



# CITY OF PATERSON

## Downtown Commercial Historic District

### DESIGN GUIDELINES

## GLOSSARY

**Adaptive Reuse** - Any act or process that converts a structure to a use other than that for which it was designed.

**Addition or Enlargement** - Any construction that increases the size of a structure in terms of site coverage, height or building size (depth or width or floor area).

**Administrative Officer** - The Historic Preservation Professional (HPP) is the administrative officer, and is appointed as per the provisions of Paterson's Land Use Ordinance. In the event that the Historic Preservation Professional is vacant, the City's Principal Planner serves as the Administrative Officer.

**Alteration** - Any act or process that in any way effects a change in the design or outer appearance of a building, structure, object or site, or any part thereof. Painting and window replacements are examples of alterations, as is the removal or addition of any materials.

**Application** - An application form and all accompanying documents submitted for approval of a permit for alteration, repair, reconstruction, demolition or relocation of a designated historic site, building, structure or object, or improvement within a designated historic district or review of a development application concerning same.

**Architectural Feature** - Architectural style, design, general arrangement and components of all the parts and surfaces, including but not limited to the kind, texture and color of the building material, and the type and style of all windows, doors, lights, signs, cornices, ornaments, brackets, parapets, roofs, foundations, cladding, framing and other features appurtenant to the building, structure, object or improvement.

**Architectural Survey** - A complete document of such similar title and intent that is executed, compiled, drafted by qualified historic preservation professionals and / or New Jersey licensed planning or building professionals in a methodology and format accepted and derived by the State of New Jersey Historic Preservation Office.

**Architecturally Worthy** - An architectural design which represents either a significant aspect of the history of the City, architectural history in general or a significant design of an architect of historical importance.

**Awning** - A roof-like cover designed and intended for protection from weather or as a decorative embellishment that projects from a wall of a building over a walk, window, door or the like. Awnings are entirely supported from the building and constructed and erected in a manner that readily permits removal.

**Baluster** - A shaftlike element used to support a handrail.

**Balustrade** - A railing (such as a porch or balcony railing) made up of rails, balusters, and posts.

**Bays** - Repetitive divisions into which a building is divided.

**Blistering** - Air bubbles under paint or other coating.

**Bracket** - A support element under eaves, balconies, or other overhangs. Frequently used as ornamentation rather than for structural support.

**Brick Masonry** - Construction technique using bricks held together by mortar.

**Brick Veneer** - A wall of non-structural, thin, brick covering an inner wall such as a wood frame.

**Brown Coat** - A roughly finished, leveling coat of stucco either the second coat in three-coat plaster or the base coat in two-coat stucco, applied over lath or masonry.

**Buffer Area** - A transitional area between two areas of land use; more specifically, an area immediately outside of the formal borders of historic district boundaries that may be reviewed to soften transitional appearance moving from a historic preservation regulated area to a non regulated area.

**Casement Window** - A window that is hinged on one side.

**Casing** - An enclosing frame around a door or window opening.

**Caulk** - Flexible sealant material used to close joints between materials; made of various materials including tar, oakum, lead, putty, and modern elastomerics such as silicone and polyurethane.

**Certificate of Appropriateness (COA)** - A document attesting that proposed work within a historic district or affecting a landmark building, structure, object, site or landscape feature has been reviewed and deemed appropriate and consistent with the purpose of Historic Preservation Review Ordinance by the City of Paterson Historic Preservation Commission or the Historic Preservation Professional.

**Certificate of No Effect** - A document attesting that proposed work within a historic district or affecting a historic site has been reviewed by the HPP and has been deemed not detrimental to the historic district or historic property on which work is to be done or neighboring properties.

**Character Defining Feature** - A prominent or distinctive aspect, quality, or characteristic of a historic property that contributes significantly to its physical character or style.

**Cladding** - The exterior, non-structural finish material of a building, such as siding.

**Column** - A round vertical support normally consisting of a base, a round shaft and a capital.

**Commission** - The City of Paterson Historic Preservation Commission.

**Conditional Use** - A use permitted in a particular zoning district only upon showing that such use in a specified location will comply with the conditions and standards for the location or operation of such use as contained in the Paterson Land Use ordinance, and upon issuance of an authorization therefore by the Paterson Planning Board. Conditional uses require site plan review and approval by the Planning Board.

**Common Bond** - A brickwork bond having a course of headers between every five or six courses of stretchers.

**Context** - The buildings, structures, landscape elements and features immediately surrounding a historic resource.

**Contributing** - A building that is determined to contribute to a historic district based on its historical, cultural, or architectural significance.

**Coping** - A water resistant covering at the top of a wall, common materials include stone, terra cotta and metal.

**Cornices** - Projecting horizontal elements and moldings towards the top of the building wall. Cornices vary in scale, size, design and materials, and are important defining architectural features.

**Demolition** - The dismantling or razing of all or part of any historic site or landscape feature or of any improvement in a historic district.

**Design Guidelines** - Locally-developed criteria which assists property owners, developers, architects, and others in making decisions about the appropriate treatment of historic resources (i.e. buildings, structures, etc.) when planning repair, rehabilitation, restoration, landscape, or new construction projects. These criteria are also used by the Commission in evaluation of project proposals. *Guidelines* explain in more detail how to achieve the goals of the Design Standards.

**Design Review** - The process to discuss a project or request a formal review by the Historic Preservation Commission.

**Design Standards** - The broad methodology that assist long-term preservation of a property's significance through the preservation of historic materials and features. The goals of the standards are achievable by consulting the *Guidelines*.

**Development** - Any division of a parcel of land into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any building or other structure, or any mixing, excavation or landfill, and any use or change in the use of any building or other structure, or land or extension of use of land, for which permission may be required pursuant to N.J.S.A. 40:55D-1 et seq.

**Double-Hung Window** - A window consisting of two sashes that can be raised and lowered vertically.

**Downspout** - A rainwater conductor, generally surface mounted to a building's exterior to conduct water from a gutter to the ground or an underground drainage system.

**Drip Edge** - A projecting molding or flashing over an exterior door or window opening for catching and shedding rainwater.

**Drop Siding** - A type of weatherboard with a depression in the upper part of each board.

**Efflorescence** - Water-soluble salts leached out of masonry or concrete by capillary action and left on a surface by evaporation, usually as a white, powdery surface.

**Elevation** - The side of a building; or in an architectural drawing, an orthographic projection of an object or structure on a vertical plane parallel to one of its sides, usually drawn to scale.

**Exterior Architectural Appearance** - The architectural character and general composition of the exterior of a structure, including but not limited to the kind, color and texture of the building, material and the type, design and character of all windows, doors, light fixtures, signs and appurtenant elements.

**Façade** - The front wall of a building. The primary elevation or wall, usually where the entrance is located along with the most prominent details, that is also visible to the public way.

**Fenestration** - The window and door openings in a building.

**Finish Coat** - The final coat of stucco, serving either as a finished surface or as a base for decoration.

**Fixed Window** - Non-operable framed glazing.

**Flashing** - Pieces of sheet metal or other thin, impervious material installed to prevent the passage of water into a structure at an angle or joint.

**Floor Plan** - A plan of a room, suite, or entire floor of a building as seen from above after a horizontal section is cut and the upper portion is removed, typically showing the form and arrangement of interior spaces and their enclosing walls, windows and doors.

**Footprint** - The form of a building on a site.

**Grade** - Ground level.

**Historic District** - One or more historic sites and intervening or surrounding property significantly affecting or affected by the quality and character of the historic site or sites.

**Historic Preservation** - a) The application of strategies to promote the identification, evaluation, documentation, registration, protection, treatment, continued use, and interpretation of historic resources; b) the act or process of applying measures necessary to sustain the existing form, integrity, and materials of 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.

**Historic Site** - Any real property, building, man-made structure, object, lot, location, park, monument, street, neighborhood, district or any other feature of the environment that can be situated collectively or individually that is of historical, archaeological, cultural, scenic or architectural significance.

**Historically Worthy** - To have a special historical interest or value because it represents one or more periods of styles of architecture typically of the City or because it has value as part of the development, heritage or cultural characteristics of the City.

**Incompatible Use** - A use that is incapable of direct association with certain other uses in its immediate vicinity because it is contradictory, incongruous or discordant with surrounding uses, or will change the essential character of a neighborhood.

**Improvement** - Any building, structure, work of art or other object installed upon real property or any part of such improvement.

**Landmark Site** - The land on which a Landmark and related buildings and structures are located and the land that provides the grounds, the premises or the setting for the Landmark. A Landmark Site shall include the location of significant archeological features or of a historical event, and shall include all significant trees, landscaping and vegetation.

**Light (Lite)** - A glass pane in a window or door.

**Lime** - A white or grayish white, caustic, odorless solid obtained by heating forms of calcium carbonate as shells or limestone, at a high temperature.

**Lime Mortar** - A mixture of lime, sand and water.

**Lintel** - The horizontal structural element above a window or door, usually carrying the wall load above.

**Major Work** - Any external modification of the type that under the Uniform Construction Code (UCC) would require a federal, state or local development approval or permits, or any construction of new "structures" as defined by the UCC. On publicly-owned lands, any work that may not require local development approvals or permits shall be considered as major work if such work on private lands would require a local development approval or permit.

**Massing** - The overall composition of the exterior of the major volumes of a building, especially when the structure has major and minor elements.

**Match:** Either an exact or approximate replication. If not an exact replication, the approximate replication shall be designed so as to achieve a harmonious result which exhibits the color, texture and dimensions of the original feature(s).

**Minor Application:** An application for approval of actions on a designated historic building, structure or object that consists of ordinary maintenance and repair. In accordance with the UCC, a repair is confined to an area of less than 25%

of the overall area of that constituent element (i.e. roofing, brickwork, fascia boards, etc.) Note however that while for UCC purposes Minor Applications may not require a permit, all changes to the exterior of buildings - even for repair purposes - in the DCHD require review by the HPC.

**Molding** - A linear decorative element, or curved strip, used for ornamentation or trim.

**Mortar** - A plastic mixture of lime or cement, or a combination of both, with sand and water, used as a bonding agent in masonry construction.

**Mortar Joints** - The exposed joints of mortar in masonry.

**Mullion** - The vertical element separating two window or door frames.

**Muntin** - The narrow molding separating individual panes of glass in a multi-paned window sash.

**Multi-light** - Having many lights or glass panes, as a window or door.

**Non-Contributing** - A building that is determined not to contribute to a historic district as it no longer possesses historic integrity due to alterations, additions, and other criteria.

**Ordinary Maintenance:** The repair or renewal of deterioration, wear or damage to a structure or improvement in order to return same as closely as possible to its condition prior to the occurrence of such deterioration, wear or damage with materials and workmanship of the same quality and appearance of the structure, replacement or improvement.

**Parapets** - The portion of a wall that projects above an adjacent roof surface.

**Plaster** - A composition of lime, water, and sand, that is soft when applied and hardens upon drying; used for coating and finishing walls and ceilings.

**Principal Use** - The main or primary purpose for which a structure or lot is designed, arranged or intended.

**Property Line** - The lines forming the boundary of a lot, determined by metes and bounds, whether those lines are for single lots or combination of lots.

**Reconstruction** - The act or process of reproducing by new construction the exact form and details of a vanished building, structure, or object or part thereof, as it appeared at a specific period of time.

**Rehabilitation** - The act or process of returning an improvement to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those orations or features of the improvements which are significant to historical, architectural and cultural values.

**Relocation** - Any removal or relocation of a structure or improvement on its side to another site.

**Renovation** - The process of repairing and changing an existing building for modern use, so that it is functionally equal to a new building; may include major changes.

**Replacement** - The identical re-establishment of a feature as an integral part of a rehabilitation project based on the essential form and detailing of that feature from other physical or historic evidence. Replacement of the entire feature with the same material is preferable.

**Repointing** - Repairing existing masonry joints by removing defective mortar and installing new mortar.

**Restoration** - The act or process of accurately recovering the form and details of an improvement by the removal of later work and / or by the reconstruction of missing earlier work.

**Right-of-Way** - Public property including sidewalks, streets, plazas and parks.

**Round-Headed Window** - A window whose uppermost part is rounded.

**Running Bond** - A brickwork or masonry bond composed of overlapping stretchers (long faces) of bricks or stones.

**Sash** - The part of the window frame that holds the glazing, especially when movable.

**Scratch Coat** - The first coat in three coat stucco, which is scratched to provide a better bond for the second or brown coat.

**Section** - An architectural drawing which includes an orthographic projection of an object or structures as it would appear if cut through by an intersecting plane to show its internal configuration, usually drawn to scale.

**Sign** - Any display of characters, ornamentation, letters, or other display such as, but not limited to, a symbol, logo or other device used to attract attention, or to identify, or as an advertisement, announcement or to indicate directions, including the structure or frame used in the display.

**Sidelights** - Stationary glass panes on either side of an entrance door.

**Significant** - A resource that is of national importance or major state, regional or local significance.

**Sill** - A horizontal member forming the lowest portion of a building or window; also, the bottom of a door.

**Simulated Divided Light** - A window that has the appearance of a number of smaller panes of glass separated by muntins but actually is a larger glazing unit with the muntins placed between or on the surfaces of the glass layers.

**Single Hung Window** - A window unit with a fixed upper sash above a vertically rising lower sash.

**Site** - The land on which a building or other feature is located.

**Site Plan** - A plan showing the form, location, and orientation of a building or a group of buildings on a site, usually including the dimensions, contours, landscaping and other significant features of the parcel.

**Siting** - The placement of a building, structure or object on a site in relation to natural features; boundaries, and other parts of the built environment.

**Sliding Window** - Either a fixed panel with a horizontally sliding sash or overlapping horizontally sliding sashes; similar in operation to a sliding glass door.

**Spalling** - Chipping or flaking of masonry or concrete.

**Stabilization** - The act or process of applying measures designed to reestablish a weather-resistant enclosure and the structural ability of an unsafe or deteriorated building, object, site, structure or landscape feature while maintaining the essential form as it exists at present.

**Stile** - Any of various upright members framing panels of a window or door.

**Streetscape** - The appearance or view of a street and its associated features.

**Stucco** - Exterior plaster.

**Surround** - The framework and associated trim around a door or window.

**Transom** - A glazed opening over a door or window.

**True Divided Light** - A window or door in which the glass is installed as several individual small panes.

**Vent** - A pipe or duct by which air is allowed to pass through the exterior wall or roof of a building.

**Weather Stripping** - A narrow, compressible band used between the edge of a window or door and the jambs, sill, head and meeting rail to seal against air and water infiltration; made of various materials including spring metal, felt, plastic foam and wood with rubber edging.



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## PREPARATION

All components of the *City of Paterson Downtown Commercial Historic District Design Guidelines* including all text, graphic design, photography and illustrations unless noted otherwise were prepared by:

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