9.1 Entrances & Porches

9.1.01: Original entrances and porch details that are character-defining features of the historic building, such as doors, fanlights, sidelights, transoms, entablatures, balusters, columns, railings, brackets, stairs and roof detailing should be retained whenever feasible.

9.1.02: Protect and maintain original materials to the entrances and porches of historic properties through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems.

9.1.03: Repair of entrance and porch details, if seriously deteriorated, should involve the limited replacement of original material with in-kind materials or a compatible substitute. If replacement materials must be introduced, the new material should match the old in design, texture, and when possible, material.

9.1.04: The replacement of an original porch that is missing may be accomplished in two ways: 1) an accurate restoration can be completed when historical, pictorial, and physical documentation is available - refer to Section 2.7 Undertaking Reconstruction in this document, or 2) a new design that is compatible with the design and historic character of the building can be constructed.

9.1.05: The permanent enclosure of front porches, side porches, and porte-cocheres visible from public rights-of-way is not encouraged within the district.

9.1.06: Rear and side porches may be enclosed with transparent materials that maintain the original open character of the porch.

Figure 9.01: This historic house in south Georgia has had its integral front verandah enclosed. The permanent enclosure of front verandahs, or porches, is inappropriate to the District.

Figure 9.02: The intricate Italianate porch supports and porch cornice are character-defining and should be retained during any work on this property.

Figure 9.03: These porches on this residence are integral to the integrity of the historic house and should be maintained and retained.

Figure 9.04: This recessed entry with fanlight, sidelights and detailed door surround are character-defining and should be maintained.

Figure 9.05: This window was originally a tripartite window a unique design element on this residence that has been obscured by exterior grade plywood creating a loss of integrity for this historic resource in south Georgia. The infill of extant historic window or door openings is not appropriate.

Figure 9.06: This modern vinyl window does not have appropriately scaled muntins and mullions.

9.1.07: The addition of materials, architectural details, and light fixtures not appropriate to the period or style of the house is not recommended.

9.1.08: The addition of screen and storm doors should be compatible with the original entrance.

9.1.09: Original doors and their decorative surrounds should be retained whenever feasible. If a deteriorated door must be replaced, the new door and surround should be similar to the original in design and material.

9.1.10: It is not encouraged to fill in original door and window openings on the front facade.

9.1.11: The creation of new door openings on the front, or primary, facade is not encouraged, unless no other feasible option is available. New entrances on rear and side facades should be compatible with the building's architectural style, details, and materials.

9.1.12: The addition of new decks and balconies are appropriate on the rear facade or on an unobtrusive facade of a building, and should comply with local ordinances and codes. The new decks should be compatible with the building's size, scale, materials, and design, and be installed in such a manner that they can be removed without harming the original historic materials. New decks and balconies should not obscure significant character-defining features of a historic building.

9.1.13: Pressure treated lumber should be painted or stained with a solid color.

9.2 Windows

9.2.01: Existing windows, including window sash, glass, lintels, sills, frames, moldings, shutters, and all hardware, should be retained and repaired whenever practical.

9.2.02: When deteriorated elements must be replaced, new materials should be compatible with original materials in terms of size, scale, texture, design, hardware, and general appearance.

9.2.03: A replacement window should match the original opening and duplicate the proportions and pane configurations of the original window. Care should be taken to match the mullions, muntins and meeting rails, size and configuration of the replacement window to the original window so that features of the historic window are not lost.

9.2.04: Thermal upgrade of windows may be achieved by installing or replacing inadequate or damaged weather stripping and caulking. The installation of exterior/interior storm windows is another appropriate option for obtaining energy efficiency. Care should be taken to match the mullions, muntins and meeting rails, size and configuration of the storm to the primary window so that features of the historic window are not obscured.

9.2.05: Original window openings should not be filled-in. Any covering of windows is discouraged.

9.2.06: The creation of new window openings on a facade of historic buildings seen from public rights-of-way is not recommended.

9.2.07: Shutters should not to be added to buildings that did not historically feature shutters.

9.2.08: Where historical documentation exists, new shutters should be appropriate to the style and period of the building in terms of material and design. When added they should be appropriately sized to appear to cover the window opening. Shutters should not be of plastic, vinyl or metal materials. Refer to Section 2.7 Undertaking Reconstruction of this document.

9.2.09: Windows should be double hung sash or casement windows and finished on the exterior with wood. This wood exterior should be appropriately painted or stained. Exceptions to this may be evaluated through the design review process. The HBR should consider the following when evaluating such exceptions: 1) Elevations that are seen from public rights-of-way, in particular the front elevation, should always have windows that are finished on the exterior with wood; and 2) Vinyl-clad, or one-over-one light double hung windows may be utilized on elevations that are not visible from public rights-of-way, e.g. the rear elevation.

Figure 9.07: The shutters on this residential-styled building are operable and are a character-defining feature to be retained during rehabilitation of the property.

9.3 Architectural Details

9.3.01: Architectural details that are character-defining features of a historic building should be preserved and maintained.

9.3.02: Repair, rather than replace, damaged architectural elements when practical.

9.3.03: Architectural details that are beyond repair should be replaced with details that are compatible in design, scale and material.

Figure 9.08: The intricate entablatures, pediments and bay of this historic residence should be retained during andy rehabilitation of the property.

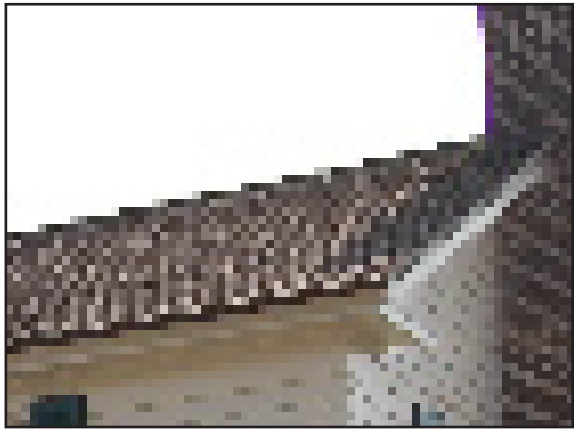

Figure 9.09: The eave return and vernacular entablature of this I-House are character-defining and should be maintained and retained.

Figure 9.10: If the flashing and cladding had been periodically maintained the deterioration of the wraparound porch roof and the exterior cladding would have been halted. Extensive in-kind replacement is needed for this south Georgia residence which will be less cost effective than regular maintenance would have been.

Figure 9.11: The vinyl siding on this home in middle Georgia has obscured important details, such as the corner boards and entablature.

9.3.04: The replacement of architectural details that are missing may be accomplished in two ways: 1) an accurate reconstruction can be completed when historical, pictorial, and physical documentation is available – refer to Section 2.7: Undertaking Reconstruction, or 2) a new design that is compatible with the design and historic character of the building can be constructed.

9.3.05: The application of details that do not belong to the period or style of the residence under review is not encouraged.

9.4 Materials

9.4.01: Exterior materials should be retained and maintained if at all possible. Such materials can include masonry, metal, wood or other historic material.

9.4.02: Only clean exterior materials when necessary to halt deterioration or remove heavy soiling. Clean exterior surfaces with the gentlest method possible, such as low pressure water and detergents, using natural bristle brushes. Sandblasting, high-pressure waterblasting or caustic chemical treatments are not appropriate cleaning methods and will permanently damage exterior surfaces. Tests should be conducted before using any cleaning methods on historic materials.

9.4.03: Historic surface treatments and coatings (including the lack of) on exterior materials should be retained and maintained. Such original treatments were installed to protect the material from moisture and ultraviolet light.

9.4.04: Paint removal should be completed by handscraping, handsanding, thermal devices and limited use of chemical strippers where necessary.

9.4.05: When replacement of exterior materials is necessary it is recommended that only the deteriorated materials be replaced. The replacement materials should be matched with the original material in size, shape, profile, texture, and type to the greatest extent possible.

9.4.06: When repair or replacement of new mortar is needed, the new mortar should duplicate the old in current strength, composition, color, texture, and mortar joint width. A high content of Portland cement should not be used in repointing historic masonry joints as it may cause extensive damage.

9.4.07: The application of non-historic exterior siding, such as brick veneers, asphalt shingle siding, exterior insulating finishing systems (stucco), aluminum siding and plywood, over historic materials is not encouraged.

9.4.08: When siding, corner boards and other trim is replaced (in part or in whole) the reveal should be what was originally on the building. If this can not be documented the reveal should be no less than four and one-half (4.5) inches and no greater than five (5) inches.

9.5 Roofs

9.5.01: The original shape and pitch of the roof with original features and original materials should be retained when possible if the roof can be seen from the public streetscape.

9.5.02: Historic roofing materials, such as clay tiles found on the depot should be repaired rather than replaced. If replacement is necessary, new materials should match as closely as possible the texture, color, design, and composition of the historic roofing material.

9.5.03: No addition to a house should alter the house form so as to make the original house form unrecognizable.

9.5.04: Historic roof dormers with their original window pane configuration should be retained.

9.5.05: The addition of new dormers, roof decks, balconies, or other additions on the front facade of a historic building is not encouraged unless documentation can be provided showing the feature as part of the structure originally.

9.5.06: Skylights should be installed in unobtrusive locations, preferably at rear roof lines or behind dormers. Convex or bubble skylights are not recommended.

9.5.07: Historic gutters and downspouts should be retained.

9.5.08: Deteriorated historic gutters that must be replaced should match the original gutters in appearance, color, and size.

Figure 9.12: The complex roof form of this cottage is character-defining and was appropriately retained during rehabilitation work on the property.

9.6 Additions

9.6.01: All elements of the addition that would be found on new construction in Chapter Four, such as: Building Mass, Scale & Form; Roofs; Exterior Walls, Building Materials, Porches & Entrances; Doors & Windows; Architectural Details; Lighting; and Mechanical Systems, should meet the standards set forth in that subsection.

9.6.02: Historic additions and alterations that have acquired significance in their own right should be preserved when feasible.

9.6.03: Additions should be designed to have the least affect possible on historic materials or character-defining features of the historic building or landscape.

9.6.04: New additions should be placed on the rear or on an inconspicuous side of the historic building, and be compatible with the original building materials, relationships of solids to voids, and color. The foundation-to-soffit height of an addition should match the portion of the existing building it is added on to, or may be shorter to the original building may be no greater than ten (10) percent. Additions that would increase the square footage of the existing building's foot print by 1/3 are not encouraged. If an addition would increase the existing building's foot print beyond this the addition shall be constructed in such a way that it would appear to have been undertaken in different stages over time.

9.6.05: Additions to the front of a residence are not encouraged.

9.6.06: Additions to the side of a historic building should not be flush with the front facade. Appropriately-designed side additions to historic buildings would be stepped back from the

Figure 9.13: This property has an inappropriate front and side addition. Additions that are made to the front or primary facade are not encouraged.

Figure 9.14: This satellite dish is inappropriately placed in the front yard of this property in south Georgia. While such antenna are not prohibited, they should be placed in such a way so they are not conspicuous.

Figure 9.15: The HVAC unit for this residence off of Liberty Street has been appropriately obscured by landscaping. It is important when landscaping around HVAC systems to leave room for maintenance.

front facade, as far back as possible.

9.6.07: New additions should be designed so that a minimum of historic material and character-defining elements are obscured, damaged or destroyed.

9.6.08: Additions should respect the character and integrity of the original building and incorporate design motifs that relate it to the historic building. They should be of quality workmanship and materials.

9.6.09: Design motifs should relate to the scale and proportion of the original motif, but do not need to be the same intricate detail.

9.6.10: False historical details should not be added to a nonhistoric property to give it a historic appearance that it never had.

9.7 Mechanical Systems & Service Areas

9.7.01: Where new mechanical systems are required for a building, they should be installed to cause the least alteration possible to the exterior elevations of the building and the least possible damage to historic building materials.

9.7.02: The front facade of a building should not be disrupted by the addition of window air conditioner units. These units should be placed at the rear or side facades of a building and landscaped to shield them from being visible from the public right-of-way. Installation should be in such a manner as to avoid damage to historic material, including windows, sashes and frames.

9.7.03: Whenever possible, satellite dishes and other antennae that are on a historic building should be located unobtrusively to the side, top, or rear of the building. When such antennae are located in the yard of a historic building they should be sited unobtrusively to the side or rear of the property, and must be screened by landscaping where possible.

9.8 Accessory Buildings

9.8.01: Garages and other historic accessory structures should be preserved as significant site elements. Rehabilitation treatments should follow the new construction standards for residential properties provided in this document.

9.8.02: New accessory structures will not be discouraged provided that they are unobtrusive and do not attempt to achieve a false "historic" appearance.

9.8.03: Carports made of non-historic materials should be placed to the rear of the property or screened from view of public rights-of-way by vegetation.

9.8.04: Swimming pools, satellite dishes and other recreation-related objects should be placed in a rear (preferred) or side yard and must be landscaped to obscure this intrusion from view from the public right-of-way creating a minimal visual impact to the district.

9.8.05: The building footprint of an accessory building should not exceed 1/2 the building footprint

of the residence that the accessory building shall serve.

9.8.06: An accessory building should have a complementary roof form and pitch to that of the residence it serves.

9.8.07: Exterior materials on the accessory building should be the most predominant cladding found on the residence it serves.

9.8.08: Windows and doors found on an accessory building should not exceed the size and scale of those found on the resource that it serves. Windows may be vernacular, or simpler, than those found on the residence the accessory building serves.

9.8.09: The architectural decoration (corner boards, brackets, spindles, entablature, verge boards, etc.) found on an accessory building should be similar to that found on the residence it serves. This decoration should be scaled appropriately to the accessory building. An accessory building within the district does not have to have the same level of architectural decoration and detail that the residence it serves does. It is appropriate for accessory buildings to be simple, vernacular buildings.

Figure 9.16: This modern two-car garage in Gainesville, Georgia, is appropriately situated to the rear of the residence. It also appropriately takes its roof form from the prominent front-gabled extension of the second floor of the residence.

9.9 Adaptive Reuse

Defined: The use of a historic building, for example a residence, for a use other than it was originally intended, such as office space.

9.9.01: All elements of the adaptive reuse that would be found on new construction in Chapter Four, such as: Building Mass, Scale & Form; Roofs; Exterior Walls, Building Materials, Porches & Entrances; Doors & Windows; Architectural Details; Lighting; and Mechanical Systems, should meet the standards set forth in that subsection.

9.9.02: Proposed new uses for residential buildings should be compatible with the historic property so that minimal changes are necessary. When adaptive reuse is complete the historic use of the property as a residence should still be recognizable.

9.9.03: The arrangement and (a)symmetry of the front facade should be preserved during any adaptive reuse project.

9.9.04: It is not recommended to enclose significant historic porches when adaptively reusing a residence. The enclosure of the porch should be carefully designed in a manner that preserves the historic character of the building. This can include using large sheets of glass and recessing the enclosure wall behind existing scrollwork, posts, and balustrades.

9.9.05: If an additional entrance or porch is required for a new use, it should be constructed in a manner that preserves the historic character of the building, such as limiting such alteration to non-character-defining elevations.

9.9.06: If additional windows on rear or other non-character-defining elevations are needed by the new use, new window openings should be compatible with the overall design of the building. This should be in keeping with the guidelines in Chapter Four.

Figure 9.17: This Georgian House on Church Street has been appropriately rehabilitated from a residential use to a commercial, office use.

Figure 9.18: This Clipped Roof Bungalow in Stone Mountain, GA was inappropriately expanded by an addition to the front and right elevation that expanded its square footage by over two times the original floor plan.

Figure 9.19: Whenever possible ADA ramps should not be placed on the front facade. They should be placed in an unobtrusive manner, unlike this ramp.

9.9.07: Additional stories, when required for a new use, should be designed to be set back from the primary elevation plane and be as inconspicuous as possible when viewed from public rights-of-way. These additions should also respect the mass, scale, form and rhythm of the original building.

9.10 Health, Safety & Accessibility

In 1990, the Americans with Disabilities Act (ADA) was passed. This Act states that access to properties open to the public is a civil right. Historic buildings are not exempt from ADA requirements, but there are provisions in the Act that take into account the preservation of historic nonresidential buildings. Nonresidential uses are only required to meet the ADA when they alter their facility. In general, where changes required by the ADA would threaten or destroy the significance of a qualified historic building there are special requirements to address conditions of limited accessibility.

These standards highlight some of the special requirements of the ADA and give a general overview of issues that may need to be addressed by the Historical Commission. The National Trust for Historic Preservation published a "Self-Guided Training Course for Historical Commissions." This training course, and Preservation Brief #32 "Making Historic Properties Accessible," is the underlying framework for these standards.

The following standards are not meant to substitute for meeting the ADA requirements. Portable ramps do not meet the accessibility requirements of the ADA but may be used as a temporary measure until a better solution is found.

9.10.01: Identify the historic building's character-defining elements so that code-required work will not result in their damage or loss.

9.10.02: Comply with the requirements of applicable building and fire safety laws, ordinances, codes, standards, rules, or regulations in a manner that character-defining elements are preserved. Creative solutions should be utilized to provide accessibility in the district, while striving to protect the historic character-defining features of the built environment.

9.10.03: Ramps/lifts will meet the standards of the Americans with Disabilities Act Standards for Accessible Design. In addition, they should be built of new materials that are compatible with the historic material of the building. Lifts should be located under a cover to protect the user and the mechanism. Ramps/lifts should be placed on the side or rear facade of the building in order to preserve the symmetry of the front facade.

9.10.04: Accessibility structures should be compatible with the symmetry and scale of the historic building and will avoid blocking existing windows and doors. Every effort should be made to avoid the removal of historic material and/or significant character-defining features.

9.10.05: Ramps may be constructed of a variety of materials including wood, brick, and stone. Unpainted pressure-treated wood or composite materials should not be used to construct ramps because they are not visually compatible with most historic properties.

9.10.06: The enlargement of door openings on the front facade to accommodate ADA accessibility is not encouraged, unless no other feasible option is available.

9.10.07: The use of appropriate door hardware, such as lever handles, is encouraged. Historic hardware should be preserved in storage.

9.10.08: The installation of handicap accessibility features should be done in a manner that, when removed, will not damage or destroy historic fabric.

9.10.09: The addition of new stairways or elevators to meet health and safety codes should be done in a manner that preserves adjacent character-defining elements. Where possible, locate fire exits, stairs, landings, and decks on the rear or an inconspicuous side of the structure.

9.10.10: When fire escapes are necessary, every effort should be made to use low visibility fire escapes designed for historic buildings or portable escapes.

9.10.11: New fire doors should be as similar as possible to existing doors in proportion, location, size and detail.

9.10.12: Additional fire exits should be placed on the rear or side facades of buildings and shall match historic doors in scale and detail.

Figure 9.20: This ADA ramp has been unobtrusively placed along a side elevation and landscaped to obscure the ramp. When this residence in Gainesville, Georgia, was rehabilitated for office use and expanded (rear third of the building) additional egress was added to the addition so as to not disturb the historic fabric of the building.