

City of Santa Fe, New Mexico

memo

DATE: May 26, 2026
TO: Historic Districts Review Board Members
VIA: Heather Lamboy, Planning & Land Use Department Director
Maggie Moore, Assistant Land Use Director *MM*
Gary Moquino, Historic Preservation Division Manager GM
FROM: Lani McCulley, Senior Planner, Historic Preservation Division *LJM*

2026-012413-HDRB. 247 Barela St., Westside-Guadalupe Historic District, non-contributing, Santa Fe Permits, agent for Jeremy Martinez, owner, requests a status review and primary façade designation, if applicable, for a residential structure.

REFERENCE ATTACHMENTS (Sequentially):

CITY SUBMITTALS

District Standards & yard wall
& fence standards.

Historic Inventory Form

Zoning Review Sheet

Other:

APPLICANT SUBMITTALS

Proposal Letter

Site Plan/Floor Plan

Elevations

Photographs

Other: [2026 HCPI]

BACKGROUND & SUMMARY:

The 1,250 sq. ft. 1930's vernacular style single-family residence is constructed of adobe. An addition was constructed on the northeast corner before 1957. In 1984, a solarium and extension on the south elevation, along with the frame porch on the west, were constructed.

The residence is among the earlier residences in the Garcia Addition and was historically associated with the property located approximately 25 feet to the east at 246 Casados Street. The residence was previously addressed as 246 ½ Casados Street and exhibits a modest expression of the Pueblo style. Due to a series of changes over time, the property was classified as non-contributing to the Westside-Guadalupe Historic District during the surveying of structures in the 1980s. The shed and yard walls do not have an assigned status.



Figure 2: Residential Structure



Figure 3: Post 1978 Additions

At the rear of the lot is a small shed, which is not discussed in the 2026 Historic Cultural Properties Inventory (HCPI). The shed is found in photo 12 on page 32 and photo 11 on page 31 of the 2026 HCPI. The west, east, and south of the shed have no fenestrations. The north has a simple door opening. Staff recently approved the replacement of the door of the shed because it was falling out of the building, and the building was having high water intrusion. The 1957 aerial on page 19 of the 2026 Historic Cultural Properties Inventory does not show a structure in this location. It cannot be established in the 1978 aerial, but there is a tree in the location where the shed would be. Therefore, it is presumed that the shed was constructed in the 1980s, making it ineligible for status.

The yard walls on the property were constructed after 1985 (see Figure 5 HCPI image from 1985) and are considered non-contributing due to age.



Figure 4: Shed Location in 1978 Aerial

In 2026, the property was issued a stop-work order (red-tag) for unpermitted work, including wholesale window replacement, enclosure of the solarium, alterations to the front entry porch, replacement of canales, and other maintenance items.

While the 2026 HCPI states, “The house was identified in 1985 by surveyor-architect Harry Weiss as non-contributing due to its alterations. At that time, Weiss noted the survival of six-light wood casement windows. Recent work, including the wholesale replacement of windows and the enclosure of the HDBR-approved addition (described as a solarium), has further diminished the property’s historic integrity. These changes, along with a significant increase in massing, reinforce the earlier assessment. Accordingly, the recommendation is to maintain non-contributing status. The walls and gates are too recent to be considered historic resources.” Staff disagrees that the status should remain non-contributing. In 1985, the renovations were newer; they are now over 40 years old.

Staff believes the integrity of the residence can be regained if the solarium is reestablished with new windows and entry, the arch at the entry of the portal is reestablished, and the new illegal windows are replaced with some that meet the code requirements, such as wood windows that were in the structure previously. The openings of the windows that are not a part of the solarium have not changed in size. Wood canales with metal lining should be installed as canale replacements.

While the property was stasued as non-contributing when the applicant started the work, the property was due for a status review. Staff finds that the status of the property prior to the illegal work would have been recommended as contributing. Therefore, staff finds that section 14-4.6(C(2)(V) is relevant in this case.

Per section 14-4.6(C)(2)(V) *Restoration of Status*

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

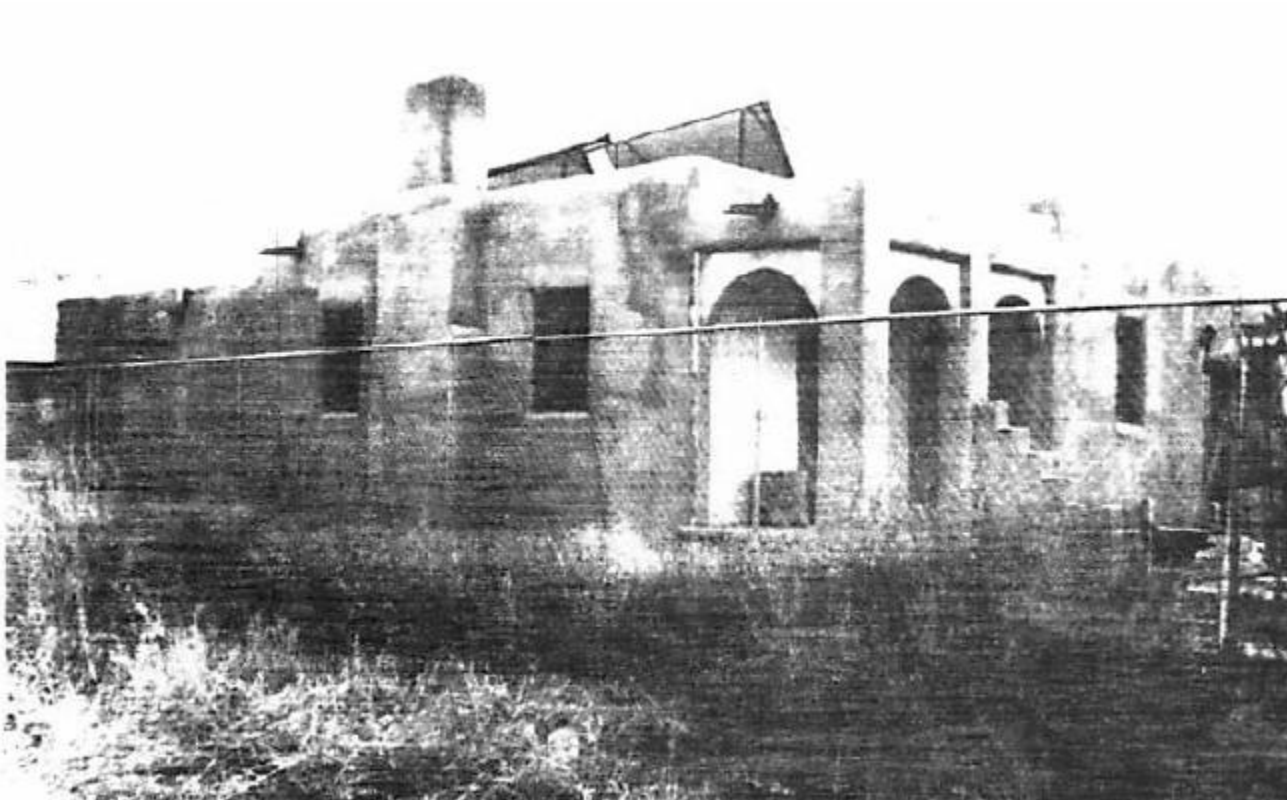


Figure 5: 1985 HCPI image of the north and west elevations

PREVIOUS CASE SUMMARIES:

ARC:

No archaeological clearance has been issued for the property.

HDRB:

In 1984, the board approved enclosing the carport to create the solarium and constructing 6'-0" high yard walls along the property boundaries.

ADMINISTRATIVE:

Under case 2026-012188-ADMIN, staff approved the stucco on the yard walls to be redone and the door on the shed to be replaced.

APPLICANT'S REQUEST:

The applicant proposes the following exterior alterations:

- 1) Status Review with primary façade designation, if applicable, for a residential structure.
- 2) Status Review with primary façade designation, if applicable, for an accessory structure.
- 3) Status Review for yard walls.

Staff finds the structure to be contributing to the district because of the original adobe construction material, the historic growth of the building, including the rear portal and small addition from the 1950s, and the solarium addition in 1978, which retains the overall appearance of the residence, the deep inset windows and doors, and the unique portal design.

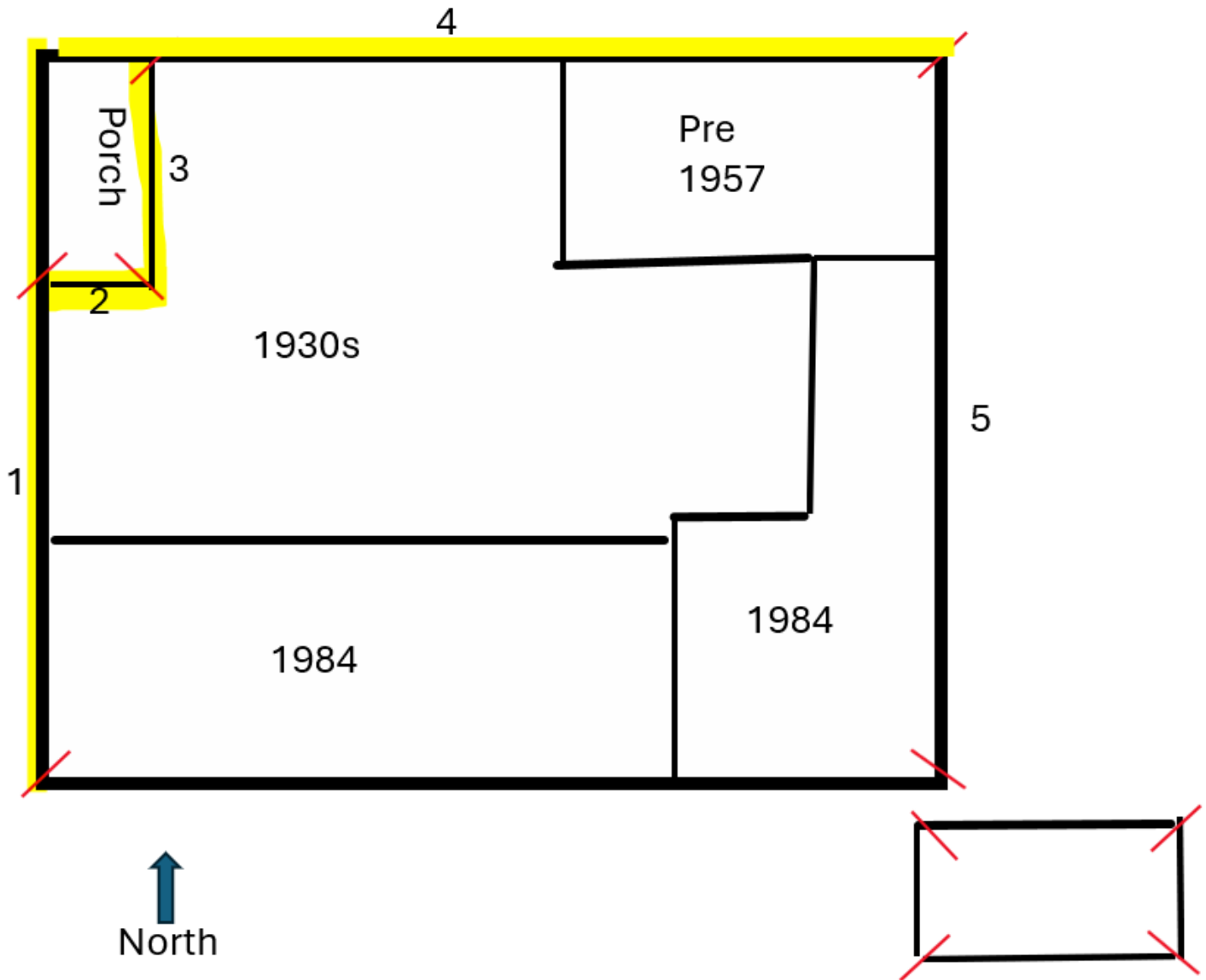


Figure 6: Façade Diagram

RELEVANT CODE CITATIONS:

14-4.6 HISTORIC DISTRICTS

A. General Provisions

1. Purpose

In order to promote the economic, cultural, and general welfare of the people of Santa Fe and to ensure the harmonious, orderly, and efficient growth and development of

the City, the Governing Body deems it essential to preserve the qualities relating to the history and culture of Santa Fe, maintain a harmonious outward appearance in order to preserve property values, and attract residents and tourists alike. The specific purposes of this section are to preserve qualities relating to the history of Santa Fe, such as the following:

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

B. Buildings with Significant or Contributing Historic Status

I. Purpose

Historic designation is intended to address the following:

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

2. Designation of Significant, Contributing, or Noncontributing Status

I. Status Designation

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

II. HDRB Authority to Review Status Designation

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

III. Initiation of Review of Status Designation

The Board may review the status designation in response to the following:

- a. An application for construction or demolition as set forth in Section 14-5.2 as follows:
 1. Prior to the application being placed on a board agenda or prior to issuance of a construction permit, if Board approval is not required, staff shall determine whether the board should review the status of the structure. Staff's determination shall be made within thirty days of submitting the application. If the staff's determination is not completed within thirty days, the application shall be forwarded to the board. Review by the board as to the structure's status shall be made at the earliest practicable date. The board or staff (as applicable) may consider the application immediately following the determination of status. The application shall be reviewed based upon the status of the structure following the determination of status.
 2. Prior to action by the board on the application, the board itself may decide to review the status of the structure. The board's determination as to the status shall be made within forty-five days of the decision of the board to review the status. The board or staff (as applicable) may consider the application immediately following the determination of the status. The application shall be reviewed based upon the status of the structure following the determination of status.
- b. Request from the property owner;
- c. A request initiated by the city. Staff shall notify the property owner prior to initiating the request.

IV. Notice of HDRB's Review of Status

- a. Unless the review is requested by the property owner, staff shall mail notice to the property owner of the subject property no less than 15 days prior to the HDRB's review of a change in or designation of status.
- b. In addition, staff shall send notice, by first-class mail, to all property owners within one hundred (100) feet of the subject property no less than fifteen days prior to the board's review of a change in or designation of status if the review may result in the lowering of the structure's status. Staff shall retain an affidavit of mailing.
- c. With the consent of the property owner, the city shall have posted on the property a poster obtained from the planning land use department. Otherwise, the city shall post the poster on the nearest place available to the city. Such poster shall be securely posted, prominently displayed, visible from a public street, at least fourteen days prior to the scheduled board hearing. The posting shall indicate the nature of the application, identification of the property affected, and the time, date, and place of the hearing. The poster shall be removed within thirty days of final action. Failure to do so may result in the city removing the sign at the applicant's expense. A civil fee of fifty dollars

(\$50.00) will be charged.

NONCONTRIBUTING STRUCTURE

A structure, located in a historic district, that is less than 50 years old, or that does not exhibit sufficient historic integrity to establish and maintain the character of the Historic district.

CONTRIBUTING STRUCTURE

A structure, located in a historic district, approximately 50 years old or older, that helps to establish and maintain the character of that historic district. Although a contributing structure is not unique in itself, it adds to the historic associations or historic architectural design qualities that are significant for a district. The contributing structure may have had minor alterations, but its integrity remains.

SIGNIFICANT STRUCTURE

A structure located in a historic district that is approximately 50 years old or older, and that embodies distinctive characteristics of a type, period, or method of construction. For a structure to be designated as significant, it must retain a high level of historic integrity. A structure may be designated as significant for its association with events or persons that are important on a local, regional, national, or global level, or if it is listed on or is eligible to be listed on the State Register of Cultural Properties or the National Register of Historic Places.

PRIMARY FACADE

One or more principal faces or elevations of a building with features that define the character of the building's architecture.

G. Additional District-Specific Design Standards

5. Westside-Guadalupe Historic District

I. District Standards

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

- a. Slump block, stucco, brick, or stone shall be used as exterior wall materials. Wood and other materials may be used for details. Aluminum siding, metal, panels, mirrored glass, and unstuccoed concrete block or unstuccoed concrete shall not be used as exterior wall materials;
- b. The color of stuccoed buildings shall predominantly be in browns, tans, local earth tones, and soft pastels. Surfaces of stone or brick shall be in the natural color. Entryways, and portales or porches may be emphasized by the use of white or other colors. Painting of buildings with a color that causes arresting or spectacular effects, or with bold repetitive patterns, or using buildings as signs is prohibited. Murals, however, are permitted and may be referred to the

- city arts board for an advisory recommendation.
- c. Roof form, slope, and shape. It is intended that the buildings be designed to be "wall-dominated". "Wall-dominated" means that the building's geometry is more defined by walls than by roofs. Buildings with flat, gabled, shed, or hipped roofs can be designed as "wall-dominated" solutions and are allowed. The height of the roof above the wall shall be no greater than the height of the wall. Folded plate, hyperbolic, or mansard roofs are not allowed;
 - d. The use of solar and other energy-collecting and conserving strategies is encouraged. The use of large glazed areas on south-facing walls for trombe walls or other solar collectors, direct gain, or other energy-collecting purposes is allowed. When in view from any public street, way, or other public place, solar equipment shall be screened as follows:
 1. raising the parapet;
 2. setting back from the edge of the roof;
 3. Framing the collector with wood.
 4. In the case of pitched roofs, by integrating the collector into the pitch;
 5. In the case of ground solar collectors, by a wall or vegetation;
 6. In the case of wall collectors, by enclosing or other walls;
 7. Other means that screen the collector or integrate it into the overall structure. Non-glare materials shall be used in solar collectors.
 - e. Mechanical, electrical, telephone equipment, microwave satellite receiving dishes, and other obstructive equipment shall be architecturally screened with opaque materials by raising the parapet, boxing in the equipment, or other appropriate means. The equipment shall be of a low profile to minimize the screening problems.
 - f. Walls and fences shall be of brick, adobe, masonry, rock, wood, coyote fencing, or similar materials. Wrought iron fences and slump block walls are allowed. Walls of unstuccoed concrete block, unstuccoed concrete, chain-link, metal wire, or similar materials are prohibited, except where the wall or fence is not in the street frontage.
 - g. Greenhouses;
 - h. Attached greenhouses that front on the street shall give the appearance of being integrated into the structure of the building or of being a substantive addition rather than having a lean-to effect. The use of corrugated fiberglass or rolled plastic for the external surface of attached or freestanding greenhouses that front on the street is prohibited. Greenhouses with slanting sides shall be bracketed at the ends, and greenhouses made from enclosed porches or portals shall maintain the shape of the porch or portal.
 - i. Porches and portales are encouraged;
 - j. When parking spaces are required for commercial or multi-family residential buildings, they shall be placed

to the rear or side of the building.

II. Walls; Fences; Solar Collectors: Administration

Applications for the erection, alteration, or demolition of walls, fences, and solar collectors and required submittals shall be reviewed by the planning and land use department. Approval, disapproval, or referral shall be indicated by the division on the application for the building permit and on each of the required submittals, all of which shall be signed by the division staff assigned to the review. The division staff shall report approvals, disapprovals, and referrals to the board at its next regular meeting as an informational item. (Ord. No. 2007-45 § 30, Ord. No. 2020-22)