# HISTORIC DESIGNATION NOMINATION GUIDE

Thank you for your interest in the City of Riverside's Historic Designation program. Cultural Resources, as defined by Title 20 of the Riverside Municipal Code, include historically designated buildings, structures, sites, signs, objects, streets, landscapes, and trees that are of historic or archaeological significance and help interpret the city's rich history. To help preserve this past for the future, we encourage property owners to participate in the City's stewardship efforts as led by the Cultural Heritage Board.

There are many ways to designate a cultural resource. The City maintains a program to designate Landmarks, Structures of Merit, Historic Districts, and Neighborhood Conservation Areas (NCA). The attached materials explain the differences between these types and will help you choose an appropriate designation for your property. Please note that new NCAs are unable to be designated; however, existing NCAs remain and may be modified.

This packet is designed to assist you in completing the cultural resources designation application. The Cultural Heritage staff in the Planning Division are also available to help you. If you have any questions, please contact the Planning Division at (951) 826-5371.

## BENEFITS OF HISTORIC DESIGNATION

Designation of a historic resource provides both recognition and long-term protection for properties that contribute to the community's history, architecture, and cultural heritage. While designation does not prevent change, it helps ensure that future alterations are undertaken in a manner that preserves the resource's historic character and significance.
Historic designation offers several important benefits, including:

- **Official Recognition** – Designation formally acknowledges a property's historic, architectural, archaeological, or cultural significance and documents its importance as part of the City's heritage.
- **Protection of Historic Character** – Proposed exterior alterations, additions, demolition, relocation, and other work affecting designated resources are reviewed through the Certificate of Appropriateness process to ensure compatibility with the property's historic character and the Secretary of the Interior's Standards for the Treatment of Historic Properties.
- **Access to the California Historic Building Code (CHBC)** – Designated historic resources may be eligible to use the California Historic Building Code (Part 8 of Title 24 of the California Code of Regulations). The CHBC provides alternative building regulations specifically tailored to qualified historic buildings, allowing greater flexibility in meeting building code requirements while preserving significant historic materials and features. The code facilitates rehabilitation, restoration, preservation, relocation, and adaptive reuse by recognizing the unique characteristics of historic buildings without compromising public health and life safety.
- **Access to the Mills Act Program** – Owners of designated City Landmarks, Structures of Merit, and contributing properties within designated Historic Districts and NCAs may be eligible to apply for a Mills Act Historical Property Contract. The Mills Act is California's primary historic preservation incentive program and may provide a substantial reduction in property taxes in exchange for the owner's commitment to preserve, maintain, and rehabilitate the historic resource. Participation is voluntary and subject to the City's eligibility requirements, annual application process, annual contract limits, and approval by the City Council.
- **Eligibility for Preservation Incentives** – Designated properties may qualify for additional preservation incentives, including preservation grants, technical assistance programs, and certain state or federal financial incentives for qualifying rehabilitation projects when available.
- **Planning and Environmental Consideration** – Designated historic resources are recognized as historical resources under the California Environmental Quality Act (CEQA). Potential impacts to designated resources must be considered during environmental review, helping ensure that significant historic resources are appropriately evaluated as part of future development proposals.
- **Community Identity and Heritage** – Historic designation helps preserve the places that define Riverside's unique character, strengthening neighborhood identity and ensuring that significant buildings, structures, sites, objects, and landscapes remain part of the community for future generations.

Historic designation is intended to encourage thoughtful stewardship rather than prevent reasonable change. Many designated properties continue to evolve over time through sensitive rehabilitation, adaptive reuse, and compatible additions that respect their historic significance while meeting contemporary needs.

# HISTORIC PROPERTY OWNER RESPONSIBILITIES

A Certificate of Appropriateness (COA) is the City's review process for work affecting designated and eligible historic resources. In addition to any other required City permits, a COA is required before any person restores, rehabilitates, alters, develops, constructs, demolishes, removes, or changes the appearance of a designated Cultural Resource, an eligible Cultural Resource, or a property within a designated Historic District, as required by Chapter 20.25 of the Riverside Municipal Code (RMC).

The purpose of the COA process is not to prevent change, but to ensure that alterations are compatible with the historic character of the property and are consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties and the City's Historic Preservation Ordinance.

**EXTERIOR WORK**

Most exterior work affecting the appearance of a designated historic property requires a Certificate of Appropriateness. Examples include:

- Building additions or new construction.
- Demolition or relocation of historic buildings or structures.
- Replacement of historic windows or doors.
- Changes to exterior wall materials, siding, stucco, roofing, or architectural details.
- Construction or alteration of porches, balconies, or entry features.
- Installation of fences, walls, gates, garages, accessory structures, or other site improvements.
- Removal or alteration of significant landscape features or other designated site elements.

**INTERIOR WORK**

For most designated historic properties, **interior alterations do not require a Certificate of Appropriateness.** Historic designation typically applies to the exterior appearance of a resource rather than its interior.

A COA is required for interior work only when:

- Interior architectural features, spaces, or objects have been specifically included in the designation resolution;
- The work affects designated interior character-defining features; or
- The proposed work will alter the exterior appearance of the building.

For example, the designated interior spaces and City Landmark Objects within the Mission Inn are protected under their designation and require a Certificate of Appropriateness before they are altered, relocated, or removed.

**ORDINARY MAINTENANCE AND REPAIR**

Routine maintenance and repair intended to preserve existing historic materials generally does not require a Certificate of Appropriateness when the work does not change the property's appearance or character-defining features. Examples include repairing existing materials, repainting previously painted surfaces, replacing broken glass in kind, cleaning gutters, or performing other maintenance using matching materials and methods.

When maintenance involves replacement of historic materials with different materials, designs, or dimensions, a COA may be required.

**WHEN IN DOUBT, ASK FIRST**

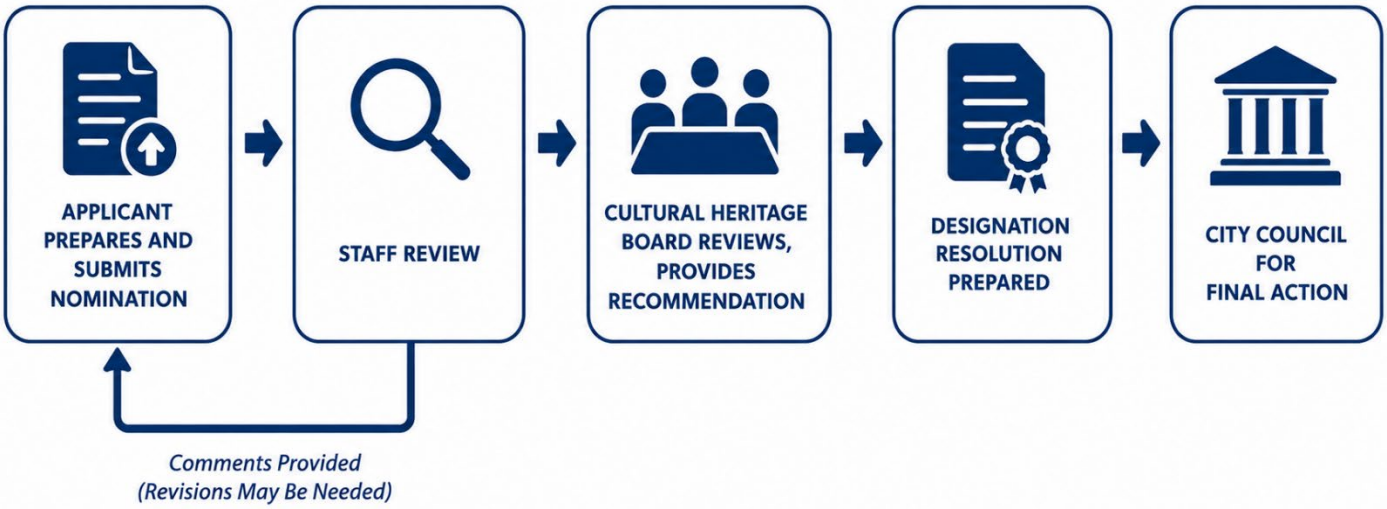
Historic preservation staff are available to help determine whether a Certificate of Appropriateness is required before work begins. Contacting the Planning Division early in the design process can help identify applicable requirements, streamline project review, and avoid unnecessary delays or corrections during permitting.

Maintaining a designated historic property is a partnership between the property owner and the City. The Certificate of Appropriateness process is intended to facilitate preservation-sensitive improvements while allowing historic properties to remain functional, safe, and economically viable.

# HISTORIC DESIGNATION PROCESS

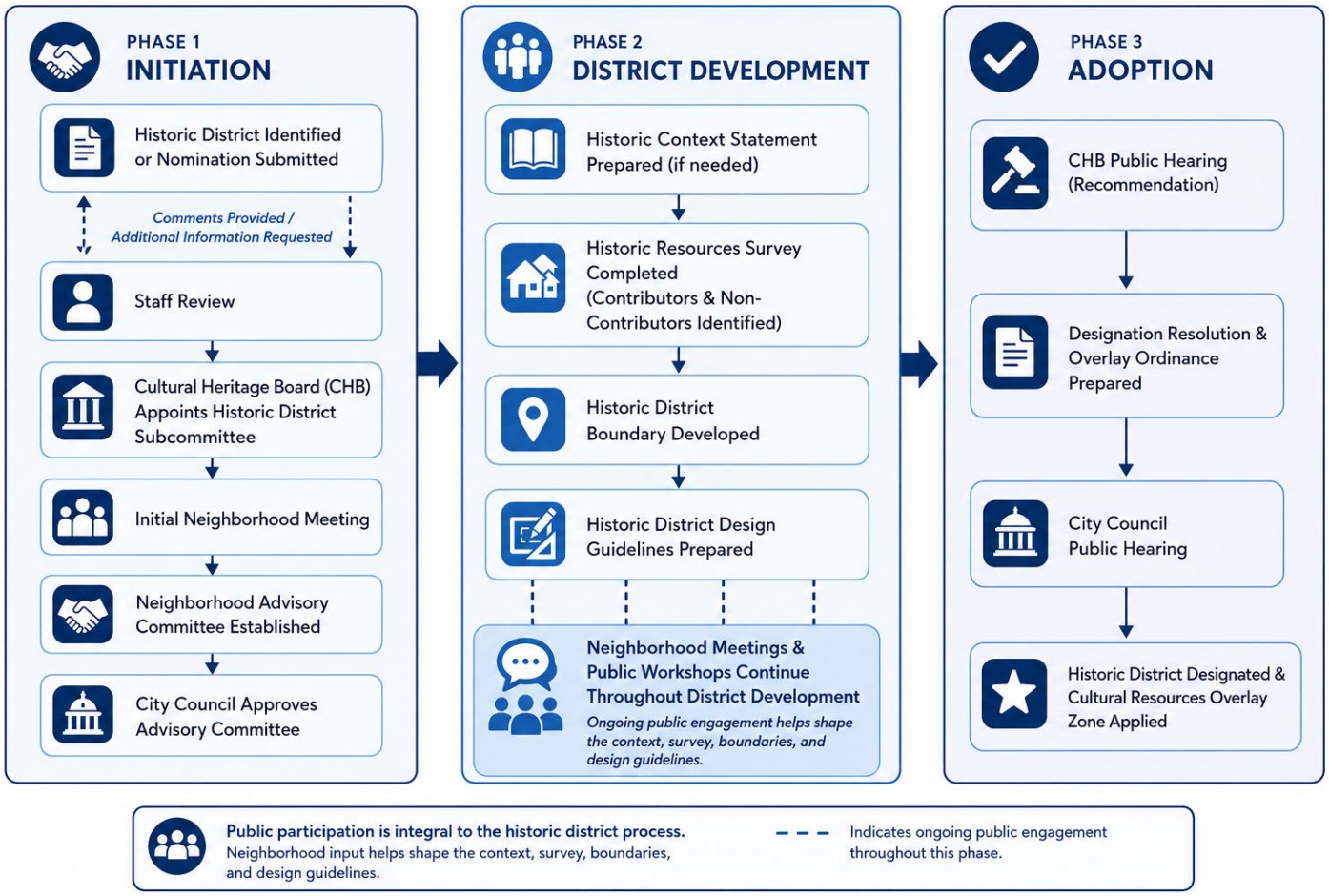
The general Historic Designation process is established by Chapter 20.20 of the RMC.

## LANDMARK OR STRUCTURE OF MERIT PROCESS




## HISTORIC DISTRICT DESIGNATION PROCESS

The process for Historic District designation is supplemented by City Council Resolution No. 18842, and consists of the following:



# HISTORIC DESIGNATION CRITERIA

To designate, modify the status of, or dedesignate City Landmarks, Structures or Resources of Merit and Historic Districts, and to modify or dedesignate Neighborhood Conservation Areas, the resource shall meet at least one of the applicable criteria.

## LANDMARK CRITERIA

In accordance with Section 20.50.010, Landmark means:

A. Any improvement or natural feature that is an exceptional example of a historical, archaeological, cultural, architectural, community, aesthetic or artistic heritage of the City, retains a high degree of integrity; and

B. Meets one or more of the following criteria:

1. Exemplifies or reflects special elements of the City's cultural, social, economic, political, aesthetic, engineering, architectural, or natural history;

2. Is identified with persons or events significant in local, State, or national history;

3. Embodies distinctive characteristics of a style, type, period, or method of construction, or is a valuable example of the use of indigenous materials or craftsmanship;

4. Represents the work of notable builders, designers, or architects;

5. Embodies a collection of elements of architectural design, detail, materials or craftsmanship that represent a significant structural or architectural achievement or innovation;

6. Reflects significant geographical patterns, including those associated with different eras of settlement and growth, particular transportation modes, or distinctive examples of park or community planning;

7. Conveys a sense of historic and architectural cohesiveness through its design, setting, materials, workmanship or association; or

8. Has yielded or may be likely to yield, information important in history or prehistory.

**APPLYING THE CITY LANDMARK CRITERIA**

The City Landmark criteria are intended to identify properties that are significant to Riverside's history and heritage. Historic significance may be conveyed in different ways. Some properties are significant because they represent important people, events, architectural achievements, or patterns of development, while others are significant because they have the potential to provide important information about the past, A property is not required to meet every criterion but might be eligible for designation under one or two criteria.

The guidance below explains what each criterion means and provides questions to help determine whether a property may qualify for designation.

| Criterion | What does this criterion mean? | Questions to Consider | Example |
|---|---|---|---|
| **1. Exemplifies or reflects special elements of the City's cultural, social, economic, political, aesthetic, engineering, architectural, or natural history** | This criterion recognizes properties that illustrate an important theme or pattern in Riverside's history. Rather than focusing on a specific person or event, it asks whether the property helps tell the story of how the City developed or changed over time.<br><br>A property may be significant because it represents an important industry, neighborhood, institution, cultural movement, transportation system, agricultural practice, or other aspect of Riverside's historical development. | • Does the property represent an important chapter in Riverside's history?<br>• Does it illustrate a broader historical trend or pattern?<br>• Does it help explain how Riverside developed or changed?<br>• Would its loss diminish the community's understanding of Riverside's history? | A citrus packing house that illustrates Riverside's role in the citrus industry, or a public park that reflects the City's early approach to civic planning and recreation. |
| **2. Is identified with persons or events significant in local, State, or national history.** | This criterion recognizes properties that have a direct and meaningful association with an important person or historic event. The association should be more than incidental. The property should have played a meaningful role in the person's accomplishments or in the historic event for which the property is significant.<br><br>Simply owning or occupying a property is generally not sufficient. The property should illustrate or reflect the activities, achievements, or events that make the person or event historically important. | • Was the property directly associated with an important person or event?<br>• Did the property's use contribute to that person's accomplishments or the historic event?<br>• Is the association substantial rather than incidental?<br>• Does the property clearly convey that association today? | A residence where a civic leader regularly hosted community meetings, official functions, or foreign dignitaries as part of their public service. The significance lies not simply in who lived there, but in the important activities that occurred there. |

| Criterion | What does this criterion mean? | Questions to Consider | Example |
|---|---|---|---|
| **3. Embodies distinctive characteristics of a style, type, period, or method of construction, or is a valuable example of the use of indigenous materials or craftsmanship.** | This criterion recognizes properties that are excellent examples of an architectural style, building type, period of construction, or method of construction. The property should clearly display the characteristics that define its architectural significance and retain the features that make it readily identifiable. While many buildings may share a particular style, those designated under this criterion typically stand out because they are particularly well-designed, highly intact, or display exceptional craftsmanship. | • Does the property clearly express the defining features of its architectural style?<br>• Is it among the better or more recognizable examples of its type in Riverside?<br>• Does it retain the features that distinguish it from similar buildings?<br>• Does it exhibit a high level of design or craftsmanship? | A Spanish Colonial Revival residence that retains its original stucco walls, red clay tile roof, arched openings, decorative ironwork, and hand-crafted architectural details, making it one of Riverside's best examples of the style. |
| **4. Represents the work of notable builders, designers, or architects.** | This criterion recognizes properties designed or constructed by individuals whose work has made an important contribution to architecture, planning, engineering, landscape architecture, or construction. The property should be a meaningful example of that individual's work and demonstrate the qualities for which they are recognized. | • Was the property designed or constructed by a notable professional?<br>• Is the individual recognized for significant contributions to Riverside or beyond?<br>• Does the property demonstrate characteristics associated with that person's work?<br>• Is the property an important example within their body of work? | A residence designed by a master architect that clearly exhibits the design principles, craftsmanship, and architectural character for which the architect is recognized. |
| **5. Embodies a collection of elements of architectural design, detail, materials or craftsmanship that represent a significant structural or architectural achievement or innovation.** | This criterion recognizes exceptional design or engineering achievement. It applies to properties that demonstrate an unusual level of creativity, technical accomplishment, craftsmanship, or innovation beyond what is typical of their architectural style or period of construction. | • Does the property demonstrate exceptional craftsmanship?<br>• Does it incorporate innovative engineering or construction techniques?<br>• Is the design considered an outstanding architectural achievement?<br>• Does it exhibit an exceptional combination of design elements or materials? | A building featuring an innovative structural system or extraordinary artistic craftsmanship that represents a significant achievement in architecture or engineering. |

| Criterion | What does this criterion mean? | Questions to Consider | Example |
|---|---|---|---|
| **6. Reflects significant geographical patterns, including those associated with different eras of settlement and growth, particular transportation modes, or distinctive examples of park or community planning.** | This criterion recognizes properties that illustrate how Riverside grew and developed over time. A property may be significant because it established or influenced patterns of settlement, transportation, neighborhood development, park planning, or community growth. Rather than focusing solely on architecture, this criterion considers how a property contributed to the physical development of the City. | • Did the property influence the development of the surrounding neighborhood or community?<br>• Does it illustrate an important pattern of settlement or growth?<br>• Is it associated with a significant transportation corridor or planning effort?<br>• Does it help explain how Riverside expanded or developed geographically? | The first residence constructed in a new subdivision that marked the beginning of a neighborhood's development and influenced the pattern of future residential growth. |
| **7. Conveys a sense of historic and architectural cohesiveness through its design, setting, materials, workmanship or association.** | This criterion recognizes properties or groups of properties that retain a strong and unified historic character. It emphasizes how the various aspects of historic integrity work together to create a recognizable historic environment. While often applied to historic districts, individual properties may also demonstrate a high degree of historic and architectural cohesiveness. | • Does the property retain a strong historic character?<br>• Do its historic features work together to convey its significance?<br>• Have alterations substantially diminished its overall character?<br>• Does the property contribute to a larger historic setting or district? | A residential block where the buildings, setbacks, mature landscaping, streetscape, and architectural character collectively convey the appearance of an early twentieth-century neighborhood. |
| **8. Has yielded or may be likely to yield, information important in history or prehistory.** | This criterion recognizes properties that have the potential to provide important information about Riverside's past. Unlike other criteria that focus on a property's association, architecture, or visual characteristics, this criterion focuses on the knowledge that may be gained from studying the resource. A property may qualify if it contains physical evidence that can help answer important questions about history or prehistory, particularly when that information is not available from other sources. | • Does the property contain archaeological resources or other physical evidence of past activities?<br>• Can the resource provide information about people, events, activities, or patterns of development that are not well documented elsewhere?<br>• Does the property have the potential to answer important questions about Riverside's history or prehistory?<br>• Has the resource retained enough physical integrity to preserve that information? | An archaeological site containing intact cultural deposits that can provide information about Native American occupation, early settlement patterns, historic land use, or other aspects of Riverside's past. |

## STRUCTURE (OR RESOURCE) OF MERIT CRITERIA

In accordance with Section 20.50.010, Structure (or Resource) of Merit means:

A. Any improvement or natural feature which contributes to the broader understanding of the historical, archaeological, cultural, architectural, community, aesthetic, or artistic heritage of the City while retaining sufficient integrity; and

B. Meets one or more of the following criteria:

1. Has a unique location, embodies a singular physical characteristic, or contains a view or vista representing an established and familiar visual feature within a neighborhood, community or area;

2. Is an example of a type of building which was once common but is now rare in its neighborhood, community or area;

3. Is connected with a business or use which was once common but is now rare;

4. Has yielded or may be likely to yield, information important in history or prehistory; or

5. Represents an improvement or Cultural Resource that no longer exhibits the high degree of integrity sufficient for landmark designation, yet still retains necessary integrity under one or more of the landmark criteria to convey cultural resource significance as a structure or resource of merit.

**APPLYING THE STRUCTURE OF MERIT CRITERIA**

The Structure (or Resource) of Merit criteria recognize properties that contribute to the broader understanding of Riverside's historical, archaeological, cultural, architectural, community, aesthetic, or artistic heritage.

Most Structures (or Resources) of Merit are properties that meet one or more of the City Landmark criteria but do not meet the higher threshold required for Landmark designation. This may be because the property is a more modest example of a significant resource type, does not represent an exceptional example of its style or history, or has experienced alterations that have diminished its historic integrity. However, these properties still retain sufficient integrity to convey their historical significance and contribute to the understanding of Riverside's heritage.

A property is not required to meet every criterion. Most Structures (or Resources) of Merit are recognized under one.

| Criterion | What does this criterion mean? | Questions to Consider | Example |
|---|---|---|---|
| **1. Has a unique location, embodies a singular physical characteristic, or contains a view or vista representing an established and familiar visual feature within a neighborhood, community, or area.** | This criterion recognizes properties that have a special place within the community because of their location, physical characteristics, or visual presence. The significance may come from the property's relationship to its surroundings rather than solely from its architecture or history.<br><br>A property may qualify because it serves as a recognizable landmark, defines a familiar view, occupies an important location, or contains a feature that makes it distinctive within its neighborhood or community. | • Is the property a recognizable feature of the neighborhood or community?<br>• Does its location contribute to its significance?<br>• Does it contain a distinctive feature, view, or physical characteristic?<br>• Would the loss of the property diminish the visual identity of the area? | A residence located at a prominent intersection that has served as a recognizable visual landmark for generations, or a property with a distinctive architectural feature that contributes to the identity of the surrounding neighborhood. |

| Criterion | What does this criterion mean? | Questions to Consider | Example |
|---|---|---|---|
| **2. Is an example of a type of building which was once common but is now rare in its neighborhood, community, or area.** | This criterion recognizes properties that represent a building type or use that was once common but has become increasingly rare due to demolition, redevelopment, or changes in land use.<br><br>The significance comes from the property's ability to represent an earlier period of development or a once-common building tradition that is no longer frequently found. | • Was this type of building historically common in the area?<br>• Have similar examples been lost over time?<br>• Does the property help illustrate an earlier period of neighborhood or community development?<br>• Does it retain enough character to convey its historic building type? | A modest early twentieth-century worker's cottage in a neighborhood where similar homes have largely been replaced by newer development. |
| **3. Is connected with a business or use which was once common but is now rare.** | This criterion recognizes properties associated with businesses, industries, or uses that were once an important part of the community but have become uncommon.<br><br>The significance is based on the property's ability to represent a historic activity, service, or way of life that is no longer widely present. | • Was the business or use historically common in Riverside?<br>• Has that type of business or use become rare or disappeared?<br>• Does the property retain features that help convey its historic use?<br>• Does the property illustrate an important aspect of community life or economic development? | A former neighborhood grocery store that reflects the once-common pattern of small local businesses serving residential communities. |
| **4. Has yielded or may be likely to yield, information important in history or prehistory.** | This criterion recognizes properties that have the potential to provide important information about Riverside's past. Similar to the City Landmark criterion, the significance is based on the knowledge that may be gained from studying the resource.<br><br>A property may qualify when physical evidence can help answer questions about historical activities, cultural practices, settlement patterns, or other aspects of history or prehistory. | • Does the property contain archaeological resources or physical evidence of past activities?<br>• Can the resource provide information not available through written records?<br>• Does the property have the potential to answer important historical questions?<br>• Has sufficient physical evidence survived to support further study? | A site containing intact archaeological deposits that may provide information about early settlement, historic land use, or cultural practices. |

| Criterion | What does this criterion mean? | Questions to Consider | Example |
|---|---|---|---|
| **5. Represents an improvement or Cultural Resource that no longer exhibits the high degree of integrity sufficient for landmark designation, yet still retains necessary integrity under one or more of the landmark criteria to convey cultural resource significance as a Structure or Resource of Merit.** | This criterion recognizes properties that may have experienced alterations over time but continue to convey important historical, architectural, cultural, or other significance.<br><br>A property does not need to retain the high degree of integrity expected for a City Landmark if it still retains enough of its important characteristics to communicate why it is historically significant. | • Does the property retain important historic features despite alterations?<br>• Does it continue to reflect its historical significance?<br>• Would the property have likely qualified as a Landmark before significant changes occurred?<br>• Do remaining historic characteristics continue to convey its importance? | A historically significant residence that has undergone alterations, such as replacement materials or additions, but still retains its original form, important architectural features, and association with a significant period of Riverside's history. |

## HISTORIC DISTRICT CRITERIA

In accordance with Section 20.50.010, Historic District means an area which contains:

A. A concentration, linkage, or continuity of cultural resources, where at least 50 percent of the structures or elements retain significant historic integrity, (a "geographic Historic District") or

B. A thematically-related grouping of cultural resources which contribute to each other and are unified aesthetically by plan or physical development, and which have been designated or determined eligible for designation as a Historic District by the Historic Preservation Officer or Qualified Designee, Board, or City Council or is listed in the National Register of Historic Places or the California Register of Historical Resources, or is a California Historical Landmark or a California Point of Historical Interest (a "thematic Historic District").

In addition to either A. or B. above, the area also:

1. Exemplifies or reflects special elements of the City's cultural, social, economic, political, aesthetic, engineering, architectural, or natural history;

2. Is identified with persons or events significant in local, State, or national history;

3. Embodies distinctive characteristics of a style, type, period, or method of construction, or is a valuable example of the use of indigenous materials or craftsmanship;

4. Represents the work of notable builders, designers, or architects;

5. Embodies a collection of elements of architectural design, detail, materials or craftsmanship that represent a significant structural or architectural achievement or innovation;

6. Reflects significant geographical patterns, including those associated with different eras of settlement and growth, particular transportation modes, or distinctive examples of park or community planning;

7. Conveys a sense of historic and architectural cohesiveness through its design, setting, materials, workmanship or association; or

8. Has yielded or may be likely to yield, information important in history or prehistory.

**APPLYING THE HISTORIC DISTRICT CRITERIA**

Historic Districts recognize areas where multiple cultural resources collectively convey important aspects of Riverside's history and heritage. A Historic District is evaluated based on the relationship between resources and the shared characteristics, history, or development patterns that connect them.

A ***Geographic Historic District i***s an area where cultural resources are connected by their location and physical relationship to one another. These districts typically include neighborhoods, subdivisions, commercial areas, or other areas where buildings, structures, landscapes, and other features collectively reflect a shared period of development or historical pattern.

A ***Thematic Historic District*** is a grouping of cultural resources connected by a shared historical theme, architectural characteristic, use, or association. These resources are unified by a common story, plan, or physical development pattern that gives them collective significance.

For either type of Historic District, the area must also satisfy one or more of the Historic District criteria. A district does not need to meet every criterion. The evaluation focuses on the significance of the district as a whole and how the collection of resources collectively conveys Riverside's history and heritage.

| Criterion | What does this criterion mean? | Questions to Consider | Example |
|---|---|---|---|
| **1. Exemplifies or reflects special elements of the City's cultural, social, economic, political, aesthetic, engineering, architectural, or natural history** | This criterion recognizes Historic Districts that illustrate an important theme or pattern in Riverside's history. The significance is based on the collective story told by the resources within the district, rather than any single building or feature.<br><br>A district may be significant because it represents an important period of growth, a historic neighborhood, an industry, cultural tradition, institution, planning movement, or other aspect of Riverside's development. | • Does the district represent an important chapter in Riverside's history?<br>• Do the resources collectively illustrate a broader historical pattern?<br>• Does the district help explain how Riverside developed or changed over time?<br>• Would the loss of the district diminish understanding of Riverside's history? | A residential neighborhood that reflects Riverside's expansion during a significant period of growth and illustrates patterns of residential development, architecture, and community planning. |
| **2. Is identified with persons or events significant in local, State, or national history.** | This criterion recognizes Historic Districts associated with important people or events. The significance must relate to the district as a whole, rather than simply including a property associated with a notable individual.<br><br>The district should have played a meaningful role in the activities, events, or accomplishments for which the person or event is historically significant. | • Is the district directly associated with an important person, group, or event?<br>• Did activities within the district contribute to the person's accomplishments or historic event?<br>• Does the district collectively convey that association?<br>• Is the association more than incidental? | A neighborhood that served as the center of activity for an important cultural, civic, or social movement and where the collection of resources helps convey that history.<br><br>A neighbor that was developed by a significant developer. |

| Criterion | What does this criterion mean? | Questions to Consider | Example |
|---|---|---|---|
| **3. Embodies distinctive characteristics of a style, type, period, or method of construction, or is a valuable example of the use of indigenous materials or craftsmanship.** | This criterion recognizes Historic Districts that collectively represent a distinctive architectural style, building type, period of development, or method of construction.<br><br>The significance is not based on every resource being individually exceptional. Instead, the district should contain a concentration of resources that together demonstrate a recognizable and important architectural character. | • Do the resources collectively represent a particular architectural style or period?<br>• Is the district a strong example of a historic building type or development pattern?<br>• Do the resources retain features that convey their shared architectural character?<br>• Does the district demonstrate distinctive craftsmanship, materials, or construction methods? | A neighborhood containing a concentration of well-preserved Craftsman residences that collectively illustrate early twentieth-century residential design. |
| **4. Represents the work of notable builders, designers, or architects.** | This criterion recognizes Historic Districts where the collective work of a notable builder, designer, architect, landscape architect, or developer is represented.<br><br>The significance may come from the quality, consistency, or importance of the resources created by that individual or group. | • Were multiple resources within the district designed or constructed by a notable individual or firm?<br>• Does the district represent an important body of work?<br>• Do the resources collectively demonstrate the characteristics associated with that designer or builder? | A residential subdivision designed by a notable architect or developer where the collection of homes reflects a unified design approach. |
| **5. Embodies a collection of elements of architectural design, detail, materials or craftsmanship that represent a significant structural or architectural achievement or innovation.** | This criterion recognizes Historic Districts where the collection of resources demonstrates an exceptional level of design, craftsmanship, planning, or innovation.<br><br>The significance comes from the combined qualities of the district rather than from a single resource. | • Does the district demonstrate an exceptional approach to planning, design, or construction?<br>• Do the resources collectively represent an important architectural achievement?<br>• Does the district display a high level of craftsmanship or innovation? | A planned community that demonstrates an innovative approach to neighborhood design, landscaping, or residential development. |

| Criterion | What does this criterion mean? | Questions to Consider | Example |
|---|---|---|---|
| **6. Reflects significant geographical patterns, including those associated with different eras of settlement and growth, particular transportation modes, or distinctive examples of park or community planning.** | This criterion recognizes Historic Districts that illustrate how Riverside developed geographically over time. The significance may relate to settlement patterns, neighborhood expansion, transportation networks, agricultural development, or community planning. | • Does the district reflect an important period or pattern of Riverside's growth?<br>• Did the area establish or influence future development patterns?<br>• Is the district associated with an important transportation route, subdivision pattern, or planning effort?<br>• Does the district help explain how Riverside expanded? | A planned residential neighborhood developed as part of Riverside's early suburban expansion that established patterns of streets, lots, and housing that influenced later development. |
| **7. Conveys a sense of historic and architectural cohesiveness through its design, setting, materials, workmanship or association.** | This criterion recognizes Historic Districts that possess a unified historic character. The resources within the district should work together to create a recognizable sense of place through their architecture, layout, landscaping, streetscape, or historical associations.<br><br>A district is more than a collection of old buildings; it is an area where the relationship between resources contributes to its historic identity. | • Do the resources collectively convey a recognizable historic character?<br>• Are buildings, landscapes, streets, and other features visually or historically connected?<br>• Does the district retain enough historic integrity to convey its significance?<br>• Do the resources complement one another as part of a unified historic environment? | A historic neighborhood where homes, streetscapes, landscaping, and development patterns collectively convey the character of an early twentieth-century residential community. |
| **8. Has yielded or may be likely to yield, information important in history or prehistory.** | This criterion recognizes Historic Districts that have the potential to provide important information about Riverside's history or prehistory. The significance is based on the information that may be gained from studying the district as a whole. | • Does the district contain resources that may provide information not available from written records?<br>• Can the district help answer important questions about settlement, development, or cultural history?<br>• Do resources within the district retain physical evidence that may contribute to historical understanding? | A historic area containing archaeological resources or surviving physical evidence that may provide information about early settlement patterns or historic land use. |

## NEIGHBORHOOD CONSERVATION AREA (NCA) CRITERIA

In accordance with Section 20.50.010, Neighborhood Conservation Area means an area which contains:

A. Provides a contextual understanding of the broader patterns of Riverside's cultural, social, economic, political, aesthetic, engineering, architectural, or natural history;
B. Represents established and familiar visual features of a neighborhood, community, or of the City;
C. Reflects significant development or geographical patterns, including those associated with different eras of settlement and growth; or
D. Conveys a sense of historic or architectural cohesiveness through its design, setting, materials, workmanship or association

**NOTE:** Designation of Neighborhood Conservation Areas is no longer allowed. Those designated prior to May 2006 shall remain in effect and subject to this title and may be modified or dedesignated.

# PREPARING YOUR APPLICATION

A complete and well-documented application is essential for evaluating whether a property meets the City's designation criteria. The information you provide should clearly describe the property's physical characteristics, document its history, and demonstrate its significance using factual evidence and supporting documentation.

## SUBMITTAL REQUIREMENTS

The following submittal requirements provide the information necessary for staff and the Cultural Heritage Board to evaluate a historic designation request. Complete, legible, and well-organized materials help ensure an efficient review process and reduce delays caused by incomplete applications.

**PRINTED SUBMITTAL REQUIREMENTS:** All submittal requirements listed below must be submitted on 8.5”x11” paper.

**DIGITAL SUBMITTAL REQUIREMENTS:** All submittal requirements listed below must also be submitted in a digital format (CD-ROM, thumb drive, etc.)

### REQUIRED DOCUMENTS:

- ☐ One (1) copy of the completed Historic Designation Nomination form, including Applicant and Property Owner signatures
  Available at https://riversideca.gov/cedd/planning/forms
- ☐ Architectural Description (attached on separate sheet)
- ☐ Statement of Significance (attached on separate sheet)
- ☐ Historic Photographs (if available)
- ☐ Current Photographs, including interior of any character-defining features (digital photos)
- ☐ Bibliography of sources
- ☐ One (1) copy of the most recent Grant Deed
  Available from the Riverside County Assessor-County Clerk-Recorder Office
  https://www.rivcoacr.org/ObtainingRecordCopies

## WRITING AN ACHITECTURAL DESCRIPTION

The architectural description explains what the property looks like today. Its purpose is to provide a clear, factual description of the property's physical characteristics so that staff and the Cultural Heritage Board can evaluate its historic integrity. This section should describe the property as it currently exists, even if it has been altered over time. Historical information and an explanation of the property's significance should be included in the Statement of Significance.

Begin with a broad overview of the property, then work toward the details. Start by describing the site, setting, and overall appearance of the building before moving to individual architectural features. A logical approach is to describe the property from the outside in—beginning with the site, then the building's overall form, followed by each exterior elevation, and finally the interior (if applicable). Describe features from the largest elements, such as the building's shape and roof, to smaller details, such as windows, doors, decorative trim, and other architectural features
When preparing the description, consider including the following:

- **Site and Setting** – Lot size, topography, landscaping, orientation, driveways, walkways, walls, fences, and other site features.
- **Overall Building** – Number of stories, building shape, architectural style, roof form, exterior materials, and general appearance.
- **Exterior Features** – Describe each side of the building in a logical order (typically front, right, rear, and left), including windows, doors, porches, chimneys, decorative details, and other character-defining features.
- **Interior Features (if applicable)** – Describe the overall layout and any significant interior spaces or features, particularly if they are proposed for designation.
- **Accessory Resources** – Include detached garages, guest houses, sheds, walls, gates, landscape features, and other structures or objects located on the property.
- **Alterations** – Identify known additions, modifications, or replacement materials, and distinguish historic features from more recent changes whenever possible.

The goal is to provide a description detailed enough so that someone who has never visited the property can clearly understand its appearance.

**SUMMARY OF PREDOMINATE ARCHITECTURAL STYLES IN RIVERSIDE**

The following table summarizes the main architectural styles that are found in Riverside. For more in-depth information please refer to the bibliography section at the end of this guide.

| Architectural Style | Period | Materials | Character-Defining Features |
|---|---|---|---|
| Stick | 1860 – ca 1890 | Wood<br>Wood shingle<br>Wood clapboard | • Steeply gabled roof<br>• Cross gables<br>• Decorative gable apexes<br>• Square or rectangular towers<br>• Overhanging eaves<br>• Decorative, raised stickwork on wall surface<br>• One-story porch<br>• Lacy openwork balcony |
| Queen Anne | ca 1890 - 1900 | Wood<br>Wood shingle<br>Wood clapboard<br>Wood shiplap<br>Brick<br>Stone | • Steeply pitched roof, often with towers, turrets, dormers, or gables<br>• Irregular, asymmetrical massing<br>• Emphasis on vertical design<br>• Use of varying wall textures<br>• Use of bay windows and balconies<br>• Windows with large panes of glass surrounded by small panes<br>• Wooden scroll work on porches and gables<br>• Ornate metal railings<br>• Tall brick chimneys |

| Architectural Style | Period | Materials | Character-Defining Features |
|---|---|---|---|
| Eastlake | ca 1880 - 1890 | Wood<br>Wood shingle<br>Wood clapboard<br>Brick<br>Stone | • Steeply gabled roof, often with towers, turrets, dormers, and gables<br>• Overhanging eaves<br>• Square or rectangular towers<br>• Irregular, asymmetrical massing<br>• Emphasis on vertical design<br>• Use of varying wall textures<br>• Use of bay windows and balconies<br>• Windows with large panes of glass surrounded by small panes<br>• Decorative gable apexes<br>• Curved, heavy brackets<br>• Ornamentation of exposed rafters<br>• Decorative, raised stickwork on wall surface<br>• Decorative friezes or fascias on porch overhangs<br>• Furniture-style knobs and decorative circular motifs<br>• One-story porch<br>• Lacy openwork balcony<br>• Wooden scroll work on porches and gables<br>• Ornate metal railings<br>• Tall brick chimneys |
| Shingle | ca 1880 - 1890 | Wood<br>Wood shingle<br>Stone/Fieldstone | • Gable roof with long slopes<br>• Gambrel roof<br>• Hipped or eyebrow dormers<br>• Conical roofed tower<br>• Eaves close to the wall<br>• Horizontal massing<br>• Smooth-walled surface<br>• One-story gabled porch<br>• Sash or casement windows |
| Prairie | ca 1898 - 1920 | Wood<br>Wood clapboard<br>Wood shiplap<br>Stone<br>Brick | • Low-pitched roof, usually hipped<br>• Wide, overhanging eaves<br>• Horizontal emphasis in detailing of eaves, cornices, and façade<br>• Two-story<br>• First story has wings or porch<br>• Massive, square porch supports |
| American Colonial Revival | ca 1895 - 1925 | Wood<br>Wood clapboard<br>Brick<br>Plaster | • Typically, side gabled roof<br>• Symmetrical window placement<br>• Symmetrical façade with door in center<br>• Use of pediment over entrance<br>• Portico supported by columns<br>• Horizontal wood siding, often painted white |
| American Foursquare | ca 1898 - 1908 | Wood<br>Wood shingle<br>Wood clapboard<br>Brick | • Hipped roof<br>• Wide eaves<br>• Simple rectangular form<br>• Symmetrical design<br>• Use of wood siding<br>• Dormers<br>• Front porch with column supports |

| Architectural Style | Period | Materials | Character-Defining Features |
|---|---|---|---|
| Mission Revival | ca 1890 - 1920 | Stucco<br>Plaster<br>Terra cotta tile<br>Wrought iron<br>Concrete<br>Brick | • Traditionally-shaped mission dormer or roof parapet<br>• Red clay tile roof covering<br>• Widely overhanging eaves<br>• Smooth stucco or plaster finish<br>• Quatrefoil windows<br>• Little decorative detailing |
| Craftsman | ca 1900 - 1925 | Wood<br>Wood shingle<br>Wood clapboard<br>Fieldstone<br>River rock<br>Brick<br>Concrete | • Low-pitched gable roof<br>• Multiple roof planes<br>• Wide eave overhangs<br>• Roof-wall braces<br>• Extended rafter ends<br>• Square or rectangular form with emphasis on horizontal line<br>• Clapboard siding<br>• Band of wood casement or double-hung windows<br>• Open porch<br>• Simple square columns and balustrades |
| Spanish Colonial Revival | ca 1915 – 1930s | Wood<br>Stucco<br>Terra cotta tile<br>Brick<br>Wrought iron | • Low pitched roof<br>• Cylindrical turrets<br>• Terra cotta tile roof covering<br>• Stucco walls, typically painted a light color<br>• Casement windows<br>• Decorative ironwork/window grilles<br>• Arched openings<br>• Patios |
| Classical Revival | ca 1900 - 1950 | Wood<br>Plaster<br>Concrete | • Hipped roof<br>• Typically, two stories<br>• Full-height porch<br>• Classical columns<br>• Ionic or Corinthian capitals<br>• Double-hung, wood windows<br>• Dentilled cornice, modillions, and frieze<br>• Paneled doors surrounded by side lights, fan lights, pilasters, and a pediment |
| English and Tudor Revivals | 1920s – 1930s | Stucco<br>Brick<br>Stone<br>Wood | • Steeply-pitched roof, usually side-gabled<br>• Cross gables<br>• Decorative half-timbering on wall surface<br>• Tall, narrow windows, usually in multiples<br>• Round-arched doorways<br>• Massive chimneys<br>• Decorative chimney pots |
| Post World War II Vernacular | 1946 – 1950s | Wood<br>Brick<br>Stone<br>Stucco<br>Aluminum | • Low to intermediate roof pitch<br>• Shingle roof covering<br>• Closed eaves<br>• Side gabled, usually with one front-facing gable<br>• Typically, one-story<br>• Garage, sometimes attached<br>• Large chimney |

| Architectural Style | Period | Materials | Character-Defining Features |
|---|---|---|---|
| Ranch | ca. 1945–1975 | Wood<br>Stucco<br>Brick<br>Stone<br>Concrete block | • One-story, elongated plan<br>• Low-pitched side- or cross-gabled roof<br>• Wide eaves<br>• Attached garage or carport<br>• Large picture windows<br>• Sliding glass doors opening to rear yard or patio<br>• Horizontal emphasis<br>• Minimal ornamentation |
| Minimal Traditional | ca. 1935–1955 | Wood<br>Stucco<br>Brick | • One-story<br>• Compact rectangular plan<br>• Low- to medium-pitched roof<br>• Minimal decorative detailing<br>• Small covered entry<br>• Double-hung or fixed windows |
| Mid-Century Modern | ca. 1945–1975 | Wood<br>Glass<br>Concrete<br>Steel<br>Stucco<br>Brick | • Low horizontal form<br>• Flat or low-pitched roof<br>• Wide roof overhangs<br>• Large expanses of glass<br>• Floor-to-ceiling windows<br>• Open floor plans<br>• Indoor-outdoor relationship<br>• Minimal ornamentation<br>• Exposed structural elements |
| Contemporary | ca. 1955–1975 | Wood<br>Glass<br>Concrete<br>Stucco | • Irregular massing<br>• Flat or low-pitched roofs<br>• Clerestory windows<br>• Large glass walls<br>• Exposed beams<br>• Open plans<br>• Integration with the site |
| International Style | ca. 1935–1970 | Concrete<br>Steel<br>Glass<br>Stucco | • Flat roof<br>• Smooth wall surfaces<br>• Asymmetrical composition<br>• Ribbon or grouped windows<br>• Large glass areas<br>• No applied ornament<br>• Strong horizontal and vertical lines |
| Googie | ca. 1948–1965 | Concrete<br>Steel<br>Glass<br>Stucco<br>Aluminum | • Dramatic roof forms<br>• Cantilevered canopies<br>• Extensive glazing<br>• Angular or boomerang forms<br>• Decorative screens<br>• Neon signage<br>• Expression of automobile-oriented design |
| Tiki / Polynesian Modern | ca. 1955–1975 | Wood<br>Concrete<br>Bamboo (decorative)<br>Lava rock<br>Stucco | • Steeply pitched roofs<br>• Exposed heavy timber<br>• Decorative Polynesian motifs<br>• Lava rock accents<br>• Water features<br>• Tropical landscaping |

| Architectural Style | Period | Materials | Character-Defining Features |
|---|---|---|---|
| Brutalism | ca. 1960–1980 | Exposed concrete<br>Concrete block<br>Steel | • Monumental massing<br>• Exposed concrete surfaces<br>• Deeply recessed windows<br>• Strong geometric forms<br>• Minimal ornamentation<br>• Expression of structural elements |
| New Formalism | ca. 1955–1975 | Concrete<br>Glass<br>Stone<br>Metal | • Symmetrical composition<br>• Colonnades or arcades<br>• Thin-shell roofs<br>• Decorative screens<br>• Formal plazas and reflecting pools<br>• Monumental appearance |
| Corporate Modern | ca. 1955–1980 | Glass<br>Steel<br>Concrete | • Curtain wall construction<br>• Rectilinear forms<br>• Flat roofs<br>• Large expanses of glass<br>• Minimal ornamentation<br>• Emphasis on structural grid |

## ACHITECTURAL DESCRIPTION EXAMPLES

**INDIVIDUAL STRUCTURE EXAMPLE**
The Alkire House:

The house at 3245 Orange Street is located in the original Mile Square area and is a contributing building to the Heritage Square Historic District. The two-story Neoclassical style building faces east onto Orange Street. It is rectangular in plan and has a wood-frame structure sheathed with clapboard siding and decorative shingles beneath the gable ends on the north and south elevations. The residence rests on a raised brick foundation.

The cross-gable roof is sheathed with composition shingles. The full-width front porch is supported by six Roman style columns and is entered via concrete stairs that are centrally placed on the main façade. The front door is of the period and has a large, beveled glass window, antique hardware, and an operable transom. A gable roof dormer is located above the entrance. The three dormer windows are framed with decorative pilasters. Fenestration includes double-hung and casement windows, with stained glass windows in the front parlor and dining room. Two sets of French doors are located at the rear (west) elevation and enter into the kitchen and family room. A brick chimney is located just behind the dormer.

The interior of the residence has a fireplace located in the corner of the front parlor with an original fireplace mantle (found in the basement during the restoration) and tile hearth. The house has most of the original hardware and doors, including pocket doors to the back parlor. The staircase and moldings are also original to the house and are made of Douglas fir. There are two original built-in cabinets – one in the landing upstairs and the other in a walk-in closet. The light fixtures are all done of the period (gas and electric), and most are antiques. The bathrooms have antique claw foot tubs and pedestal sinks with matching hardware.

The house went through many alterations since its construction ca. 1899. In 1912, a bedroom, bath, and hallway were added to the rear of the residence. In the 1920s more additions were made to the rear including a dining room, kitchen, service porch, hall and bedroom, (since removed during refurbishment of the house). In 1936 when the original owner's daughter left the home it was turned into a fourplex rental, closing off doors and adding more bathrooms and kitchens. Additional doors and stairs were added to the exterior. In the 1950's the front porch was enclosed. In 1966 the home converted to a 10-room apartment house with more rooms and baths added to the interior and the rear porch enclosed. In 1985 the entire exterior of the residence was stuccoed.

In 1999 the current owners purchased the home from the Riverside Redevelopment Department and began its restoration. The rear was completely redone after removal of the 1920s addition. Many of the missing windows were replaced with old windows that

matched the originals which remained in the house. The floor plan was kept original with the exception of the kitchen and what had been a downstairs bedroom. The Douglas fir floors, which are in most of the front and upstairs rooms, were refinished.

The property is well maintained and landscaped. One older tree remains in the back yard – a beautiful crepe myrtle which is estimated to be about 40 to 50 years old. The new landscaping includes white birch trees and many flowers and ferns. A walkway on the side yard was laid with some of the original old walkways and driveways added over the years. A picket fence secures the front yard and a lattice style fence has been added at the left side yard.

A new detached garage was built during the restoration and is compatible with the house in design and materials. It includes a cupola with an antique weathervane and antique window and door.

**HISTORIC DISTRICT DESCRIPTION EXAMPLE**
Somerset Historic District:

Somerset Drive Historic District is located east of Victoria Avenue and west of the Tequesquite Arroyo between Cridge Street and Woodbine Street. The district is comprised of 23 properties. The addresses range from 4705 to 4858 Somerset. Only three properties in the district are non-contributors – two include residences built outside of the period of significance for the district (4796 Somerset, 1979 and 4840 Somerset, 2002) and one is a vacant lot (4798 Somerset). The residences are one to two stories in height and generally represent the variety of architectural styles popular in Riverside during the period of significance, 1911 to 1952. These include Craftsman, Moderne and various Period Revival styles such as Spanish Colonial, Mediterranean, Pueblo, Tudor, and Monterey. Post War architecture is also represented in the form of Minimal Traditional style residences.

Somerset Drive is situated at the edge of the Tequesquite Arroyo and overlooks Victoria Club. It is a 30-foot-wide street, which gently curves and is shaded by mature trees and landscaping, isolating the neighborhood from the larger residences of the arroyo's south side and the Victoria Country Club. The topography of the street is varied, with the west side of the street being flat, and the east side sloping down toward the arroyo. This allows for the residences to be situated at unusual angles and elevations in relation to the street. The non-contributing residences are located on the east side of Somerset and are not visible on the street as they are at the bottom of the arroyo. The contributing residences have setbacks of approximately 35 feet with well-manicured lawns and mature landscaping. Some contributing residences on the east side of Somerset are below street level without a discernable setback and are surrounded by mature trees. Detached garages are a common feature of the properties and are designed in the style of the primary residence. The garages are generally visible from the street. Driveways vary from modern to Hollywood, with some paved and some gravel. The streetscape does not include street trees, parkway strips or sidewalks although there are concrete curbs. Fencing or low walls are common, and materials range from brick and stone to wrought iron. Town and country style streetlights are spaced a regular interval along Somerset Drive. The district maintains a high degree of integrity of design, feeling, association and setting.

## WRITING A STATEMENT OF SIGNIFICANCE

The Statement of Significance explains ***why*** a property is historically, architecturally, or culturally important and how it meets the City's designation criteria. While the Architectural Description explains ***what*** the property looks like, the Statement of Significance explains ***why it matters.***

A strong Statement of Significance is based on factual research and clearly demonstrates how the property satisfies one or more of the designation criteria. Simply stating that a building is old or attractive is not enough. Instead, explain what makes the property significant and support those conclusions with evidence. The Statement of Significance should answer the question ***so what?***

When preparing a Statement of Significance, consider addressing the following questions:

- **What is significant about the property?** Is it important for its architecture, historical associations, cultural significance, archaeology, or another reason?
- **Which designation criteria does the property meet?** Identify the applicable criterion (or criteria) and explain how the property satisfies each one.
- **Why is the property important?** Describe the events, people, architectural style, construction methods, or other characteristics that make the property significant.
- **When did the property's period of significance occur?** Identify the time during which the property achieved the significance for which it is being nominated.

- **Does the property retain sufficient historic integrity?** Explain whether it still conveys the characteristics that make it significant, even if some changes have occurred over time.

Support your statement with reliable sources whenever possible. Useful research materials may include building permits, historic photographs, Sanborn Fire Insurance Maps, newspaper articles, city directories, census records, deeds, architectural plans, books, previous surveys, and other primary or secondary sources. Whenever practical, cite the sources used in preparing the nomination. Keep the Statement of Significance organized and focused. A common approach is to briefly summarize the property's history, discuss its significance under each applicable designation criterion, and conclude by explaining why the property merits designation. The goal is to present a clear, well-supported argument that demonstrates how the property meets the City's historic designation criteria.

## STATEMENT OF SIGNIFICANCE EXAMPLE

**INDIVIDUAL RESOURCE EXAMPLE**
The Alkire House:

The residence at 3245 Orange Street is significant as the home of the Adam S. Alkire family, who lived there from its construction ca. 1899 until 1935. It is further significant for its contribution to the history, development, and architectural diversity of the Mile Square area of the City. The residence is eligible for designation as a City Landmark in accordance with the following criteria:

2. It is identified with persons significant in local history;
6. It contributes to the significance of an historic area, being a geographically definable area possessing a concentration of historic or thematically related groupings of properties which contribute to each other and are unified aesthetically by plan or physical development.

The residence at 3245 Orange Street was built by Adam S. Alkire. Born in Pickaway County, Ohio in 1837, Adam was a descendant of an old colonial family of Virginia. He was a veteran of the Civil War and became sergeant of his company before his honorable discharge in March 1865. After the war, Adam worked as a druggist, merchant, farmer, painter and photographer. He and his wife Rebecca resided in Chicago from 1866 until 1882, when the couple and their two children, Carrie C. and Charles O., decided to relocate to Riverside. Adam's brother, James Alkire, had moved to Riverside in November of 1875, and was already an established citizen and well-known owner of a 10-acre orange grove.

Adam was featured among the biographical sketches of the area's prominent residents in the 1890 publication *An Illustrated History of Southern California*. He was elected City Clerk and Assessor of Riverside in 1886 and again in 1888. He was also a member of the Riverside Post No.118 Grand Army of the Republic (GAR). His son Charles was elected Deputy County Recorder of San Bernardino County and worked as the Deputy City Clerk and Assessor of Riverside following his father's retirement. He held the high office of Chancellor Commander in the Knights of Pythias Lodge. Charles was profiled in the 1893-94 History and Directory of Riverside County, where he was characterized as "a man the county may well be proud of." Adam's daughter Carrie C. was employed as a clerk for the G. Rouse Department Store, located in downtown Riverside on Main Street, until she retired in 1932 as assistant manager.

Following his retirement in 1890, Adam Alkire purchased land in the Mile Square area (the original town plat) between 2nd and 3rd Streets, north of Orange Street. He built the first residence there on the corner of Third and Orange Street in 1892 (since demolished), which his family lived in for a short time. Adam subdivided and sold off other Orange Street lots; the first went to Marta Mitchell. In ca. 1899, Adam decided to build a newer home for his family with electric and gas lighting, and he chose the property three lots to the north at 245 Orange Street. Charles lived in the home until 1904, when he decided to move to Los Angeles to pursue a career in politics. Adam lived in the residence until his death in 1913; his wife Rebecca lived there until her death in 1925. The house then went to their daughter Carrie, who lived there until 1935. From the late 1930s to the mid-1960s the house functioned as a four-plex apartment building. ln 1966 J.G. Muirhead purchased the building, added more rooms, baths and kitchens, and turned it into a 10-room apartment house.

In 1991, this residence and four others in the area were purchased by the Redevelopment Agency as part of the "Heritage Square Homes Project," for the purpose of returning them to owner occupancy. By that time the house had been extensively altered including stuccoing of the entire exterior. The current owners have restored the building to a single-family residence. It is now a

good example of a Neoclassical residence in the downtown area and contributes to an understanding of the history and development of the area.

**HISTORIC DISTRICT DESCRIPTION EXAMPLE**
Somerset Historic District:

Somerset Drive Historic District includes an intact grouping of 20 single-family residences which reflect excellent examples of the wide variety of architectural styles popular in Riverside, and Southern California generally, during the first half of the 20th century, specifically the period from 1911-1952. It showcases high style examples of Period Revival style architecture including Spanish Colonial, Tudor, Monterey, and Pueblo. Every house on the street has a view of Tequesquite Arroyo and the Victoria Club, situated on a unique location at the slope of the Arroyo. The entire neighborhood conveys a sense of historic and architectural cohesiveness in its representation of the aforementioned styles, as well as its overall design and setting. The district, therefore, is eligible for local designation under Criteria C and H of Title 20 and is also eligible for listing in the California Register of Historical Resources under Criterion 3. Additionally, three of the residences are individually designated as Structures of Merit, and five others have been determined eligible for designation as Structures of Merit.

There were only a few homesteads on the plain east of Riverside's Mile Square until the Gage canal spurred residential subdivision and development. Priestley Hall, then an assistant engineer of Matthew Gage, purchased 280 acres of land encompassing much of southern Eastside. This portion of Hall's addition was first divided in 1888, and Hall created his own small water company to provide Gage canal water to his subdivisions. Hall later built his imposing Victorian mansion - Rockledge, on Ivy Street, just south of Hall's addition.

Matthew Gage went on to subdivide Arlington Heights on either side of Victoria Avenue for citrus. In 1891 he collaborated with Hall to build a bridge across the Tequesquite Arroyo in order to connect the brand-new Victoria Avenue with downtown. The wooden bridge became known as the Victoria Bridge and was later reconstructed from steel in 1928. The Victoria Bridge would provide the homes of Somerset on the north side of the bridge with a connection to the wealthy estates on Victoria Hill on the south side.

The Victoria Club, organized in 1903, constructed their country club and golf course along the bottom of the Tequesquite Arroyo. The proximity of manicured greens and "high society" undoubtedly influenced developer A.D. Clark to subdivide division "C" of Hall's addition in 1910. Division C was the portion that included the arroyo's cliff face as well as part of the arroyo later sold to the Victoria Club for further expansion. Clark's subdivision featured the creation of lots along Victoria Avenue, and the construction of a new street along the edge of the arroyo named "Clark Street." Another subdivision the following year connected the new street to Victoria Avenue. In 1925, the street name was changed to "Somerset Drive."

Although the street's first house was built in 1911, Clark's lots did not see substantial development until the 1920's. These were mostly high-style homes that featured popular Period Revival styles. Styles such as Spanish Colonial Revival and Monterey came into vogue following the 1915 Pan Pacific Exposition in San Diego. The same building materials could be used in several stucco and tile-based revival styles, such as Mediterranean and Pueblo, both of which are represented in the district. Another popular Period Revival style was based on old world cottage architecture, represented in this district by several Tudor Revival homes. The turn of the century Arts and Crafts movement resulted in the proliferation of Craftsman Bungalows from as early as the 1900's, but their popularity continued well into the 1920's. Craftsman Bungalows in this district represent a substantial time span of the style's popularity. The decorative and stylistic nature of these styles waned through the 1930's and 40's, as the realities of the depression necessitated more economical designs. Postwar construction became centered on innovations in construction and design that left the period styles in their 1920's heyday. Somerset District represents a fine example of this heyday.

The overall design quality and attention to detail suggests that most of the houses in the district were architect designed. Unfortunately, this information was not always provided on building permits. Two residences have been identified as the work of well-known local architects including Robert Spurgeon (4795 Somerset) and G. Stanley Wilson (4710 Somerset). A third residence was designed by the Barker Building Company headquartered on Rockledge Drive.

Permit records indicate that the homes on Somerset Drive were valued at an average of $5,000 in the 1920's, with some valued at as much as $15,000. This is substantially higher than the average value of nearby construction. In 1925, an average 1500 square foot bungalow would cost $1,500. City Directory research indicates that the heads of household for Somerset addresses worked in professional fields: attorney, chemist, engineer, physician. Somerset Drive was a street where upper-middle class professionals built custom designed homes to accommodate the topography of the area, with views of the Victoria Club golf green. The residents of

Somerset Drive occupied a unique position, between the wealthy mansions of Victoria Hill, and the more modest homes of the Eastside working class.

## PHOTOGRAPHS

Photographs provide important documentation of the property's existing condition and physical characteristics. They should clearly illustrate the features described in the Architectural Description and help staff and the Cultural Heritage Board understand the property's appearance, setting, and character-defining features.

Submit clear, high-quality ***digital color photographs*** of the property. Photographs should be current, accurately represent existing conditions, and be taken from locations that allow the overall building form and significant features to be easily understood. Photographs should include:

- **Overall Views** – Images showing the property within its setting, including the relationship between the building, site, landscaping, and surrounding area.
- **Exterior Views** – Photographs of all sides of the building, including the primary façade and other elevations, to document materials, architectural features, and alterations.
- **Character-Defining Features** – Close-up photographs of significant architectural details, such as windows, doors, porches, decorative elements, materials, and craftsmanship.
- **Interior Features (if applicable)** – Photographs of significant interior spaces or features proposed for designation, including rooms, finishes, built-in features, decorative elements, or other character-defining features.
- **Accessory Resources** – Photographs of garages, outbuildings, walls, fences, landscape features, or other resources located on the property.

Historic photographs, if available, should also be submitted to help document the property's history and changes over time. Digital copies are preferred.

Photographs should be labeled or organized to identify the location and feature being shown. Avoid submitting photographs that are blurry, heavily edited, or taken in a manner that obscures the property's existing condition.

## OWNER CONSENT

Owner consent is required for historic designation applications submitted by someone other than the property owner. The property owner must acknowledge the proposed designation request and provide authorization for the application to proceed.

The property owner’s signature must be provided in the ***Property Owner Consent*** section of the Historic Designation Application form. Applications submitted without the required owner signature will be considered incomplete and will not be accepted for processing.

## RESEARCH SOURCES

A successful historic designation application is supported by research that documents the property's history, architecture, ownership, and relationship to the surrounding community. Research helps establish the facts needed to prepare the Architectural Description and Statement of Significance and provides the basis for evaluating whether a property meets the City's designation criteria.

**PRIMARY AND SECONDARY SOURCES**

When researching a historic property, applicants should use both primary and secondary sources.

**Primary sources** are original records created during the period being researched. These sources provide direct evidence about a property, its occupants, construction, or changes over time. Examples include historic photographs, newspapers, building permits, architectural drawings, deeds, maps, census records, and city directories.

**Secondary sources** interpret or summarize historical information based on research conducted by others. Examples include books, historic context statements, previous surveys, and published articles. Secondary sources can provide valuable background and help identify additional research leads but should be supported by primary sources whenever possible.

**RESEARCH RESOURCES**

The following resources may assist applicants in researching a historic property:

***Riverside Public Library Local History Archives***
The Riverside Public Library Local History Archives is an excellent starting point for researching Riverside properties and local history. The Archives collection includes historic photographs, maps, books, newspapers, and other materials related to the history of Riverside. City directories and other local history resources available through the library can help identify past property owners, residents, businesses, and neighborhood development.
Riverside Public Library Local History Archives

***Building Permits and Property Records***
Building permits can provide valuable information about original construction, alterations, additions, architects, contractors, and dates of work. The City's online permit search provides access to available permit records.
Riverside Building & Safety Online Permit Search

***Architectural Plans and Drawings***
Original plans may identify architects, designers, construction details, and significant features of a property. Plans may be available through the City's Building & Safety Division or through architectural archives, collections, or repositories associated with the architect.

***Historic Newspapers***
Newspapers are valuable resources for documenting construction announcements, property sales, community events, businesses, significant residents, and other historical associations. Applicants may search historic newspapers through resources such as:
GenealogyBank Historical Newspaper Archive
California Digital Newspaper Collection

***Historic Maps***
Sanborn Fire Insurance Maps provide detailed information about buildings, including footprints, construction materials, uses, and surrounding development. These maps are particularly useful for understanding how a property changed over time.
Library of Congress Sanborn Maps Collection

Tract maps document the creation and layout of subdivisions and can provide important information about the development history of a property and its surrounding neighborhood. They may identify the original subdivision name, date of development, lot boundaries, street patterns, and the relationship of a property to the larger neighborhood context. The City of Riverside Public Works Survey Division maintains a collection of tract maps available for research. Applicants can search for tract maps by mapbook number or tract name to help identify the original subdivision associated with a property.
City of Riverside Tract Maps

***Historic Photographs and Digital Collections***
Historic photographs can help document the original appearance of a property and changes that have occurred over time. Potential sources include:

- USC Digital Library Collections
- UCR Digital Collections
- Riverside Public Library Local History Archives

Availability of photographs varies by property, and not all resources will have historic images available.

***Historic Context Statements and Historic Resources Surveys***
Previously completed historic context statements and historic resources surveys provide important background information about Riverside's architectural styles, neighborhoods, development patterns, and areas of historical significance. Applicants should review applicable context statements and surveys when preparing a designation application.
City of Riverside Historic Sites Inventory and Studies

***Other Useful Research Sources***
Additional sources that may assist with research include:

- Deeds and property records to document ownership history.
- Census records to identify residents and occupations.

- Historic maps and aerial photographs to document changes to the property and surrounding area.
- Previous historic designation reports or survey forms.
- Books and published histories about Riverside, neighborhoods, organizations, and significant individuals.
- Oral histories and interviews, when used to supplement documented research.

Additional resources are identified in the bibliography section below. Applicants should identify the sources consulted when preparing the application. Documenting research sources helps staff and the Cultural Heritage Board understand the basis for the proposed designation and verify historical information.

# HISTORIC DESIGNATION FAQ

**WHAT IS HISTORIC DESIGNATION?**

Historic designation is a formal recognition that a property has historical, architectural, archaeological, or cultural significance. Designation identifies important places within the community and helps ensure that their significant characteristics are considered when changes are proposed.

**IS MY PROPERTY AUTOMATICALLY PROTECTED BECAUSE IT IS OLD?**

No. Age alone does not make a property a designated historic resource. A property must meet one or more of the City's historic designation criteria and be formally recognized through the historic designation process.

A property may be identified as potentially historic through a survey or inventory, but this does not provide the same benefits as a formally designated historic resource. Designation occurs only after review and approval through the City's established process. A property identified as eligible for designation still requires a Certificate of Appropriateness (COA) for modification but is not eligible for the Mills Act.

**WHAT IS THE DIFFERENCE BETWEEN A CITY LANDMARK, STRUCTURE OF MERIT, HISTORIC DISTRICT, AND POINT OF CULTURAL INTEREST?**

The City of Riverside recognizes several types of historic resources. Each designation type is intended to recognize different kinds of places and their significance within the community.

***City Landmark***

A City Landmark is a property that has exceptional historical, architectural, archaeological, or cultural significance and represents an important part of Riverside's heritage. City Landmarks typically have a strong association with significant events, people, architectural design, or other aspects of the City's history.

A City Landmark may include a building, structure, site, object, or other resource that meets the City's designation criteria.

***Structure of Merit***

A Structure of Merit is a historic resource that has demonstrated significance but may not rise to the level of a City Landmark. Structures of Merit are recognized because they contribute to the understanding of Riverside's history, architecture, neighborhoods, or community development.

Many Structures of Merit are important examples of architectural styles, representative of a particular period of development, or associated with important local history.

***Historic District***

A Historic District is a geographic area containing a concentration of historic resources that are linked by location, design, setting, history, or development patterns. A district may include buildings, structures, sites, objects, and landscape features that collectively convey the history and character of the area.

Historic Districts recognize the importance of the overall neighborhood or area rather than focusing only on an individual property.

**WHICH DESIGNATION IS RIGHT FOR A PROPERTY?**

The appropriate designation depends on the type of resource, the nature of its significance, and how it meets the City's designation criteria. Applicants are encouraged to consult with Historic Preservation staff before submitting an application to discuss the appropriate designation type.

**WHAT IS HISTORIC INTEGRITY?**

Historic integrity is the ability of a historic resource to convey its significance. A building, structure, object, site, or district may have changed over time, but if it retains enough of its important historic characteristics, it can still possess historic integrity.

When evaluating integrity, preservation professionals consider seven aspects established by the National Park Service. Not every historic resource must retain all seven aspects. The level of integrity required depends on the property's significance, its type, and the characteristics that make it historically important.

The seven aspects of historic integrity are:

- ***Location*** - The place where the historic resource was originally constructed or where the historic event occurred. Moving a building from its original location generally diminishes integrity, although some exceptions exist.
- ***Design*** - The combination of elements that create the form, plan, style, structure, and appearance of a historic resource. This includes features such as massing, floor plan, roof form, architectural style, materials, craftsmanship, and decorative details.
- ***Setting*** - The physical environment surrounding the historic resource. Setting includes the relationship between the resource and its surrounding buildings, streets, landscaping, open spaces, topography, and other environmental features that contribute to its historic character.
- ***Materials*** - The physical elements used during the period of significance to construct or alter the resource, such as wood siding, brick, stucco, stone, windows, roofing, flooring, and decorative finishes. Retention of original or historic materials strengthens integrity.
- ***Workmanship*** - The evidence of the craftsmanship, construction techniques, and artistic skill of the people who built or altered the resource. Examples include masonry, woodwork, metalwork, plaster, stained glass, decorative tile, and other handcrafted features.
- ***Feeling*** - A property's ability to express the aesthetic or historic sense of the period during which it achieved significance. Feeling results from the combined presence of the other aspects of integrity.
- ***Association*** - The direct connection between the historic resource and the important person, event, or historical pattern for which it is significant. A property retains association when it continues to clearly reflect that historic relationship.

Historic integrity is evaluated as a whole. A historic resource may have experienced alterations over time while still retaining sufficient integrity to qualify for designation or remain a contributing resource within a historic district. Preservation reviews focus on whether the property's essential historic character and significance remain evident despite changes.

**DOES HISTORIC DESIGNATION PREVENT ME FROM MAKING CHANGES TO MY PROPERTY?**

No. Historic designation does not prevent property owners from making changes, additions, repairs, or improvements. It establishes a review process to ensure that proposed changes are compatible with the property's historic character and that significant features are appropriately considered.

**WILL I STILL BE ABLE TO REMODEL OR UPDATE MY HISTORIC PROPERTY?**

Yes. Historic properties can be updated to meet modern needs while preserving their important historic features. Interior alterations generally do not require historic preservation review unless interior features have been specifically included in the designation. Exterior changes to designated historic resources may require a COA.

**WILL I NEED A CERTIFICATE OF APPROPRIATENESS (COA) FOR ALL WORK?**

No. A COA is not required for every project. Generally, a COA is required for work that changes the exterior appearance of a designated historic resource or affects specifically designated interior features. Minor repairs do require a COA but are generally completed over-the-counter.

Property owners are encouraged to contact the Planning Division before beginning work if there is uncertainty about whether a COA is required.

**DOES DESIGNATION REQUIRE ME TO RESTORE MY PROPERTY TO ITS ORIGINAL CONDITION?**

No. Historic designation does not require a property owner to restore a property to a specific historic appearance or remove compatible changes that have occurred over time. Preservation focuses on maintaining and protecting significant historic features while allowing properties to continue to be used and adapted.

**DOES HISTORIC DESIGNATION AFFECT MY PROPERTY RIGHTS?**

No. Historic designation does not change ownership rights. Property owners retain the ability to sell, transfer, occupy, lease, or otherwise use their property. Designation does establish certain review requirements for proposed work that may affect the historic character of the property.

**DOES HISTORIC DESIGNATION AFFECT PROPERTY VALUE?**

Historic designation does not guarantee an increase or decrease in property value. Property values are influenced by many factors, including location, condition, market conditions, and property improvements. Designation may enhance the recognition and desirability of properties valued for their historic character.

**ARE THERE FINANCIAL BENEFITS ASSOCIATED WITH HISTORIC DESIGNATION?**

Potentially. Owners of eligible designated historic properties may apply for the Mills Act Historical Property Contract Program, which may provide a reduction in property taxes in exchange for a commitment to preserve and maintain the historic resource. Additional preservation incentives may also be available depending on the project and eligibility requirements.

Mills Act Information and Application is available at https://riversideca.gov/cedd/planning/forms

**CAN A DESIGNATED PROPERTY BE DEMOLISHED?**

Demolition of a designated historic resource requires review and approval through the City's historic preservation process. Demolition is generally considered the last option after alternatives, such as rehabilitation, adaptive reuse, or relocation, have been evaluated.

Because designated historic resources may also qualify as historical resources under the California Environmental Quality Act (CEQA), demolition proposals may require environmental review to evaluate potential impacts to historic resources and identify appropriate measures to avoid, minimize, or mitigate those impacts when feasible.

**CAN SOMEONE OTHER THAN THE PROPERTY OWNER APPLY FOR HISTORIC DESIGNATION?**

Yes. Under the Riverside Municipal Code, certain persons or entities may submit a historic designation application; however, owner consent is required as part of the application process.

**HOW LONG DOES THE HISTORIC DESIGNATION PROCESS TAKE?**

The timeline varies depending on the completeness of the application, complexity of the property, amount of research required, public hearing schedules, and the type of designation requested. Complete applications with thorough documentation generally move through the review process more efficiently.

Generally, the designation process is completed within four to six months.

**WHO REVIEWS HISTORIC DESIGNATION APPLICATIONS?**

Historic designation applications are reviewed by City staff and the Cultural Heritage Board. Final approval requires action by the City Council.

**WHAT IF I AM UNSURE WHETHER MY PROPERTY QUALIFIES FOR DESIGNATION?**

Property owners and applicants are encouraged to contact the Planning Division's Historic Preservation staff before preparing an application. Staff can provide general guidance regarding eligibility, application requirements, and available research resources.

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