  
Board Secretary Karen Keenan  
609-884-9549  
kkeenan@capemaycity.com
- Shade Tree**  
Secretary Nancy Mohan  
609-884-9599  
nmohan@capemaycity.com
- Environmental Commission**  
Secretary Meryl Nelson  
609-884-9525
- Location**  
643 Washington Street  
Cape May, NJ 08204  
Get Directions

**Request a Property Report**

Home > Departments > Boards & Commissions > Request a Property Report

**Request a Property Report**

Property Reports are available for most properties within the designated Historic District and include a picture, description, and status designation (contributing or non-contributing). Property Reports are required to be submitted with any applications to the Historic Preservation Commission.

**\*Property Address**

**Block**

**Lot**

**\*Please select primary purpose of requesting a survey to prioritize appropriately:**

- Building Permit Application
- Development Application
- General Property Research

**\*Name**

**\*Email**

I'm not a robot

Submit

**Contact**

City of Cape May, NJ  
643 Washington Street  
Cape May, NJ 08204  
P: 609-884-9525  
F: 609-884-8589

**Popular Links**

- Budget Information
- Emergency Management
- Live Council Meetings
- Police Department
- Fire Department

**Site Links**

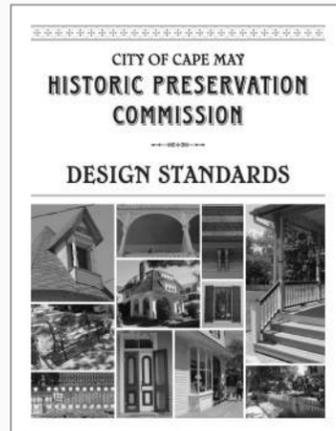
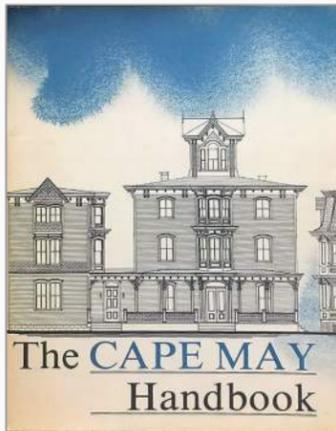
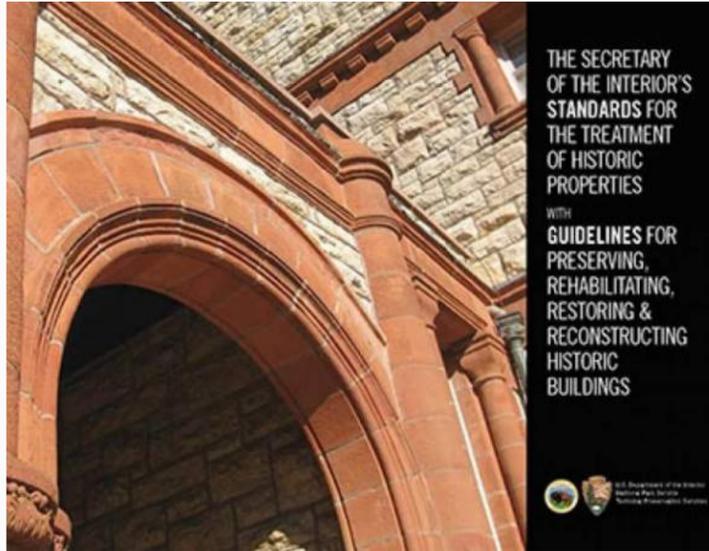
- Employment
- Bids & RFP's
- Nisle
- City Council Live Stream

**CITY OF CAPE MAY**

[www.capemaycity.com](http://www.capemaycity.com)

# Historic Design Standards

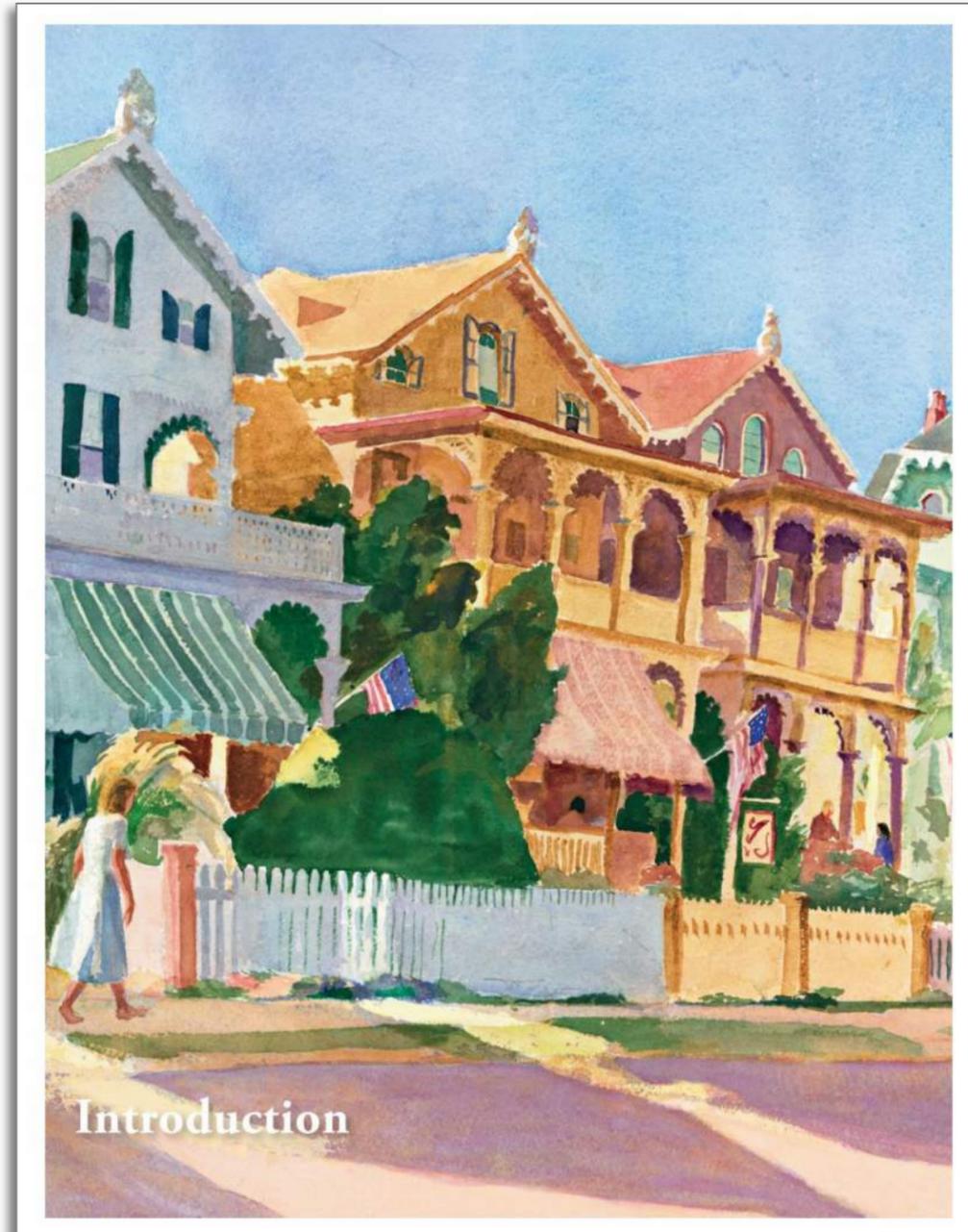
# Introduction

A 3x3 grid of nine photographs showcasing various historic architectural details and buildings. The top row shows close-ups of gables and towers. The middle row shows a large historic house, a blue Victorian house, and a white picket fence. The bottom row shows a large historic house, a yellow house with a white door, and another large historic house.

**Historic Design Standards**

City of Cape May  
Historic Preservation Commission

# Introduction



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## Review Process

### Building in Cape May

Homeowners, business owners, and builders contemplating a development, enlargement, repair, alteration, renovation, demolition, or reconstruction project within Cape May should first contact the Construction Office in City Hall. If the project is located within the Cape May Historic District or on a designated key or contributing Historic Site and requires a Construction or City Permit, the property owner must apply to the HPC. Generally, Construction Permits are required for building projects, while City Permits are required for minor work such as replacing roof or siding coverings. If a Construction or City permit is not required, but the work affects the exterior appearance of the property, a review by the HPC may still be necessary, as clarified below.



City Hall, 1908

### Mission of the Historic Preservation Commission

The HPC collaborates with property owners to ensure that alterations or new construction within the designated Historic District are appropriate, adhere to the Historic Design Standards, and advance the unique character of Cape May. Before a building permit may be issued for demolition, exterior changes, additions, or new construction, applicants' plans must be reviewed by the HPC and be granted a Certificate of Appropriateness. An essential aspect of any project within the Historic District is the scale of a proposed building and its impact on the streetscape. Matter of comparative scale of neighboring historic structures and subordinated placement to preserve view sheds must be considered. Although the HPC does not review zoning matters such as size, required setbacks, lot coverage, or use, the relationship of a project to its historic context is an essential feature under review. The HPC reviews matters of design and materials for replacement features on and additions to existing buildings. The purview of the HPC concerning the design of a building in a historic context is not limited to details and facades; it extends to the shape, scale, and mass of the building and its relationship to its historic neighbors.

The HPC is composed of seven regular and two alternate appointed members with backgrounds in building design, construction, architectural history, and Cape May history. A majority of at least four affirmative votes are necessary for an application to be approved.

Within the designated Historic District and on Historic Sites...

#### HPC does review:

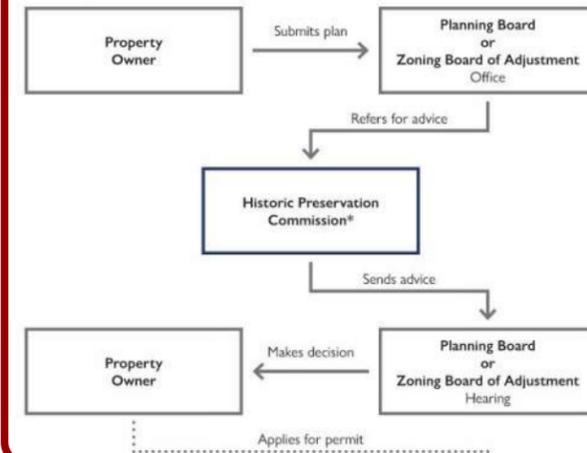
- ✓ Any change of roof, exterior cladding, window, or door material
- ✓ Any addition or relocation of site elements (HVAC units, fencing, walls, paving, decks, lighting, signage, etc.)
- ✓ Elevation (flood adaptation) of a building
- ✓ Location of new on-site parking
- ✓ Any addition to a building
- ✓ Construction of a new building
- ✓ Demolition of a building

#### HPC does not review:

- ✗ Changes to the interior layout
- ✗ Exterior painting - colors may be suggested, but are not mandated

### Development Review

Projects *needing* Site Plan Review or Zoning Variances start here:

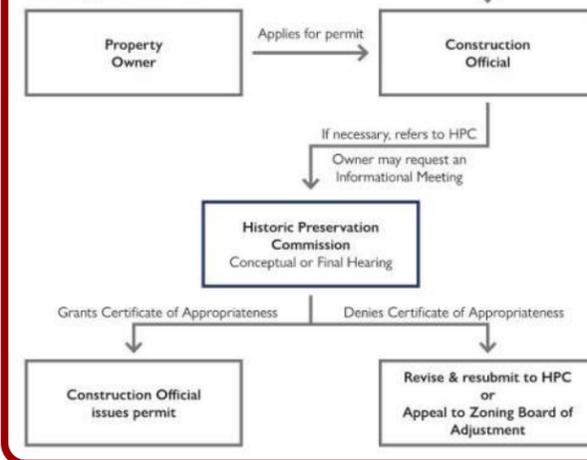


\*HPC Review for advice prior to Planning Board or Zoning Board of Adjustment, or, at the option of the applicant a Conceptual Hearing may be requested.

**HPC Conceptual Hearing**  
Available on matters that require Planning Board or Zoning Board of Adjustment approval. HPC Final Approval cannot be given until after the matter is heard by those Boards.

### Construction or City Permit

Projects *not needing* Site Plan Review or Zoning Variances start here:



○○○  
Additional Guidance  
Refer to the HPC Application for details of the process

# Introduction

Introduction

## Research and Investigation

The first step in any project undertaken on a historic property is some primary research. The review of historic photographs may reveal original architectural features. Most properties have been surveyed with their history, architectural description, and photographs available on file with the HPC Office.

Documentary historical evidence refers to information that is obtained from written or printed sources, such as maps, photographs, building plans, census records, newspaper articles, diaries, and other archival materials. This evidence can provide important insights into the history of a property, including its original design, construction, and use, as well as changes or modifications made over time. Documentary historical evidence is essential to understand and document the history of a property and guide its treatment and preservation for future generations. For additional information, refer to the Resources section.

## Design Professional

It is recommended for the property owner to engage a registered architect or other licensed design professionals for assistance. An architect experienced in historic properties may help you better understand the details, proportions, and materials appropriate for your building's architectural styles. They may be better able to synthesize the work with the existing building and uncover historical documentation to arrive at a final product in keeping with the property's historic character and the neighborhood's beauty. As an agent of the property owner, the design professional is responsible for accurately documenting the existing conditions and proposed work. Keeping the design professional engaged through the construction phase is encouraged.

## Submission Materials

Clear and concise materials are essential for HPC review. Architectural drawings should be ordered logically, formatted at a legible graphic scale, provide dimensions of all visible elements, and clearly differentiate existing from proposed work.

The HPC Review Committee will determine whether an application and submission materials are complete or if additional information is needed. Depending on the nature of the project, minor work may be Approved In Review and not require a full HPC hearing.

Application instructions and required submission materials for HPC review are listed in the HPC Application.



### HPC Priority: Evidence-Based Rehabilitation

Preserve the integrity of Cape May's architectural resources by avoiding unnecessary interventions or inappropriate treatments to character-defining features.



### Required Submission Materials

- Background:**
  - Date of construction
  - Historical research
  - Property report
- Photographs:**
  - Existing streetscape, including adjacent contributing properties
  - Existing front facade
  - Existing project area, including overall and close-up views
- Architectural drawings of the existing and proposed work:**
  - Site plan
  - Floor plans
  - Elevations & sections
  - Details of significant architectural features
- Technical documentation:**
  - Catalog descriptions
  - Product photographs
  - Technical specifications
- Physical samples of the proposed materials, if applicable**

Refer to the HPC Application for specific submission materials by project type:



Introduction

## Key Terms

### Historic District

One or more historic sites and certain intervening or surrounding property significantly affecting or affected by the quality and character of historic site or sites, as specifically designated by ordinance.

### Certificate of Appropriateness

A document issued by the HPC demonstrating its review of any alteration, addition to, or demolition of a designated historic site or to a property within the Historic District. Such review is based upon the application and representations of the applicant and the approved plans presented for the preservation, restoration, rehabilitation, or alteration of an existing property or the demolition, addition, removal, repair, or remodeling of any feature on an existing building within the Historic District, or for any new construction within the Historic District.

A Certificate of Appropriateness will be issued if the proposed project is determined to be appropriate to the Historic District or Site and in conformity with the Historic Design Standards. A denial of a Certificate of Appropriateness will be issued if the permit application is inappropriate to the Historic District or Site or not in conformity with the Historic Design Standards.

### Survey

A process of identifying and gathering data on a community's historic resources. It includes a field survey which is the physical search for and recording of historic resources on the ground, preliminary planning and background research before the field survey begins, organization and presentation of survey data as the survey proceeds, and the development of inventories. As a result of the survey process, the HPC recommends sites for designation to City Council for formal adoption.

### Visibility

The applicant and their design professionals are responsible for accurately describing the visibility, including the maximum points of visibility from any public thoroughfare, such as the sidewalk, street, boardwalk, or public park.

#### Visible

Able to be seen by a person standing in any public thoroughfare.

#### Minimally Visible

Able to be seen but does not call attention to itself or detract from significant architectural features of the building. Features that project into the maximum line of sight at most a couple of inches and additions on secondary or rear facades can be minimally visible but are reviewed on a case-by-case basis within their streetscape context.

#### Not Visible

Not able to be seen by a person standing in any public thoroughfare. Vegetation, seasonal foliage, and fencing are not considered, as they may be removed over time.

### Survey Status

Property reports are available for buildings in the District, each with a historic significance classification of "contributing" or "non-contributing" per the National Register criteria. Review is required for projects affecting both "contributing" and "non-contributing" buildings; however, the HPC has developed different sets of Design Standards for many project types:

#### Contributing Property

A building that meets specific criteria for historical significance within the Cape May Historic District, specifically:

- Was present during the Historic District's period of significance (approximately 1750 to 1948)
- Retains its historic character, meaning that its architectural style and features are still intact and have not been significantly altered
- Contributes to the overall historic significance of the Historic District, either by representing an important period of history or by being associated with a person or event of historical significance

**Key Contributing** buildings, such as the Emlen Physick Estate, Congress Hall, and The Chalfonte, are particularly important to the Historic District's character and significance. Projects affecting Key Contributing buildings require enhanced documentation and scrutiny by the HPC.

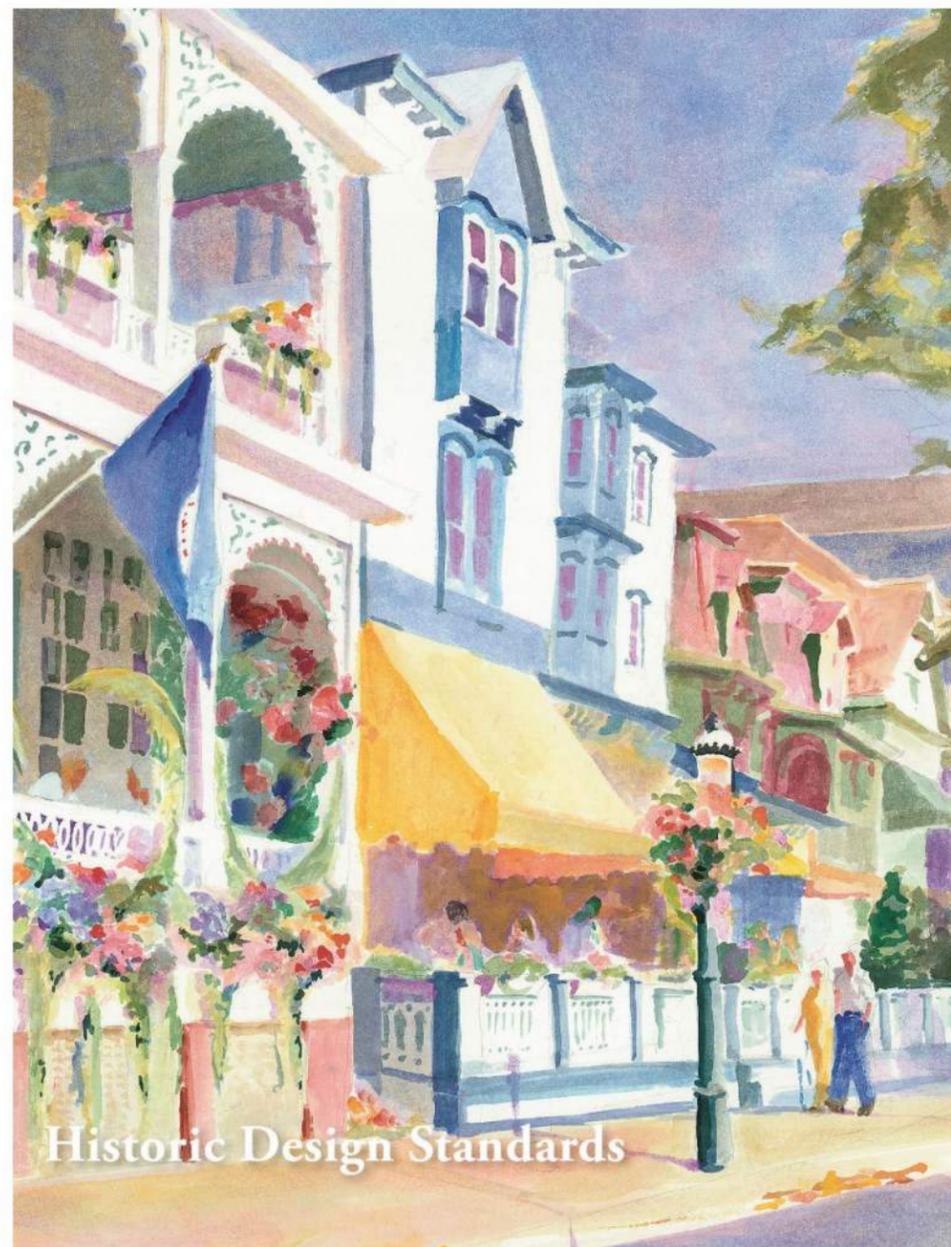
#### Non-Contributing Property

A building, site, structure, or object that does not add to the historic architectural qualities, historic associations, or archaeological values for which a property is significant because it:

- Was not present during the period of significance;
- Due to alterations, disturbances, additions or other changes it no longer possesses historic integrity reflecting its character at that time or is incapable of yielding important information about the period;
- Does not independently meet the National Register criteria.



# Historic Design Standards



Historic Design Standards

## Purpose of Historic Design Standards

The Historic Design Standards are an official document of the Historic Preservation Commission that expands upon the general concepts of The Secretary of the Interior's Standards for the Treatment of Historic Properties. Cape May boasts a rich architectural heritage featuring many styles and features. The city has recognized the need to develop a comprehensive set of Historic Design Standards to maintain and protect the historic integrity of Cape May's historic fabric. The Historic Design Standards apply to all structures within the Historic District and Sites designated on the Zoning Map.

The Historic Design Standards aim to ensure the preservation and protection of historic buildings through appropriate treatment approaches by providing upfront guidance to property owners and qualified professionals. One of the greatest threats to the Historic District's character is the incremental application of inappropriate treatments to character-defining features of buildings. While responsive to Cape May's unique character, the Historic Design Standards may not cover every circumstance. Instead, they establish a perspective for property owners, qualified professionals, and commissioners to review the specific conditions of each project and provide the versatility to develop solutions that satisfy the intent, principles, and spirit of the Cape May historic preservation ordinance. These Historic Design Standards, coupled with the Secretary of the Interior's Standards, help assure that decisions are made on a professional basis and not personal aesthetic preferences. The overarching intent of the Historic Design Standards is to inform design decisions, not dictate them. The Historic Design Standards encourage a rigorous exploration of history but not the literal copying or mimicking of particular historical styles or inappropriate features.

### Historic Design Standards

- ✓ Provide up-front guidance to property owners and qualified professionals
- ✓ Advance the historic character of the Historic District
- ✓ Prioritize design considerations and encourage appropriate alterations
- ✓ Improve quality and integrity of construction projects
- ✓ Preserve Cape May's historic character
- ✓ Foster civic pride and awareness of Cape May's history
- ✓ Provide criteria to consider prior to demolition

## Composite & Imitative Materials

Composite materials such as plastic, resin, vinyl, and fiber-reinforced cement were developed and became more commonly used during the twentieth century. Vinyl, marketed as "maintenance-free," is typically designed to be a sacrificial or disposable temporary layer and does not have the same lifespan as properly maintained wood siding. Composite materials should not be used to patch or replace genuine historic materials. Imitative materials have been used since colonial times; however, newer inferior imitations are not appropriate for use on contributing properties in the Historic District. Mass-produced, inexpensive materials and treatments do not promote sustainability or advance the integrity that the Historic District seeks to preserve.

Historic character is a combination of its materials, design, age, and context. Composite or imitative materials that lack the specific luster, dynamic patina, and tactility of genuine historic materials significantly detract from the Historic District's character. Composite or imitative materials may be considered on a limited basis for non-contributing properties if they match the appearance and properties of a historic material. Submission drawings must clearly differentiate genuine historic materials from proposed composite or imitative materials and include technical specifications, a list of previous applications within the Historic District, and physical material finish samples.



Circumstances that warrant the consideration of a substitute material for a contributing building

- Unavailability of the historic material
- Unavailability of historic craft techniques and lack of skilled artisans
- Poor original building material
- Code-related changes



### Additional Guidance

NPS Preservation Brief 16: The Use of Substitute Materials on Historic Building Exteriors

Porch Parade, 1999  
Detail (previous)

## 16 PRESERVATION BRIEFS

The Use of Substitute Materials on Historic Building Exteriors

Shannon C. Park, AIA

U.S. Department of the Interior  
National Historic Preservation Service



The Secretary of the Interior's Standards for Rehabilitation require that "historic architectural features be repaired rather than replaced, whenever possible. In the event that replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual properties." Substitute materials should be used only in a limited basis and only when they will match the appearance and general properties of the historic material and will not damage the historic material.

**Introduction**  
When deteriorated, damaged, or lost features of a historic building need repair or replacement, it is almost always best to use historic materials. In limited circumstances substitute materials that imitate historic materials may be used if the appearance and properties of the historic materials can be matched closely and no damage to the remaining historic fabric will result.  
Great care must be taken if substitute materials are used on the exterior of historic buildings. Ultra-violet light, moisture penetration behind joints, and stresses caused by changing temperatures can greatly impact the performance of substitute materials over time. Only after consultation of all systems, in consultation with qualified professionals, registered fabricators and contractors, and development of carefully written specifications should this work be undertaken.  
The practice of using substitute materials in architecture is not new, yet it continues to pose practical problems and to raise philosophical questions. On the practical level the inappropriate choice or improper installation of substitute materials can cause a radical change in a building's appearance and can cause extensive physical damage over time. On the more philosophical level, the wholesale use of substitute materials can raise questions concerning the integrity of historic buildings largely comprised of pure materials. In both cases the integrity of the historic resource can be destroyed.  
Some preservationists advocate that substitute materials should be avoided in all but the most limited cases. The fact is, however, that substitute materials are being used more frequently than ever in preservation projects, and in many cases with positive results. They can be cost-effective, can permit

the accurate visual depiction of historic materials, and last a reasonable time. Careful evidence indicates that with proper planning, careful specifications and supervision, substitute materials can be used successfully in the process of restoring the visual appearance of historic resources.  
This Brief provides general guidance on the use of substitute materials on the exterior of historic buildings. While substitute materials are frequently used on interiors, these applications are not subject to weathering and moisture penetration, and will not be discussed in this Brief. Given the general nature of this publication, specifications for substitute materials are not provided. The guidance provided should be used in place of consultations with qualified professionals. This Brief includes a discussion of when to use substitute materials, cautions regarding their use, substitute materials, their advantages and disadvantages. The reverse of materials to be more comprehensive, and articles and findings will change as technology develops.

**Historical Use of Substitute Materials**  
The tradition of using cheaper and more common materials in imitation of more expensive and less available materials is a long one. George Washington, for example, used wood paneling with sand impregnated gips at Mount Vernon to imitate cut marble stone. This technique along with scoring stone into thick patterns was fairly common in colonial America to imitate stone (see Blum, 1, 2). Milled or cast masonry substitutes, such as dry-laid cast stone and poured concrete, became popular in place of quarried stone during the 19th century. These masonry units were fabricated locally, avoiding

***Retain existing historic material  
whenever possible***

***Restoration > Replacement***

# Historic Design Standards

Historic Design Standards

## Roofs

**Definition**  
The weather-tight covering of a building, including chimneys, gables and downspouts, dormers and domes, and decorative features such as cupolas, balustrades, burrets, and ribs. For historic wood roofs, the term "shingle" will be used, whether split or sawn, and the term "shake" will be used only when it refers to a commercially available product.

**Secretary of the Interior's Standards**  
Preserve roofs and their functional and decorative features that are important in defining the overall historic character of the building. The form of the roof (gable, hipped, gambrel, flat, or mansard) is significant, as are its decorative and functional features (such as cupolas, cresting, parapets, chimneys, weather vane, dormers, ridge caps, and snow guards), roofing material (such as slate, wood, clay tile, metal, mill roofing, or asphalt shingles), and size, color, and patterning.



Slate mansard roof with ornamental cresting

The shape, materials, and details of the roof of a historic building contribute to the historic character and significance of the building. The roof form, pattern, scale, color, and texture of the roofing materials are some of the most important visual characteristics of historic buildings.

A replacement roof on contributing properties or additions to contributing properties should replicate the original roof in both materials and design. Preserve functional and decorative character-defining elements such as chimneys, dormers, cupolas, burrets, cresting, and weathervanes. Changing the original roof shape, line, pitch, overhang, and materials is not appropriate on key or contributing properties or new additions to contributing properties.

Replacement roofs on non-contributing properties should reflect the predominant roof type, orientation, scale, and pitch existing at the time of the construction of the building, be consistent with historic materials of the Historic District, and reinforce its architectural character. Replacement composite roofing is appropriate on non-contributing properties and additions to non-contributing properties if the composite roofing was available at the time of the construction of the building.

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Historic Design Standards

## Exterior Cladding

**Definition**  
The finish covering the exterior walls of a frame building, applied vertically, horizontally, or diagonally. Includes the trim and details where the covering meets or is interrupted by other features.

**Secretary of the Interior's Standards**  
Preserve exterior cladding features that are important in defining the overall historic character of the building (such as siding, walls, cornices, brackets) and decorative ornament and other details, such as patterns and finishes.



Wood siding and patterned shingles

The exterior cladding material of a historic building (clapboard, shingles, shakes, etc.) contributes to the historic character and significance of the building. The texture of the surface and the relationship between the cladding and other architectural features, such as window and door trim, corner boards, soffits, cornices, etc., form some of the most important visual characteristics of historic buildings.

It is encouraged that replacement cladding on contributing properties or additions to contributing properties replicate the original cladding in both materials and design. However, in most instances, replacing the cladding in kind with the existing or "time-for-same" is appropriate. Composite or imitative cladding is never appropriate for contributing properties or for new additions to contributing properties.

Replacement composite cladding is appropriate on non-contributing properties and additions to non-contributing properties. Composite cladding is appropriate for new buildings if detailed to resemble traditional wood construction or other appropriate historic cladding materials in shape, texture, and color.



Patterned shingles on a round tower of a Queen Anne style house

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Historic Design Standards

## Windows

**Definition**  
An opening in a building's wall designed to allow light, air, and views into the interior space. Vinyl windows are defined as windows constructed of sections extruded in vinyl, windows constructed of wood sections the outside of which is sheathed in rigid vinyl, or windows constructed of wood sections sheathed with flexible vinyl. Windows constructed of wood and finished with latex paint containing vinyl are not vinyl windows.

**Secretary of the Interior's Standards**  
Preserve windows and their functional and decorative features that are important to the overall character of the building. The window material and how the window operates (e.g., double-hung, casement, awning, or hinged) are significant, as are its components (including sash, muntins, sills, glazing, pane configurations, sills, moldings, casings, or brick masonry) and related features, such as shutters.



Two-over-two rectangular and arched windows

Windows in historic buildings are among their most significant features. Windows are elements by which the style and era of the building can commonly be recognized. The divisions of the windows are features that set the scale of the building and give cohesion to the facade. The window construction details contribute enormously to the historic character of the building.

Original or historic wood windows should be preserved. Only extensively deteriorated components should be considered for replacement. Sash replacement with window inserts may be appropriate whereas full window and frame replacement is rarely necessary. Exterior combination storm windows are not encouraged; however, they may be acceptable on contributing properties or on new additions to contributing properties, provided they have a minimal visual impact. Replacement vinyl, aluminum, or steel windows are appropriate on only non-contributing properties and additions to non-contributing properties, and their scale is consistent with the scale of the historic windows in the District.

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Historic Design Standards

## Porch & Entrances

**Definition**  
The covered or partially enclosed area at or around the entrance of a building is designed to provide a transitional space between the interior of the building and the public realm. The assembly includes the roof, posts or columns, railings, flooring, stairs, ornamentation, and foundation. Permanent architectural lighting is also included.

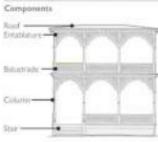
**Secretary of the Interior's Standards**  
Preserve entrances and porches and their functional and decorative features that are important in defining the overall historic character of the building. The materials themselves (including masonry, wood, and metal) are significant, as are their features, such as doors, transoms, pilasters, columns, balustrades, stairs, roofs, and projecting brackets.



Balustrade style front porch

The site, design, and materials of porches are an integral part of the style and significance of a building. They form one of the most important visual characteristics of historic buildings and contribute to their historic character and significance. Replacement porches on contributing properties or on additions to contributing properties should replicate the original porch in both materials and design. Enclosing an existing porch, replacing a historic porch with a contemporary design substitute, or removing a porch is not appropriate on contributing properties or on new additions to contributing properties. The replacement of damaged or deteriorated porches is encouraged on non-contributing properties and additions to non-contributing properties. Replacement porches on non-contributing properties should reflect the predominant porch type, scale, design, and materials existing at the time of the construction of the building, be consistent with historic materials of the Historic District and reinforce its architectural character.

**Components**



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Historic Design Standards

## Doors

**Definition**  
The movable barrier composed of a frame and leaf within a doorway that allows access to a building.

"Same-for-same" or "in kind" means that wood doors of one species may be replaced with wood of a different species if the doors were traditionally painted in the style of the building. If doors were traditionally varnished in the building style, such as oak or chestnut doors in Burglow style houses, chestnut doors may be replaced with oak or another hardwood with a similar appearance.



Pair with arched glazing and rectangular transoms above



Single glazed storm door with segmental arched transoms above



Transoms with transom extended forward to create a small porch

Entrance doors and frames are often the single most decorative element of a historic house. The size and design of the door and door surround are an integral part of the style and significance of the house. They also form one of the most important aspects of the public view of the house. Doors are among a house's most heavily used parts and are subject to wear, damage, and inappropriate alterations.

Replacement doors and frames on contributing properties or on additions to contributing properties should replicate the original doors in both materials and design. Composite materials and contemporary designs are not appropriate on contributing properties or on new additions to contributing properties, except for rear doors not visible from any public way, which are not an historic or significant feature of the contributing building. Replacement doors in composite materials are appropriate on non-contributing properties and additions to non-contributing properties in a material and design available at the time of the construction of the building. Composite materials are appropriate for new buildings if the details are designed to resemble traditional wood construction or other appropriate historic door materials in shape, texture, and color. Contemporary door designs are not appropriate.

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# Historic Design Standards

Historic Design Standards

## Windows

### Definition

An opening in a building's wall designed to allow light, air, and views into the interior space. Vinyl windows are defined as windows constructed of sections extruded in vinyl, windows constructed of wood sections the outside of which is sheathed in rigid vinyl, or windows constructed of wood sections wrapped with flexible vinyl. Windows constructed of wood and finished with latex paint containing vinyl are not vinyl windows.



Two-over-two rectangular and arched windows



### Secretary of the Interior's Standards

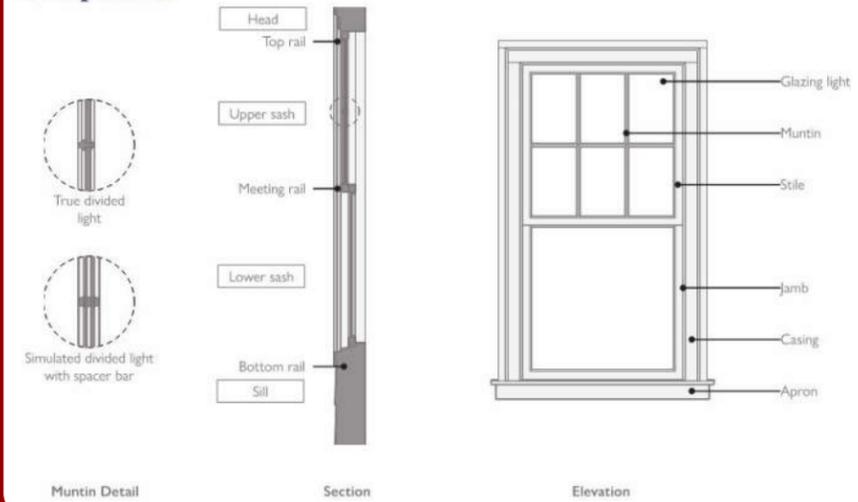
Preserve windows and their functional and decorative features that are important to the overall character of the building. The window material and how the window operates (e.g. double-hung, casement, awning, or hopper) are significant, as are its components (including sash, muntins, ogee lugs, glazing, pane configuration, sills, mullions, casings, or brick molds) and related features, such as shutters.

Windows in historic buildings are among their most significant features. Windows are elements by which the style and era of the building can commonly be recognized. The divisions of the windows are features that set the scale of the building and give cohesion to the façade. The window construction details contribute enormously to the historic character of the building.

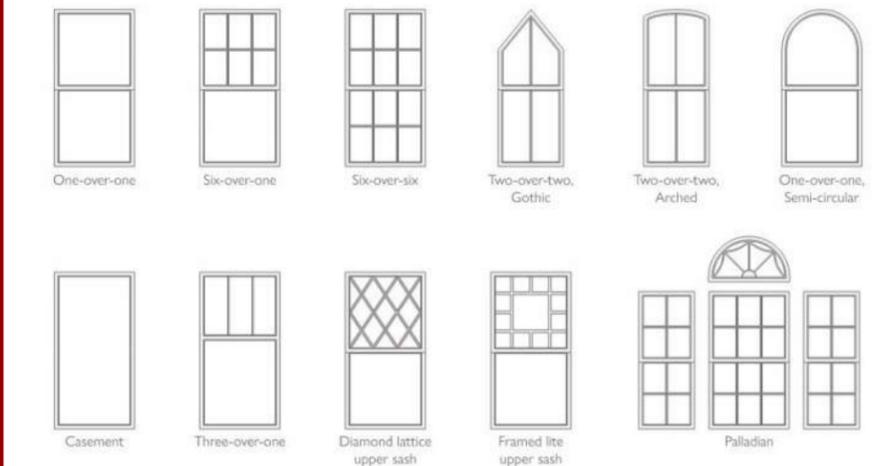
Original or historic wood windows should be preserved. Only extensively deteriorated components should be considered for replacement. Sash replacement with window inserts may be appropriate whereas full window and frame replacement is rarely necessary. Exterior combination storm windows are not encouraged; however, they may be acceptable on contributing properties or on new additions to contributing properties, provided they have a minimal visual impact. Replacement vinyl, aluminum, or steel windows are appropriate on only non-contributing properties and additions to non-contributing properties, and their scale is consistent with the scale of the historic windows in the District.

Windows

### Components



### Types



# Historic Design Standards

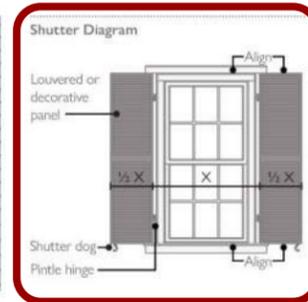
Historic Design Standards



Four-over-four single-hung semi-circular window



Four-over-four double-hung window



Louvered panel shutters on a Colonial Revival style house

## Shutters

Shutters originally functioned to control the amount of light and air entering a structure and provided privacy and protection from the elements. Today, shutters are used more often as a decorative feature. Original shutters were paneled or louvered and hinged to the window frames. Colonial Revival and Italianate homes typically have shutters, whereas smaller Craftsman Bungalow and Shingle Style homes may not. Shutters on contributing properties should be operable and be capable of covering the entire window opening, matching in height and width by some fraction so that all shutters for that window will cover the opening. The addition or removal of window shutters should be based on documentary historical evidence and adjacent precedent houses. Casement and Palladian windows typically do not have shutters.

Operable hardware, including pintle hinges and shutter dogs or tie-back, are also essential features of an appropriate shutter. Shutters in mid- to late-nineteenth-century homes were originally held open with tie-backs. More prevalent "S" style tie-backs and shutter dogs of various shapes attached to the siding were introduced in the early twentieth century.

## Screen & Storm Windows

A well-maintained original wooden window with an exterior storm window may provide as good as, if not better, insulation than a new double-pane replacement window. Storm windows, or secondary glazing, provide a thermal barrier that retains heat and prevents cold air infiltration. Storm windows should fit tightly within the opening and not require a redundant perimeter frame that reduces the daylight opening. The color of the storm window frame should match the primary window sash. Glazing should be clear and uncoated. The sash of an exterior storm window should be set back from the plane of the façade as far as possible to preserve the appearance of a punched fenestration opening. The meeting rails of all storm windows should align with the primary sash. Darker-colored fine metal screens that provide maximum visibility are recommended. Retractable interior screens are recommended for new construction windows on the primary facade.



✓ **Appropriate** storm window with low profile and snug fit to not obstruct the historic character of the window

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Windows



Striped canvas fabric awning with traditional operating mechanism

## Awnings

Before the availability of air conditioning, awnings were common features above windows and porches. Awnings can be considered for traditional locations such as over windows, doors, attached to porches, or other locations where historical documentation exists. New awnings should be of traditional design to fit the opening and have a vertical valance. Canvas fabric awning material is appropriate. Modern metal, vinyl, plastic, and fiberglass awning material is not appropriate. The installation of awnings should be with the least amount of anchor hardware possible to minimize damage to historic materials and be reversible. Awning color and any pattern should complement the historic building.

## Repair & Replacement

The HPC strongly discourages replacing quality historic wood windows with contemporary vinyl, fiberglass, or aluminum windows. Contemporary windows, including the composite-clad wood variety, do not have the same detail and integrity as historic windows. Individual components of mass-produced contemporary windows are also more challenging to repair. For example, once the perimeter edge seals of a contemporary window fail, the glazing unit will fog up from moisture condensation, which typically requires replacing the entire window. There is a shortsighted and misguided notion that contemporary windows dramatically decrease energy use. Well-maintained and weather-stripped historic wood windows with proper-fitted storm windows will typically outperform a contemporary replacement window and, with routine maintenance, last far longer.

Replacement should be limited to only those extensively deteriorated features beyond repair, not the entire window system. Every effort should be made to match the historic material, where possible, and always the finish, dimension, profiles, and appearance. Where appropriate, sash replacements or inserts are preferred to full window and frame replacement.



✓ **Appropriate** sash replacement only if existing is significantly-deteriorated

✗ **Inappropriate** full window & frame replacement if existing is able to be repaired

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# Historic Design Standards

## Contributing Property

A building that meets specific criteria for historical significance within the Cape May Historic District, specifically:

- Was present during the Historic District's period of significance (approximately 1750 to 1948)
- Retains its historic character, meaning that its architectural style and features are still intact and have not been significantly altered
- Contributes to the overall historic significance of the Historic District, either by representing an important period of history or by being associated with a person or event of historical significance

**Key Contributing** buildings, such as the Erilen Physick Estate, Congress Hall, and The Chalfonte, are particularly important to the Historic District's character and significance. Projects affecting Key Contributing buildings require enhanced documentation and scrutiny by the HPC.

## Window Standards

### Contributing Property

1. If the original or historic window still **exists**, every effort should be made to preserve it. Extensively deteriorated elements - such as a stile, muntin, or casing - should be replaced in kind to match the adjacent. Where full replacement is necessary, it should be replaced in kind, replicating the original in size, materials, and design.
2. If the original or historic window **does not exist**, but there is **physical or documentary historical evidence** of what was originally there, it is encouraged that the new window replicates what once was there in size, materials, and design. Same-for-same replacement is appropriate in many instances.
3. If the original or historic window **does not exist** and there is **no evidence** of what was originally there, the new window should replicate what was used during the building's construction period and dominant style in terms of material and design. Same-for-same replacement is appropriate in many instances. Refer to the Architectural Styles section for further information.
4. **Composite materials** - such as vinyl, aluminum, fiberglass, composite, vinyl-clad, or aluminum-clad - are not appropriate. An exception may be made for in-kind replacement of existing clad windows to match the design and general characteristics of an appropriate window for the building's construction period and dominant style.
5. **Adding a new window** or altering the size of existing window is not appropriate in visible locations without evidence, as this creates a false sense of history.
6. **Divided lights** should be true or simulated with integral muntin spacers. Snap-in muntin bars or grills are not appropriate.
7. **Contemporary designs** - such as single-pane tilt and turn or slide windows - are generally not appropriate. Exceptions may be made where there is documentary historical evidence that the original window design and function were similar to the proposed contemporary design.
8. **Wooden shutters** that are painted, movable, and attached by functional hinges, held open by shutter dogs, composed of louvers or panels, and are of the proper size to cover the window opening, are appropriate for most nineteenth and early twentieth century buildings based upon documentary historical evidence or adjacent precedents.
9. **Canvas awnings** that conform to the size and shape of the window above which they are installed are appropriate based upon documentary historical evidence. Awnings should not overwhelm the building or conceal character-defining features. Retractable awnings should have traditional operating mechanisms.
10. **Storm windows and screens** should have a minimal visual impact. Storm windows should match the size of the existing windows and have narrow perimeter frames so as not to conceal the existing window behind. The storm window meeting rail should align with the rail of the window behind. Storm windows may be of any material but must be painted or clad to match or complement the trim of the window. Unpainted raw metal is inappropriate.



### HPC Priority: Save Old Windows

- Preserve original and historic windows. Repairing existing windows and adding storm windows typically costs less than a complete replacement. Contemporary multi-paned replacement windows are more challenging to repair.
- Old-growth wood windows can last more than a century with routine maintenance. Contemporary replacement "maintenance-free" windows typically have a life expectancy of fewer than 20 years.
- Mitigate water and air infiltration in historic windows by caulking gaps, replacing glazing compounds, replacing broken glass, and installing weather-stripping.
- Energy savings associated with contemporary replacement windows typically take longer than the life expectancy of the window to recoup. In addition, significant embodied energy is expended, carbon dioxide emitted, and landfill waste generated in the production and decommissioning after a short life cycle of contemporary replacement windows.
- When original windows are replaced, the historic antique glass they contain is irretrievably lost. This glass is a character-defining feature of historic windows and, as such, of historic building facades as well.



Colored glass lights in an eyebrow roof dormer



Gothic arched window with properly-sized functional shutters



Arched window within a decorative gable end dormer



✓ **Appropriate** new construction windows with divided lites and properly-sized functional shutters



✗ **Inappropriate** proportioned window with no exterior muntins

### Non-Contributing Property

1. Windows should be **compatible** with the historic windows of the Historic District and **reinforce** its architectural character. Composites, vinyl, aluminum, or clad windows may be appropriate if their scale is consistent with the scale of windows in the Historic District. Muntins should be provided on the exterior side of the window.
2. **Replacement windows in existing openings** do not require review by the HPC if the replacement window is at least as divided as the original, i.e., the lights are not larger than the original. Replacement windows in existing openings that are less divided than the original windows require review by the HPC to ensure that the overall visual character of the streetscape is not adversely impacted.
3. **New windows in new openings** require review by the HPC to ensure that the scale of the streetscape is not adversely impacted. Large picture windows and sliding glass doors are strongly discouraged.
4. **Storm windows and screens** should have a minimal visual impact. Storm windows should match the size of the existing windows and have narrow perimeter frames so as not to conceal the design of the existing windows behind. Storm windows may be of any material but must be painted or clad, so the overall visual character of the streetscape is not adversely impacted. Unpainted raw metal is inappropriate.



### Additional Guidance

Preservation Brief 9: The Repair of Historic Wooden Windows  
 Preservation Brief 13: The Repair and Thermal Upgrading of Historic Steel Windows  
 Preservation Brief 33: The Preservation and Repair of Historic Stained and Leaded Glass  
 NPS Tech Notes, Windows #6: Replacement Wooden Sash and Frames With Insulating Glass and Integral Muntins  
 Window Rehabilitation Guide for Historic Buildings

### Non-Contributing Property

A building, site, structure, or object that does not add to the historic architectural qualities, historic associations, or archaeological values for which a property is significant because it:

- Was not present during the period of significance;
- Due to alterations, disturbances, additions or other changes it no longer possesses historic integrity reflecting its character at that time or is incapable of yielding important information about the period;
- Does not independently meet the National Register criteria.

## Question #2A

For a **Contributing Property**, what is an appropriate treatment for an **original wood window** that is **leaking**?

Pick one.

- A. Replace it with a wood window to match the original
- B. Replace it with a composite window similar in appearance to the original
- C. Replace only the significantly deteriorated elements and add a storm window

*In-person: Hold up a card*

*Virtual Zoom: Select via Poll*

## Question #2B

True or False:

For a **Non-Contributing Property**, fiberglass or vinyl windows may be appropriate.

A. True

B. False

*In-person: Hold up a card*

*Virtual Zoom: Select via Poll*

# Historic Design Standards

Historic Design Standards

## Sites & Streetscape



Stockton Row Cottages by Stephen Decatur Button

Cape May's architectural, cultural, and historic significance can be found not only in its buildings individually but in the City as a whole. The street grid and the scale and relationship of the buildings in regard to neighboring structures, streets, public spaces, furnishings, and landscaping form an essential part of the historic texture for which Cape May is noted. Replacement streetscape features should replicate the original features in location, setback, material, and design. New streetscape features should not adversely impact the character of the neighborhood. Public and private amenities necessary for the modern functioning of Cape May should be designed appropriately to the historic character of Cape May and placed as unobtrusively as possible.

### Definition

The collective appearance and visual character of the public thoroughfare from a pedestrian's perspective. It encompasses a range of elements such as sidewalks, fences, walls and retaining walls, driveways, parking areas, landscaping, public amenities, and each building's relationship to one another that contributes to the sense of place.



### Secretary of the Interior's Standards

Preserve features of the building site that are important to the overall historic character of the setting. Site features may include walls, fences, or steps; circulation systems, such as walks, paths, or roads; vegetation, such as trees, shrubs, grass, or gardens; furnishings and fixtures, such as light posts or benches; decorative elements, and important views or visual relationships.



The scale of the streetscape and yard fences are a distinguishing feature

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### Sidewalk & Light Posts

Nineteenth-century sidewalks in Cape May were predominantly rectangular bluestone slabs, a heavy slate from northern New Jersey, still available today. There are also some examples of nineteenth-century brick sidewalks. Portland cement concrete was not typically used for sidewalks in nineteenth-century Cape May, but it was a material of choice in some early twentieth-century portions of the city. Many sidewalks on residential blocks in Cape May also featured grass verges between the pavement and the curb.

There were very few streetlights in Cape May during the nineteenth century. The few pedestrian lights in old photographs resemble the Weibach lamps we have now. The poles appear historic, and the Weibach gaslights mounted on top of the pole are identical in design to those used in the nineteenth century. Such gaslight fixtures are significant, and their system should be extended with new fixtures.

Site & Streetscape



Between the street and houses are a planting strip, sidewalk, vegetation, fence, and yard



Historic bluestone sidewalks should be preserved



Brick sidewalks are also common in Cape May and should be preserved



Concrete sidewalks

### Standards

- Bluestone sidewalks** which are original or historic should be preserved. Extensively deteriorated slabs should be replaced in kind with new bluestone slabs matching the original in size, color, texture, and tooling. The use of bluestone slabs similar in size, color, texture, and tooling to the historic slabs is appropriate for new sidewalks in Cape May. The use of concrete sidewalks treated to the color of bluestone and scored into rectangles is appropriate for new sidewalks in East Cape May.
- Brick sidewalks** which are original or historic should be preserved. Extensively deteriorated existing bricks should be replaced in kind with new bricks matching the original in layout pattern, size, color, texture, and tooling.
- Concrete sidewalks** composed of rated Portland cement is appropriate for new sidewalks in twentieth-century portions of Cape May. The paving of sidewalks with asphalt is not appropriate in Cape May.
- Grass verges** between the sidewalk and street are appropriate in Cape May. Mowing grass verges should be restored. Technical assistance with regard to trees and vegetation may be obtained from the Shade Tree Commission.
- Weibach gaslights** provide appropriate illumination for sidewalks in much of Cape May. The progressive replacement of the 1960s style "cobra head" fixtures that are attached to wooden poles with early-twentieth-century style fixtures attached to the same poles is also appropriate. New streetlights replicating designs from the first two decades of the twentieth century are appropriate in areas of Cape May developed in that era.
- Decorative light poles** to provide additional illumination are appropriate in locations where they do not compete visually with wooden poles. Areas like the Washington Street Mall, the Promenade, and the Soldiers Monument on Garney Street are best points where more elaborate fixtures may be appropriate. A color temperature of around 2500K and no greater than 3000K is generally appropriate.

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Historic Design Standards

### Fences

Front fences are one of the most "Victorian" features of Cape May and provide a strong sense of continuity to the streetscape. They form part of the elaborate separation system between public and private spaces characteristic of late nineteenth-century houses. The fence is part of the property closest to the public and is often the first thing a passerby notices. In relationship to the front yard and front porch establishes the intimate scale and complicated street life, one of the most valued things about a Victorian historic district. Fence designs changed through the nineteenth century; some fence styles were introduced and stayed popular for the rest of the century, others were related to a particular house style, and some came into fashion and went out. Wood, cast iron, and wrought iron are the traditional fence materials used in Cape May.



Wood picket fence with corner post



Simple wood picket fences



Wrought iron fence with pointed spear caps

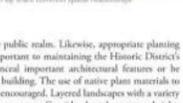
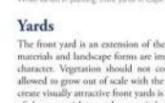


Decorative wood picket fence and gate

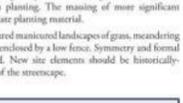
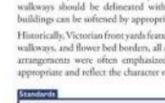
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### Yards

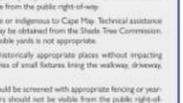
The front yard is an extension of the public realm. Likewise, appropriate planting materials and landscape forms are important to maintaining the Historic District's character. Vegetation should not conceal important architectural features or be allowed to grow out of scale with the building. The use of native plant materials to create visually attractive front yards is encouraged. Layered landscapes with a variety of plant materials can enhance a site's appearance. Consider the color, texture, height, and mass of plant selections in a planting composition. The edges of driveways and walkways should be delineated with planting. The retaining of more significant buildings can be softened by appropriate planting material. Historically, Victorian front yards featured manicured landscapes of grass, meandering walkways, and flower bed borders, all enclosed by a low fence. Symmetry and formal arrangements were often emphasized. New site elements should be historically appropriate and reflect the character of the streetscape.



White screen in planting, front yards in Cape May share common spatial relationships



Front porch in alignment with new awning



Grass with planting border



Inappropriate solar-powered yard lighting

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Historic Design Standards

### Walls

Masonry walls are less common in Cape May and typically have a more imposing appearance versus metal or wood fences. Adding a masonry wall or retaining wall to a front yard or visible side yard dramatically alters the streetscape and, therefore, should always be based upon evidence.



Brick low wall with bluestone top

### Standards

- If the original or historic exterior wall exists, every effort should be made to preserve it.
- If the original or historic wall does not exist, but there is physical or documentary historical evidence of the original wall, the new wall should replicate the original in materials and design.
- Adding a new wall is not appropriate in a visible location without evidence, as this creates a false sense of history. Successive retaining walls to reconstruct a landscape are not appropriate.
- Composite or imitative materials are not appropriate for walls near contributing properties. Concrete masonry units (CMU) should always be faced with brick or stone appropriate to the style of the building; concrete "cast stone," split-face, textured block, or similar imitation stone units are not appropriate.

### Driveways

There was much less paving in Cape May in the nineteenth and early twentieth centuries, and most buildings were surrounded by landscaping. The setting of many historic buildings and the character of the city as a whole has been altered by the introduction of large areas of paved driveways and off-street parking.



Brick driveway with center planting strip



Crushed gravel driveway

### Standards

- Locate new driveways and off-street parking as unobtrusively as possible to preserve the historic streetscape. Parking should always be screened from the public thoroughfare. Locating off-street parking in front yards and visible side yards is not appropriate. Locating off-street parking closer to the street than the front facade of the main building is not appropriate. Driveways and alleys should be used to access side and rear parking areas and garages. Abutting new driveways or off-street parking areas to historic structures is not appropriate.
- Paving materials should be compatible with the historic character of Cape May. Appropriate materials include bluestone, brick, crushed clamshell or oyster shell, cobble, and tumbled concrete made of crushed stone as the aggregate and lime mortar as the matrix.
- Paving adjacent to contributing properties should be unobtrusive, such that they will not be noticed by passersby, and may include grass pavers laid with their top face at or just below ground level to distribute the load of automobiles while allowing grass to grow through the grid, or crushed stone, made from sandstone, limestone, and granite, particularly brown crushed stone that resembles earth from a distance. The use of masonry or bituminous concrete (blacktop) is not appropriate.
- Lighting for parking areas should be unobtrusive and shielded to prevent light spillage onto adjacent properties. Compliance with "dark sky" standards is encouraged. A color temperature of around 2500K and no greater than 3000K is generally appropriate.
- Accessible parking and routes from these spaces to buildings with public accommodations may be made of heritage materials suitable for wheelchair use.



Inappropriate visible parking in the front yard (beyond the face of the building)

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Site & Streetscape



Open-air pickets relate to the style of the building



Hinged driveway gate



Wood picket fence

### Standards

- If the original or historic exterior fence exists, every effort should be made to preserve it. Extensively deteriorated portions should be replaced in kind to match the adjacent. Where full replacement is necessary, the fence should be replaced in kind, replicating the original in both materials and design.
- If the original or historic fence does not exist, but there is physical or documentary historical evidence of the original fence, it is encouraged that the new fence replicates the original in materials and design. Same-for-same replacement is appropriate in many instances. Refer to the Architectural Styles section for further information.
- If the original fence does not exist and there is no evidence of what was originally there, it is encouraged that the new fence replicates what was used during the building's dominant period and style in terms of material and design. Same-for-same replacement is appropriate in many instances. Refer to the Architectural Styles section for further information.
- Composite, imitative, or contemporary materials - such as stainless steel, aluminum chain link, or vinyl - are not appropriate on contributing properties. An exception may be made based upon evidence that the original fence was composed of a contemporary material.
- Contemporary designs are not appropriate on contributing properties. An exception may be made for rear fences that are not visible from any public way which may be contemporary in design if they are made of wood. Fences contemporary in design may be appropriate for non-contributing properties provided the material is wood and the design does not adversely impact the overall visual character of the streetscape.
- Structural members of a fence must be turned in to face the property being enclosed. The finished side of all fences must be presented to the outside.
- Privacy fences are not appropriate to screen front yards. The use of wood privacy fences is appropriate on side and rear yards to screen parking areas, mechanical equipment, pools, and other structure features. The design of privacy wood fences should be consistent with the materials and design of the adjacent buildings and fences.



Appropriate new cast iron fence based upon historical precedent



Inappropriate iron awning fence and railing

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# Historic Design Standards

Historic Design Standards

## Storefronts

### Definition

Lower portion of an exterior facade intended to attract customers into a shop or business located inside. Typically consisting of large windows, often with decorative moldings and transoms, and a recessed entrance with a canopy or awning. Also includes associated signage and illumination.



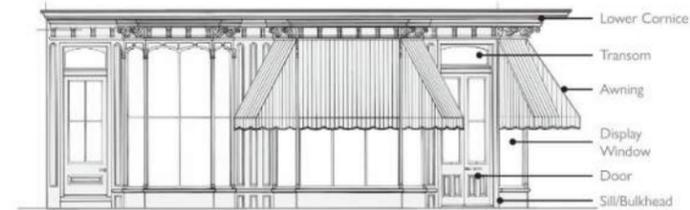
Historic storefront with bay window



### Secretary of the Interior's Standards

Preserve storefronts and their functional and decorative features that are important in defining the overall historic character of the building. The storefront materials (including wood, masonry, metals, clear glass) and the configuration of the storefront are significant, as are features such as display windows, base panels, bulkheads, signs, doors, transoms, kick plates, corner posts, piers, and entablatures.

Storefronts were a distinctive feature of the nineteenth-century streetscape, attracting business with the merchandise they displayed and eye-catching designs. Historic storefronts related to the overall character of a building but stood out with ornamental detailing and large bay windows, often projecting from the facade. Retailers on corner properties took advantage of the double exposure with wrap-around storefronts and corner entrances, giving a distinctive feature even more prominence, such as at the corner of Hughes and Ocean Streets, the corner of Washington and Decatur Streets, and the corner of Columbia and Ocean Streets.

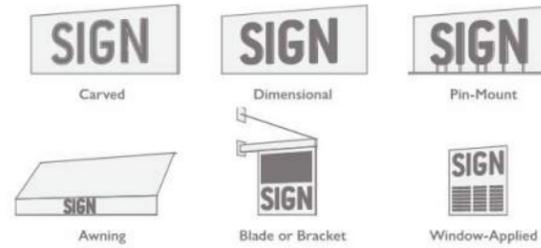


Storefronts

## Signs

Signs provide an opportunity for whimsy, creativity, and expression, as well as branding for a store. Within the Historic District, signage must also respect the architectural character of the building to which it is attached. The quality and design of a business sign are influenced by its location, materials, size, scale, color, lighting, and typeface. Well-designed and maintained signs add interest and variety to historic building facades. For franchise businesses, typical sign colors and branding may require modification to conform to the character of the Historic District. Cape May is a walking city; therefore, signs should be designed for pedestrians rather than cars.

Commercial signs are closely regulated by ordinance in Cape May, with provisions that mostly restrict aspects of signage to a small range that is appropriate to a Historic District. The sign typeface should be compatible with the Historic District, complement the building, and emphasize legibility over stylistic agenda.



Cape May features a diversity of signage

## Sign Illumination

Lighting is a critical element in sign design and should complement the overall character of the district. A warm color temperature of around 2500K and no greater than 3000K in a low intensity is generally appropriate for illuminating signage. Static illumination may be provided above, below, or from within the signage. Plastic vacuum-formed, internally illuminated signs, which typically overwhelm the design balance of the storefront, are not appropriate in Cape May.

✓ Appropriate sign illumination techniques:



- Projecting Above**
  - One fixture per every 5 feet of sign width
  - 18" maximum projection from the sign
- Projecting Below**
  - Continuous or one fixture per every 5 feet of sign width
  - 6" maximum projection from the sign
- Halo**
  - Concealed light source with a soft glow from the inboard face of letters
  - Conduit concealed



Blade or bracket signs are common along the Washington Street Mall

# Historic Design Standards

## Accessibility

Sensitive and creative solutions to satisfy code requirements are an essential part of protecting the historic character of the building. Eliminating physical access barriers involves careful planning, sensitive design, and consideration of all options. The least obtrusive and minimally visible solutions should always be sought.

### Ramps

A common approach to providing barrier-free access from the sidewalk to building entrances is with a ramp. Where feasible, interior ramps are preferred for their minimal impact on historic fabric. Exterior ramps of minimal code-compliant dimensions should not block windows or significant architectural features. The material and finish of the new ramps should be harmonious with the building. Handrails, when required by code, should be simple and not detract from the overall historic streetscape. Unpainted metal handrails are not appropriate within the Historic District.

### Lifts

Wheelchair and chair lifts along stair railings should be considered only where a ramp would have a more significant adverse impact on the historic fabric. Railing lifts and attachments should be reversible, minimal, and non-destructive to character-defining features. The finish of all components should be in kind with adjacent historic elements. The placement, material, and design of exterior lifts should be harmonious with the building and streetscape. Lifts should be recessed, finished in kind with adjacent historic elements, and have minimal impact on historic fabric.

### Doors

Entrways, framing, and hardware occasionally require upgrades to provide barrier-free access. Adjacent framing, details, sidelights, and transoms should be retained as part of the upgrade. Special hardware, such as door closers, where required by code, should be located on the interior side of the door where possible. Modifying the configuration of existing historic doors is a preferred approach over replacement doors. Where required by code, door actuators should be as small as possible and installed in areas of non-distinctive finish with concealed conduits.

#### Standards

1. **Alternate means of compliance** with applicable codes should be leveraged for existing historic buildings.
2. **Low-impact** and creative options should be reviewed with the code officials. Consider a mechanical lift rather than a series of ramps if the entrance is elevated a significant distance above grade.
3. **Design ramps or lift enclosures** to have the most negligible visual impact on the building and site.
4. **Install accessibility solutions in a reversible manner** without damage to historic features.
5. **Materials** compatible with the historic building should be used for ramps and lift enclosures. Unpainted metal or wood is not appropriate.
6. **Retain** historic elements necessary to remove, such as limited sections of railing so they can be removed in the future when the ramp or lift is removed.



Additional Guidance  
NPS Preservation Brief #32: Making Historic Properties Accessible

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Historic Design Standards

## Mechanical & Utility Equipment

#### Definition

Addition of exterior equipment and systems to provide heating, ventilation, air conditioning, plumbing, electrical power, and other essential services to a building.

New technologies and equipment are frequently introduced that add safety or convenience features for Cape May residents. Satellite dishes and solar technologies visible from the public right-of-way are not appropriate for the Historic District. Modern mechanical systems, particularly centralized heating and air-conditioning units, are inevitable additions to historic buildings. Improper placement or a lack of visual screening of new equipment can diminish the visual character and historical integrity of individual historic buildings as well as the overall character of the Historic District.

### Screening

Site appearances, such as condensing units, heat pumps, backup generators, and electrical meters, should be screened and not visible from the public right of way. Frequently accessed equipment, such as trash containers, should also be screened or located behind a latched lattice gate. Inconspicuous locations at secondary elevations are more appropriate for these elements. These utilitarian elements should never be located or stored in a front yard. Vegetation, simple lattice, or low fencing are recommended for visual screening.

#### Standards

1. **Freestanding** equipment, such as air conditioning units, should be screened with appropriate fencing or year-round natural plantings. The equipment itself should not be visible from the street.
2. **Building-mounted** equipment, such as satellite dishes and utility boxes, should be located on secondary facades and painted to match the adjacent surface. Always install equipment in a reversible manner.
3. **Temporary** equipment, such as window air conditioners, should not be visible from the street. If no alternative technically acceptable locations are available, minimally visible from the street may be appropriate.

### Wind Power

Enhancing energy resources to save the burning of carbon fuel is essential. However, because the placement of windmills or wind turbines requires the unobstructed use of wind, they must, by definition, be visible from the public right-of-way and will, therefore, adversely impact the District's historic character. As a result, windmills and wind turbines are not appropriate in the Cape May Historic District.



✓ **Appropriate** screening of mechanical equipment and rubbish.



✗ **Inappropriate** visible mechanical equipment without screening.



✗ **Inappropriate** visible mechanical equipment partially screened.

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Mechanical & Utility Equipment

## Solar Technologies

On-site renewable energy can benefit a historic building without compromising the character of the building or neighborhood. Solar technologies are not appropriate for all roofs in the Historic District. Enhancing the energy efficiency of a historic building is essential. To that end, it is often possible to install features such as solar panels and photovoltaic cells, provided they are installed in a sensitive manner. Because these elements must be positioned to take advantage of unobstructed sunlight, the roof of a historic structure may be an obvious location. However, the rooftop of a historic building is often a character-defining feature. Therefore, installing solar panels should conform to guidance regarding rooftop additions to avoid altering the historic character of the building. Historic buildings with a flat roof or parapet can usually accommodate solar panels because the panels will be hidden. In contrast, properties with a hipped or gabled roof are generally not good candidates for rooftop solar installation. Solar panels in the Historic District visible from a public right of way, such as a nearby street, sidewalk, or other public space, are not appropriate.

The emerging solar shingle systems feature a thinner form factor and replace the existing roof material. It is never appropriate to replace a significant architectural configuration or historic material with a solar shingle roof. For example, replacing a color shingle roof with flared eaves, a significant configuration of many Queen Anne-style homes, with rigid solar shingles would not be appropriate. While the solar shingle is imitative of a traditional roof, it is not a traditional roof. Therefore, the expression of a solar shingle roof should stand alone as a thoughtful, modern addition to the house within a sensitive historical context. In addition to the directional expression of the roof, the overall module layout and the interfaces with roof features, such as chimneys, dormers, and flashing, should be considered.

Ancillary equipment like electrical meters, panels, and batteries should be located on a rear elevation and not be visible from the public right-of-way. For visible solar shingle installations, physical material samples of the solar shingle are required with the HPC application.

#### Standards

1. **Solar technologies** are not appropriate for all roof surfaces in the Historic District. Minimally or not visible locations may be considered. An on-site mock-up may be required to determine visibility.
2. **Dark-colored** and **reduced-reflectivity** solar panels may be appropriate, if the panels will be reversibly visible, a physical sample submission is required.
3. **Form factor** of smaller individual shingles or tiles, similar to the existing roofing material, are preferred over larger panels. Full tiles of a similar appearance should be provided at the perimeter and roof junctions. Panels should be low-profile and installed in a reversible manner.
4. **Mounting hardware** and supply conduit should be finished to match adjacent surfaces.
5. **Incidental equipment**, such as the inverter and meter, should not be visible from the street.



Additional Guidance  
NPS Preservation Brief #3: Improving Energy Efficiency in Historic Buildings  
Revised Guidelines on Sustainability for Rehabilitating Historic Buildings

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✓ **Appropriate** not visible solar panels installed on a flat roof.



✗ **Inappropriate** visible solar panels over a gabled roof feature.

Historic Design Standards

## Flood Mitigation

#### Definition

Measures taken to reduce or prevent damage caused by flooding, including raising the foundation, installing floor barriers, and adding flood-proofing measures.

In the past, Cape May has experienced flooding due to the City's relationship to the sea level in general and as a result of infill in some historic low-lying areas. In future years, the flooding exposure in Cape May City is very likely to increase as climate change contributes to intensified hurricanes, severe rainstorms, and high tides. Building elevation is a common option property owners consider to improve flood resilience. However, elevation can significantly impact the historic character of individual properties and the surrounding streetscape. Elevating a historic building would typically not be appropriate to use in a rehabilitation project in Cape May. However, Cape May City, with advice from the HPC, has concluded that the best policy for the long-term preservation of historic structures is to support property owners who wish to elevate their properties to mitigate flood exposure. The overarching goal of flood mitigation is to protect the historic building from damage while preserving its historic character and significance.



✓ **Appropriate** building raised minimum necessary with landscaping to mitigate.



✗ **Inappropriate** building raised higher than necessary to add parking and maintain entry.

#### Standards

1. Provide landscape to mitigate the transition in height. Berms or planter walls, not to exceed 30", are appropriate.
2. Use existing foundation design elements as a visual reference and repeat and extend throughout the foundation design.
3. New foundations should replicate the existing foundation using in-kind materials. If a pier foundation, piers must replicate the existing foundation, and fill between piers must replicate existing materials, masonry, privacy lattice, or other techniques used on the current structure.
4. Locate entry inconspicuously on the sides and rear of the structure.
5. Garage floors are not appropriate when visible directly from public right-of-ways.
6. Preserve the primary entry, existing circulation pattern, and stair location. A landing may be added to stairs to soften the visual impact of an elongated stair.
7. Implement architectural elements to lessen the overall visual impact of the raised structure. In addition to a berm or planter wall, skirt boards between the original structure and the raised foundation may be appropriate.
8. Chimneys are a key design element in many historic buildings and should be retained. Elevate the structure and extend the chimney in design and material.



Additional Guidance  
NPS Guidelines on Flood Adaptation for Rehabilitating Historic Buildings  
NJ HPO Elevation Design Guidelines for Historic Properties  
NJ HPO Flood Mitigation Guide for Historic Properties

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# Historic Design Standards

## Additions

### Definition

The construction of a new structure attached to an existing structure or a secondary structure located adjacent to an existing structure.



Historic additions can gain significance in their own right



### Secretary of the Interior's Standards

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

It is of the utmost importance that necessary additions respect the character of the existing building and neighborhood in such aspects as massing, height, materials, and detailing. Additions within the Historic District should complement, but not replicate, historic styles. Creative interpretation of traditional elements, respect for established design characteristics, and contemporary strategies are encouraged.

Additions should be differentiated from the existing architecture. They should also be compatible with the historic materials, features, size, scale, proportion, and massing to protect the integrity of the property and neighborhood. If a new addition appears to be part of the existing building, it confuses an informed viewer as to what is new vs. old. In that case, the integrity of the original historic design is compromised.

In the fundamental interest of preservation and sustaining the Historic District's valued character, compatibility is emphasized over differentiation in Cape May. Prioritizing compatibility allows the Historic District to grow organically, changing in accordance with historic patterns and styles, thereby ensuring continuity of character through time. Additions that improve or strengthen the existing character are appropriate, regardless of their style. Additions that weaken or diminish the historic character are not appropriate.



### HPC Priority: Subordinate Additions

New additions should be smaller than the historic building – it should be subordinate in both size and design to the historic building.



### Additional Guidance

Preservation Brief 14: New Exterior Additions to Historic Buildings



## HPC Priority: Subordinate Additions

New additions should be smaller than the historic building – it should be subordinate in both size and design to the historic building.



# Historic Design Standards

Historic Design Standards

## Site Placement

An appropriate addition ensures that the architectural expression remains legible and effective in its particular setting. Additions should not be located on a facade with significant architectural features or character-defining elements. Facades with original bay windows, porches, and character-defining chimneys are generally not appropriate locations for additions. Additions should ideally be located in the rear of a building to minimize their impact and reduce visibility from the public right-of-way. Additions to the side of a building should be located near the rear and setback a significant distance from the front facade. Landscaping can soften the appearance of a side addition.

Wherever possible, new additions should be made in a reversible manner and maintain the original structure's essential form and integrity. In connecting the new addition to the existing building, historic materials and features should not be irreversibly damaged, and the impact on these elements should be minimized. Cape May has a diverse architectural history spanning well over 150 years. Existing additions that have achieved historic significance in their own right due to age or architectural merit should be preserved. Inappropriate additions, which do not adhere to the Standards, may be considered for demolition to restore the integrity of the historic building.

## Height, Massing, Proportion, and Scale

An appropriate addition ensures that the architectural expression of the existing building remains legible and effective in its context. Additions to historic buildings should be sympathetic to the design of the historic structure and should not detract from the historic character or integrity. Additions should always be subordinate and not compete visually with the original building. The roof height of a side or rear yard addition should be at a lower elevation than that of the existing building. Roof dormer additions should also be inset from the crest, side, and eave lines to preserve the overall roof configuration.

## Architectural Characteristics

To preserve the historic character of the existing building, it is important to avoid designs that unify it and the volume of the proposed addition into a single architectural whole. The proposed addition should feature simplified architectural features that complement but not duplicate those on the existing building. The addition should be subordinate in size and distinct from the existing structure to maintain its identity. The new addition must not compromise the existing building's physical integrity. The goal is not to mimic the existing building but to create an addition that is compatible with it.

When proposing a new addition, ensuring it visually complements neighboring historic buildings is essential. The materials, size, rhythm, and alignment of new doors and windows should acknowledge those on the existing building. Materials should be compatible with the existing building, with genuine materials strongly preferred over contemporary imitative or composite substitutes.

To ensure compatibility, the new roof and exterior cladding should feature similar material and directional expression to that of the existing building. Windows and doors should also match the existing building's style, material, and rhythm. Corner boards, and other trim elements should be retained at the point where the existing building ends and the new addition begins to maintain a visual distinction for informed viewers to understand what is old vs. new.



Large addition in a similar style to the original house



Rear addition with similar roof pitch and exterior cladding materials



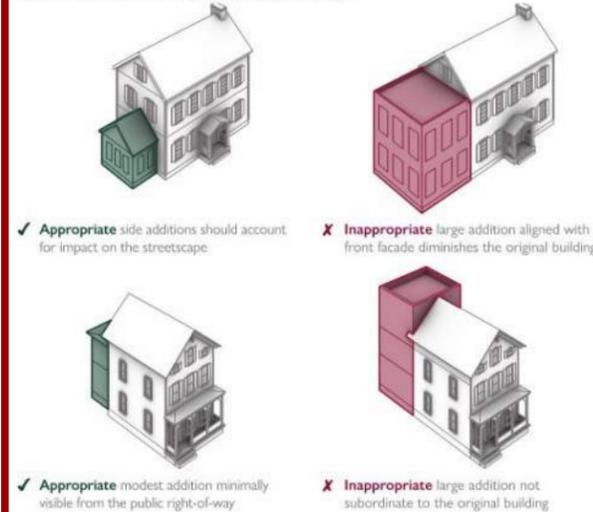
Several rear additions



Minimally visible rear addition

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## Side & Rear Yard Additions



### Standards

#### Site Placement

1. Minimally visible in the rear or side yard.
2. Preserve significant architectural features of the primary building as well as site features, including mature trees.
3. Maintain the original orientation of the primary building.
4. Attached in a reversible manner, such that if the addition were to be removed in the future, the essential form of the existing building would be unimpaired.

#### Height, Massing, Proportion, and Scale

5. Subordinate to the existing building and streetscape. It is not appropriate to construct an addition that is taller than a contributing building.
6. Harmonious with the roofline of the existing building. It is not appropriate for a ridge line to be higher than a contributing building.
7. The original or historic building remains the primary focal point.

#### Architectural Characteristics

8. Compatible with the existing building in terms of materials, details, and finish. Do not use contemporary materials that detract from the historical appearance of the existing building. Do not "paste on" historic details to modern unadorned additions.
9. Differentiation from the existing building may be appropriate; however, a radical departure is not appropriate. The addition may reflect a later period of development in the Historic District, simplification of original elements, or a new pattern of fenestration size and placement.

Additions



Additions should not create a secondary front entry



Side addition is subordinate to original building



Tower addition based on documentary historical evidence



Additions should not adversely impact the historic streetscape

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Historic Design Standards

## Porch Additions

### Standards

#### Site Placement

1. Side or front yard based upon historical documentary evidence and the building's architectural style.
2. No alteration or loss of significant architectural features.
3. Reinforces the symmetry or asymmetry of the existing building.

#### Height, Massing, Proportion, and Scale

4. Subordinate to the existing primary building.
5. Harmonious with the roofline of the existing building.

#### Architectural Characteristics

6. Compatible with the existing building in terms of materials, details, and finish. Refer to Porch & Entrance section for additional details.



✓ Appropriate porch based upon evidence that reinforces the building's symmetry



✗ Inappropriate porch reorients the front entry and not based upon evidence

## Carriage House & Accessory Structures

### Standards

#### Site Placement

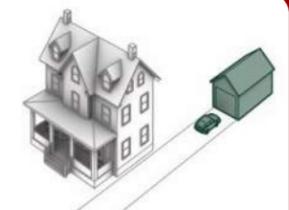
1. Rear yard and minimally visible. Other locations may be considered based upon historical documentary evidence.
2. Preserve significant site features, including mature trees.
3. Respect the traditional relationship to the existing building and site.

#### Height, Massing, Proportion, and Scale

4. Subordinate to the existing primary building.
5. Proportions and massing should be based upon the existing building.
6. Harmonious with the roofline of the existing building.

#### Architectural Characteristics

7. Compatible with the existing building in terms of materials, details, and finish.
8. Simpler in design and detail than the primary building. Prefabricated structures are not appropriate.
9. Windows and doors should complement the character of the existing windows and the primary building's architectural style.
10. Garage doors should be consistent with the historic scale and materials of traditional accessory structures. Wood is the most appropriate material. Two small doors are more appropriate than one large door.



✓ Appropriate subordinate carriage house to primary building with parking not visible.



✗ Inappropriate out of scale carriage house, not in a traditional location, and visible parking in the front yard

56

## Question #3A

Which of the following is the **most important** consideration for **Additions** in the Historic District?

- A. Site placement
- B. Height & massing
- C. Architectural characteristics
- D. Paint color

*In-person: Hold up a card*

*Virtual Zoom: Select via Poll*

# Historic Design Standards

When new construction is contemplated in the Historic District, the thoughtful design of new buildings is essential to preserving the neighborhood's historic character and integrity. The District is a resort town that flourished during the Victorian era. New buildings should be differentiated from the historic fabric and compatible with its features, size, scale, proportion, and massing to protect the District's historic character. Prioritizing the District to grow organically, changing by historical patterns and continuity of character through time. Compatibility requires more than similarities of massing or abstract references; it must be a primary objective of the design professional and an integral part of the design process for projects in the District.

**HPC Priority:**  
**Compatibility of New Construction**

Compatibility requires more than similarities of massing or abstract references; it must be a primary objective of the design professional and an integral part of the design process for projects in the District.

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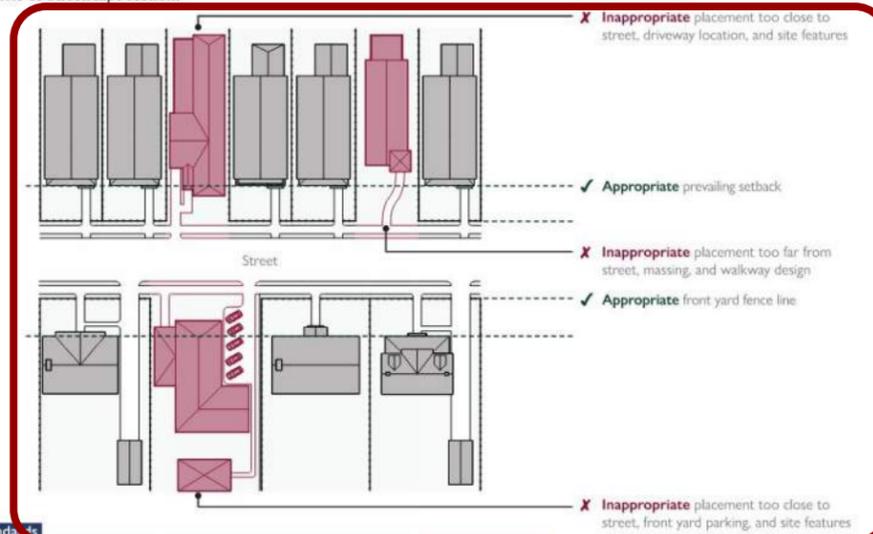
# Historic Design Standards

Historic Design Standards

## Site Placement

The size of the new structure should not overpower adjacent historic buildings or dramatically alter the character of the streetscape. Buildings within the Historic District generally display consistency in the setback, orientation, spacing, and distance between adjacent buildings. Therefore, the compatibility of the proposed new construction will be reviewed to ensure that these elements are maintained.

The site placement of new construction should conform to the Standards detailed in the Site & Streetscape section.



Standards

1. Retain established property line patterns, street relationships, setbacks, primary and secondary building orientation, circulation patterns, and landscape elements.
2. Primary buildings should have a similar orientation and relationship to the street as the existing buildings in the vicinity.
3. Follow the existing rhythm and pattern of building widths and spacing between buildings. Use architectural elements that divide the facade into intervals that maintain a pedestrian-friendly scale.
4. Site new construction to be compatible with surrounding buildings that contribute to the overall character of the Historic District in terms of setback, orientation, spacing, and distance from adjacent buildings.
5. Design new construction so that the overall character of the site, topography, character-defining site features, and trees are retained.
6. New construction should not be significantly different from contributing historic buildings in the District regarding the proportion of built mass to open space on the individual site.
7. New primary structures should serve as a guide for new accessory structures on the site.



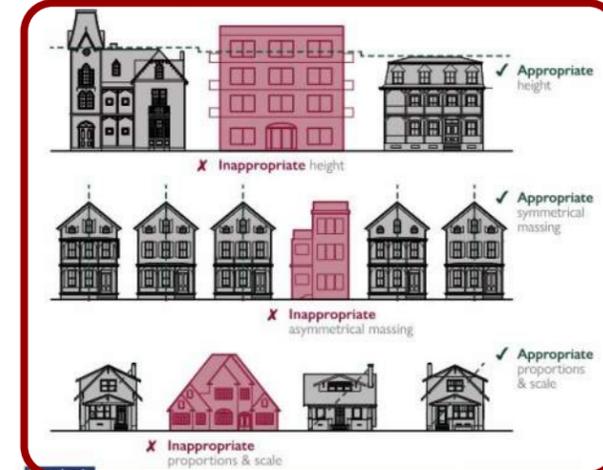
Site placement and orientation takes cues from adjacent buildings

58

## Height, Massing, Proportions, and Scale

In considering the overall compatibility of new construction, its height, form, massing, size, and scale will all be reviewed in the context of its neighbors. The overall proportion of the building's front facade is especially important since it will have the most impact on the streetscape. While new construction tends to be larger than historic buildings, reflecting the needs and desires of the modern homeowner, new structures should not be so out-of-scale with the surrounding buildings as to loom over them.

For larger projects, the mass and bulk should be broken down into smaller, contextual building blocks that relate to the scale of the streetscape. When developing on large sites, it is crucial to ensure that the new structure's scale and mass do not overwhelm neighboring contributing historic buildings. New construction projects adjacent to key contributing resources require special deference, including the preservation of existing significant viewsheds. By considering these factors, new construction can be designed to complement the existing historic context and enhance the overall character of the District.



1. Design new buildings to be compatible with surrounding buildings that contribute to the overall character of the Historic District in terms of height, size, scale, massing, and proportions.
2. The mass and scale of new construction should respect neighboring contributing historic properties and the streetscape as a whole.
3. Historic heights and widths, as well as their ratios, should be maintained. The proportions of the front facade are particularly important and should be compatible with those of surrounding contributing historic properties.
4. Preserve significant viewsheds between the public right-of-way and contributing properties

New Construction



Facade is articulated with proportionate features and pedestrian-scale elements



Genuine siding material found throughout the Historic District



Commercial building with materials and features found in the Historic District

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# Historic Design Standards

## Architectural Features

Architectural features of new constructions should complement the architectural detailing of neighboring contributing historic buildings. The exterior cladding material of new buildings in the Historic District should be consistent with the historic materials of the District and reinforce its architectural character. Composite cladding may be appropriate if the design and details are such as to simulate traditional building practices. Door and window designs and materials for new construction should be consistent with the historic materials of the district and reinforce its architectural character. Composite materials for doors may be appropriate if the design and details are such as to simulate traditional building practices. Vinyl, aluminum, or steel windows may also be appropriate on new buildings if the scale of the windows is consistent with the scale of the historic windows of the District. Porches are often a significant feature in Cape May and should be incorporated in the design of new residential construction, with dimensions and materials compatible with existing porches. Architectural detailing and finishes should be compatible with the historic material, detailing, and colors in the District. The lighting of new construction entryways is encouraged. If the entryway is recessed, fixtures should be located in the recessed ceiling and shielded to direct lighting downward. If the entryway is flush, wall-mounted fixtures with a simple contemporary design compatible with the architectural detailing may be appropriate. The new lighting should be unobtrusive and avoid spilling light onto adjacent properties. Fences contemporary in design are appropriate for new construction, provided the material is wood and the design does not interrupt the historic streetscape in which it is located.

For all of the above features, a contemporary interpretation of historic materials and design, compatible with the historic buildings in the Historic District, is recommended. Direct copying from historic buildings in the District and replication are not appropriate. In addition to the Standards below, refer to the individual sections for further guidance.

### Standards

1. The rhythm, patterns, and ratio of solids (walls) and voids (windows and doors) should relate to and be compatible with adjacent contributing historic facades.
2. Design the spacing, placement, scale, orientation, proportion, and size of window and door openings in new structures to be compatible with the adjacent contributing properties while reflecting the underlying design of the new building.
3. Select windows and doors for new structures that are compatible in material, subdivision, proportion, pattern, and detail with the windows and doors of adjacent contributing properties.
4. New structures should use a roof form found in the Historic District. Flat or shallow-pitched roofs are not appropriate.
5. Porches should be compatible in massing and details with porches in the Historic District and should be appropriate to the style of the house.
6. Dormers should be secondary to the main roof and should be lower than the roofline. Oversized dormers are not appropriate.



Cupola



Hipped dormer



Double-hung window with operable shutters



Porch with jig-saw cut balusters and latticework



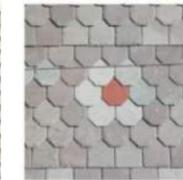
Porch with vertical balusters

## Materials

Materials should be in harmony with the materials used on adjacent contributing historic buildings. Authentic materials are preferred over imitative or composite materials. In addition to the Standards below, refer to the individual sections for further guidance.



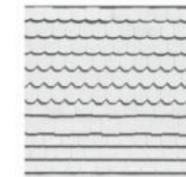
Wood shingle



Slate



Standing seam metal



Wood shingle



Wood siding



Wood shingle



Wood decking



Board & batten siding



Brick masonry

### Standards

1. Materials should be similar in scale, proportion, texture, finish, and color to those found on nearby contributing historic buildings.
2. Maintain a pedestrian-oriented scale by avoiding large, featureless surfaces and using traditionally-sized building components and materials.
3. Authentic materials, such as wood, stone, and brick, are preferred over contemporary imitative or composite materials.

## Question #4A

Which of the following is the **most important** consideration for **New Construction** in the Historic District?

- A. Compatibility with the historic context
- B. Differentiation from the historic context

*In-person: Hold up a card*

*Virtual Zoom: Select via Poll*

# Historic Design Standards

## Demolition

### Definition

The partial or total razing, dismantling, or destruction of any building, improvement, or site.

The demolition of historic buildings is strongly discouraged in Cape May. The HPC will consider applications for demolition that are supported by evidence and testimony to satisfy the criteria of the City's ordinance regarding demolition, which are set forth below:

### Criteria

1. Its historic, architectural, cultural, and aesthetic significance.
2. Its current and potential use for those purposes currently permitted by this chapter or for the use proposed.
3. Its importance to the municipality and the extent to which its historical or architectural value is such that its removal would be detrimental to the integrity of the historic property or district and the public interest.
4. The extent to which it is of such old, unusual, or uncommon design, craftsmanship, texture, or material that it could not be reproduced or could be reproduced only with great difficulty.
5. The extent to which its retention would increase property values, promote business, create new positions, attract tourists, students, writers, historians, artists, and artisans, attract new residents, encourage study and interest in American history, stimulate interest and study in architecture and design, educate citizens in American culture and heritage, or make the municipality a more attractive and desirable place in which to live.
6. The impact of its removal upon the Historic District.
7. The structural soundness and integrity of the building and the economic feasibility of restoring or rehabilitating the structure so as to comply with the requirements of the applicable building codes.
8. The compelling reasons for not retaining the structure or improvement at its present site, the proximity of the proposed new location and its accessibility to residents of the municipality, and the probability of significant damage to the structure or improvement as a result of the relocation.
9. The compatibility, nature, and character of the current and the proposed surrounding areas as they relate to the intent and purposes of this article and whether the proposed new location is visually compatible in accordance with the standards set forth herein.



### HPC Priority:

#### Preserve Historic Fabric

- Safeguard the cultural and historical heritage of Cape May by preserving resources that reflect its architectural history.
- Encourage the continued use and adaptation of historic buildings.
- Prevent the unnecessary demolition of historic resources.
- Ensure the safety and preservation of structures immediately adjacent to a structure proposed for demolition.



### Additional Guidance

§525-40: Demolitions and Relocations  
NPS Temporary Protection Tech Note #3:  
Protecting a Historic Structure During Adjacent  
Construction



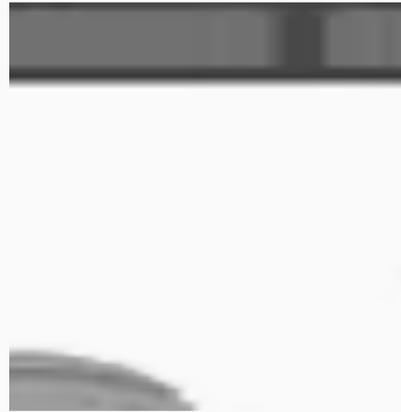
### HPC Priority:

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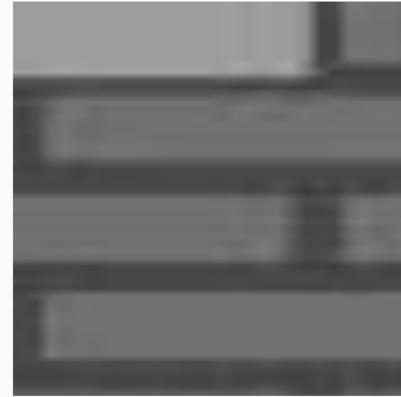
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- Prevent the unnecessary demolition of historic resources.
- Ensure the safety and preservation of structures immediately adjacent to a structure proposed for demolition.

# Finding a Professional

# Professionals



**Architect**



**Contractor**



**Craftspeople**

# Design Professionals



## Role & Responsibilities

**Designing & Planning**

**Regulatory Compliance**

**Materials Selection**

**Project Oversight**

## Selection Criteria

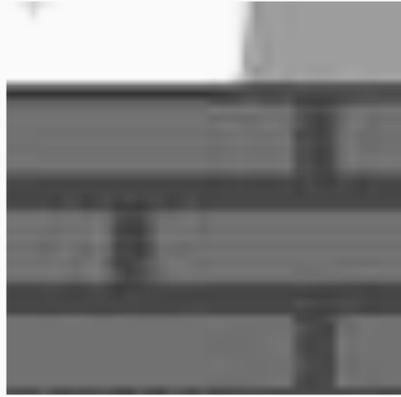
**Historic preservation**

**Design Philosophy**

**References**

**Licensed**

# Home Improvement Contractors



## Role & Responsibilities

**Construction Management**

**Budget & Schedule**

**Quality Assurance**

**Safety**

## Selection Criteria

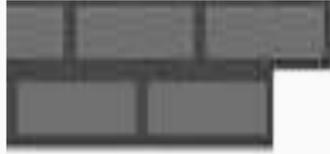
**Bid Amount**

**Communication**

**References**

**Licensed & Insured**

# Specialized Craftspeople



## Role & Responsibilities

**Skilled Execution**

**Timely Completion**

**Collaboration**

## Selection Criteria

**Expertise**

**References**

**Availability**

# Regulations

Registered with Dept. Consumer Affairs

Written Contract & Schedule

Insurance

[www.njconsumeraffairs.gov](http://www.njconsumeraffairs.gov)



The image shows a yellow form titled "CONSTRUCTION PERMIT NOTICE" with the logo of the New Jersey Department of Consumer Affairs. The form includes fields for Block, Lot, and Qualification Code, and a line for Work Site Location. It lists authorized work types: BUILDING, PLUMBING, ELEVATOR DEVICES, OTHER, ELECTRICAL, FIRE PROTECTION, and DEMOLITION. A description of work is provided as "water heater". A note at the bottom states: "This notice shall be posted conspicuously at the work site and shall remain so until issuance of a certificate." and "U.C.C. F180 (rev. 3/03)".

## N.J. DIVISION OF CONSUMER AFFAIRS RULE: N.J.A.C. 13:45A - 16.2(a)10.ii

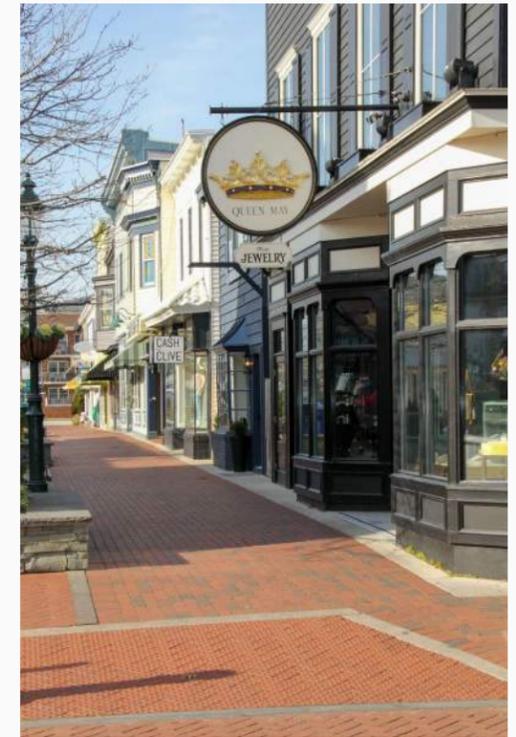
FOR INSPECTION ON CONSTRUCTION PERMITS FOR:

BUILDING  
ELECTRIC  
PLUMBING  
FIRE PROTECTION  
OR  
ELEVATOR

**FINAL PAYMENT TO THE CONTRACTOR  
IS NOT REQUIRED TO BE MADE  
BEFORE A FINAL INSPECTION  
IS PERFORMED.**

# Preserving Cape May's Future

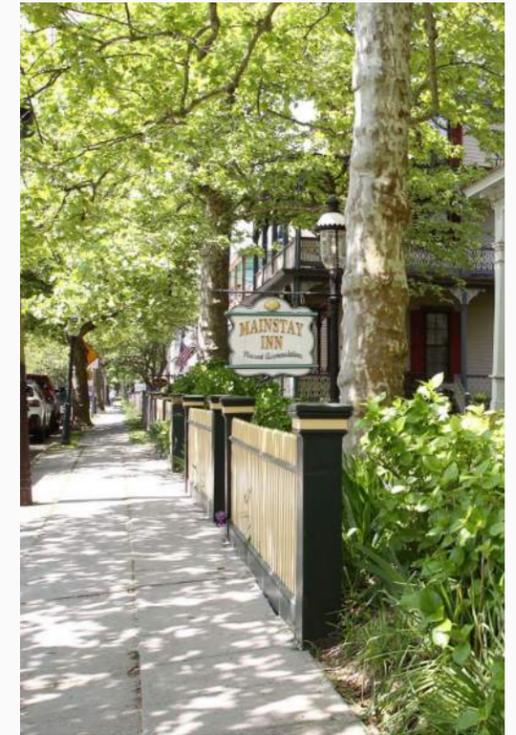
# Streetscape



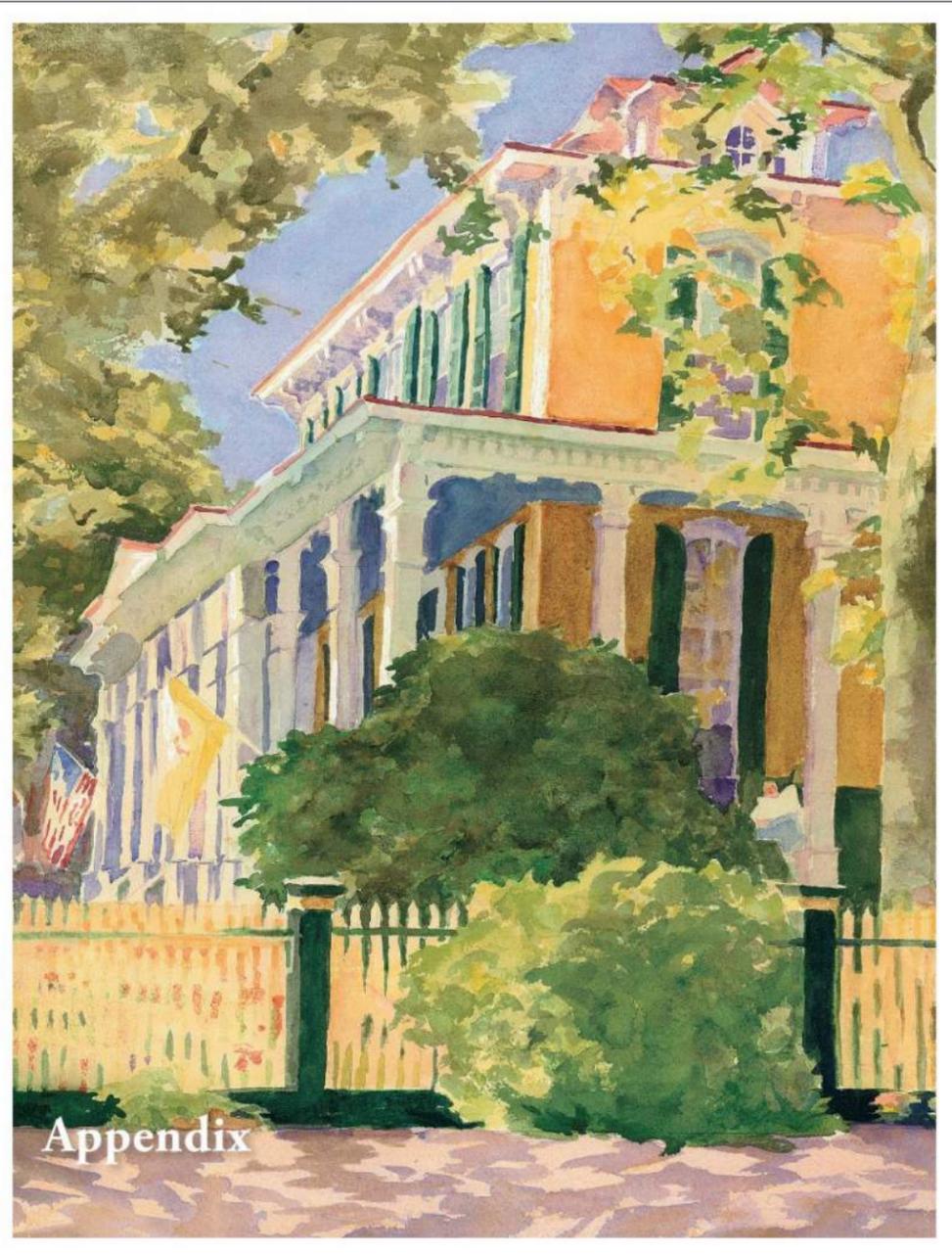
# Civic Responsibility



# Future Generations



# Resources for Homeowners



Appendix

## Resources & Bibliography

**National Park Service**  
 Technical Preservation Services  
 1849 C Street NW  
 Washington, DC 20240  
 Ph: 202-513-7270  
 www.nps.gov

**Technical Preservation Services for Historic Buildings**  
 Preservation Tech Notes:  
 www.nps.gov/orgs/1739/preservation-tech-notes.htm  
 Preservation Briefs:  
 www.nps.gov/orgs/1739/preservation-briefs.htm

**National Trust for Historic Preservation**  
 1785 Massachusetts Avenue NW  
 Washington, DC 20036  
 Ph: 800-944-6847  
 Fax: 202-588-6038  
 www.savingplaces.org

**New Jersey Historic Preservation Office**  
**State of New Jersey**  
 Department of Environmental Protection  
 Historic Preservation Office  
 501 E. State Street, 4th Floor, P.O. Box 420  
 Trenton, NJ, 08625  
 Ph: 609-984-0176  
 www.state.nj.us/dep/hpo

**City of Cape May Construction/Zoning Office**  
 City Hall - 643 Washington Street  
 Cape May, NJ 08204  
 Ph: 609-884-9525  
 www.capemaycity.com

**Greater Cape May Historical Society**  
 P.O. Box 495  
 Cape May, NJ 08204  
 Ph: 609-884-9100  
 www.capemayhistory.org

### Architecture

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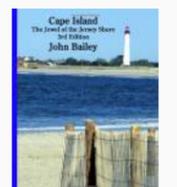
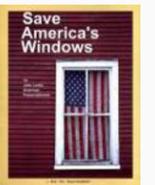
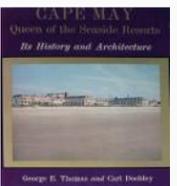
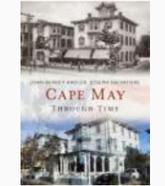
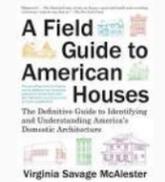
Thomas, George E., and Carl Doebley. *Cape May, Queen of the Seaside Resorts: Its History and Architecture*. Second ed. Mid-Atlantic Center for the Arts, 1998.

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**CITY OF CAPE MAY** 77°F Fair

GOVERNMENT COMMUNITY VISITING I WANT TO FORMS CENTER

**Boards & Commissions**

- Planning & Zoning Boards
- Historic Preservation Commission**
- Shade Tree Commission
- Environmental Commission
- Meetings, Agendas & Minutes
- Archive
- Board/Commission/Committee Openings

**General Information**

- Staff Directory
- Historic Preservation Commission  
Secretary Judy Decker  
609-884-6561  
jdecke@capemaycity.com
- Historic Preservation Commission  
Compliance Officer Bruce Britton  
609-884-6556  
bbritton@capemaycity.com
- Planning Board/Zoning Board  
Board Secretary Karen Keenan  
609-884-9549  
kkeenan@capemaycity.com
- Shade Tree  
Secretary Nancy Mohan  
609-884-9599  
nmohan@capemaycity.com
- Environmental Commission  
Secretary Meryl Nelson  
609-884-9525
- Location  
843 Washington Street  
Cape May, NJ 08204  
Get Directions

**Historic Preservation Commission**

Home > Departments > Boards & Commissions > Historic Preservation Commission

**Historic Preservation Commission**

**Welcome**

The HPC of the City of Cape May, NJ, is a body originally established in the 1960s by the City and, as most recently organized, operates under the authority of the Municipal Land Use Law of the State of New Jersey. Decisions by the HPC are binding and enforceable on applicants and the City's construction officials as provided by law. The HPC is tasked with reviewing applications for construction, repairs, alterations, and demolition within the City's Historic District. It also deals with other matters relating to historic aspects of the City. The task of the HPC is to maintain the important heritage of the City's historic built environment and support the continuation of Cape May's extraordinary federal designation of the City as a National Historic Landmark. Landmark designation serves the overall welfare of the City's citizens and visitors as an important source of tourism, grant funds, civic pride, and recognition of Cape May's dedication to preservation.

**Summer Preservation Series**

Sign-up below for information on upcoming educational seminars:

- Real Estate Agents**  
Thursday, September 14, 2 PM  
Cape May Convention Hall  
[Sign Up](#)
- Homeowners**  
Thursday, September 14, 2 PM  
Cape May Convention Hall  
[Sign Up](#)
- Design Professionals**  
Date & Location TBD Thursday, September 28, 7 PM  
Virtual via Zoom  
AIA-accredited course - 1.5 LU/HSWs  
[Sign Up](#)

**OUR FUTURE IS IN OUR PAST**

City of Cape May  
Historic Preservation Commission

**Historic Design Standards**

City of Cape May  
Historic Preservation Commission

[Historic Design Standards](#)

[HPC Application Materials](#)

**CITY OF CAPE MAY** 80°F Fair

GOVERNMENT COMMUNITY VISITING I WANT TO FORMS CENTER

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609-884-9549  
kkeenan@capemaycity.com
- Shade Tree  
Secretary Nancy Mohan  
609-884-9599  
nmohan@capemaycity.com
- Environmental Commission  
Secretary Meryl Nelson  
609-884-9525
- Location  
843 Washington Street  
Cape May, NJ 08204  
Get Directions

**Request a Property Report**

Home > Departments > Boards & Commissions > Request a Property Report

**Request a Property Report**

Property Reports are available for most properties within the designated Historic District and include a picture, description, and status designation (contributing or non-contributing). Property Reports are required to be submitted with any applications to the Historic Preservation Commission.

**\*Property Address**

Block

Lot

**\*Please select primary purpose of requesting a survey to prioritize appropriately:**

- Building Permit Application
- Development Application
- General Property Research

**\*Name**

**\*Email**

I'm not a robot

Submit

**Contact**

City of Cape May, NJ  
643 Washington Street  
Cape May, NJ 08204  
P: 609-884-9525  
F: 609-884-8569

**Popular Links**

- Budget Information
- Emergency Management
- Live Council Meetings
- Police Department
- Fire Department

**Site Links**

- Employment
- Bids & RFP's
- Niše
- City Council Live Stream

**CITY OF CAPE MAY**

[www.capemaycity.com](http://www.capemaycity.com)

# Summary Brochures

### Windows

Replacing historic wood windows with contemporary options is discouraged, as they lack the detail and integrity of the originals and are more difficult to repair. Replacement of only the deteriorated window sash is preferred over full window and frame replacement.

✓ Appropriate    ✗ Inappropriate

### Railings & Latticework

Porch, stair, and deck railings should have top and bottom rails with balusters in between, with a recommended spacing of 3 inches or less. Latticework under a porch should be divided into framed sections with proper proportions and spacing.

✓ Appropriate    ✗ Inappropriate

### Doors

Replacement doors should closely replicate the original materials and design.

✓ Appropriate    ✗ Inappropriate

### Local Historic District

### Review Process

Development Review Process  
Projects needing Site Plan Review or Zoning Variances start here.

### Additions

When planning an addition, it's crucial to respect the character of the existing home, streetscape, and Historic District. Additions should complement, rather than replicate, historic styles and also look different than the existing home. Similar materials and a modest size are important to preserve the historic integrity of your home.

✓ Appropriate    ✗ Inappropriate

### Picking the Right Pro

Finding the right licensed design professional and home improvement contractor is essential to the success of your project and preserving the historic character of Cape May.

- Architects should be well-versed in historic preservation and experienced with similar projects in the neighborhood.
- Home improvement contractors and subcontractors should come with multiple recommendations from your neighbors and local building supply store.
- Visit ongoing and recently-completed projects to evaluate the job site organization, quality of materials, and craftsmanship firsthand.
- An architect should develop a complete set of plans for bidding by contractors with each scope itemized for comparison.
- Prioritize selecting a contractor based upon ease of communication.
- Keeping your architect involved through the entire project is encouraged to monitor construction and resolve field issues in conformity with the HPC's approval.
- NJ state law requires a written contract for projects more than \$500 with schedule milestones, work description, and clear payment terms as well as the contractor's registration number and commercial general liability insurance.
- Final inspections must be completed before final payment is made to the contractor.

### Historic Design Standards

The Historic Preservation Commission developed Historic Design Standards to provide guidance upfront with a summary of our policies and appropriate treatments to inform your design decisions. The Design Standards expand upon the federal Secretary of the Interior's Treatment for Historic Properties and include links to additional resources for further investigation.

- Advance the historic character of the Historic District
- Prioritize design considerations and encourage appropriate alterations
- Improve quality and integrity of construction projects
- Preserve Cape May's historic character

Access the Design Standards  
View the full Design Standards on our website or via the QR code:

### Contact

**City of Cape May  
Historic Preservation Commission**  
www.capemaycity.com/historic-preservation-commission

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### Historic Design Standards

City of Cape May  
Historic Preservation Commission

Homeowner Summary

# Summary Brochures

**Gothic Revival**  
 Medieval design elements, such as pointed arches, ornate tracery and decorative motifs, array to evoke a sense of grandeur and romanticism.

**Italianate**  
 Classical forms, such as symmetrical facades, decorative brackets, and prominent cornices, reflecting the elegance and grandeur of Italian Renaissance design.

**Stick Style**  
 Derived from Gothic Revival featuring vertical exterior cladding reminiscent of wooden "stick" or beams, creating a decorative effect.

**Renaissance Revival**  
 Classical elements and aesthetics of the Renaissance period, characterized by grand, symmetrical facade design and the use of classical motifs such as columns and arches.

**Second Empire**  
 Grandiose and symmetrical and Renaissance design, which detailing, and an overall sense of scale.

**Shingle**  
 Combining Queen Anne and Colonial Revival styles with shingles as the primary exterior cladding material, emphasizing asymmetry, expansive porches, and a rustic aesthetic.

**Bungalow**  
 Low-pitched roof with porches, and emphasis on natural materials, showcasing simplicity, craftsmanship, and a harmonious connection to nature.

**Colonial Revival**  
 Revival and romanticized interpretation of colonial-era architecture, often incorporating symmetrical facades, and classical details.

**Historic Preservation Commission**  
 Appropriate historic paint colors are encouraged, but not mandated by the HPC.

**City of Cape May Historic Preservation Commission**

**Historic Design Standards**  
 City of Cape May Historic Preservation Commission

**Architectural Styles & Paint**  
 Appropriate historic paint colors are encouraged, but not mandated by the HPC.

**Roof**  
 If the original or historic roof exists and is still functional, every effort should be made to preserve it. Substantially deteriorated portions should be repaired in kind to match the adjacent. Where full replacement is necessary, it should be replaced in kind, replicating the original in shape, low, pitch, overhang, and materials.

**Local Historic District**

**Exterior Cladding**  
 Prioritize the preservation of the building's historic character and significance by replicating the original cladding materials and design, which composite or imitative cladding - such as fiber cement siding or vinyl-plastic composite decking - should only be used for reconstructing porches or additions to them.

**Windows**  
 Replicating historic window originals and any ironwork that is missing should be replaced with like materials.

**Railings & Latticework**  
 Porch, stair, and deck railings should have top and bottom rails with balusters in between, with a maximum spacing of 2 inches or less. Latticework under a porch should be decorative framed sections with proper proportions and spacing.

**Materials**  
 The use of genuine materials is essential to preserving the authenticity and historic integrity of Cape May. Available or composite materials generally lack durability and the tactile and visual quality of genuine materials - such as the grain of wood siding or other types of weathered cedar shingles.

**Goals of Historic Preservation**  
 Respect for Historic Integrity: Aim to preserve the original materials, features, and craftsmanship of historic buildings, maintaining their authenticity and historical character.

**Survey Status**  
 Properties in the Cape May Historic District are classified as either contributing or non-contributing depending on their age and historic character. HPC review is required for projects affecting both and has much stricter standards for contributing properties to maintain their historic integrity.

**Quality Craftsmanship**  
 Adhere to the highest standards of craftsmanship, employing skilled construction techniques and historical context of the building. The knowledge informs decision-making and ensures accurate restoration and preservation.

**CONTACT**  
 City of Cape May Historic Preservation Commission  
 www.capemay.com/historic-preservation-commission

**Home Improvement Contractor Summary**

**Storefronts**  
 Historic storefronts in the nineteenth-century shoppings were crucial for attracting business with their merchandise displays and visually appealing design. They featured ornamental detailing, large bay windows, and corner entrances, which provided a distinctive and prominent presence in the overall building and streetscape. Examples of notable corner storefronts include those at Hague and Ocean Streets, Washington and Decatur Streets, and Columbia and Ocean Streets.

**Elements of a Historic Storefront:**  
 Cornice, Transom, Awning, Display Window, Door, Sill/Threshold

**Signs**  
 When opening a new store in a Historic District, business owners should ensure that their signs respect the architectural character of the building and overall context of the streetscape. Signs should be well-designed, maintained, and considerate of pedestrians rather than cars.

**Typeface**  
 The sign typeface should be legible and complement the building's style.

**Review**  
 Within the designated Historic District and on Historic Sites, HPC does review: Any change of roof, exterior cladding, window or door material. Any addition or relocation of lighting signage in the storefront. Any addition to a building.

**Additional Guidance**  
 Ordinance 3225-48 Sign Regulations  
 Cape May Historic Design Standards  
 View the full Design Standards on our website or via the QR code.

**CONTACT**  
 City of Cape May Historic Preservation Commission  
 www.capemay.com/historic-preservation-commission

**Historic Design Standards**  
 City of Cape May Historic Preservation Commission

**Storefront Summary**

## Architectural Styles & Paint

## Home Improvement Contractor

## Storefronts

# Municipal Staff



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HPC Secretary

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# Thank You



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## **Mayor & City Council**

Zachary Mullock | Mayor  
Lorraine Baldwin | Deputy Mayor  
Shaine P. Meier  
Michael Yeager  
Maureen K. McDade

## **Historic Preservation Commission**

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Trina Vaux  
Janice Wilson Stridick

## **Design Standards Consultant**

Steven Smolyn, AIA  
Architectural Heritage Consultants, LLC

# Questions

*Zoom participants:*

*Please type your questions - Q&A will be answered live*

# Quick Presentation Survey

**Cape May Historic Preservation Commission**  
**Homeowner**  
**Presentation Survey**

Thank you for attending today's presentation. We appreciate your feedback - all questions are optional.

- Please let us know which of the following groups **best describes you**. You may select multiple categories.  
 Full-time resident       Part-time resident       Business owner or employee  
 Real estate broker or agent       Home improvement contractor       Architect  
 Member of City Council, the Planning Board, Zoning Board, or HPC       City employee
- On a scale of 1 to 5, how would you rate the **overall quality of today's presentation**?  
 1 - Very poor       2       3       4       5 - Excellent
- On a scale of 1 to 5, do you agree that the **revised Historic Design Standards** presented today clarify historic preservation regulations and recommended practices in Cape May?  
 1 - Strongly Disagree       2       3       4       5 - Strongly Agree
- On a scale of 1 to 5, do you feel **better equipped to care for a historic property** within the Cape May Local Historic District after attending this presentation?  
 1 - Strongly Disagree       2       3       4       5 - Strongly Agree
- What was the **most valuable takeaway** or insight you gained from this presentation?  
\_\_\_\_\_  
\_\_\_\_\_
- What **changes do you plan to consider** for your home or maintenance practices based upon this presentation?  
\_\_\_\_\_  
\_\_\_\_\_
- Do you have any **questions** related to the Historic Preservation Commission or historic preservation in general for the **City of Cape May**? A representative from the City will follow up with you. Please provide your email below.  
\_\_\_\_\_  
\_\_\_\_\_
- Any **additional comments** or suggestions for improvement?  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

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**OR**



**In-Person**

**Stand By...**

# Historic Design Standards book

