

APPENDIX



The first Wauwatosa high school included a grade school on the first floor. This building was located at the current site of Wauwatosa East High School. Photo courtesy of the Milwaukee County Historical Society taken May, 1907.

This section provides supplemental information not covered in the main body of this document.

PROCEDURES & DESIGNATION

If you are interested in obtaining local historic designation for your property it is recommended that you also begin the process of state and national historic designation. Many of the benefits of historic designation, such as tax credits, are only available to a property owner once the building or site has actually been listed on the National Register of Historic Places.

Refer to the sources listed below for complete information and to answer any questions you may have regarding this issue.

CITY OF WAUWATOSA - LOCAL DESIGNATION

Further information on the City of Wauwatosa designation criteria and application procedures can be obtained by contacting the Community Development Department, 7725 W. North Ave., Wauwatosa, WI 53213, (414)479-8957.

Designation of a structure, site or district is not intended to force owners to recreate the original appearance of the building. Property owners will not be forced by the Historic Preservation Commission to restore their property. Instead, property owners are encouraged to maintain their buildings and take pride in their neighborhoods.

Criteria for Designation

Historic designation may be placed upon any:

- Historic Structure
- Historic District
- A natural or improved site.
- Any area of particular historic, architectural, archeological or cultural significance.

The candidate for designation must meet one of the following criteria:

- A. **Historical Context:** The building or site exemplifies or reflects the broad cultural, political economic or social history of the nation, state or community. *Example: The building in which the Wauwatosa Women's Club was founded at 1514 Church Street.*
- B. **Event or Person:** The building or site can be identified with a historic person or persons or with important events in national, state or local history. *Example: A founding family of Wauwatosa lived in the building.*
- C. **Research and Study:** The building or site contains architectural or other distinctive characteristics that are valuable for research and study of a specific period of time, style, method of construction, materials or craftsmanship. *Example: A building that is a very good example of the Queen Anne style with many of its original details intact.*
- D. **Designer/Architect:** The building or site represents the work of a master building, designer or architect. *Example: Alexander Chadbourne Eschweiler designed your building.*
- E. **Information Potential:** The building or site does contain or is likely to contain information valuable to prehistory or history. *Example: A pioneer settlement was located on the site.*
- F. **Architecture:** The building is significant based solely on the depth and quality of architecture represented. *Example: The architect for the home located at 1609 Church Street is unknown. The home's significance is based on the quality and high degree of intact Gothic Revival detailing.*

Limitations

City of Wauwatosa Historic Designation does not:

- Ensure State Register designation.
- Ensure National Register designation.
- Qualify the property owner for tax credits.

How do you designate a property for local historic status?

1. An application must be filed with the City of Wauwatosa Historic Preservation Commission, Department of Community Development.
2. The Preservation Commission holds a scheduled public meeting to discuss the pending designation. The commission then determines whether or not to recommend the designation to the Common Council.
3. Ten days prior to this designation hearing the Preservation Commission will notify:
 - Recorded owners of the property in question.
 - Property owners located within 200 feet of the site up for designation.
4. After the designation has been approved by the Common Council, the property owner is officially notified via mail.
5. A property owner is welcome to attend both hearings in the designation process and testify on behalf of their property.

What are the effects of local historic designation?

1. The property zoning will be changed to "H" or "HD".
2. A locally designated property or site must be kept in good repair.
3. Locally designated properties or sites are subject to all of the provisions in chapter 24.55 of the Wauwatosa City Ordinance.
4. The Preservation Commission may adopt specific guidelines for historic structures, historic sites and historic districts; these guidelines must be voted upon by the Common Council.
5. Designs for alterations and substantial maintenance to the property must be submitted to the Historic Preservation Commission for review and approval prior to execution of the work; this approval is issued in the form of a "Certificate of Appropriateness".

6. Designated properties or sites may be eligible for grants and other types of funding assistance for National Register Nomination or actual restoration work.
7. The City of Wauwatosa does not provide any financial assistance to owners of historic properties.

STATE REGISTER OF HISTORIC PLACES AND THE NATIONAL REGISTER OF HISTORIC PLACES

The State Register of Historic Places and the National Register of Historic Places are both administered in Wisconsin by the State Historical Society.

Further information on State and National Register criteria and application procedures is located at www.shsw.wisc.edu or contact the State Historical Society of Wisconsin directly at 816 State St., Madison, WI 53706, or call (608)264-6400.

Complete information on National Register criteria, application procedures and application forms are located at www.cr.nps.gov/nr/listing.htm or call (202)343-9536.

What are the State Register of Historic Places and the National Register of Historic Places?

The State Register is Wisconsin's official listing of state properties determined to be significant to Wisconsin's heritage and is maintained by the Division of Historic Preservation at the State Historical Society of Wisconsin.

The National Register is the official list of historic properties in America worthy of preservation and is maintained by the National Park Service in the U.S. Department of the Interior.

Both listings include sites, buildings, structures, objects and districts that are significant in national, architectural, archeology, engineering and cultural history.

Criteria for Designation

Historic designation may be placed upon any:

- District
- Site
- Building

- Structure
- Object

The candidate for designation must meet one of the following criteria:

- A. **Event:** Properties that are associated with events that have made a significant contribution to the broad patterns of our history. *Example: The building in which an important invention was developed.*
- B. **Person:** Properties that are associated with the lives of persons significant in our past. *Example: The studio of a significant artist.*
- C. **Design/Construction:** Properties that have distinctive characteristics of a type, period, construction method, represent the work of a master, or possess high artistic values. *Example: A house or commercial building representing a significant style of architecture.*
- D. **Information Potential:** The building or site does contain or is likely to contain information valuable in prehistory or history. *Example: An Civil War battle was fought on your site.*

Limitations

State or National Register of Historic Places Designation does not:

- Ensure local designation by the City of Wauwatosa.
- Automatically qualify the property owner for tax credits or financial assistance.
- Protect a property from demolition.
- Restrict what the property owner can do with their site or building.
- Require the property owner to restore the site or building.

How do you designate a property for the State Register of Historic Places and the National Register of Historic Places?

1. A preliminary "Questionnaire" that provides basic information about the property is submitted to the State Historic Preservation Officer, or SHPO.
2. A "National Register of Historic Places Nomination Form" is completed according to state and federal standards; this form is submitted to the SHPO.

Private consultants are often hired by property owners for the nomination process.

3. The nomination form is then submitted to the state review board, composed of professionals in the fields of American history, architectural history, architecture, prehistory, historic archeology and other related disciplines.
4. The state review board makes a recommendation to the SHPO either to approve the nomination if, in the board's opinion, it meets the National Register criteria, or to disapprove the nomination if it does not.
5. While the SHPO is reviewing the nomination, property owners and local officials are notified of the intent to nominate.
6. If the review board and the SHPO agree on the eligibility of the property and the owner does not object to the nomination, then the nomination is forwarded to the National Park Service.
7. Upon submission to the National Park Service, a decision on whether or not to list the property is made within 45 days.
8. The property owner is notified via mail of the decision.

What are the effects of state and national historic designation?

1. Listing a property in the state and national registers does not impose restrictions on the private property owner.
2. The property or site becomes eligible for state and federal income tax credits for rehabilitating historic properties, grants and other types of funding assistance.
3. Eligibility for federal grants, when available.
4. Eligibility to use the state's Historic Building Code, which may facilitate rehabilitation.

5. The property owner is free to sell, alter or demolish the property. If the property owner is utilizing any federal funds a process called "Section 106" activates, which reviews the project to ensure that historic values of the property are taken into consideration.

FREQUENTLY ASKED QUESTIONS

How old does the property have to be?

Generally, properties eligible for listing on the National Register are at least 50 years old. Properties less than 50 years of age must be exceptionally important to be considered eligible for listing.

How much time does it take to nominate a property to the registers?

This depends on the type and location of the property. The State Historic Preservation Review Board meets quarterly. State register nominations are approved at the state level. National register nominations are approved by the National Park Service in Washington, D.C. The entire process can take about one and a half years, depending on your level of preparedness.

Can I fill out my own nomination forms?

Yes, however, the state and national review boards are trained experts in this field. They are looking for very detailed information in architectural and technical terminology. If you are at all unsure about your ability to complete the nomination forms effectively, consult a professional. The SHPO and Wauwatosa Historic Preservation Commission can provide you with a list of preservation consultants .

What can I do if someone has nominated my property and I do not want designation?

A property owner is always notified by mail of a pending nomination and any scheduled hearing dates. The property owner should write a letter to the Wauwatosa Historic Preservation Commission and SHPO and attend the public hearing to discuss the nomination. It is always preferred that the property owner is the party nominating the property for historic designation, however, this is not always the case.

The local, state and federal historic preservation programs are comprehensive and involve a number of statues, regulations, rules and guidelines. For complete information about preservation programs please contact the City of Wauwatosa, Department of Community Development and/or the SHPO.

SECRETARY OF THE INTERIOR STANDARDS

PRESERVATION IS DEFINED AS THE ACT OR PROCESS OF APPLYING MEASURES NECESSARY TO SUSTAIN THE EXISTING FORM, INTEGRITY AND MATERIALS OF A HISTORIC PROPERTY. WORK, INCLUDING PRELIMINARY MEASURES TO PROTECT AND STABILIZE THE PROPERTY, GENERALLY FOCUSES UPON THE ONGOING MAINTENANCE AND REPAIR OF HISTORIC MATERIALS AND FEATURES RATHER THAN EXTENSIVE REPLACEMENT AND NEW CONSTRUCTION. NEW EXTERIOR ADDITIONS ARE NOT WITHIN THE SCOPE OF THIS TREATMENT; HOWEVER, THE LIMITED AND SENSITIVE UPGRADING OF MECHANICAL, ELECTRICAL AND PLUMBING SYSTEMS AND OTHER CODE-REQUIRED WORK TO MAKE PROPERTIES FUNCTIONAL IS APPROPRIATE WITHIN A PRESERVATION PROJECT.

SECRETARY OF THE INTERIORS STANDARDS FOR PRESERVATION

1. A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.
2. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alterations of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Work needed to stabilize, consolidate and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection and properly documented for future research.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship

6. that characterize a property will be preserved.
6. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color and texture.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

REHABILITATION IS THE ACT OR PROCESS OF MAKING POSSIBLE A COMPATIBLE USE FOR A PROPERTY THROUGH REPAIR, ALTERATIONS AND ADDITIONS WHILE PRESERVING THOSE PORTIONS OR FEATURES WHICH CONVEY ITS HISTORICAL, CULTURAL OR ARCHITECTURAL VALUES.

SECRETARY OF THE INTERIORS STANDARDS FOR REHABILITATION

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will 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.

RESTORATION IS DEFINED AS THE ACT OR PROCESS OF ACCURATELY DEPICTING THE FORM, FEATURES AND CHARACTER OF A PROPERTY AS IT APPEARED AT A PARTICULAR PERIOD OF TIME BY MEANS OF THE REMOVAL OF FEATURES FROM OTHER PERIODS IN ITS HISTORY AND RECONSTRUCTION OF MISSING FEATURES FROM THE RESTORATION PERIOD. THE LIMITED AND SENSITIVE UPGRADING OF MECHANICAL, ELECTRICAL AND PLUMBING SYSTEMS AND OTHER CODE-REQUIRED WORK TO MAKE PROPERTIES FUNCTIONAL IS APPROPRIATE WITHIN A RESTORATION PROJECT.

SECRETARY OF THE INTERIORS STANDARDS FOR RESTORATION

1. A property will be used as it was historically or be given a new use which reflects the property's restoration period.
2. Materials and features from the restoration period will be retained and preserved. The removal of materials or alternation of features, spaces and spatial relationships that characterize the period will not be undertaken.
3. Each property will be recognized as a physical record of its time, place and use. Work needed to stabilize, consolidate and conserve materials and features from the restoration period will be physically and visually compatible, identifiable upon close inspection and properly documented for future research.
4. Materials, features, spaces and finishes that characterize other historical periods will be documented prior to their alteration or removal.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize the restoration period will be preserved.
6. Deteriorated features from the restoration period will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials.
7. Replacement of missing features from the restoration period will be substantiated by documentary and physical evidence. A false sense of history will not be created by adding conjectural features, features from other properties or by combining features that never existing together historically.
8. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
9. Archeological resources affected by a project will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
10. Designs that were never executed historically will not be constructed.

RECONSTRUCTION IS DEFINED AS THE ACT OR PROCESS OF DEPICTING, BY MEANS OF NEW CONSTRUCTION, THE FORM, FEATURES AND DETAILING OF A NON-SURVIVING SITE, LANDSCAPE, BUILDING, STRUCTURE OR OBJECT FOR THE PURPOSES OF REPLICATING ITS APPEARANCE AT A SPECIFIC PERIOD OF TIME AND IN ITS HISTORIC LOCATION.

SECRETARY OF THE INTERIORS STANDARDS FOR RECONSTRUCTION

1. Reconstruction will be used to depict vanished or non-surviving portions of a property when documentary and physical evidence is available to permit accurate reconstruction with minimal conjecture and such reconstruction is essential to the public understanding of the property.
2. Reconstruction of a landscape, building, structure or object in its historic location will be preceded by a thorough archeological investigation to identify and evaluate those features and artifacts which are essential to an accurate reconstruction. If such resources must be disturbed, mitigation measures will be undertaken.
3. Reconstruction will include measures to preserve any remaining historic materials, features and spatial relationships.
4. Reconstruction will be based on the accurate duplication of historic features and elements substantiated by documentary or physical evidence rather than on conjectural designs or the availability of different features from other historic properties. A reconstructed property will recreate the appearance of the non-surviving historic property in materials, design, color and texture.
5. A reconstruction will be clearly identified as a contemporary re-creation.
6. Designs that were never executed historically will not be constructed.

This information was transcribed from: Weeks, Kay D., and Anne E. Grimmer. The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, & Reconstructing Historic Buildings. U.S. Department of the Interior. National Park Service. Cultural Resource Stewardship and Partnerships. Heritage Preservation Press, Washington D.C. 1995. pgs. 18, 62, 118, & 166.

FINANCING & TAX CREDITS

Federal Tax Incentives for Historic Preservation

20% REHABILITATION TAX CREDIT

This 20% tax credit equals 20% of the amount spent in the "certified rehabilitation" of a "certified historic structure" as determined by the Secretary of the Interior.

- An additional 5% Wisconsin investment tax credit is available for those who qualify for the 20% Rehabilitation Tax credit. You must apply and receive project approval before beginning the physical work on the project. *Contact: the State Historical Society of Wisconsin for further details.*

Restrictions

1. This 20% tax credit is available for any property rehabilitated for:
 - Commercial
 - Industrial
 - Agricultural
 - Rental Residential Purposes
 - A certified historic structure that has been moved.
2. This 20% credit is not available for properties rehabilitated for exclusive use as the owner's residence.

10% REHABILITATION TAX CREDIT

This 10% tax credit is available for the rehabilitation of non-historic, non-residential buildings built prior to 1936. The tax credit equals 10% of the amount spent to rehabilitate the building.

Restrictions

1. This 10% credit is available for properties rehabilitated for:
 - Commercial
 - Industrial
 - Agricultural
 - Rental Residential Purposes
 - Hotels

2. This 10% tax credit is NOT available for properties rehabilitated for:
 - Exclusive use as the owner's residence.
 - Buildings that have been moved.
3. Buildings listed on the National Register are ineligible for the 10% tax credit.
4. Buildings located in a national register district or a certified state or local historic districts are presumed to be historic and are therefore not eligible for the 10% tax credit.
5. Rehabilitation must be substantial, exceeding either \$5,000 or the adjusted basis of the property, whichever is greater.
6. The property must be depreciable or undervalued.
7. Projects utilizing the 10% tax credit must meet a specific physical test for retention of exterior walls and interior structural framework. This test requires that:
 - At least 50% of the building's walls existing at the time the rehabilitation began must remain in place as external walls at the work's conclusion.
 - At least 75% of the building's existing exterior walls must remain in place as either exterior or interior walls.
 - At least 75% of the building's internal structural framework must remain in place.

FEDERAL TAX INCENTIVE DEFINITIONS

What is a "certified historic structure"?

- A building that is a National Historic Landmark.
- A building that is listed individually on the National Register of Historic Places
- A building that is located in a registered historic district and certified as contributing to the historic significance of that district.
- A certified historic structure must be a building.
- A state or local historic district may also qualify as a registered historic district if the district and the enabling statute are certified by the Secretary of the Interior.

This section provides useful information on Federal, State and Local financing and tax credits available to Historic Preservation projects.

Eligible properties must be:

- Income Producing
- Rehabilitated according to the Secretary of the Interior Standards

Obtaining Certified Historic Structure Status:

1. Complete Part 1 of the Historic Preservation Certification Application - Evaluation of Significance. This application is obtained from and submitted to the State Historic Preservation Officer (SHPO).
2. Buildings currently listed on the National Register of Historic Places are considered to be a certified historic structure. *Owners of such properties do not need to submit a Part 1 application.*
3. Owners of buildings that are not yet listed individually in the National Register of Historic Places or located in districts that are not yet registered historic districts, may use the Historic Preservation Certification Application, Part 1, to request a preliminary determination of significance from the National Park Service. A preliminary determination of significance allows the owner to proceed with the rehabilitation project while the process of nominating a building or district continues.

Note: A property owner must wait for preliminary determination prior to proceeding with the work. Preliminary determinations are not binding. They become final only when the building or district is actually listed on the National Register.

What is a "certified rehabilitation?"

The National Park Service (NPS) must approve, or "certify", all rehabilitation projects seeking the 20% rehabilitation tax credit. A certified rehabilitation is a rehabilitation of a certified historic structure that is approved by the NPS as being consistent with the historic character of the property and, where applicable, the district in which it is located. The NPS assumes that some alteration of the historic building will occur to provide for an efficient use. However, the project must not damage, destroy, cover materials or features, interior or exterior, that define the building's historic character.

HOW TO APPLY FOR FEDERAL TAX CREDITS?

To qualify for the tax incentives, property owners must complete the appropriate part or parts of the Historic Preservation Certification Application. NPS approval of applications is conveyed only in writing by duly authorized officials of the federal government.

Note: Tax credits must be applied for before beginning work on the project.

Applications are available from the:
State Historic Preservation Officer (SHPO)
State Historical Society
816 State Street
Madison, WI 53706
608/264-6500
www.shsw.wisc.edu

Two copies of the completed applications are submitted first to the SHPO. One copy is then forwarded to the National Park Service.

Refer to the State Historic Preservation Office for a complete guide to the rules and regulations regarding these tax credits.

Incentives in Wisconsin

ARCHAEOLOGICAL SITES PROPERTY TAX EXEMPTION PROGRAM

Wisconsin Statute 70.11 (13m) provides a property tax exemption for owners of archaeological sites.

Restrictions

- The site **must** be listed on the National Register of Historic Places, and/or
- The site **must** be listed on the State Register of Historic Places

How to apply?

Contact the State Historical Society of Wisconsin for application information.

REHABILITATION TAX CREDIT FOR NON-INCOME PRODUCING, PERSONAL RESIDENCES

A 25% Wisconsin investment tax credit is available for property owners who rehabilitate historic non-income producing, personal residences (a home).

Restrictions

- You **must** apply for and receive project approval **before** beginning the physical work on the project.
- Bed and breakfasts are not eligible for this tax credit.

How to apply?

Contact Jim Sewell at the State Historical Society of Wisconsin for application information.

WISCONSIN AFFORDABLE HOUSING TAX CREDIT PROGRAM (WHEDA)

WHEDA allows a building's owner to receive certain state tax credits for providing housing on the same site for varying levels of income. The goals of this tax incentive are to:

- Obtain local support of affordable housing.
- Elevate development quality.
- Create mixed-income developments.
- Promote historic rehabilitation.

Affordable housing is currently viewed by many to be negative or of poor quality. By providing housing opportunities to individuals of various income levels in the same development, understanding and co-operation is promoted among varying levels of society.

How to apply?

Contact the State Historical Society of Wisconsin for application information.

Grants

HISTORIC PRESERVATION FUND GRANTS

The U.S. Congress appropriates approximately \$50 million each year to the Historic Preservation Fund (HPF). The HPF provides matching grants to encourage private and non-federal investment in historic preservation efforts nationwide. The HPF also assists state, local and Indian tribes with expanding historic preservation activities.

How does the HPF Grant work?

1. The HPF provides matching grants-in-aid to the states, territories and Indian tribes to assist and preserve properties listed on the National Register of Historic Places.
2. The State Historic Preservation Officer (SHPO) nominates properties to the National Register and selects properties for financial assistance.
3. States carry out preservation activities directly and through sub-grants and contracts with public and private agencies, non-profit organizations, higher education institutions and individual property owners.
4. The SHPO will inform the property owner, upon request, if they are eligible for this grant.

This funding is used by the state and local governments to pay part of the costs for:

- Surveys
- Comprehensive Historic Preservation Plans
- National Register Nominations
- Brochures
- Educational Materials
- Architectural Plans
- Historic Structure Reports
- Engineering Studies
- Restoration projects are also eligible within the limited funds available.

Restrictions

1. All HPF assisted projects and programs must meet professional standards set by the Secretary of the Interior.
2. At least 10% of the state's allocation must be sub-granted to assist Certified Local Governments with participating in the national historic preservation program.

Who can apply for a HPF Grant?

- All Wisconsin units of government.
- Non-Profit Organizations

The funds must be used for a property or district listed on the National Register.

How to apply?

Applications for HPF Grants are available by contacting the SHPO. Funding decisions are made by the State, not the National Park Service.

THE JEFFRIS FAMILY FOUNDATION

The Jeffris Family Foundation funds the planning stages of preservation projects located in Wisconsin.

Restrictions

- The program has an annual application deadline of October 1.
- Grants must be matched on a 1:1 basis.
- Funds may **not** be used for "bricks and mortar" costs or actual construction.
- Funds may **not** be used for "National Register Nominations.

Who can apply for a Jeffris Family Foundation Grant?

- Wisconsin Public Agencies
- Non-Profit Organizations

The funds must be used for a property or district listed on the National Register.

How to apply?

Contract the Jeffris Family Foundation, P.O. Box 650, Janesville, WI 53547-0650.

The National Trust's Financial Assistance Programs

CYNTHIA WOODS MITCHELL FUND FOR HISTORIC INTERIORS

Grants issues from this fund range from \$5,000 to \$25,000.

Eligible applicants include:

- Non-Profit Organizations
- Government Agencies
- For-Profit Businesses
- Individuals.

Emphasis will be placed on the selection of a project that makes a significant contribution to the preservation, restoration or interpretation of one or more historic interiors. There is one funding

round each year. Applications must be post-marked no later than February 1.

JOHANNA FAVROT FUND

Grants issued from this fund range from \$2,500 to \$25,000. Projects will be chosen that contribute to the recapture of an authentic sense of place.

Eligible applicants include:

- Non-Profit Organizations
- Government Agencies
- For-Profit Businesses
- Individuals

Funds may be used to obtain professional expertise in areas such as:

- Architecture
- Planning
- Archaeology
- Media Relations
- Sponsoring Preservation Conferences and Workshops
- Designing and implementing innovative preservation education programs.

NATIONAL PRESERVATION LOAN FUND

This fund provides below market rate loans of up to \$150,000 to help preserve properties listed in, or eligible for, the National Register of Historic Places.

Eligible applicants include:

- Non-Profit Organizations
- Public Agencies

Funds may be used to create or expand local and statewide preservation revolving funds, for site acquisition or rehabilitation work.

PRESERVATION SERVICES FUND

This fund provides matching grants ranging from \$500 to \$5,000 to initiate preservation projects.

Eligible applicants include:

- Non-Profit Organizations
- Universities
- Public Agencies

Funds may be used to support consultants with professional expertise in areas such as:

- Architecture
- Law
- Planning
- Economics
- Graphic design
- Sponsoring conferences addressing preservation issues.
- Curriculum development in preservation directed toward select audiences.

Wisconsin, such as the Wisconsin Affordable Housing Tax Credit Program. This tax credit encourages mixed income level developments by offering a tax credit that can be applied to the cost of the project. This has been combined with the Historic Structure Tax Credit Program to encourage mixed-income level development in historic structures.

Refer to the National Trust Regional Office for a complete guide to their financial assistance programs at: Midwest Office, National Trust for Historic Preservation, 53 West Jackson Bl., Suite 350, Chicago, IL 60604, or call (312)939-5547.

Other Financing Options

- Private funding and Public/Private partnerships are one financing option. Public and private money, usually from a corporation that is interested in the project, is combined to ensure financing for the project. This type of partnership is usually very successful.
- A Tax Increment Financing District can also be created. This takes a portion of the taxes paid by building owners in the area and puts the money towards infrastructure improvements. Sometimes this money is applied to ensure low interest loans for rehabilitation and facade easements.
- The legal definition of an easement is a less than free interest in real property acquired through donation or purchase. It is carried as a deed restriction or covenant to protect important open spaces, building facades and interiors.

A facade easement exists when the property owner sells partial right to their property to an organization or interested party, such as a local preservation organization. The easement typically lasts in perpetuity with the goal of ensuring the maintenance and longevity of a historic facade.

- Low interest loans are usually available through state incentive programs. There are many tax and rehabilitation credits available through the state of

INDEX OF PRESERVATION BRIEFS

All of the Preservation Briefs are useful regardless of the age of your building. These "Briefs" are just that, a brief synopsis of valuable information relating to a specific topic.

The complete set can be obtained for \$56.00 from:

Heritage Preservation Services
 Superintendent of Documents
 P.O. Box 371954
 Pittsburgh, PA 15250-7954
 Phone Orders: 202/512.1800
 Fax Orders: 202/512.2250
(price subject to change, shipping is additional)

Print directly off of the internet by
 searching for:
www2.cr.nps.gov/tps/briefs/presbhom.htm

Note: Preservation Briefs printed from the internet may have limited photographs and illustrations. Briefs are indexed by their number.

INDEX OF PRESERVATION BRIEF TOPICS

- 1: The Cleaning and Waterproof Coating of Masonry Buildings
- 2: Repointing Mortar Joints in Historic Buildings
- 3: Conserving Energy in Historic Buildings
- 4: Roofing for Historic Buildings
- 5: The Preservation of Historic Adobe Buildings
- 6: Dangers of Abrasive Cleaning to Historic Building
- 7: The Preservation of Historic Glazed Architectural Terra-Cotta
- 8: Aluminum and Vinyl Siding on Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings
- 9: The Repair of Historic Wooden Windows
- 10: Exterior Paint Problems on Historic Buildings
- 11: Rehabilitating Historic Storefronts
- 12: The Preservation of Historic Pigmented Structural Glass (Vitrolite and Carrara Glass)
- 13: The Repair and Thermal Upgrading of Historic Steel Windows
- 14: New Exterior Additions to Historic Building: Preservation Concerns
- 15: Preservation of Historic Concrete: Problems and General Approaches
- 16: The Use of Substitute Materials on Historic Building Exteriors

- 17: **Architectural Character** - Identifying the Visual Aspects of Historic Buildings as an Aid to Preserve Their Character
- 18: **Rehabilitating Interiors** in Historic Buildings
- 19: The Repair and Replacement of Historic **Wooden Shingle Roofs**
- 20: The Preservation of Historic **Barns**
- 21: **Repairing Historic Flat Plaster** - Walls and Ceilings
- 22: The Preservation and Repair of Historic **Stucco**
- 23: **Preserving Historic Ornamental Plaster**
- 24: **Heating, Ventilating and Cooling** Historic Buildings: Problems and recommended Approaches
- 25: The Preservation of **Historic Signs**
- 26: The Preservation and Repair of Historic **Log Buildings**
- 27: The Maintenance and Repair of Architectural **Cast Iron**
- 28: **Painting** Historic Interiors
- 29: The Repair, Replacement, and Maintenance of Historic **Slate Roofs**
- 30: The Preservation and Repair of Historic **Clay Tile Roofs**
- 31: **Moth-balling** Historic Buildings
- 32: **Making Historic Properties Accessible**
- 33: The Maintenance and Repair of Historic **Stained and Leaded Glass**
- 34: **Applied Decoration** for Historic Interiors, Preserving **Composition Ornament**
- 35: **Understanding Old Buildings: The Process of Architectural Investigation**
- 36: **Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes**
- 37: **Appropriate Methods of Reducing Lead-Paint Hazards** in Historic Housing
- 38: **Removing Graffiti** from Historic Masonry
- 39: **Holding the Line: Controlling Unwanted Moisture** in Historic Buildings
- 40: **Preserving Historic Ceramic Tile Floors**
- 41: The **Seismic Retrofit** of Historic Buildings: Keeping Preservation in the Forefront

RECOMMENDED READING

Recommended Reading and Reference Materials Listed by Topic

The most effective method for locating these publications is to utilize the following sources:

- Amazon.com
- [Heritage Preservation Services Bookstore @ \[www2.cr.nps.gov/tps/index.htm\]\(http://www2.cr.nps.gov/tps/index.htm\)](http://Heritage Preservation Services Bookstore @ www2.cr.nps.gov/tps/index.htm)
- [National Trust for Historic Preservation Bookstore @ \[www.nthpbooks.org\]\(http://www.nthpbooks.org\)](http://National Trust for Historic Preservation Bookstore @ www.nthpbooks.org)

All Preservation Tech Notes listed below are available through:

National Technical Information Services
U.S. Department of Commerce
Springfield, VA 22161
800/553-6847
fx. 703/605-6900
www.ntis.gov

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Auer, Michael, Charles Fisher, Thomas Jester and Marilyn Kaplan. **Interiors Handbook for Historic Buildings, Volume II.** National Park Service/Heritage Preservation Services (*available through: HPEF, P.O. Box 77160, Washington, D.C. 200013, \$49.50, 550 pages*).

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1735 New York Ave., N.W.
Washington, D.C. 20006
www.e-architect.com/pia/hrc

Association for Preservation Technology International
4513 Lincoln Ave., Suite 213
Lisle, IL 60532-1290
fax. 888/723-4242
www.apti.org

Friends of Terra Cotta
c/o Susan Tunick
771 West End Ave.
New York, NY 10025

International Downtown Association
910 17th St., N.W., #210
Washington, D.C. 20006
www.ida-downtown.org

Inspired Partnerships
53 West Jackson Bl.
Chicago, IL 60604-3611
312/294-0077
(religious properties source)

League of Historic American Theatres
34 Market Place, #320
Baltimore, Maryland 21202
www.lhat.org

Milwaukee County Historical Society
910 N. Old World 3rd Street
Milwaukee, WI 53203
414/273-8288

National Building Museum
401 F St., N.W.
Washington, D.C. 20001
www.nbm.org

National Park Service, U.S. Department of the Interior
www2.cr.nps.gov
Heritage Preservation Services
1849 C St., N.W., NC-330
Washington, D.C. 20240

Historic American Buildings Survey
Historic American Engineering Record
1849 C St., N.W., NC-300

Washington, D.C. 20240
Historic Register of Historic Places
1849 C St., N.W., NC-400
Washington, D.C. 20240

National Trust for Historic Preservation
1785 Massachusetts Ave., N.W.
Washington, D.C. 20036
800/944-6847
www.nationaltrust.org

**National Trust for Historic Preservation
Midwest Office**
53 West Jackson Bl., Suite 350
Chicago, IL 60604
312/939-5547

Partners for Sacred Places
1616 Walnut Street, Suite 2310
Philadelphia, PA 19103
215/546-1288
www.sacredplaces.org

Society for Architectural Historians
1365 N. Astor St.
Chicago, IL 60610
www.sah.org

Wauwatosa Historical Society
7406 Hillcrest Dr.
Wauwatosa, WI 53213
414/774-8672

Wauwatosa Public Library
Reference Department
7635 W. North Ave.
Wauwatosa, WI 53213
414/471-8484

GLOSSARY

A

Aggregate

The solid material used with lime, cement, water or other binders to form a mixture such as **mortar**, concrete or plaster; usually sand, crushed stone or gravel but may be any material, including broken brick, sawdust or shells.

Architrave

In the classical orders, the lowest member of the entablature; the beam that spans from column to column, resting directly upon their **capitals**. Also the ornamental moldings around the faces of a door jamb or lintel of an opening.

Art Glass

A type of **leaded glass** window in which scenes or patterns are produced by using pre-colored cut glass, rather than **stained glass**. Opalescent, drapery and textured glass are manipulated and layered to achieve a desired affect.

Ashlar

A square or rectangular cut building stone.

Asymmetrical

Lack of **symmetry**, the two halves of a building facade are not exactly the same or mirror images of one another.

Awning Window

A window in which the opening **sash** is hinged at the top; when the window is open, the bottom sash projects out at an angle.

B

Baluster

One of a number of short vertical members used to support a stair handrail or a **coping**.

Balustrade

A railing assembly composed of a handrail which is supported by **balusters**.

Banister

A slender **baluster** used in a **balustrade** or in a railing at the edge of a staircase or within a light well in a building. In the plural form, "the banisters" refers to all of the balusters, rails and newel posts within a single stairway. This term is more commonly used than the more formal **balustrade**.

Bargeboard

The decorative board attached to the projecting **portico** of a **gable roof**; the same as a vergeboard. This detail is often extremely ornate.

Battlement

A wall with alternating higher and lower sections to provide protection for the defenders of Medieval fortifications; also a decorative **parapet** located on top of a wall or roof ridge.

Bay Window

A polygonal window unit that projects from an exterior wall. This protrusion begins at the ground level and moves upward at least one floor level.

Bedding Planes

Natural sedimentary layers that form stone, usually millimeters thick; these thin layers should be laid parallel to the ground.

Belt Course

A continuous horizontal band on an exterior wall, also called a string course. This course often lines up with the floor level locations.

Brackets

The supporting members of wood, stone or metal often used for both decorative and structural purposes and generally found under projecting features such as **eaves** and **cornices**.

Broken Pediment

A **pediment** that has been split apart in the center; the gap is often filled with an urn, a cartouche, or other ornament.

Definitions to words used in this document and other helpful preservation related terminology.

C

Came

Metal strips generally "U" or "H" shaped profiles, used to hold glass pieces together to form a **leaded glass window**; originally lead, but zinc, brass, copper and lead ores are also used.

Casement Window

A window **sash** which swings open along its entire length, usually on hinges fixed to either side of the opening; opens like a door.

Capital

The topmost portion of a rounded or rectangular **column** or **pilaster**.

Checking

Cracking of wood along the grain, caused by rapid drying after the initial sawing process or due to uneven settlement of the building.

Chevron

A decorative pattern in the form of a flattened, inverted "V".

Chimney Pots

An extension at the top of a chimney above the masonry; usually a decorative **terra cotta** cylindrical, octagonal or spiral shape.

Chroma

The intensity of color, often indicating the degree of departure from white.

Clapboards

A traditional wooden siding material made of overlapping horizontal wedge-shaped boards.

Clinker Brick

An over-fired brick that "clinks" when struck, generally much darker in color than other bricks.

Coffering

A ceiling or underside of a projecting overhang with deeply recessed panels, often highly ornamented. The panel form can consist of squares, rectangles or octagons.

Colonettes

A small **column**, usually decorative.

Colonnade

A number of **columns** arranged in order usually at equal intervals, supporting an entablature and typically one side of a roof.

Colorations

Arrangement of color.

Columns

On buildings, a relatively long, slender structural compression member such as a post, pillar or strut; usually vertical and supporting a load.

Common Brick

A brick for general building purposes, not especially treated for texture or color; wide range of quality. This term also refers to a standard brick size and shape; typical dimensions are 3¹/₂"-3⁵/₈" x 8" x 2¹/₄".

Conical Tower/Roof

A roof with a circular plan that tapers upward to a point, used surround towers.

Console Bracket

A thick ornamental bracket with parallel, plane sides, typically carved with elaborate decoration or sculpture.

Coping

A protective cap, top or cover of a wall, **parapet**, **pilaster** or chimney; may be flat but is often beveled to shed water protecting material below from water damage.

Corbel(ing)

One or more courses of masonry built out from the face of the wall in a staggered pattern.

Cornice

A term generally referring to the horizontal, projecting molding that crowns the top part of a wall.

Cupola

A small structure projecting above a roof.

Cream City Brick

Indigenous to southeastern Wisconsin this brick is known for its unusual golden-yellow color. This color is a natural result of an unusually high amount of calcium and magnesium resulted in clay that was soft and golden-yellow in tone once fired in a brick kiln.

Crenelated

Having a **parapet wall** in the form of a **battlement**.

Cresting

Wood or metal ornament used to trim the **ridge** of a roof.

Cross-Gable Roof

Two **gable roofs** that intersect at right angles.

D

Dalle de Verre

A thick slab of cast colored glass that is cut or broken and cemented into a panel with an epoxy adhesive.

Delamination

A condition of stone in which the outer surface splits apart into laminae or thin layers and peels off the surface; may be a natural condition in some sedimentary stones such as **limestone** or sand stone; can occur from vertical placement of the bedding planes.

Dentils

In classical **cornices** and **entablatures**, one of a series of small, decorative blocks that alternate with a blank space; typically rectangular with moldings above and below.

Design Guidelines

Criteria developed by preservation commissions and architectural review boards to identify design concerns in an area and to assist property owners ensure that rehabilitation and new construction respect the character of designated buildings and districts.

Dormer

A vertically set window on a sloping roof; also, the roofed structure housing such a window.

Double-Hung Window

The most common type of wooden window in older buildings. Composed of two glazed units, each called a **sash**, that slide vertically by each other in separate channels.

E

Eastlake Style

An architectural style characterized by rich, geometric ornamentation and heavy **brackets**, especially scrollwork, in the style of stylized plants; most often seen as a variation of the Italianate, Stick Style or Queen Anne styles; after Charles Lock Eastlake, a 19c English furniture designer and architect.

Egg & Dart Pattern

A convex molding with a series of egg-shaped (ovoids) alternating with barbed arrowheads, darts point downward.

Eave(s)

The projecting overhang at the lower edge of a roof.

Efflorescence

A white, powdery substance sometimes found on mortar joints and brick surfaces, caused by salts leaching out of the brick's interior or from slats applied to surfaces around the brick.

Entablature

In classical architecture, the entire band of horizontal elements above the **column capitals**; from bottom to top, the **entablature** is composed of the **architrave**, **frieze** and **cornice**.

F

Facade

The street or entrance elevation of a building.

Face Brick

Brick made of selected clays or treated to produce a higher grade with a desired color or texture.

Fanlight Window

Semi-circular window over a door or window with radiating **muntins** or **tracery** in the form of an open fan.

Fascia

A horizontal piece covering the joint between the top of a wall and the projecting **eaves**.

Flashing

Strips of metal installed in roof areas vulnerable to leaking, such as valleys, chimneys and other junctions. Also used at the top of window and door openings.

Flat Roof

A roof with a significantly low pitch; may be a true horizontal plane ("dead-level") or have a low pitch (typically not more than 1 to 20).

Finials

An ornament that terminates the point of a spire, pinnacle, etc.

Fixed Sash

A window or an area of a window which does not open; glazing directly in a fixed frame that does not open.

Foliated Window

Decorated with foils, especially Gothic style tracery; sculptural decoration the form of a cluster of stylized leaves.

Fractable

A gable end **coping** that rises to the peak in multiple steps or curves.

Freeze-Thaw Action

The forces exerted on building materials from the movement caused by the expansion and contraction of water as it freezes and thaws.

Frieze

The flat, middle portion of an entablature; may be decorated.

G

Gable Roof

The triangular part of an exterior wall created by the angle of a pitched roof.

Gambrel Roof

A roof shape characterized by a pair of shallow pitch slopes above a steeply pitched slope on each side of a center ridge.

Glazing

The transparent or semi-transparent glass or plastic in which light passes through a window.

Glazing Sealants

Silicone, polyurethane or putty used at the edges of a pane of glass to prevent air and water leaks.

Greek Key Pattern

A classical Greek style border decoration composed of various repetitive patterns of winding lines that turn at right angles.

H

Hipped Roof

A roof that slopes inward from all exterior walls; has a shorter **ridge** than the length of the building above a rectangular plan.

Historic

Mentioned, celebrated or having influence in history.

Hood Molding

The projecting **molding** of the arch over a window or door, whether inside or outside; also called a drip stone.

Hopper Window

A bottom-hinged window sash that tilts inward and rests at an angle when opened; air enters the room at the top of the sash.

Hue

The actual color, a particular variety of color; shade; tint.

I

Ice Damming

A build-up of snow and ice at the eaves of a sloping roof; often causes gutter and roofing damage.

Insulating Glass

A factory prepared "sandwich" of two sheets of glass with a sealed air space in between that reduces heat loss.

K

Keystone

The central stone of an arch.

L

Lancet Window

A narrow window with a sharp, pointed arch; usually seen on Gothic Revival buildings.

Leaded Glass Window

Glass held in a sash by lead cames; types include art glass or stained glass.

Light(s)

An individual pane of glass within a sash or a an opening that lets light into the building.

Limestone

A rock of sedimentary origin composed principally of calcite or dolomite or both; used as a building stone or crushed-stone aggregate or burnt to produce lime.

Lintel

A horizontal structural member over an opening that carries the weight of the wall above it; usually of steel, stone or wood.

M

Mansard Roof

A type of roof with a steeply pitched, nearly vertical, lower plane topped by a low sloping or flat deck. Originated in France to avoid taxes for additional floor levels.

Masonry

Units of brick or cut stone separated with mortar.

Modillion

One of a series of scroll-shaped brackets supporting the corona of a cornice.

Molding

A decorative band or material with an ornamental profile; generally used on cornices and as trim around door and window openings; sometimes spelled moulding.

Mortar

Mixtures of sand aggregate, lime and cement, mixed with water; used for bonding brick and stone together.

Mullion

A vertical member separating windows, doors or panels set in a series. Mullion is also the definition of a vertical framing member in the middle of a paneled door that runs between two rails.

Multi-Paned Configuration

The number of individual glass panes in a sash. Common configurations are 1/ (over) 1, 2/2, 4/4, 6/6, 8/8, 9/9, and many others.

Muntin

A horizontal strip separating panes of glass in a sash.

Mutule(s)

A sloping flat block on the soffit of a Doric order cornice; occurs over each triglyph and metope of the frieze.

N

Narthex

A long arcaded porch or vestibule forming an entrance into a church.

Nave

The long narrow main part or central aisle of a church, extending the entrance to the transept or choir.

O

Order

A type of column or entablature forming the unit of a style. The most common orders found in architecture are based on the ancient Greek orders: Doric, Ionic and Corinthian.

Oriel Window

In Medieval English architecture, chiefly residential. Derivatives: (a) a bay window corbeled out from the wall of an upper story; (b) a bay projecting, inside or out, extending the room; (c) a window bay or porch at the top of exterior stairs.

Oxide-Jacking

Bowing or cracking caused by the outward pressure exerted by metal that has expanded from corrosion; usually caused by water infiltration.

P

Palladian Window

A window of large size, characteristic of the Neoclassic style, divided by columns or piers resembling pilasters, into three lights. The middle one is wider than the others and is sometimes arched.

Parapet Wall

The projecting edge of an exterior wall above the roof surface.

Party Wall

A wall used jointly by two parties under easement agreement; erected upon a line dividing two parcels of land, each of which is a separate real estate entity; a common wall.

Pediment

The enclosed triangular space in the gable of a classical style building or any similar form above a door, window or portico.

Pergola

An open grid, supported by rows of columns, for growing vines; most often a series of wood beams supporting battens; may be attached to a building or freestanding.

Pigmented Structural Glass

A material that could be applied to both the exterior and interior; the glass could be sculpted, cut, laminated, curved, colored and textured. Often applied over existing architecture to remodel older buildings. A veneer of pigmented structural glass was thought to define a building's architectural character as new and up-to-date. Pigmented structural glass also complemented the 1930's silvery metal accents and affinity for slick, shiny surfaces.

Pilaster

A shallow rectangular pier articulated like a column that is mounted on a wall surface.

Pivoted Window

A window that swings open on pivots at the top or bottom, can push out or pull in.

Portico

A porch or covered walkway consisting of a roof supported by columns.

Portland Cement

A hard cement used alone or as a mortar additive; not appropriate for use on historic brick or stone except as a small component of a mortar mix.

Preservation

The protection of all original historic materials from physical deterioration or disintegration because of natural forces or human activity. Focus is placed on the maintenance and repair of existing features rather than replacement.

Pressed Brick

A sharp-edged, smoothed surfaced brick which has been molded under pressure; especially used for exposed surface work.

Q**Quatrefoils**

A four lobed pattern divided by cusps; looks similar to a four leaf clover. Used as a decorative pattern and a window shape.

Quoin

The stones or brick which visually reinforce an external corner or edge of a building. This detail is often distinguished by variations in material and color from the wall face.

R**Raked Mortar Joint**

A recessed, tooled mortar joint; often used on only the horizontal joints in Prairie Style architecture.

Rehabilitation

Renewing the use of an older building while preserving the original architectural features and character.

Remodeling

Reusing an old building by removing and destroying its original features and substituting new features to give it a new appearance unlike its original look or materials.

Repointing

The act of removing deteriorated mortar and replacing it with new mortar.

Restoration

The rejuvenation or replication of historic architectural features to match exactly the original appearance.

Ridge

The apex or upper most part of the peak of a roof.

Ridecap, Ridge Capping

Any covering such as metal or wood shingles used to cover the ridge of a roof.

Roman Brick

A thin, long brick typically $3\frac{1}{2}$ - $3\frac{5}{8}$ X $11\frac{1}{2}$ - $11\frac{5}{8}$ X $3\frac{1}{2}$ - $3\frac{5}{8}$.

Rose Window

A circular window with tracery radiating in petal-like shapes.

Rosette

A circular ornament decorated through carving, painting or molding to resemble a stylized rose.

Rustication, Rusticated

A type of masonry work in which the individual stone blocks have a roughened surface that is emphasized by recessed or beaded joints.

S**Sash**

A wood or metal frame composed of rails and stiles into which glass window panes are set.

Segmental Arch Window

A window with a shallow curved arch formed by the segment of a circle.

Setback

The distance required between the building and property line.

Shalling

Thin layers that break off from the main mass of a piece of sedimentary stone, such as limestone.

Shed Roof

A roof with a single slope, also known as a lean-to or pent roof.

Shiplap Siding

An overlapping, flush joint at the long edges of two boards. This weathertight joint for siding and sheathing is formed by a continuous, rectangular notch on the opposite sides of both edges of each boards.

Sill

The bottom member of a window frame. Also, the heavy timber member resting on the foundation to which the wall studs are attached.

Single-Hung Window

A window with one fixed sash and one vertically sliding sash; typically the sliding sash is one the bottom.

Slab Glass

See Dalle de Verre.

Spalling

A condition of masonry in which the outer layer or layers of material begin to break off unevenly, or peel away in parallel layers from the larger block of masonry; common in natural stone, brick and terra cotta. Spalling is usually caused by freeze-thaw cycling of moisture trapped beneath the surface which forces out the layers of masonry. This condition can be brought on by improper mortar repairs.

Spandrel

A commonly used to describe a panel below a window.

Spindel

A wood architectural element that has been turned on a lathe.

Spindel-Work

A decorative screen formed by a series of turned wood spindels.

Stained Glass Window

A glass stained with a preparation of silver salts that stains the glass yellow; also known as a window with a painted scene or script on the glass that is then fired onto the glass. Art glass windows, made out of solid colored glass, are often mistakenly called "stained glass". A true stained glass window is a product of a painter rather than a glazier.

Stickwork

Raised banding on an exterior wall, similar in appearance to half timbering.

Steel Frame Construction

Construction in which the structural supporting elements consist of combinations of steel beams, steel girders and steel columns, joined together at their intersections.

Stoop

A platform or small porch, usually of several steps, at the entrance to a building.

String Course

A projecting horizontal molding separating parts of a wall surface, especially in masonry construction; types include lintel course, sill course; also known as the belt course.

Swan -Neck Pediment

The upper part is convex, the lower part is concave, much like a swan's neck.

Symmetrical

Half of the building facade is the mirror image of the other half.

T

Terra Cotta

A hard, unglazed fired clay; used for ornamental work and roof tile. During the 1910-30's, this material was made into masonry units hung from the steel frames of buildings.

Terrazzo

A marble aggregate concrete that is cast in place or precast and ground smooth; used as a decorative surfacing on floors and walls.

Tracery

The curvilinear open shapes of stone or wood creating a pattern within the upper portion of a Gothic window; similar patterns applied to walls and panels in the form of mullions.

Transom Windows

A small widow, sometimes movable, located over a door or another window, built on or hinged to the lintel.

Travertine

A variety of limestone deposited by springs; it is usually banded and commonly coarsely cellular. This stone is used as a building stone, especially for interior facing and flooring; some varieties are sold as marble in the building trade.

Triple-Hung Window

A window with three vertically sliding sashes that allow the unit to open to two-thirds of its height.

Tuckpointing

Many contractors will use this term to mean the grinding out and removal of deteriorated mortar, which is then replaced with new mortar. The term "repointing" more accurately describes this type of work. In some cases, a contractor will define this term as simply removing all loose mortar and "tucking" new

mortar into the gaps. Historically, this term refers to a profile type for a mortar joint or tooling style. It is important to make sure you know which definition to which your contractor is referring.

Turret

A small tower usually found at the corners of a structure.

Type "N" Mortar

A mortar mix comprised of 1 part Portland cement, 1 1/4 parts lime and 7-9 parts sand with a small aggregate; appropriate for historic buildings for use with brick and most stones.

V

Vernacular

A building built without being designed by an architect or someone with similar training; often based on traditional or regional forms.

W

Window Glass

Clear smooth glass used for glazing ordinary windows.

Wythe

A wythe refers to one unit thickness of a masonry unit or brick.

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GENERAL INDEX

Adam Revival	29-30	Building Forms (<i>residential</i>)	59-62	Console Bracket	40, 116
Accessibility, A.D.A.	32	additions	59	Cornice	40, 43, 116
guidelines	32	height	59	Craftsman	
Additions (<i>commercial</i>)	31-33	new construction	59	commercial	14
rear	32-33	rhythms	59	residential	50
facade	31-32	roof forms	59-60	Cream City Brick	79, 116
guidelines	31	scale	61	Cresting	40, 116
mechanical systems	32	setbacks	61	Cross Gabled (roof)	60, 116
side	33	variety	61	Cupola	11, 116
rooftop	33	window articulation	61	Dall de Verre	116
Additions (<i>residential</i>)	67-69	Building Height	23-4, 59	Decks	71
demolition	67	Building Permits	4	Defined Roof Edge	24, 60
facade	67-68	Bungalow	47	Delamination	116
guidelines	67	Came	116	Demolition	30, 63, 67
materials	68	Capital	116	Doors and Door Openings	89
mechanical systems		Canopies	85-86	Dormer	14, 39, 48,
& equipment	68	City of Wauwatosa			116
rear	68	Project Requirements	4	Drip Molds	8
rooftop	68	City of Wauwatosa		Dutch Colonial Revival	54
side	68-69	Local Designation	99	Eaves	116
stylistic and decorative		Chimney Pots	51, 52	Eastlake Style	116-17
elements	69	Chevron Pattern	18, 19	Entablature	11, 12
Aluminum Siding	78	Clapboard Siding	78, 116	Exposed Rafter Ends	14, 46, 48,
American Foursquare	48	Clinkers	10		49, 50
Appendix	97-114	Coffering	116	Facade Additions	32
Architectural Features	85-96	Colonial Revival		Fencing	71-72
Art Deco	18	commercial	11	Financing and Tax Credits	105-08
Art Glass	115	residential	44	10% credit	105
Art Moderne	19	Color	87-88	20% credit	105
Arts and Crafts	46	analysis	88	application procedures	106
Awnings	85-86	applying	88	certified rehabilitation	106
Bargeboard	39, 115	contrasting schemes	88	federal tax incentives	105-06
Battlement	115	related schemes	88	federal definitions	105-06
Bedding Planes	115	Commercial	5-34	frequently	
Brick	79-81	architectural styles	7-28	asked questions	101
Broken Pediment	40	vernacular	21	grants	106-07
Building Forms (<i>commercial</i>)	23-28	two-part comm. block	21	other options	108
additions	25	one-part comm. block	21	rehabilitation	
height	23	Common Brick	116	tax credit	106
new construction	25	Conical Tower	10, 116	WHEDA	106
roof forms	24	Consolidants	79	Wisconsin	106
scale	25	Contemporary		Finials	39
setbacks	25	commercial	20	Fire Escapes	90
transitions	27	residential	58	Flashing	117
window articulation	28				

Frieze	117	Mechanical Systems and Equipment	32, 68	Pilaster	38, 118	Roof Forms	
French Revival	55	Mediterranean Revival		Planting Layouts	73	commercial	24
Gable	60, 117	commercial	17	Planting Materials	74	residential	59-60
Gambrel Roof	54	residential	51	Porches	92	Rounded Arch	47
Garages	65	Metals	81	enclosed	48	Satellite Dishes	68
Georgian Revival	43	Minimal Traditional	56	Portico	12, 45, 119	Scale	30
Glazing (glass)	90, 117	Mission Dormer	15, 51	Portland Cement	119	Secretary of	
glass block	91	Mortar	118	Prairie		the Interior Standards	103-04
patterned	90	joint profiles	80	commercial	13	preservation	103
Glossary	115-20	Mullion	118	residential	49	rehabilitation	103-04
Greek Revival	38	Muntin	118	Preservation	103, 119	reconstruction	104
Gothic Revival		Mutule	43	Preservation Briefs	109-10	restoration	104
commercial	9	Neo-Classical Revival		Pressed Brick	119	Setbacks	119
residential	39	commercial	12	Procedures and		commercial	25
Half-Timbering	53, 79	residential	45	Designation	99	residential	61
Handicapped		New Construction		Proper Material Selection	77	Shalling	119
Accessibility, A.D.A.	32	<i>(Commercial)</i>	29-30	Proper Painting	83	Shed (roof)	58, 60, 119
Hardware	91	adjacent buildings	29	Queen Anne		Shiplap Siding	119
Hipped (roof)	13, 48, 50, 60, 117	demolition	30	commercial	10	Siding	
Index of		guidelines	29	residential	42	aluminum	78
Preservation Briefs	109-10	materials	30	Quion	119	clapboard	78
Information Sources	113-14	scale	30	Ranch	57	shingle	82
Italianate		stylistic and		Recommended Reading	111-14	vinyl	78
commercial	8	decorative elements	30	Reconstruction	104	Sidewalk Intrusions	30
residential	40	New Construction		Rehabilitation	3, 103-04, 119	Significant Trees	75
Landscapes	71-6	<i>(Residential)</i>	63-6	Refuse Containers	74	Shingle Siding (wood)	82
decks	71	adjacent buildings	63	Remodeling	3, 119	Side Elevation Additions	33
fencing	71	demolition	63	Repointing	80, 119	Sidewalks	30, 75
layout	73	garages	65	Residential	35-70	Sidewalk Cafes	75
materials	72-3	materials	64	architectural styles	37-58	Signs	93
parking	30	stylistic and		Restoration	3, 104, 119	Skylights	82
patios	73	decorative elements	64	Retaining Walls	74	Spalling	119
plantings	74	Order	118	Roadside		Spanish Revival	
refuse containers	74	Overhanging Eaves	13	Vernacular Architecture	21	commercial	15
retaining walls	74	Paint		Rear Elevation Addition	32	residential	52
scale	75	analysis	88	Roof Coverings	81-82	Spindelwork	120
sidewalks	30	proper application	83	asphalt shingle	81	Stained Glass Window	120
trees	75	Parapet Wall	118	built-up	81	State Register	
Leaded Glass	118	Party Wall Construction	118	cement tile	81	of Historic Places	100
Limestone	79, 118	Parking	30	clay tile	51-2, 81	criteria	100
Lintel	118	guidelines	30	fiberglass shingle	81	designation	100
Local Designation	99	surface lots	30	guidelines	81	effects	101
Maintenance	83	structures	30	mineral fiber shingles	81	limitations	100
Mansard Roof	55, 118	Patterned Glass	90	rubber membrane	81	Stick Style	41
Masonry	79, 118	Patios	73	sheet metal shingles	81	Stickwork	41
cleaning	79-80	Pediment	118	slate	81	Stoop	26, 94, 120
repointing	80	Pergola	118	standing seam metal	81-2		
Material Considerations	77-8	Pigmented Structural Glass	118	Rooftop Additions	33		

Stone			
lannon stone	57-58	new	94
limestone	79	oriel	51, 118
slate	82	Palladian	44
Storefronts	26-7	picture	57
display widows	26	plate glass	58
guidelines	26	projecting	95
lower window panel	26	rounded arch	47
pilasters	26	sash	119
recessed entry doors	26	segmental arch	119
signboard	26	sidelight	54
stoop	26, 120	sill	119
transom windows	26	single-hung	119
Stucco	49, 82	steel sash	93
Swan-Neck Pediment	44, 120	transom	120
Table of Contents	1	triple-hung	120
Terra Cotta	18, 19, 83, 120	types	94-5
		Wood	84
Terrazzo	83, 120	Wythe	120
Transitions	27		
Travertine	120		
Tripartite Composition	27		
Tuckpointing	81, 120		
Tudor Revival			
commercial	16		
residential	53		
Turret	46, 120		
Using Design Guidelines	2		
Vestibule Floors	94		
Vinyl Siding	78		
Wauwatosa Landmarks			
criteria	99		
designation	99		
effects	100		
limitations	99		
Windows	28, 94-6		
articulation	28, 61-2		
awning	95, 115		
bay	47, 115		
bungalow	94		
casement	95, 116		
double-hung	39, 95, 116		
eyebrow	47		
fanlight	45, 54		
hopper	95, 117		
glass	120		
guidelines	94-5		
lancet	9, 118		

