GUIDELINES FOR HISTORIC PROPERTIES

These Guidelines were developed in collaboration between the Gloucester City Urban Enterprise Zone (GCUEZ) and the Gloucester City Historic Preservation Commission (GCHPC) in order to enhance the visual aesthetics in the Gloucester City commercial and historic districts.

Program Overviews:
The GCHPC reviews Certificate of Appropriateness (COA) applications for proposed exterior alterations to properties within the historic districts visible from a public way. The applicant is responsible for complying with the provisions of the Zoning and Building Codes at the time of application. The applicant must obtain a Certificate of Appropriateness (COA) as well as all necessary permits prior to proceeding with any work. For more information, or to obtain permit applications, please call the Administrative Zoning Officer at (856) 456-7689.

The GCUEZ program promotes economic growth by helping neighborhood businesses succeed through offering incentives which encourage growth while stimulating the local economy. One of these such programs is the GCUEZ signage and matching façade grant program where UEZ businesses only can receive up to $10,000 in matching facade grants as well as $1,000 in signage grants to enhance their business storefronts. For more information, contact the UEZ Coordinator at (856) 456-6075 or via email at uez@cityofgloucester.org.

Using the Guidelines:
Please review this information during the early stages of planning your project. Familiarity with this material can assist in moving a project quickly through the approval process, saving applicants both time and money.

Additional Guidelines addressing other historic building topics and application forms are available at the Municipal Building and on the City’s web site at www.cityofgloucester.org.

WHY IS HISTORIC PRESERVATION IMPORTANT IN GLOUCESTER CITY?
The City of Gloucester recognizes that the character and quality of life enjoyed by its citizens depends in great measure upon the City’s rich heritage. This historical, cultural, architectural, archeological, social and economic heritage is entrusted to each generation, enriched and passed on to future generations.

HOW IS HISTORIC PRESERVATION RECOGNIZED IN GLOUCESTER CITY?
To promote the continued enhancement of local heritage, the City of Gloucester first enacted the Historic District Ordinance in 1993 to:

1. Safeguard the heritage of the City of Gloucester by preserving the part of the City which reflects elements of its cultural, social, economic and architectural history;
2. Preserve the integrity of design of the eighteenth, nineteenth and early twentieth century buildings and streetscapes within the Historic District;
3. Preserve historic and architecturally significant buildings;
4. Maintain and improve property values;
5. Preserve and promote the Historic District as an essential element of municipal character and identity, as an important factor in the economy of the City and property values therein;
6. Foster civic pride;
7. Promote the use of the District for the education, pleasure and welfare of the citizens of the City and its visitors; and
8. Assure that construction, alterations, repairs, replacements such as lighting, fences, walkways, signs, color and landscaping are compatible with the City’s historic, cultural, aesthetic and architectural heritage.
WHAT IS A HISTORIC RESOURCE?

A Historic District or Historic Site is an individual building, structure, site, object, or district that has been determined to have historical significance and whose distinctive character conveys a unique architectural and cultural heritage. Since the enactment of the State of New Jersey Municipal Land Use Law, Section 107 of Title 40:55D, many local municipalities, including Gloucester City, have passed local ordinances to review the effect of proposed change on the historic resources in their communities.

Historic districts are comprised of significant concentrations of historic resources, historically united by plan or development. Although all properties within Historic Districts are important to the sense of place, it is understood that some resources are more significant than others. Resources in the City of Gloucester’s Historic District are classified into two categories:

- **Contributing**: resources that are integral components because they date from the same time period or are architecturally significant
- **Non-Contributing**: resources that are not historically or architecturally significant

Although all properties within the bounds of the Historic District are subject to the review of the Historic Preservation Commission, the Commission will tend to be more flexible with reviews of non-contributing properties than contributing properties.

WHAT IS THE HPC?

The Historic Preservation Commission (HPC) is a public advisory body that helps to protect the architectural and cultural heritage within the City of Gloucester. Among its responsibilities, the HPC considers the effects of proposed exterior changes to individual, locally designated Historic Sites, and to locally designated buildings and properties within Historic Districts, and comments on the appropriateness of those changes.

The five Members and two Alternate Members of the HPC are appointed by the Mayor. Most members of the HPC are City residents and serve without pay in overlapping terms. The professional membership of the HPC includes:

- A person who is knowledgeable in building design, construction or architectural history
- A person who is knowledgeable or with demonstrated interest in of local history
- Citizen with an interest in history, historic preservation, or a related field

WHY HAVE DESIGN GUIDELINES?

The brochures that comprise the Design Guidelines are intended to act as a tool to help manage change and protect the City of Gloucester’s architectural and historical resources. They are intended to provide information and guiding principles rather than seen as rigid rules to property owners, design professionals, contractors, the HPC and the City with regard to historic resources.

It is recommended that applicants review the information in the Design Guidelines brochures during the early stages of planning a project. Familiarity with this material can assist in moving a project forward quickly, saving applicants both time and money.

AVAILABLE GUIDELINES

The Guidelines addressing historic materials and building topics are available at the Municipal Building and on the City’s web site at www.cityofgloucester.org. The following Guidelines were prepared as part of this project:

- **Guidelines for Historic Properties**
- **Guidelines for the UEZ**
- **Guidelines for Exterior Maintenance**
- **Guidelines for Roofing**
- **Guidelines for Exterior Woodwork**
- **Guidelines for Masonry & Stuccos**
- **Guidelines for Wood Windows & Doors**
- **Guidelines for Landscape Elements**
- **Guidelines for Additions & New Construction**
- **Guidelines for Storefronts**
- **Guidelines for Signs & Awnings**
What is the HPC’s role?
The HPC conducts monthly meetings and has the power and duty to:

- Identify, record and maintain a survey of historic resources and make recommendations to the City regarding the designation of Historic Sites and Districts to the Gloucester City, New Jersey or National Registers of Historic Places
- Issue a Certificate of Appropriateness (COA) for the repair, erection, replacement, reconstruction, alteration, restoration, demolition, or razing of any building or structure in whole or in part within a locally designated Historic District or designated a Historic Site
- Provide technical assistance to property owners on how to appropriately preserve, restore and rehabilitate buildings and structures
- Develop applications, and the inclusion of Historic Sites and Historic Districts as related to capital improvement programs
- Promote the City’s continued historic preservation efforts through advisory, educational and informational functions

The HPC is also available to provide informal informational meetings with property owners who are considering a project that might require a Certificate of Appropriateness.

When is a COA required?
In most instances, property owners or tenants will interact with the HPC when applying for a Certificate of Appropriateness (COA) for a proposed project. If work is proposed at any property within the bounds of a Historic District or at a designated Historic Site, the City requires that an applicant obtain a COA. The types of projects reviewed by the HPC include:

- Change of the exterior appearance of any building, structure, site, object or improvement including additions, alteration, reconstruction, or replacement of materials
- Relocation or demolition of any building, structure, site, object or improvement
- Changes to fences, walls, garden structures

The HPC reviews the proposed changes to determine whether they are appropriate to the individual property and within the surrounding historic context in regard to the architectural style, general design, arrangement, location, and materials. Once the HPC determines that the proposed changes are appropriate, they will determine whether a COA should be issued for the proposed work.

It must be stressed, however, that the HPC review is required for some work that would not otherwise require a building permit. This includes the replacement of doors and windows.

It should also be noted that a COA is necessary but not sufficient for the granting of a building permit. Each project is also subject to City review for compliance with zoning, building, and safety codes.

Major and Minor COA Applications
There are two types of COA applications considered by the HPC, major and minor applications.

- Major Application: Involves removal of all or part of a structure; the addition to any structure located within the Historic District or designated Historic Site; the erection of new buildings within the Historic District; or the retrofitting and/or minor rehabilitation of existing structures.
- Minor Application: General maintenance, repair and upkeep including in-kind replacement of elements to a property within the Historic District or designated Historic Site. For minor applications, a COA can be issued within 10 days of the HPC meeting, and any necessary permits can be obtained if required.

When is a COA not required?
- The HPC does not review any interior changes, unless they affect the exterior appearance of the building, although building permits may be required for interior work.
- The HPC does not review minor in-kind repair work where the materials, profiles, details, dimensions and colors remain unchanged.
- A COA is also not required for what in the Administrative Zoning Officer’s opinion constitutes an emergency repair. Emergency repairs consist of only those immediate remedial actions required to alleviate the cause of damage to life or property in which time will not permit the property owner to obtain a COA. Please contact the Administrative Zoning Officer at (856) 456-7689 to determine whether proposed work constitutes an emergency repair.
HPC APPLICATION REVIEW PROCESS

To have your Certificate of Appropriateness (COA) application reviewed by the HPC, **Major Applications must be submitted 10 days prior to the HPC meeting at which the application is to be reviewed** and **Minor Applications 5 days prior** to the Administrative Zoning Officer at the Municipal Building. HPC meetings typically occur the first Wednesday of each month. Please call (856) 456-7689 to confirm the meeting dates. The HPC must have all required information to review an application for a COA, otherwise the application may be recommended for denial or tabled until all the information is received.

It is recommended that the applicant or a project representative attend the HPC meeting to answer questions or clarify information. At the meeting, the application will be either approved with or without conditions, tabled pending additional information, or denied.

The HPC recommendations are then forwarded to the Planning Board for their review. At the next regularly scheduled Planning Board meeting, the applicant can appeal the HPC recommendation. If the application is approved or approved with conditions by the Planning Board, and the applicant accepts the stipulated conditions, the applicant can obtain a COA from the Administrative Zoning Officer. If the applicant does not accept the stipulated conditions or the Planning Board denies the application, the decision can be appealed to the New Jersey Superior Court.

COA approvals expire two years from the Planning Board approval date or at the end of the building permit, whichever is longer. Applicants are required to resubmit expired applications for HPC review.

**TIMING FOR REVIEW**

The City makes every effort to simultaneously conduct required reviews. If an application is incomplete, if the HPC requests a change, or if all City deadlines are not met, the issuance of permits and approvals could take several months.

- **If the proposed work only requires HPC review:** A minimum of three weeks is required from the submission deadline of the HPC permit application to the issuing of the permit
- **If the proposed work requires other reviews in addition to HPC review:** The Housing and Construction Department will make every effort to review the submission for permits simultaneously with the HPC review schedule

WORKING WITHOUT A COA

A HPC representative will review all work for compliance with the approved COA. If any changes are proposed after approval for a COA, please contact the Administrative Zoning Officer at (856) 456-7689 to determine whether any additional reviews may be required.

Completed work that is not in compliance with the approved COA is subject to possible fines; imprisonment; removal; and restoration of the building, structure site or object to its appearance prior to the violation.

GUIDELINES FOR HPC DECISIONS:

When reviewing a proposed project, the HPC review is guided by principles contained in *The Secretary of the Interior’s Standards for the Treatment of Historic Properties*, and more specifically, the *Standards for Rehabilitation*. The *Standards for Rehabilitation* provide property owners and tenants common-sense guidelines to allow sensitive contemporary uses for their sites while retaining their architectural and cultural heritage.

In reviewing projects, the HPC encourages sensitive rehabilitation involving the least amount of intervention or change as identified in the following guidelines:

- **Identify, retain, and preserve** the overall form, materials, and details that are important in defining the architectural and historical character of the building and site.
- **Protect and maintain** historic materials and features. This involves protection from other work that may occur in proximity to the historic materials, and also protection through regular maintenance. A regular program of protection and maintenance usually involves the least degree of intervention, and can prevent or postpone extensive and costly work.
- **Repair rather than replace** deteriorated historic materials and features. Repairs maintain the building in its current condition while making it weather-resistant and structurally sound. Repairs should involve the least intervention possible, concentrating specifically on areas of deterioration. When repair is not possible, the HPC encourages replacement in-kind, reproducing by new construction the original feature exactly, including the original material, finish, detailing, and texture.
- **Replace** missing or deteriorated historic materials and features when the extent of deterioration precludes repair. Similar to repair, the preferred approach is to replace the entire feature in-kind to match the original material, finish, detailing, and texture. Since this is not always technically or financially feasible, substitute materials are acceptable when they convey the original appearance and finish of the original feature.

- **Reconstruct** missing historical features if adequate historical, pictorial, and physical documentation exists so that the feature may be accurately reproduced. The addition of features from other historic buildings or addition of historical elements for which there is no documentation is not appropriate.

- **Alterations and additions** are sometimes needed to ensure the continued use of a building. An alteration involves returning a building to a useful condition while saving those parts that represent its historical, architectural or cultural significance. It is important that alterations do not radically alter, obscure or destroy character-defining spaces, materials, features, or finishes. An addition, however, is new construction at the exterior of an existing building and should be avoided. If considered, new additions should be clearly differentiated but compatible in size, mass, form, fenestration, detailing and style with the historic building, and constructed at a less visible side or rear elevation, so the character-defining features are not radically obscured, damaged, or destroyed.

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**The Secretary of the Interior’s Standards for Rehabilitation**

The following *Standards for Rehabilitation* were developed in 1995 by the National Park Service of the U.S. Department of the Interior. They are the national standard to guide rehabilitation work on historic resources and are used by the City of Gloucester’s HPC when rendering its recommendations.

**Rehabilitation** is defined as 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.

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 historic 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.

**Rehabilitation as a Treatment:** When repair and replacement of deteriorated features are necessary; when alterations or additions to the property are planned for a new or continued use; and when its depiction at a particular period of time is not appropriate, Rehabilitation may be considered as a treatment. Prior to undertaking work, a documentation plan for Rehabilitation should be developed.
MAINTENANCE IS PRESERVATION

Regular maintenance helps to preserve buildings and property, protect real estate values and investments, and keeps Gloucester an attractive place to live, work and visit. Lack of regular upkeep can result in accelerated deterioration of building elements and features. In the case of historic buildings, these features often represent character defining elements that are difficult and costly to replace. Long-term lack of maintenance can impact a building’s structure, resulting in expensive repairs.

It is prudent to regularly inspect properties to identify potential problems. If problems are detected early, minor maintenance may not only improve a property’s overall appearance and value, but also can prevent or postpone extensive and costly future repairs. Regular maintenance items typically include cleaning gutters and downspouts, and painting of exterior woodwork.

The HPC encourages:

- Prolonging the life of original materials on historic structures through regular maintenance
- Avoiding replacement of original materials with newer materials
- Referencing the Guidelines for Exterior Maintenance

REPAIRS AND REPLACEMENT

When it is no longer feasible to maintain a historic feature, repairs or replacement in-kind may be necessary. Repairs maintain the building in its current condition while making it weather-resistant and structurally sound, concentrating specifically on areas of deterioration. When repair is not possible, the HPC encourages replacement in-kind. Similar to a regular maintenance program, these activities can prevent or postpone extensive and costly future repairs.

The HPC encourages:

- Non-intrusive repairs, focused at deteriorated areas, stabilizing and protecting the building’s important materials and features
- When repair is not possible, replacement in-kind to the greatest extent possible, reproducing by new construction the original feature exactly, matching the original material, size, scale, finish, detailing, and texture, and utilizing similar techniques
- When replacement in-kind is not possible, the use of compatible materials and techniques that convey an appearance similar to the original feature, similar in design, color, texture, finish, and visual quality to the historic elements

ALTERATIONS AND RENOVATIONS

Alterations and renovations are sometimes needed to ensure the continued use of a building, but have the potential to alter the character of historic properties. When considering alterations or renovations, great care should be given to the original building and its relationship to the alteration or renovation.

The HPC encourages:

- Identification, retention, and preservation of the character defining features of the historic building
- Minimal alteration to the original design, materials, and features
- New design elements and scale that are compatible with the historic building and setting
- Use of materials and techniques that are compatible to the historic building and setting
- Maintaining the appropriate historic contextual setting

ADAPTIVE REUSE

In adaptive reuse projects, alterations or renovations might be necessary to use a building for a different purpose from which it is currently or was originally designed, as permitted under the Zoning Code. Similar to alterations or renovations, great care should be given to the original building and its relationship to the alteration or renovation.

Examples of Adaptive Reuse:

- Conversion of a house to apartments or offices
- Conversion of industrial or commercial buildings into housing
- Conversion of institutional buildings into commercial space
Benefits of Adaptive Reuse:

- Retention of Historic District character and high quality historic materials and craftsmanship
- Promotes stability of ownership and occupancy of historic resources
- Potential cost savings over new construction
- Presence of established neighborhood and existing infrastructure

This building has been a bank, synagogue and a restaurant.

**ADDITIONS AND NEW CONSTRUCTION**

Additions and new construction within a Historic District can dramatically alter the appearance of the individual property, the District and the surrounding landscapes. Although the exact reproduction of historic buildings is not encouraged, contemporary design must be reviewed within the context of the historic resources and their surroundings. Because of the sensitivity of the area, the property owner should take great care when proposing either an addition or new construction within a Historic District.

*The HPC encourages:*

- Preservation of the cohesive ambiance of historic resources with compatible, sympathetic, and contemporary construction
- Compatible siting, proportion, scale, form, materials, fenestration, roof configuration, details, and finishes
- Construction of additions at secondary elevations wherever possible, subordinate to the historic building, and compatible with the design of the property and neighborhood
- Construction of additions so that the historic building fabric is not radically changed, obscured, damaged, or destroyed
- Referencing the *Guidelines for Additions & New Construction*

**DEMOLITION OR MOVING STRUCTURES**

The demolition or relocation of all or portions of resources on properties or within a Historic District or on a Historic Site are considered drastic actions since they may alter the character of the streetscape, surrounding buildings, and the demolition site. Once resources or buildings that contribute to the heritage of the community are destroyed, they cannot be replaced. Similarly, if a building is relocated from its historic context, the character of the area is changed.

Both demolition and relocation could represent a lost educational resource for the community whether the building was an example of past construction techniques, or has associations with a significant individual or event in our history. As a result, demolition or relocation of buildings within a Historic District or on a Historic Site is rarely considered to be an appropriate option.

*The HPC encourages:*

- An evaluation of the significance of the historic resources
- All attempts to reuse a historic resource be exhausted prior to considering demolition
- All attempts to retain a building in its original location be exhausted prior to considering relocation
- Referencing *Guidelines for Additions & New Construction*

*The HPC does not recommend demolition unless:*

- The proposed demolition involves a non-significant addition or portion of the building, provided that the demolition will not adversely affect those portions of a resource that are significant
- The proposed demolition involves a non-significant resource, provided that the demolition will not adversely affect significant parts of the site
- Required by the State of New Jersey

*The HPC does not recommend relocation of a building unless:*

- The proposed relocation is the only alternative for saving a significant building
- The building is relocated in a similar setting as the original site including orientation and distance from the roadway, and proximity to other buildings and adjacent properties
- Related resources, such as secondary buildings and structures, walls, fences, walkways, etc. are also relocated to the new site to re-establish original relationships
- Required by the State of New Jersey
**FREQUENTLY ASKED QUESTIONS**

**Q: How do I make sure that my project will be approved by the HPC?**

**A:** It is helpful to have an understanding of what makes your property architecturally or culturally significant when considering a project. This will allow you to make informed decisions about the proposed project with an understanding of some of the issues considered by the HPC. Carefully reviewing this brochure, the other applicable Guidelines, and the application package prior to submitting your application can assist in the approval of your project.

**Q: Is the review process expensive? Do I need to hire an outside professional?**

**A:** There is no fee associated with HPC review, but proper preparation and filing complete applications on time can reduce the time required to complete the process. Carefully reviewing this brochure, the other applicable Guidelines, and the application package for the Certificate of Appropriateness prior to hiring a design professional or contractor can assist in the early planning stages of your project. You are welcome to submit applications for work without the assistance of a design professional or contractor. If you are retaining the services of a professional, it is helpful to work with architects, contractors, etc. who are familiar with the requirements of working within Historic Districts. Before submitting your application, verify that the application is complete and all materials are included with your submission. If the applicant is incorporated, they are required to have an attorney present.

**Q: I am planning a complex project. When is the best time to talk to the HPC?**

**A:** If you project is complex or requires multiple review Boards, the best time to talk to the HPC is early in the project before you invest a lot of time and money into the design process. If you would like to discuss your project informally with the HPC to obtain an informational review before finalizing your plans, please contact the Administrative Zoning Officer at the Municipal Building at (856) 456-7689 to be placed on the HPC agenda.

**Q: Is there a way to expedite the review process?**

**A:** It is important to thoroughly complete the application and submit all requested materials to the Administrative Zoning Officer at Municipal Building to be placed on the agenda for the next scheduled meeting. We suggest that you call the Administrative Zoning Officer directly for the next month’s submission deadline and meeting date.

**Q: What information do I need to submit with my application?**

**A:** The specific submission requirement will vary based upon the complexity of the proposed project. All applications should include:

- Completed application form
- Photographs of the overall building and site with details of proposed work area
- Description of the proposed work
- Scaled drawings indicating the proposed changes
- Information regarding proposed exterior materials and colors

For specific information regarding the submission requirements for your proposed project please contact the Administrative Zoning Officer at the Municipal Building at (856) 456-7689. Completed Major Applications must be submitted a minimum of ten days prior to the upcoming HPC meeting to be placed on the agenda for a formal review, and Minor Applications five days. If the information is not complete, you can request to be placed at the end of the meeting agenda to appear before the HPC for an informal informational review.

**Q: Can I begin construction immediately after I get the HPC’s approval?**

**A:** The HPC review is necessary but not sufficient for the granting of a building permit. Each project is also subject to City review for compliance with zoning, building, and safety codes. HPC review is just one step in obtaining a building permit. **You must complete all necessary reviews and obtain all necessary permits prior to proceeding with any work.** If the HPC and Planning Board recommend an application for approval and no other permits are required, it is possible to obtain an approved permit within two weeks following the Planning Board meeting. If the complexity of the project requires other permits or reviews, the City will make every effort to perform simultaneous reviews and minimize any potential delays.

**Q: Who can help me?**

**A:** We encourage you to contact the HPC at the earliest stage of your project. This initial informal informational review can help move a project quickly through the review process saving both time and money. If you would like to discuss your project informally with the HPC to obtain feedback prior to finalizing your plans, please contact the Administrative Zoning Officer at the Municipal Building at (856) 456-7689.
Glossary of Architectural Terms:

The following diagrams represent composite buildings and provide a basic vocabulary of architectural elements and terms. Please refer to the individual Guidelines and architectural dictionaries for additional information sources.

- Brick chimney with terra cotta chimney pot
- Pyramidal hipped roof dormer
- Eight-over-one double hung wood window
- Overhanging eave with half round gutter
- Window muntin
- Paired two-over-two wood windows
- Half-hipped, standing seam, metal porch roof
- Wood porch bracket
- Wood corner board and plain round downspout
- Turned wood porch post
- Wood porch railing
- Brick foundation
- Wood lattice

- Terra-cotta chimney pot
- Stucco chimney
- Metal ridge roll or cap
- Mansard roof with fishscale slate
- Bracketed wood cornice
- Wood bracket
- Stucco wall
- Half-hipped porch roof
- Bracketed wood cornice
- Turned wood post
- Turned wood railing
- Stair riser
- Stair tread

- Metal ridge cap
- Slate side gable roof
- Slate hipped roof
- Paired casement windows with diamond shaped glass
- Wood clapboard siding
- Wood roof cornice
- Projecting bay with two-over-two wood windows
- Wood clapboard siding
- Wood shingle siding
- Front gable roof porch entrance
- Single-light wood paneled entrance door
- Wood steps
- Paneled wood siding
- Brick foundation

- Gable roof dormers with bracketed projecting eaves
- Window muntin
- Two-over-one wood window
- Stone window lintel
- Two-over-one wood window
- Wood louvered shutter
- Stone window sill
- Stone door lintel
- Single-light wood paneled door
- Two-over-one wood window
- Two panel wood shutters
- Porch foundation

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PRESERVATION ORGANIZATIONS

Local Organizations

Gloucester City Historical Society
34 North King Street; Gloucester City, NJ 08030
(856) 456-3487
www.cityofgloucester.org/historical.php

Gloucester City Public Library
50 N. Railroad Avenue; Gloucester City, NJ 08030
(856) 456-4181; www.glocestercitylibrary.org

Camden County Historical Society
1900 Park Boulevard; Camden, NJ 08103
(856) 964-3333; www.cchsnj.com

State Organizations

New Jersey Historic Preservation Office
P.O. Box 404; Trenton, NJ 08625-0404
Phone: (609) 292-2023, 292-2028, 984-0140
Fax: (609) 984-0578; www.state.nj.us/dep/hpo

Preservation New Jersey
30 S. Warren Street; Trenton, NJ 08608
Phone: (609) 392-6409; Fax: (609) 392-6418
www.preservationnj.org

New Jersey Historic Trust
P.O. Box 457; Trenton, New Jersey 08625-0457
Phone: (609) 984-0473; Fax: (609) 984-7590
www.njht.org

The New Jersey Historical Society
52 Park Place; Newark, NJ 07102
Phone: (973) 596-8500; Fax (973) 596-6957
www.jerseyhistory.org

The New Jersey Homepage of the American Local History Network – www.usgennet.org/usa/nj/state

REFERENCE MATERIALS


**BUILDING & LANDSCAPE MAINTENANCE, REHABILITATION AND PRESERVATION**

Several of the National Park Service publications are available electronically through the Heritage Preservation Services website or the US Government Printing Office Bookstore at www.bookstore.gpo.gov.


**PERIODICALS AND LINKS TO HISTORIC BUILDING & LANDSCAPE INFORMATION**

**APT Bulletin**

Association for Preservation Technology International
4513 Lincoln Ave., Suite 213; Lisle, IL 60532-1290
Phone: (630) 968-6400; www.apti.org

**Preservation and Preservation Forum**

National Trust for Historic Preservation
1785 Massachusetts Ave., NW;
Washington, DC 20036
Phone: (800) 944-6847
www.nationaltrust.org


Restore Media, LLC
1000 Potomac Street, NW; Suite 102
Washington, DC 20007; Phone: (202) 339-0744
www.oldhousejournal.com
www.traditionalbuilding.com

The Alliance for Historic Landscape Preservation
82 Wall Street, Suite 1005
New York, NY 10005
www.ahlp.org/docs/contact.htm
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**GLOUCESTER CITY URBAN ENTERPRISE ZONE DEVELOPMENT CORPORATION**
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Treasurer Bob Booth
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Joseph Kenney
Dave Stallwood
Former Member Jean Kaye

**GLOUCESTER CITY HISTORIC PRESERVATION COMMISSION**
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Secretary Frances Pollander
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William Giesey
Louisa Llewellyn
Paula Conroy
Dave Townsend
Rae Whelan
Former Members Mary Jane Goheen
Sally Green

**DESIGN GUIDELINES COMMITTEE**
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