

Overview of Supplement

This supplement is in addition to the Criteria and Procedures for the Gift or Loan of Objects of Art and Memorials Placed on a Permanent or Temporary Basis in the Colorado State Capitol, or on its Surrounding Grounds (criteria and procedures) first adopted by the committee in 1992. The purpose of this supplement is to establish procedures for the additional tasks of the committee not covered in the criteria and procedures document, to establish committee action requiring a quorum, and to provide a reference to various resources.

Duties of the Capitol Building Advisory Committee

The advisory committee shall review, advise, and make recommendations to the Capital Development Committee (CDC) with respect to plans to restore, redecorate, and reconstruct space within the public and ceremonial areas of the State Capitol Buildings group. This includes the State Capitol Building and the surrounding grounds bounded by Colfax Avenue on the north, Grant Street on the east, Fourteenth Avenue on the south and Broadway on the west. The committee also oversees the Legislative Services Building and surrounding grounds.

The committee shall advise and review all planned construction projects affecting the State Capitol Building and shall submit a written recommendation to the CDC.

Additional Duties of the Capitol Building Advisory Committee

In addition to the committee's oversight and advisory role related to the acceptance of new artwork, the Capitol Building Advisory Committee (advisory committee) also provides for the care and maintenance of the building, its historic features, its objects of art, and the Capitol grounds.

It shall be the goal of the advisory committee that the building's features maintain their historic quality and that any proposed changes impacting the historic character of the building will be reviewed by the committee. Any proposed restoration, rehabilitation, or reconstruction to the building or grounds shall be reviewed by the committee with the assistance of Capitol Complex.

Additionally, all objects of art shall be maintained and preserved. The committee shall act in an advisory capacity to various agencies and offices regarding the preservation of the building's cultural objects. Any proposed restoration, rehabilitation, or reconstruction impacting objects of art will be overseen and administered by the committee with the assistance of Capitol Complex.

Definition of Terms

"Annual meeting" is the first meeting of the fiscal year, usually in July.

"Capitol exterior" includes but need not be limited to doors, windows, steps, the dome and roof, and granite walls.

"Historic features" include the rose onyx, marble, granite, gold, oak woodwork, brass fixtures, and all other structural features that add to the cultural heritage of the building's historic character.



"Objects of art" are all forms of original creations of visual art, including:

- painting of all media, including both portable and permanently affixed works, such as murals;
- busts;
- sculpture which may be in the round, relief, mobile, fountain, kinetic, electronic, etc., in any material or combination of materials;
- other visual media including, but not limited to, prints, drawings, stained glass, flags, calligraphy, mosaics, photography, clay, fiber and textiles; and
- wood, metals, plastics, or other materials or combination of materials, or crafts or artifacts.

"Parking circle" includes the parking lot surrounding the Capitol building and all the ground between the lot and the building.

"Public areas" are areas within the State Capitol including but not limited to the corridors, rotunda, lobbies, entrance ways, stairways, restrooms, porticos, steps, and elevators.

"Surrounding grounds" are areas bounded by Colfax Avenue on the north, Grant Street on the east, Fourteenth Avenue on the south, and Broadway on the west, in the City and County of Denver.

"Zones" are areas on the surrounding grounds of the Capitol that have been designated by the advisory committee in accordance with a desire to maintain their historic, architectural, and aesthetic integrity. The two zones are defined and identified on Page XX.

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Standards for Historic Sites

The Secretary of Interior's Standards for the Treatment of Historic Properties sets national guidelines for the proper care and treatment of historic sites. The standards are overseen by the National Parks System and were last updated in 1995. The standards are broken down into four specific areas of specialization below. The definitions are provided as guidance for the committee when making decisions about the proper treatment and care of historic structures and artifacts. For a full description of these standards see Appendix A.

Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values. An example of rehabilitation is the conversion of Denver's Union Station to serve as a transit hub and hotel while maintaining its historic character and function.

Restoration is defined as the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstructing of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project. An example of such work includes the planned restoration of the House and Senate chamber skylights by removing the non-historic ceiling.

Preservation is defined as the act or process of applying measures necessary to sustain the



*Talk w/
various
people*

*Kevin
Patterson*

existing form, integrity, and materials of an historic property. Work, including preliminary measures to protect and stabilize the property, generally focuses on the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. New exterior additions are not within the scope of this treatment; however, the limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code required work to make properties functional is appropriate within a preservation project. An example of a preservation project is the routine cleaning and maintenance of the stained glass windows in the building to prevent normal wear and tear, while maintaining their historic integrity.

Reconstruction is defined as the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location. An example of this is the construction of the Governor's Palace in Williamsburg, Virginia, which was destroyed by a fire in 1781 and reconstructed using historic drawings in the 20th century.

It shall be the goal of the advisory committee to meet the standards for the restoration and preservation of the Capitol and its grounds whenever possible.

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General Makeup of the Committee

The advisory committee, established pursuant to Section 24-82-108, C.R.S., has 12 members. Four members are appointed by the Governor, three are appointed by the President of the Senate, three are appointed by the Speaker of the House of Representatives, and two members serve *ex officio*. Of the members appointed by the Governor, one must be an architect knowledgeable about the historic and architectural integrity of the Capitol. The *ex officio* members are the president of the State Historical Society or the president's designee, and the Executive Director of the Department of Personnel and Administration or the executive director's designee. Appointed members serve a term of two years, while *ex officio* members serve as long as their office is held. The terms of members appointed by the President of the Senate and the Speaker of the House of Representatives expire in January, while the terms of members appointed by the Governor expire in July, resulting in staggered terms.

Staff assistance is provided by the Legislative Council.

Committee Action

The advisory committee considers a broad range of topics concerning the building, its historic features, its objects of art, and the Capitol grounds. Not all of the items of consideration require a vote of the committee. The following list outlines the various ways in which the advisory committee may take action.

Quorum

A quorum is a majority representation of a committee. Specifically for the advisory committee, which has 12 members, 7 members are required to constitute a quorum.

All changes to the committee's rules and procedures, including any documents adopted by the committee to guide its operations, must be approved by a quorum. Any advisory committee duties outlined in statute or that result in a recommendation to the CDC require a quorum.

Committee Action

Committee action requires the approval of a majority of those members present at a committee meeting. A vote on a committee action item shall be taken at the discretion of the chair.

Advisory Role

The committee may advise the CDC, the Governor's office, and the Department of Personnel and Administration regarding construction, maintenance, restoration, reconstruction, rehabilitation, and preservation projects affecting the building, its historic features, its objects of art, and the Capitol grounds. Furthermore, an agency or office can seek advice from the committee regarding projects that will be conducted in areas of the building not under the direct purview of the committee. In this capacity, the committee can play an advisory role. The committee may make recommendations during a committee meeting or through correspondence with its staff.



Discretion of the Chair

The chair has the discretion to make decisions about committee business that does not require a quorum or committee action. The chair may make these decisions without input from the committee.

Committee Rules and Procedures

Rules and Requirements

All changes to the committee rules and requirements require a quorum. The committee shall annually review, re-adopt, and, if necessary, amend its rules and procedures, including its meeting schedule for the upcoming year. The committee shall vote annually to determine its rules of order and may elect to follow House, Senate, or other similar rules.

Committee Rules and Requirements		
Adoption of criteria and procedures	The criteria and procedures must be adopted by a quorum of the committee at the beginning of each fiscal year at the annual committee meeting.	Quorum
Adoption of Supplemental Provisions	Supplemental provisions for criteria and procedures must be adopted by a quorum of the committee at the beginning of each fiscal year at the annual committee meeting.	Quorum
Amendments to Supplemental Provisions or criteria and procedures	Changes to supplemental provisions for criteria and procedures requires a quorum and must be approved upon each fiscal year at the annual meeting.	Quorum

Committee Schedule

Based on the recommendation of the chair, the advisory committee shall adopt a schedule for the upcoming fiscal year at its annual meeting through an affirmative vote of a quorum. State law requires that the advisory committee meet at least three time a year.¹ Special meetings can be called and changes to the schedule not originally adopted by the committee may be made at the discretion of the chair.

Committee Rules and Requirements		
Meeting Schedule	The schedule will be determined by a quorum, at the recommendation of the chair, at the annual meeting for the upcoming year. Additional meetings may be convened, or changes to the date and time of scheduled meetings may be made, at the discretion of the chair.	Quorum/ Discretion of Chair

¹ Section 24-82-108 (2)(c), C.R.S.

Committee Oversight of Public Areas

The committee oversees three types of spaces in the Capitol building as outlined in statute, including: (1) public space such as hallways, building entrances, and rotundas; (2) tertiary space, defined as the transitional space between public and private areas, including all lobbies and antechambers; and, (3) exterior space, including the building, grounds, the parking circle and Lincoln Park. For more information regarding the definition of public areas in the Capitol, see Appendix C, which is a map illustrating the public, tertiary, and private spaces in the building.

Public Spaces

Public space, as defined in statute, shall "include but not be limited to the corridors, rotundas, lobbies, entrance ways, stairways, restrooms, porticos, steps, and elevators."²

Oversight of interior public spaces		
Public space as defined in statute	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Committee Action/ Advisory Role
Mr. Brown's Attic	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation. All design and exhibit changes require a quorum.	Committee Action/ Advisory Role/ Quorum
Grand Staircase	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Committee Action/ Advisory Role
Gift Shop	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Committee Action/ Advisory Role
Tour Desk	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Committee Action/ Advisory Role
Cafeteria	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation, including management, signage, and displays.	Committee Action/ Advisory Role
Public Restrooms	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Committee Action/ Advisory Role

² Section 24-82-108 (3)(a), C.R.S.



Tertiary Space

All space that is not clearly defined as a public or private space will be defined, for purposes of this document, as tertiary space. Tertiary space is the overlapping space between the public and private areas, including, but not limited to lobbies and antechambers.

Committee Oversight of Tertiary Space		
Senate Antechamber	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Advisory Role
House Antechamber	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Advisory Role
Senate Committee Rooms Lobby	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Advisory Role
House Committee Rooms Lobby	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Advisory Role
Old Supreme Court Chamber and other committee meeting rooms	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Advisory Role

Exterior Space

Exterior space of the Capitol Complex includes the exterior façade of the building, its surrounding landscape, the parking circle, and Lincoln Park. Oversight of this space is under the purview of various state and civic organizations. Memorials and monuments are the exception because they constitute part of the public art collection and are the responsibility of the advisory committee.

Committee Oversight of Exterior Space		
Preservation of Exterior	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Committee Action/ Advisory Role
Preservation of Dome	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Committee Action/ Advisory Role
Interior Landscape (within the parking circle)	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Committee Action/ Advisory Role
Parking Circle	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation. All decisions to change the current use of the parking circle require a quorum and must be submitted to CDC for further review.	Quorum

Committee Oversight of Exterior Space		
Capitol Landscape (area between Grant and Broadway and 14th and Colfax)	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Committee Action/ Advisory Role
Lincoln Park	The committee shall review, advise, and make recommendations concerning maintenance and continual preservation.	Committee Action/ Advisory Role

Committee Oversight for Care of Public Art

Artwork

Artwork in the building includes all paintings, sculptures, visual media, photographs, textiles, and other mediums of varying materials. The committee has oversight of the location and preservation of artwork in public areas of the Capitol building and on the grounds. The committee shall have an advisory role concerning the care and preservation of artwork in tertiary areas. For a map of the location of the public artwork in the building and on the grounds, see Appendix D.

Artwork		
Preservation and Restoration	The preservation and restoration of donated artwork shall be under the supervision of the committee, as stated in Section V of the adopted criteria and procedures, which concerns evaluation criteria for donated artwork. The preservation of the existing art collection shall be done with the approval of the committee after consultation with knowledgeable advisors.	Committee Approval
Location	The location of artwork in public spaces in the building, and changes thereto, can be decided with committee approval, so long as changes comply with Page XX of the supplemental provisions.	Committee Approval
Accompanying material	Any labels, documents, plaques, or other informational material accompanying the public artwork collection is subject to committee approval.	Committee Approval



Memorials

The Capitol memorials are commemorative monuments that recognize one or more persons, or one or more events, of historical significance to the state of Colorado. Memorials may take the form of an object of art or living plant material. The committee has oversight of the location and preservation of memorials on the Capitol grounds.

Memorials		
Preservation and Restoration	The preservation and restoration of donated artwork shall be under the supervision of the committee, as stated in Section V of the adopted criteria and procedures, which concerns evaluation criteria for donated artwork. The preservation of the existing art collection shall be done with the approval of the committee after consultation with knowledgeable advisors.	Committee Approval
Location	The location of artwork in public spaces in the building, and changes thereto, can be decided with committee approval, so long as changes comply with Page XX 10 of the supplemental provisions.	Committee Approval
Accompanying material	Any labels, documents, plaques, or other informational material accompanying the public artwork collection is subject to committee approval.	Committee Approval

Plaques

Plaques are used for the commemoration of events, places, people, or nearby attractions. The committee oversees the location, and preservation of plaques in the Capitol building and on the grounds.

Plaques		
Preservation and Restoration	The preservation and restoration of donated artwork shall be under the supervision of the committee, as stated in Section V of the adopted criteria and procedures, which concerns evaluation criteria for donated artwork. The preservation of the existing art collection shall be done with the approval of the committee after consultation with knowledgeable advisors.	Committee Approval
Location	The location of artwork in public spaces in the building, and changes thereto, can be decided with committee approval, so long as changes comply with Page XX of the supplemental provisions.	Committee Approval
Accompanying material	Any labels, documents, or other informational material accompanying the public artwork collection is subject to committee approval.	Committee Approval

Location Themes

Donated objects of art accepted for permanent display in Capitol public spaces shall be displayed according to common themes based on location. The advisory committee has previously approved the location themes for artwork placed in the building or on the grounds. A quorum is required to change the approved location themes.

Location Themes	
Theme	Location
Capitol memorabilia	Mr. Brown's attic, third floor tour desk display case
Colorado schools and children	Basement
Governors, Lt. Governors	First floor, west wing (and east wing, as needed)
State emblems, state symbols, state significance	First floor, east wing
State military	First floor, south wing
General Assembly	Second floor
Presidents ³ , Congress, national significance	Third floor
Rotunda niches shall be reserved for the display of busts and statues, and other small self-supporting objects of art.	
The wall space between the elevators on all floors shall be reserved for display of public announcements and building directories.	
Awards, plaques, and certificates shall be recommended for display in the legislative press conference room or in the principal business zones of the non-public areas of the Capitol.	
The advisory committee has identified the interior of the rotunda as an area excluded from the placement of any additional object of art, whether permanent, temporary, donated, loaned, or exhibited.	

Capitol Ground Zones

Donated objects of art accepted for permanent display on the Capitol grounds shall be displayed according to common themes based on location. Objects of art, memorials, gardens, and plaques accepted for permanent display on the Capitol grounds shall be displayed according to the following zone functions and requirements.

Memorial Pads — Zone A

The primary function of space in this zone is to memorialize events as well as individuals and groups. The area for the memorial pads is located on the east lawn of the State Capitol grounds, extending to the north and south of the Closing Era Monument. The memorial pad to the north of the monument has been identified as a location for plaques in recognition of events that have made a significant contribution to the history of the state or embody the lifeways of the people who have inhabited the State. The memorial pad to the south of the monument has been identified

³Due to the Capitol Dome restoration project, the Hall of Presidents has been temporarily relocated to the first floor, east wing. It will be returned to the third floor upon completion of all construction work.

as a location for plaques in recognition of persons or groups significant to the heritage of Colorado.

Sculpture Garden — Zone B

The primary function of space in this zone is to accommodate sculpture which may be in the round, relief, mobile, fountain, kinetic, electronic, and the like, in any material or combination of materials. This zone is located in Lincoln Park bounded by Broadway on the west, Colfax on the north, Lincoln on the east, and 14th Avenue on the south. The predominant architectural and memorial feature of the park is, and should remain, the Colorado Veterans Monument. The park environment invites sculpture of various sizes.

Standards for Plaques

The advisory committee has adopted the following standards for plaques to be placed on the State Capitol grounds and in Lincoln Park:

- Plaque material will be cast bronze 7/16" thick with a raised single line polished border of 3/8" and Leatherette background texture. Bronze metal will not be coated with lacquer or other sealer;
- Plaque size for those being placed on east lawn pods will be 10" high by 18" wide;
- Text will be raised (1/16") polished Clarendon style letters. Capital letters only will be used for brief text. Capital and lower case letters will be used for longer, narrative or descriptive texts. Type size will be determined by the amount of text appearing on the plaque;
- Plaques will be affixed to the base with threaded rods mounted on the back of the plaque, fit into cement filled holes; and
- The text may include the names of the sponsoring organizations but not the names of individuals in those organizations.

The advisory committee will review and approve both the design before it is submitted to the manufacturer and also proofs that are produced prior to actual manufacture of the plaque.

Historical Features

Architectural Features

The committee shall have oversight of all architectural features including the rose onyx, marble, granite, gold, oak woodwork, brass fixtures, and all other elements of historical value in the building.⁴

Architectural Features		
Rose Onyx	The committee shall have oversight of the preservation, maintenance, assessment, and general care of the rose onyx.	Quorum
Marble	The committee shall have oversight of the preservation, maintenance, assessment, and general care of the marble.	Quorum
Granite	The committee shall have oversight of the preservation, maintenance, assessment, and general care of the granite.	Quorum
Gold	The committee shall have oversight of the preservation, maintenance, assessment, and general care of the gold.	Quorum
Oak Woodwork	The committee shall have oversight of the preservation, maintenance, assessment, and general care of the oak woodwork.	Quorum
Brass Fixtures	The committee shall have oversight of the preservation, maintenance, assessment, and general care of the brass fixtures.	Quorum

⁴ Section 24-82-108 (3)(a), C.R.S.



Furniture

Furniture is under the management of state agencies and is not subject to the direct supervision of the advisory committee, except in the circumstances listed in the table below. The committee shall ensure that all furniture original to the building remains in the Capitol building.

The committee shall create an inventory of furniture original to the building. It shall determine which damaged pieces shall be restored or renovated. The advisory committee may develop a plan to deaccessionize furniture that is damaged beyond repair.

Furniture		
Preservation and Restoration	The preservation and restoration of donated artwork shall be under the supervision of the committee, as stated in Section V of the adopted criteria and procedures, which concerns evaluation criteria for donated artwork. The preservation of the existing art collection shall be done with the approval of the committee after consultation with knowledgeable advisors.	Committee Approval
Inventory	The location of artwork in public spaces in the building, and changes thereto, can be decided with committee approval, so long as changes comply with Page XX of the supplemental provisions.	Committee Approval
Location	Any labels, documents, plaques, or other informational material accompanying the public artwork collection is subject to committee approval.	Committee Approval

Building Operation Oversight

The committee shall have partial oversight over, and provide approval of, the general operations of the Capitol building, including security, accessibility, and technology as it relates to the overall character and appearance of the building. The committee shall work with Capitol Complex to see that its recommendations are instituted.

Building Oversight		
Accessibility	The committee shall have oversight of accessibility to the Capitol and its grounds related to artwork, memorials, and other objects of interest.	Committee Approval
Lighting	The committee shall have oversight of lighting in the Capitol Complex as it pertains to the display and presentation of artwork.	Committee Approval
Technology	The committee shall have oversight of technology changes to the Capitol building that affect the historic character, presentation of information, and artwork.	Committee Approval
Security	The committee shall comment on the appearance and location of security in the building. Furthermore, the committee shall oversee the security of the historical artifacts and artwork in the building.	Advisory to State Patrol
Signs	The committee shall have oversight of the design, display, and creation of signs in public areas.	Committee Approval



Visitor Services

The committee shall oversee the operation and management of the Capitol building's visitor services, including, but not limited to, Mr. Brown's Attic and the gift shop. The committee shall work to make the building, its artwork, and its historic features accessible to the general public through a variety of means.

Visitor Services		
Mr. Brown's Attic	The committee shall have oversight of Mr. Brown's Attic and all changes thereto. Additionally, the committee shall oversee the operating and maintenance fund used for improvements to the attic. A quorum is required for any additions or changes to exhibits, designs, and/or space usage in Mr. Brown's Attic.	Committee Approval/ Quorum
Gift Shop	The committee shall have oversight of the gift shop sales, including approving the addition of new sale items, and direct control over the Gold Fund. The chair may approve the reorder of items for the gift shop.	Committee Approval/ Discretion of the Chair
Brochures/Informational Documents	The committee shall have oversight of all informational material produced by the advisory committee or its staff about the building, its historic features, its objects of art, and the Capitol grounds. The reorder and redesign of existing brochure booklets requires committee action.	Committee Approval/ Discretion of the Chair
State Symbols	The committee shall have oversight of design, display, and creation of artwork for the state symbols and emblems displayed in the building.	Committee Approval

Gold Fund

The Gold Fund is the sole source of revenue for the advisory committee and is generated through sales at the gift shop. Use of these funds are the purview of the committee. All new funding expenditures over a specified amount require a quorum, while the re-authorization of existing funds is at the discretion of the chair.

Gold Fund		
New funding expenditures over \$1,000	All new funding expenditures over \$1,000 from the Gold Fund must be approved by a quorum.	Quorum
New funding expenditures less than \$1,000	All new funding expenditures under \$1,000 from the Gold Fund must be approved by committee action.	Committee Action
Re-authorization of funding	Re-authorization of previously approved expenditures from the Gold Fund, including, but not limited to, the purchase of materials for the tour desk, may be made at the discretion of the chair.	Discretion of Chair

Maintenance

Maintenance is the inspection or corrective action taken in order to minimize potential deterioration of objects under the oversight of the committee, while recognizing that objects are subject to gradual inherent deterioration for which the advisory committee is not responsible.

The committee shall act in an advisory capacity regarding the maintenance of artwork, memorials, historic features, and structures of the Capitol building and surrounding grounds, including Lincoln Park.

Maintenance		
Daily Cleaning of Building Interior	The committee shall adopt requirements for the cleaning of artwork, onyx, marble, granite, gold, oak woodwork, brass fixtures, and other historical features in order to provide guidance to the Capitol Complex cleaning staff.	Advisory Role
Routine Maintenance of Grounds	The committee shall adopt requirements for the cleaning and maintenance of the lawns, gardens, memorials, sculptures, trees, and other featured objects.	Advisory Role
Routine Maintenance of Interior Features	The committee shall provide advice about the ongoing maintenance of the building's interior features.	Advisory Role
Routine Maintenance of Exterior	The committee shall provide advice about the ongoing maintenance of the building's exterior features.	Advisory Role



Appendix A⁵

Table 1
Secretary of the Interior's Standards for the Treatment of Historic Properties⁶

Rehabilitation	Restoration	Preservation	Reconstruction
A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.	A property will be used as it was historically or be given a new use which reflects the property's restoration period.	A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.	Reconstruction will be used to depict vanished or non-surviving portions of a property when documentary and physical evidence is available to permit accurate reconstruction with minimal conjecture, and such reconstruction is essential to the public understanding of the property.
The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.	Materials and features from the restoration period will be retained and preserved. The removal of materials or alteration of features, spaces, and spatial relationships that characterize the period will not be undertaken.	The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.	Reconstruction of a landscape, building, structure, or object in its historic location will be preceded by a thorough archeological investigation to identify and evaluate those features and artifacts which are essential to an accurate reconstruction. If such resources must be disturbed, mitigation measures will be undertaken.
Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.	Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate and conserve materials and features from the restoration period will be physically and visually compatible, identifiable upon close inspection, and property documented for future research.	Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.	Reconstruction will include measures to preserve any remaining historic materials, features, and spatial relationships.

⁵Diane Thompson, California Department of Parks and Recreation, Office of Historic Preservation

⁶Kay D. Weeks and Anne E. Grimmer, *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings*, U.S. Department of the Interior National Park Service, 1995

Table 1
Secretary of the Interior's Standards for the Treatment of Historic Properties (Cont.)

Rehabilitation	Restoration	Preservation	Reconstruction
Changes to a property that have acquired historic significance in their own right will be retained and preserved.	Materials, features, spaces, and finishes that characterize other historical periods will be documented prior to their alteration or removal.	Changes to a property that have acquired historic significance in their own right will be retained and preserved.	Reconstruction will be based on the accurate duplication of historic features and elements substantiated by documentary or physical evidence rather than on conjectural designs or the availability of different features from other historic properties. A reconstructed property will re-create the appearance of the non-surviving historic property in materials, design, color, and texture.
Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.	Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the restoration period will be preserved.	Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.	A reconstruction will be clearly identified as a contemporary re-creation.
Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.	Deteriorated features from the restoration period will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials.	The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.	Designs that were never executed historically will not be constructed.

Table 1
Secretary of the Interior's Standards for the Treatment of Historic Properties (Cont.)

Rehabilitation	Restoration	Preservation	Reconstruction
<p>Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.</p>	<p>Replacement of missing features from the restoration period will be substantiated by documentary and physical evidence. A false sense of history will not be created by adding conjectural features, features from other properties, or by combining features that never existed together historically.</p>	<p>Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.</p>	
<p>Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.</p>	<p>Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.</p>	<p>Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.</p>	
<p>New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.</p>	<p>Archeological resources affected by a project will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.</p>		
<p>New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.</p>	<p>Designs that were never executed historically will not be constructed.</p>		