

## 3.0 Function of the Plan

### 3.1 ROLE OF THE PRESERVATION PLAN

This Preservation Plan is a City Planning Commission approved document that governs the Lincoln Heights Historic Preservation Overlay Zone (HPOZ). The plan, through its design guidelines, as well as its goals and objectives, aims to create a clear and predictable set of expectations as to the design and review of proposed projects within the district. This plan is intended to establish sensitive development guidelines that take into account the economic status of the many low and moderate-income property owners and residents while preserving the historic character of the Lincoln Heights Community.

The Lincoln Heights Preservation Plan serves as an implementation tool of the Northeast Community Plan (a part of the land use element of the City's General Plan). HPOZs are one of many types of overlay districts, policies, and programs that serve to advance the goals and objectives of the Community Plan.

The Lincoln Heights Preservation Plan outlines design guidelines for the maintenance, repair, rehabilitation, restoration, addition to, and construction of single and multiple-family residential structures, commercial structures, and the public realm. The Preservation Plan also serves as an educational tool for both existing and potential property owners, residents, and investors and will be used by the general public to learn more about Lincoln Heights.

The intent of the Lincoln Heights Preservation Plan is to ensure that historic preservation be both affordable and attainable for all property owners within Lincoln Heights. Thus, the Lincoln Heights Preservation Plan includes three key components: 1) guidelines that make a distinction between the primary and visible secondary facades and non-visible secondary facades<sup>1</sup>, 2) a streamlined review process for most projects and 3) a series of pamphlets that simplify the preservation guidelines, included in the appendix.

Ideally, all properties should adhere to strict Preservation Plan guidelines with equal rigor. Unfortunately, Lincoln Heights has suffered from neglect and deferred maintenance over the years, resulting in incompatible alterations and properties in major disrepair. In many cases, properties require replacement of materials, which many low to moderate-income property owners cannot always afford. In recognition of this reality, the Preservation Plan includes guidelines for certain elements that are more flexible for non-visible secondary facades.

To reward property owners that comply with the Preservation Plan guidelines, review of all conforming work has been delegated to the Director of Planning. Instead of being agendized for an HPOZ Board review, an applicant can contact Planning staff and potentially receive approval the same day. The streamlining of the review process for conforming work will encourage compliance with the guidelines and save significant time and expense.

Certificate work (Certificate of Appropriateness and Certificate of Compatibility) is reviewed by the HPOZ Board and independently by the Cultural Heritage Commission. The HPOZ Board and the Cultural Heritage Commission then issue recommendations to the Director of Planning who then issues a final determination including conditions of approval. The HPOZ Board, Cultural Heritage Commission, and Director of Planning will review each application against the applicable criteria and guidelines within this document.

<sup>1</sup> *Façade*: One of the exterior faces of a building.

*Non-Visible Secondary Façade*: A side or rear façade that is not visible from a public thoroughfare immediately adjacent to the subject property.

*Primary (front) Façade*: The architectural front of the building, which usually faces a public thoroughfare and contains the front entrance.

*Public Thoroughfare*: Any publicly accessible right of way including, but not limited to, a street, sidewalk, public park, and path, but excluding alleys.

*Visible Secondary Façade*: A side or rear façade that is visible from a public thoroughfare immediately adjacent to the subject property. For corner lots, the entire secondary visible façade facing the intersecting public thoroughfare would be visible.

### 3.2 ORGANIZATION OF THE PRESERVATION PLAN

Each Preservation Plan is required to contain seven elements: The Mission Statement, Goals and Objectives, Function of the Plan, the Historic Resources Survey, the Context Statement, Design Guidelines, and the Preservation Incentives located in the Appendix.

Part I contains six chapters: The Mission Statement establishes the community's vision for their Preservation Plan. The Goals and Objectives chapter states the Goals to accomplish and offers specific programs or actions (Objectives) as the means to accomplish these Goals. The Function of the Plan reviews the role, organization, and process of the Preservation Plan. The Historic Resources Survey serves as the foundation for the HPOZ, and identifies all Contributing and Non-Contributing structures and includes the following

chapters: Design Guidelines Overview, and Guidelines for Residential and the Public Realm. These rehabilitation and infill guidelines are designed to assist the Director of Planning, Lincoln Heights HPOZ Board, property owners, and contractors in the application of preservation principles. Each guideline section is arranged by building element (doors, windows, etc.).

An appendix of other useful information is found at the back of this Plan. This appendix includes a compilation of preservation incentives, process charts, and the HPOZ Ordinance. In addition, the appendix includes a series of pamphlets, which have been created to simply and graphically explain the design guidelines in both English and Spanish. These pamphlets have been specifically designed for property owners who are unfamiliar with historic preservation and contain helpful tips and potential resources for preservation.

### 3.3 EXEMPTIONS

As instructed by the City Planning Commission, and City Council (notwithstanding LAMC 12.20.3 to the contrary), the following types of work are exempt from HPOZ review in the Lincoln Heights HPOZ (unless it is located in the Right-of-Way):

- a. Alterations to Historic - Cultural Monuments and properties under an Historical Property (Mills Act) Contract, as defined in the LAMC 12.20.3.H;
- b. Alteration of natural features and landscaping except the removal of mature trees; except when part of a Certificate of Appropriateness (COA) or Certificate of Compatibility (CCMP) application;
- c. Installation/Repair of hardscape materials when not visible from the public way; or when located in the front or side yard but within the existing footprint of walks and driveways;
- d. Grading and site development, except when part of a Certificate of Appropriateness (COA) or Certificate of Compatibility (CCMP) application;
- e. Installation/Repair of window boxes for residential structures;
- f. Maintenance, repair, and/or rehabilitation of existing foundations;

- g. Installation/Repair of gutters and downspouts, not otherwise regulated as part of an in-kind roof replacement;
- h. Construction/Repair of decks, so long as no part of the deck is visible from the public way;
- i. Installation/Repair of swimming pools, so long as no part of the swimming pool or pool equipment is visible from the public way;
- j. Installation/Repair of solar collectors, skylights, antennas, satellite dishes, and broadband internet systems (not visible from the public way);
- k. Installation/Repair HVAC equipment (not located on a roof or visible from the public way);
- l. Demolition of a non-contributing building or structure in response to a natural disaster.

### **3.4 DELEGATED AUTHORITY TO THE DIRECTOR OF PLANNING**

In the Lincoln Heights HPOZ, the review of the following types of work are delegated to the Director of Planning and therefore will not be agendaized for HPOZ Board review:

- a. Conforming work on Contributing and Non-Contributing Elements.

Conforming Work on Contributing Elements is a review process for the following:

- i. Restoration work, as defined in the HPOZ Ordinance LAMC 20.12.3
- ii. Demolition in Response to natural disaster
- iii. Ordinary Maintenance and Repair
- iv. Additions of less than 250 square feet with no increase in height and which are not located within the front yard or street-side yard

Conforming Work on Non-Contributing Elements is a review process for the following types of work:

- i. Relocation of buildings or structures dating from the Preservation Zone's period of significance onto a lot in the Preservation Zone.
- ii. Work that is undertaken solely on an element that is identified as Non-contributing in the Historic Resource Survey, or is not listed in the Historic Resource Survey.
- iii. Work that does not involve the construction of a new building, or building replacement.
- iv. Work on Non-contributing properties other than building replacement or new construction on vacant lots.

- b. Alteration of Natural Features and Landscaping within the public right-of-way / easement;
- c. Removal of mature trees;
- d. Installation/repair of HVAC equipment when on the roof and/or visible from the public way;
- e. Replacement/repair of doors on non-visible secondary facades;
- f. Repair/replacement of screen or storm doors;
- g. Maintenance and repair work involving doors, not to include replacement;
- h. Replacement of windows, in-kind, with no change in material or exterior appearance.