

City of Santa Fe, New Mexico

memo

DATE: September 8, 2026

TO: Historic Districts Review Board Members

VIA: Heather Lamboy, AICP, Planning & Land Use Department Director
Maggie Moore, Assistant Land Use Director *MM*

FROM: Lani McCulley, Senior Planner, Historic Preservation Division

2026-012978-HDRB. 719 Gildersleeve St., Don Gaspar Area Historic District. Contributing. Alison Kuller, owner, proposes to replace windows in the residence and casita, construct a 100 sq. ft. addition, and stucco in the color "cottonwood". An exception is requested to 14-4.6(E)(4)(I)(a) for the replacement of historic windows.

REFERENCE ATTACHMENTS (Sequentially):

CITY SUBMITTALS

☐ District Standards & yard wall
& fence standards.

☒ Historic Inventory Form

☒ Zoning Review Sheet

☒ Other: previous cases

APPLICANT SUBMITTALS

☒ Proposal Letter

☒ Site Plan/Floor Plan

☒ Elevations

☒ Photographs

☒ Other: window assessment

STAFF RECOMMENDATION:

Staff finds that the exception criteria for section 14-4.6(E)(4)(I)(a) for replacement of historic windows have not been met, and recommends denial of the request to replace historic windows. Otherwise, the staff recommends approval of the other elements of the application as they comply with 14-4.6(E) General Design Standards for all Historic Districts, and 14-4.6(G)(1) Don Gaspar Area Historic District Design Standards.

Sample motions:

- a. In case 2026-012978-HDRB, for 719 Gildersleeve Street, approve/deny the exception to 14-4.6(E)(4)(I)(a) for the replacement of historic windows, finding that the exception criteria have/have not been met.
- b. In case 2026-012978-HDRB, for 719 Gildersleeve Street, approve/deny the elements of the project that do not require an exception.

BACKGROUND & SUMMARY:**Site Description:**

The single-family Spanish Pueblo Revival style residence at 719 Gildersleeve is a 1,800 sq. ft. rectangular, single-story structure with a linear casita attached at the rear. The residence is designated as contributing to the Don Gaspar Area Historic District, with the south and west façades designated as the primary façades. The casita is designated as non-contributing. The front yard wall is designated as contributing.

The residence holds an inset portal on the southwest corner with entry steps facing west. The entry steps are lined with low walls, with a step down at the lower steps. The windows are symmetrical across each elevation. The west and east windows are one-over-one single-lite windows, while the remaining windows of the main residence are divided lites: four (4) verticals on top and one (1) light on the bottom. There is a mix of historic and non-historic windows. The non-historic windows replicate the historic windows with the exception of those on the west elevation. The windows are trimmed in a variety of greens or dark blue. The entry doors are non-historic wood doors. The stucco of the residence is a pebble-dashed texture in cementitious “Cottonwood” with “Colonial White” under the portal.

The casita was created by converting the previous garage and adding approximately 300 sq. ft. to the structure in 1998. The garage door was replaced with a double French door, and a new pedestrian entry was placed in the north elevation. All of the windows were replaced as part of a 1997 request. These windows are divided lite, but do not replicate the historic windows of the main residence. There is a shed attached to the east elevation of the casita. The shed is unstained wood with a corrugated metal shed roof.

A low stucco yard wall along the street includes buttress elements on either side. The yard wall is in pebble-dashed texture with cementitious stucco in “Cottonwood”. A coyote fence lines the north property line.

PREVIOUS CASE SUMMARIES:**ARC:**

No archaeological clearance has been issued for the property.

HDRB:

In case H-12-088, relocation of the driveway was denied due to removal of the contributing wall. An appeal was filed for the case. The decision of the Historic Districts Review Board was upheld at the appeal hearing.

In case H-97-0106, conversion of the garage to a casita increased the rear structure by 300 sq. ft. to its existing overall size of 500 sq. ft., replaced the garage opening with French doors, replaced the doors and windows, and installed skylights was approved. There were no changes to the main residence.

ADMINISTRATIVE:

In case 2026-012304-ADMIN, re-roofing of the buildings was approved.

While there is no case on file, there is a note that in 1989, a re-stucco and insulation installation was approved.

APPLICANT'S REQUEST:

The applicant proposes the following exterior alterations:

- 1) Replace windows and doors. All windows are currently wood double-hung, with a window on the south and one on the north that are twin double-hung windows with divided lights: four (4) verticals on top and one (1) light on the bottom, except the west windows, which are one over one. The existing color is a variety of greens or dark blue. The proposed windows are in keeping with the existing as double-hung windows with divided lights: four (4) verticals on top and one (1) light on the bottom, including the replacements for the west elevation; however, the windows will be metal-clad over wood in an off-white called "Abalone". An exception is requested to Section 14-4.6(E)(4)(I)(a) for replacing historic windows.
 - a. Windows A, B, C (111, 110, and 109 of the window schedule), and H (105 of the window schedule) are historic and restorable. These windows are listed on the window assessment as being in Fair condition, which is defined as "exterior finishes have cracked and peeling, missing to bar surface, putty glazing cracking and missing in 30% to 40% of the sashes. All sash frames and casings have some members 30% to 40% completely deteriorated."
 - b. Windows G and L (104 and the window to be removed) are historic; however, they are not restorable.
 - c. Windows D, E, F, I, J, and K (101, 102, 103, 106, 107, 108 of the window schedule) are non-historic.
 - d. None of the windows (112, 113, and 114 of the window schedule) on the casita are historic.
- 2) Enclose a portion of the portal on the southwest corner of the residence. This small addition will remove a historic window (window L in the window assessment) and connect the main residence to the casita. Window L is historic but is not restorable. An exterior pedestrian door will be placed on the east elevation.
- 3) Stucco repair of the residence and casita and stucco of the enclosure in a cementitious stucco to closely match the existing residence, which is in "Cottonwood".

EXCEPTION CRITERIA AND RESPONSES:

Exception to 14-4.6(E)(4)(I)(a): The applicant requests an exception to replace historic windows.

(i) *Do not damage the character of the district*

Applicant Response: Far from damaging the character of the district, the replacement windows will match the original style and keep the house from becoming derelict from lack of maintenance.

Staff Response: Staff finds that this criterion is met. The windows 111, 110, 109, and 105 are located so that they can be seen from the public way, but details of the windows are obscured. Since the windows are being

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replicated with the four (4) verticals on top and one (1) light on the bottom, it will not damage the character of the district to replace the windows.

(ii) *Are required to prevent a hardship to the applicant or an injury to the public welfare*

Applicant Response: The hardship to the applicant lies in the fact that the windows don't function properly and can't be opened for airflow in the summer months. They leak hot air out in the winter and cooler air out in the summer, adding to the applicant's utility bills and creating drafts. They also permit pollen, dust, and smoke to enter the house; the applicant is allergic to pollen, currently requiring two air filters operating 6 months of the year in addition to her allergy medications.

Staff Response: Staff finds that this criterion is not met. Windows 109, 110, and 111 are restorable according to the window assessment. If they are properly restored, they should eliminate the draft and resulting issues and be operable.

(iii) *Strengthen the unique heterogeneous character of the City by providing a full range of design options to ensure that residents can continue to reside within the historic districts*

Applicant Response: The applicant is committed to historic preservation and lives in this neighborhood partly because of its unique architecture. Indeed, six of the windows she intends to replace are in themselves more modern replacements and will be returned to the style used when the house was built in the 1920s. She has watched as two houses on her street have been abandoned because of lack of maintenance and remain unoccupied because of the high cost of renovation and the complications of the building process in the neighborhood. She's trying to keep her own house well maintained in order to avoid the same result.

Staff Response: Staff finds that this criterion is met. The new windows will replicate the historic windows and will appear the same but in a uniform color.

RELEVANT CODE CITATIONS:

14-4.6 HISTORIC DISTRICTS

A. General Provisions

1. Purpose

In order to promote the economic, cultural, and general welfare of the people of Santa Fe and to ensure the harmonious, orderly, and efficient growth and development of the City, the Governing Body deems it essential to preserve the qualities relating to the history and culture of Santa Fe, maintain a harmonious outward appearance to preserve property values, and attract residents and tourists alike. The specific purposes of this section are to preserve qualities relating to the history of Santa Fe, such as the following:

- I. Continue the existence and preservation of historic areas and buildings;
- II. Continued construction of buildings in Santa Fe's historic styles; and
- III. General harmony as to architectural style, form, color, height, proportion, texture, and material between buildings of historic design and those of more modern design.

C. Buildings with Significant or Contributing Historic Status

I. Purpose

Historic designation is intended to address the following:

- I. Recognizing each structure as a physical record of its time, place, and use.
- II. Preventing changes that create a false sense of historical development, such as the addition of conjectural features or architectural elements from other buildings;
- III. Preserving and retaining changes to structures that have acquired historic importance in their own right, recognizing that most structures change over time;
- IV. Preserving distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a structure; and
- V. Avoiding making new additions and related or adjacent new construction in such a manner that, if removed in the future, the original form and integrity of the historic property and its environment would be unimpaired.

2. Designation of Significant, Contributing, or Noncontributing Status

I. Status Designation

Structures within historic districts may be designated a status of "significant," "contributing," or "noncontributing," as defined in Section 14-9.3, *General Definitions*. Staff shall maintain a record as to the current status of structures located in the historic districts.

II. HDRB Authority to Review Status Designation

- a. The HDRB may change the status of a structure or designate a status for a structure that has no status designated.
- b. A change in status or the designation of a status shall be based upon an evaluation of data provided through survey or other relevant sources of information and the definitions of "significant," "contributing," or "noncontributing."
- c. When the HDRB designates a structure as contributing, it shall also specify which facades of the structure are primary.

V. Restoration of Status

If a property owner makes changes to a structure without the proper City approvals, which result in the lowering of the structure's status, staff or the Board may require the property owner to restore the structure such that its former status is restored.

3. Review by Historic Districts Review Board Required

- I. Except where this chapter provides for review by staff, the HDRB shall review all applications for new construction, alteration, or demolition in the historic districts and of landmark structures throughout the city, based on the standards set forth in this section.
- II. The historic board shall judge any proposed alteration or new structure for harmony

with adjacent buildings, preservation of historical and characteristic qualities, and conformity to the standards for architectural style set forth in this section.

- III. The HDRB may approve, deny, approve with conditions, or, with the consent of the applicant, postpone an application.
 - a. For applications approved with conditions, no permit shall be issued until the HDRB conditions have been met.
 - b. An application that is postponed shall be heard at a date agreed upon by the HDRB and the applicant.
- IV. No permit shall be issued until the time for appeal to the Governing Body has expired.

4. Compliance with General and Specific Design Standards Required

All development located within the historic districts and subject to this section shall comply with all applicable general development standards set forth in Section 14-4.6E), *General Design Standards for All Historic Districts*, as well as any applicable specific development standards set forth in Section 14-4.6G), *Additional District-Specific Design Standards*.

E. General Design Standards for All Historic Districts

These standards shall apply to all additions or alterations to existing structures in the Historic Districts. Contributing, significant, and landmark structures may be subject to specific additional restrictions and district-specific standards in Section 14-4.6(G).

I. General

- I. The historic status of a property with a historic status designation of significant, contributing, or landmark structure shall be retained and preserved. If a proposed alteration will cause a property to lose its significant, contributing, or landmark status, the application shall be denied. The removal of historic materials or alteration of architectural features and spaces that embody the status is prohibited.
- II. If a proposed alteration or new construction will cause an adjacent property to lose its significant, contributing, or landmark status, the application may be denied.
- III. For the regulations of this subsection, all facades of a significant structure are primary facades.

2. Building Additions

I. Design

- a. Building additions that meet the standards of Section 14-4.6(G)(2), *Downtown and Eastside Historic District*, shall continue to meet those standards, in addition to the standards set forth in this section.
- b. Building additions shall have similar materials, architectural treatments and styles, features, and details as the existing structure, but shall be distinguishable from and not attempt to duplicate the existing structure.

II. Size and Location

- a. Building additions are not permitted on primary facades.
- b. All building additions shall be set back a minimum of ten feet from the primary facade.
- c. Building additions shall not exceed 50 percent of the square footage of the building's historic footprint and shall not exceed 50 percent of the historic length in linear feet of the primary facade.
- d. To the extent architecturally practicable, new building additions shall be attached to any existing non-primary facade of a structure rather than attaching them to the primary facade of a structure.

III. Height

- a. The maximum height of building additions to significant and landmark structures shall be at least six inches lower than the parapet or equivalent roof feature of the existing adjacent connecting facade.
- b. Building additions to contributing structures shall be no more than one additional story higher than the existing structure. To the extent architecturally practicable, two-story additions shall be set to the rear or the side rear of the structure. When an additional story is to be placed upon an existing contributing structure, that footprint may be no greater than fifty percent of the footprint of the existing structure, subject to the provisions of Subsection A(1) above. For the purposes of this paragraph, an additional story shall not exceed twelve (12) feet from the existing rooftop to the highest point of that story.

IV. Remodeling to Increase Height

- a. For remodeling of an existing significant or landmark structure, no increase in height of the structure is permitted.
- b. For remodeling an existing contributing structure, a height increase may be permitted through approval of an exception, as described in Section 14-4.6D.

V. Rooftop Equipment

Rooftop equipment, including but not limited to solar collectors, clerestories, decks, or mechanical equipment, may only be installed on contributing and noncontributing structures and shall not be publicly visible, nor shall a parapet be raised to conceal such equipment.

3. Porches and Portals

Existing porches or portals on significant and landmark structures, and on primary facades of contributing structures, shall not be permanently enclosed.

4. Windows, Doors, and Other Architectural Features

- I. For all facades of significant and landmark structures and for the primary facades of contributing structures:
 - a. Historic windows shall be repaired or restored wherever possible. Historic windows that cannot be repaired or restored shall be duplicated in the size, style, and material of the original. Thermal double-pane glass may be used. No

- window opening shall be widened or narrowed.
- b. Window depth and other characteristics of window and door fenestration shall be preserved.
- c. No new opening shall be made where one presently does not exist unless historic documentation supports its prior existence.
- d. No historic opening shall be closed.
- II. For all facades of contributing, significant, and landmark structures:
 - a. Architectural features, finishes, and details other than doors and windows shall be repaired rather than replaced.
 - b. In the event replacement is necessary, the use of new material may be approved. The new material shall match the material being replaced in composition, design, color, texture, and other visual qualities.
 - c. Replacement or duplication of missing features shall be substantiated by documentation, physical, or pictorial evidence.
- 5. Roofs

The existing historic roof styles and materials shall be maintained or replaced in kind if necessary. The addition of dormers or other roof features should only be considered when they are an existing historic feature of the structure.
- 6. Surface Cleaning

The surface cleaning of structures shall employ the gentlest means possible. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials are not permitted.
- 7. Archaeological Resources

Discovery of archaeological resources made during the development of a historic property shall be referred to the Archaeological Review Committee. See Section 14-2.1(G)(1)(V)(c), *Unexpected Discoveries*.
- 8. Signs
- 9. Murals
- 10. Pedestrian-Oriented Areas

F. Height, Pitch, Scale, Massing, and Floor Stepbacks.

The height, pitch, scale, and massing of any structure in a historic district, as defined in this section, shall be limited as provided for in this section, unless further restricted elsewhere within this chapter.

- I. Applicability

The following sections identify specific areas and specific projects subject to this section. The Planning and Land Use Director shall determine whether or not properties are included within this section.
- I. Specific Areas

The height limitations in this subsection F apply:

- a. Within the following historic districts:
 1. Downtown and Eastside;
 2. Don Gaspar Area;
 3. Historic Transition; and
 4. Westside-Guadalupe.
- b. In the Historic Review district, as specified herein.

II. Streetscape Standards

III. Project Location

Planning and Land Use Department staff shall determine the applicability of this section to individual projects and the applicable streetscape

2. Height

I. Official Map of Building Heights in the Historic Districts - Procedures

II. Height Limitations

The HDRB shall limit the height of structures as set forth in this section.

Heights of existing structures shall be as set forth on the official map of building heights in the historic districts.

- a. If a proposed building has a parapet, the façade shall not exceed two feet above the average of the height of the façades in the streetscape.
- b. If the proposed building has a pitched roof, the ridge height of the proposed building shall not exceed two feet above the average of the ridge height of the pitched roofs in the streetscape.
- c. Yard walls and fences shall be limited to a height that does not exceed the average of the height of other yard walls and fences in the streetscape.
- d. The height of any other structure shall be limited to the allowable building height within the applicable streetscape, as defined in this section.
- e. The height and dimensions of signage are as set forth in Section 14-7.61, *Sign Regulations in the Historic Districts*.
- f. The HDRB may increase the allowable height for proposed buildings and additions located on a sloping site where the difference in the natural grade along the structure's foundation exceeds two feet. In no case shall the height of a façade exceed four feet above the allowable height of the applicable streetscape measured from natural or finished grade, whichever is more restrictive. This increase in height shall be constructed only in the form of building setbacks from the street.

III. Height Measurement

- a. In historic districts, height shall be the vertical distance measured between the highest part of a structure and the existing grade or finished grade, whichever is more restrictive, at the midpoint of the street-facing facade, excluding rooftop appurtenances, the increased height of walls or fences over pedestrian and vehicular openings, and gates (either in open or closed position).
- b. For structures that do not have street frontage, height shall be determined by the

facade that contains the tallest vertical distance measured between the highest part of a structure and the existing grade or finished grade, whichever is more restrictive. The height of walls and fences is measured from the street-facing side of the wall or fence.

IV. Pitch

If the determined streetscape includes over 50 percent buildings with pitched roofs, the proposed building may have a pitched roof. A pitched roof is defined as a gable, shed, or hipped roof. The pitch of the roof shall match the predominant pitch extant in the streetscape.

V. Scale

The height of a proposed building or addition, its façade length, and its roof form and pitch shall appear to be in proportion to the height, façade length, and roof form and pitch of buildings in the applicable streetscape, or the building on which the addition is proposed.

VI. Massing and Floor Stepbacks

The HDRB may require that upper floor levels be stepped back, to carry out the intent of this section; provided that the HDRB in making such determinations shall take into account whether the height of the proposed building, yard wall, fence, or proposed step back of upper floor levels is in harmony with the massing of the applicable streetscape and preservation of the historic and characteristic visual qualities of the streetscape. The HDRB shall also require that the publicly visible facades of the structure be in conformance with Section 14-4.6G), *Additional District-Specific Design Standards*, and, in meeting those requirements, may require that different floor levels be stepped back.

G. Additional District-Specific Design Standards

I. **IDon Gaspar Area Historic District**

I. District Standards

Compliance with the following structural standards shall occur whenever those exterior features of buildings and other structures subject to public view from any public street, way, or other public place are erected, altered, or demolished:

- a. Slump block, stucco, brick, stone, or wood shall be used as exterior wall materials. Aluminum siding, metal panels, mirrored glass, and unstuccoed concrete block or unstuccoed concrete shall not be used as exterior wall materials. The painting of buildings with a color that causes arresting or spectacular effects, or with bold repetitive patterns, or using buildings as signs, is prohibited. Murals, however, are permitted and may be referred to the city arts board for an advisory recommendation.
- b. Roof forms, including but not limited to flat, gabled, shed, and hipped roofs, are allowed. Folded plate or hyperbolic roofs are not allowed.
- c. The use of solar and other energy-collecting and conserving strategies is

encouraged. The use of large, glazed areas on south-facing walls for trombe walls or other solar collectors, greenhouses, garden rooms, direct gain, or other energy-collecting purposes is allowed. When in view from any public street, way, or other public place, solar equipment shall be screened by the following methods:

1. raising the parapet;
 2. setting back from the edge of the roof;
 3. Framing the collector with wood.
 4. In the case of pitched roofs, by integrating the collector into the pitch;
 5. In the case of ground solar collectors, by a wall or vegetation;
 6. In the case of wall collectors, by enclosing one end or the other of the walls.
 7. Other means that screen the collector or integrate it into the overall structure. Non-glare materials shall be used in solar collectors.
- d. Mechanical, electrical, telephone equipment, microwave satellite receiving dishes, and other obstructive equipment shall be architecturally screened by opaque materials by raising the parapet, framing in the equipment, or other appropriate means. The equipment shall be of a low profile to minimize the screening problems.
 - e. Walls and fences shall be of brick, adobe, masonry, rock, wood, coyote fencing, or similar materials. Wrought iron fences and slump block walls are allowed. Walls of unstuccoed concrete, chain-link, metal wire, or similar materials are prohibited, except where the wall or fence is not in view from any public street, way, or other public place.
 - f. Greenhouses. Attached greenhouses that front on the street shall give the appearance of being integrated into the structure of the building or of being a substantive addition rather than having a lean-to effect. The use of corrugated fiberglass or rolled plastic for the external surface of attached or freestanding greenhouses that front on the street is prohibited. Greenhouses with slanting sides shall be bracketed at the ends, and the greenhouses made from enclosed porches or portales shall maintain the shape of the porch or portal.
 - g. For residential uses, paving with asphalt or parking is not allowed in the front yard except on the sidewalk or driveway.
 - h. For commercial uses, zoned C-1 front yards are required to be landscaped, and no required front yard shall be used for off-street parking.
 - i. As a condition of any rezoning, all applicants shall provide evidence of sufficient off-street parking and an intent to maintain the architectural integrity of the existing building or to conform to the architectural style of the district if constructing a building on a vacant lot.

II. Walls; Fences; Solar Collectors; Administration

Applications for the erection, alteration, or destruction of walls, fences, and solar collectors and required submittals shall be reviewed by the planning and land use department. Approval, disapproval, or referral shall be indicated by the division on the application for the building permit and on each of the required submittals, all of which shall be signed by the division staff assigned to review. The division staff

shall report approvals, disapprovals, or referrals to the board at its next regular meeting as an informational item. (Ord. No. 2007-45 § 30; Ord. No. 2020-22, § 16)