

HISTORIC DISTRICT

Design Principles &

Standards



Adopted October 28, 2021



Gastonia Historic District Commission Staff: 704-854-6652
150 S York St., PO Box 1748, Gastonia, NC 28053 planning@cityofgastonia.com

www.gastoniahistoricdistricts.com

Due to statutory and local ordinance changes required by N.C. General Statutes Chapter 160D effective July 1, 2021 any reference to "guidelines" in this document is now termed "standards".



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Purpose of historic districts

Historic districts are established for the purpose of protecting and conserving the heritage and history of the neighborhood and the City of Gastonia, fostering civic beauty, enhancing property values within the district and Gastonia as a whole, and contributing to the improvement of the general health and welfare of Gastonia and its residents. City of Gastonia historic districts are distinctive areas. They are places of singular historical flavor characterized by the streets, buildings, trees, architectural design, and landscape features. The districts are also a legacy, linking present and future generations with their heritage and providing diversity vital to the City's future quality of life.

What is historic district designation?

Historic district designation means your neighborhood has been recognized by the City of Gastonia as being architecturally or historically significant to the community. Such a designation is an honor and a distinction indicating that the community believes the architecture, history, and overall integrity of these areas are worthy of preservation and protection. There are two types of designation: locally designated and National Register. a historic district can have either or both of these designations. Locally designated districts offer the highest level of protection and regulation for significant architectural properties. The City of Gastonia has two local historic districts and three National Register Districts.

Historic District Overlay Zoning

Historic district overlay zoning identifies a historic area and provides the mechanism of a design review process for exterior changes and affects the uses permitted within the district. Through the historic district overlay zoning, a neighborhood is protected from unmanaged change by a review process based on established design standards. The City of Gastonia Unified Development Ordinance (Chapter 7) legally establishes the historic districts and recognizes that they are valuable assets to the identity of the City. The Ordinance also recognizes that change is an important element in the City's evolution. City of Gastonia Historic Districts are established by the City Council after action has been proposed by a neighborhood organization, a preservation group, or the City, and after careful research and evaluation. As of 2007, two areas have been designated as locally designated historic districts: York-Chester Historic District and the Brookwood Historic District. It is anticipated that additional City of Gastonia neighborhoods will seek designation as local historic districts in the future.

AT A GLANCE

Local Historic Districts:

York-Chester

Brookwood

National Register Historic Districts:

York-Chester

Loray Mill

Downtown



Gastonia Historic District Commission

The Gastonia City Council has created the Gastonia Historic District Commission (GHDC), which among other duties, is empowered to consider applications for Certificate of Appropriateness and to advise property owners concerning the treatment of the historical and visual characteristics of properties within the District. Members of the Commission serve without compensation for terms of three years. The Commissioners must be, under state law, a resident of the territorial zoning jurisdiction of Gastonia and "shall have demonstrated special interest, experience or education in history or architecture."

Currently there are seven members:
Andi Eddlemon, Chair
Ed Starr, Vice-Chair
Carol Hauer
Jerry Tucker
Camille Fox
James Henson
Josh Hauser





photos by Tom Hauer



Purpose of the Principles and Design Standards

The Design Standards provide the Gastonia Historic District Commission (GHDC) and property owners with guidance on appropriate methods for the upkeep and rehabilitation of the City's historic properties. The standards also assist in the design of new construction in the historic district, whether these are additions to existing structures or entirely new buildings.

The standards do not seek to prevent change because it is inevitable. However, these standards are aimed at ensuring that change is appropriate to the Historic District's unique character. The Commission uses the standards, which are based on the Secretary of the Interior's Standards for Rehabilitation, to evaluate the appropriateness of changes to a building and to the Historic District as a whole. The GHDC considers the property itself, the street context within which it is located, and the special character of the entire historic district. The Historic District Design Standards include, but are not limited to, architectural style, general arrangement and setting, materials, styles, and other exterior features. Each section includes the standards themselves, along with a narrative and accompanying illustrations. Property owners should use the standards to identify what kinds of treatments are effective and appropriate, and to better understand what the commission will approve.

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

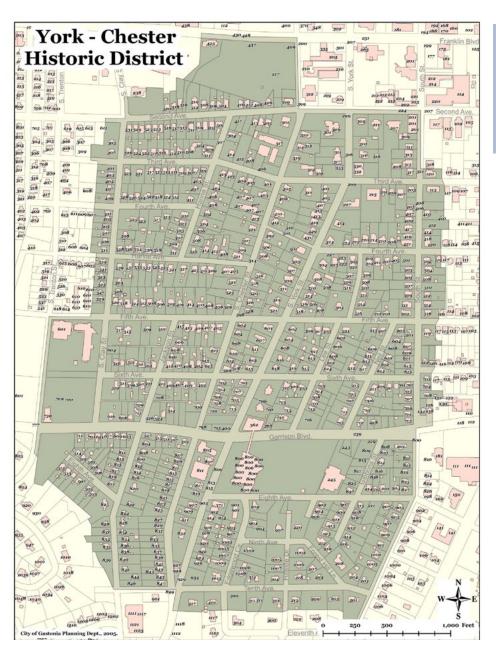
- A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
- The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
- 3. Each property shall 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 architectural elements from other buildings, shall not be undertaken.
- Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
- 5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
- 6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
- 7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- 8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
- 9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
- 10. New additions and adjacent or related new construction shall 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.



Gastonia Local Historic Districts

York-Chester

The York-Chester Historic District is the City's oldest community and consequently the City's first historic district. Created in 1988, York-Chester consists of over 540 structures, with many of the homes dating back to the early 1920s. The architecture of the district is a mixture of many styles, such as Bungalow, Italianate, Queen Anne, Colonial Revival, Greek Revival, Gothic Revival, Neo Classical, New England Saltbox, Farmhouse, Colonial, and Georgian Revival.



MAPS

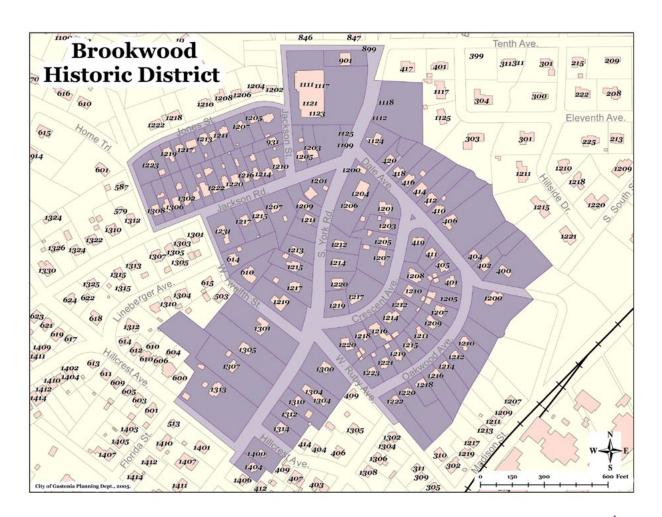
Download or view larger maps of the local historic districts here: www.gastoniahistoricdistricts.com and click on "Maps"



Gastonia Local Historic Districts **Brookwood**

The Brookwood Historic District is one of the city's oldest communities and Gastonia's second historic district. Created in 1997, the Brookwood neighborhood consists of over 106 structures. The majority of homes in the district were constructed in the mid-1930s to late 1940s. Predominate architectural styles vary between Craftsman, Tudor, Colonial Revival, and Minimal Traditional.







York-Chester National Register Historic District

The City of Gastonia has three districts listed on the National Register (NR) of Historic Places- the Loray Mill NR Historic District, the Downtown NR Historic District and the York-Chester NR Historic District.

Properties that are listed as contributing buildings or structures to a National Register Historic District are eligible for federal and / or state income tax credits to offset the cost of rehabilitating historic buildings. The federal income tax credits are available for incomeproducing and non-income producing (owner occupied) buildings. The Secretary of the Interior's Standards are used in reviewing rehabilitation projects for federal and state Preservation/Rehabilitation Tax Credit programs. To utilize the federal or state tax credits, the rehabilitation project must comply with the Secretary of the Interior's Standards for Rehabilitation and the rehabilitation plans and completed project must be reviewed and approved by the State Historic Preservation Office and the National Park Service for the state and federal credits, respectively.

While the design review for tax credits is conducted separately from the Commission review, the Secretary of the Interior's Standards for Rehabilitation provide the basis for Gastonia's Historic District Design Principles and Standards. Therefore, there is much overlap in the intent of both programs and in their application of the Secretary's Standards. The primary difference is that tax credit projects include a review of both interior and exterior spaces, while the Commission only regulates exterior changes.



photo by Tom Hauer

For additional information on state and federal historic Preservation/Rehabilitation Tax Credit programs visit the Restoration Branch of the State Historic Preservation Office at: https://www.ncdcr.gov/about/history/division-historical-resources/nc-state-historic-preservation-office/restoration

Federal tax advantages are also available in the form of charitable contribution deductions to owners who donate a historic preservation easement to a charitable organization like Preservation North Carolina. Contact information is below.

Preservation NC Western Region:

Office: 704-482-3531

Ted Alexander, Regional Director

talexander@presnc.org



Certificate of Appropriateness Applications

Before beginning any type of exterior construction, alteration or demolition work within a Gastonia Historic District, an application for a Certificate of Appropriateness must be submitted to and approved by the Planning Department or by the Commission, depending upon the work to be done. Failure to gain such approval can result in enforcement action.

A Certificate of Appropriatess is a document certifying that a project within a locally designated historic district meets the standards outlined in state and local law for such work. If a building permit is required, it will not be issued until a Certificate of Appropriateness is issued by the Gastonia Historic District Commission (GHDC). Exterior work must receive a COA before work begins even if a building permit is not required.

Procedures for Obtaining a Certificate of Appropriateness

The following is a brief overview of the process to guide an applicant through the steps of the GHDC application and review process.

- Determine whether the proposed work requires a Certificate of Appropriateness- contact GHDC Staff as early as possible at 704-854-6652 or planning@ cityofgastonia.com.
- If the proposed work falls under the Ordinary Maintenance and Repairs category, the Certificate of Appropriateness is not required. For instance, re-roofing with in-kind materials does not require review and approval.
- If a Certificate of Appropriateness is required, Staff will assist applicants in completing an application. Online applications are available on Gastonia's Historic District Commission's website: www.gastoniahistoricdistricts.com, digital applications can be found by emailing planning@ cityofgastonia.com or a hard copy can be obtained from the Planning Department located on the second floor of the James B. Garland Municipal Business Center, 150 S. York Street. All proposals will require a completed, signed application form. Most proposals will require photographs and some form of drawings, the detail of which will be determined by the scope of the project. For many projects such as new construction, additions, parking and major landscaping, it will be necessary to provide the GHDC with a detailed, scaled site plan of the property. elevation and site plan drawings are required.
- Complete application and attach appropriate documents.
- Submit your completed application to the Planning Department, via online, email or regular mail.



Types of Review & Meeting Process

Upon receiving an application for a Certificate of Appropriateness (COA), GHDC Staff will review the application material to ensure that:

- adequate information has been submitted to evaluate the proposal. Staff may contact the applicant for clarification or additional information.
- complies with all City Ordinances and codes, and
- are consistent with the Design Standards outlined in this document.

Completed COA applications are reviewed in the order in which they are received, typically within a week or two. Once all the necessary information is in place, the application will undergo one of the three types of review:

Minor Work with staff approval, Minor Work with subcommittee approval, Major Work with GHDC approval.

Ordinary Maintenance & Repair

Ordinary maintenance and repair does not require a Certificate of Appropriateness, since no change is made to the appearance of a building. Ordinary maintenance and repair includes but is not limited to the following items:

- Repainting the same color, the original color or white.
- Replacement of window glass.
- Caulking and weather-stripping.
- Installation of "temporary" mechanical equipment (such as window air conditioning units).
- Minor landscaping, including vegetable and flower gardens, shrubbery and tree planting.
- Pruning trees and shrubbery.
- Removal of shrubbery.
- Repairs to walks, patios, fences and driveways as long as replacement materials match the existing material.

- Replacement of small amounts of missing or deteriorated siding, trim, roof shingles, porch flooring, steps, etc. as long as replacement materials match the existing material.
- Replacement or repair of architectural details, when there is no change in design or materials from the original or existing ones.
- Repainting and other masonry repairs as long as the replacement materials match the existing material.
- Installation of storm windows and doors. It is recommended that the color match the color of the building trim.
- Installation of gutters and down-spout as long as no trim or molding is removed.
- Temporary signs (real estate, political, etc.), which do not exceed four (4) square feet.
- New roof coverings, as long as the material and color match that of the existing roof.

Minor Work

With Planning Staff approval

Minor work items require a Certificate of Appropriateness. The Planning staff can:

- approve the application if the application is congruous with the special character of the historic district, or
- send the application for subcommittee review for their recommendation if staff finds incongruity with the design standards.

Minor Work

With Commission Subcommittee

Recommendations

Planning staff with a recommendation from a subcommittee of the commission can:

- approve the application,
- approve the application with conditions, or
- send the application for full commission review.



Major Work

In general, these are items, which involve a change in the appearance of a building or landscape and are more substantial in nature than minor work items.

- Completed Certificate of Appropriateness (COA) applications and supporting materials must be submitted to Gastonia's Planning Department 14 business days before the next GHDC full commission meeting.
- Staff reviews applications to ensure that they are complete and provides notification of the public hearing to all property owners within 200 feet of the proposed site.
- The applicant appears before the Commission at one of their monthly meetings during the public evidentiary hearing on the application.
- The GHPC may approve, deny, or, suggest modifications to an application in order to make it acceptable. Hearings may be continued for an additional month if more information is required to make a determination. Work may not proceed until the owner has an approved COA.

address the more common issues that come before the Commission. The GHDC also recognizes that each property in Gastonia's local historic districts has unique qualities, and there are sometimes circumstances that warrant exceptions to their adopted standards and policies. It is the responsibility of a property owner to demonstrate to the Commission that an exception is justified. In order to deny an application for a COA, the GHDC must find that the proposed project violates one or more of the Design Standards. If you have any questions regarding these standards or specific standards adopted by the GHDC, please contact the GHDC staff.

The following page includes a chart of most common Minor and Major Work and their cooresponding level of review. Note that the chart does not include every possible exterior work and renovation. For work not listed, please contact the City of Gastonia's Planning Department at 704-854-6652 or planning@cityofgastonia.com.

How Applications are Evaluated

State and local laws give the GHDC clear direction on how projects are to be evaluated. Under Gastonia's local ordinance, the GHDC is charged with developing specific policies dealing with issues relating to properties in Local Historic Districts.

In evaluating a project proposal, the GHDC and its staff refer to the adopted design standards in this document.



photo by Tom Hauer

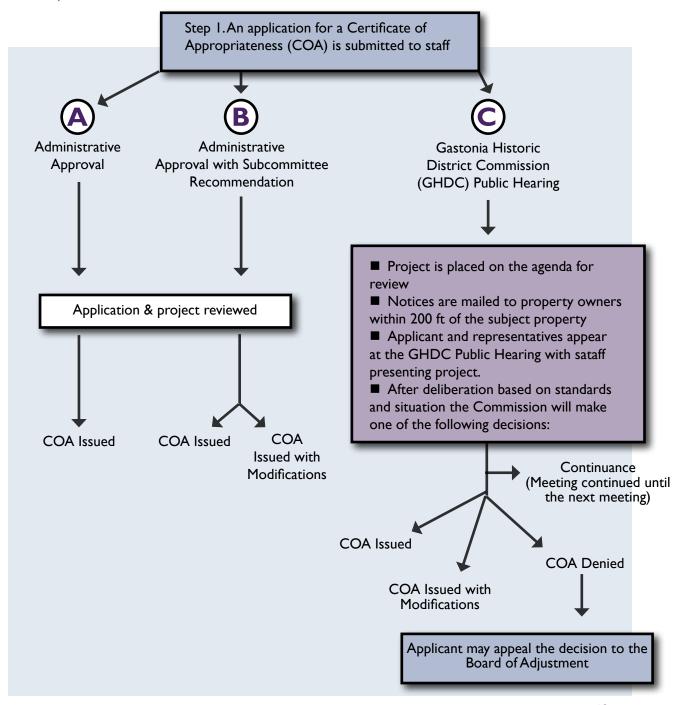
The standards in this manual are designed to



Scope of Work	Administrative Review- Minor Works	Subcommittee Review- Minor Works	GHDC Review- Major Works
Side and rear yard fences & walls	x		
Landscaping Projects including removal of any size tree determined by	x		
Municipal Arborist to be dead or diseased			
New roof coverings involving a change in the material used or color	x		
Installation of mechanical equipment	x		
Chimney and foundation repairs including vents and access doors	x		
Site improvements, including but not limited to satellite dishes, swimming pools, tennis and basketball courts, and outdoor hot tubs	х		
Painting of new construction and repainting existing colors other than to	х		
thesame color, the original color or white			
Exterior lighting fixtures	х		
Removal of asbestos or other artificial siding	x		
Signs, excluding temporary signs (real estate, political, etc.) which do not		x	
exceed four (4) square feet in area			
New accessory structures		х	
Fences and walls in the front yard		×	
Window and door replacement		x	
Installation of artificial siding		x	
Painting of new construction and repainting		x	
Enclosure of porches or garages		x	
Construction of decks or porches		x	
Room additions		x	
New construction of or additions to buildings and exterior remodeling			×
Demolition of a structure or any part thereof			×
Moving of structures			×
Signs; however, temporary signs (real estate, political etc.) which do not			×
exceed four (4) square feet are not restricted			
New accessory buildings			x
Parking lots.			x
Replacement of architectural details when there will be a change in design			×
or materials from the existing ones			
Removal of trees greater than eight (8) inches or more in diameter at the			х
base, unless determined to be dead or diseased			
All minor work items reviewed by the Planning Department, but not			х
approved			
Any other work involving a significant change in the design, material or			х
exterior appearance of a building, structure or other appurtenance feature			
and not otherwise specifically characterized herein			



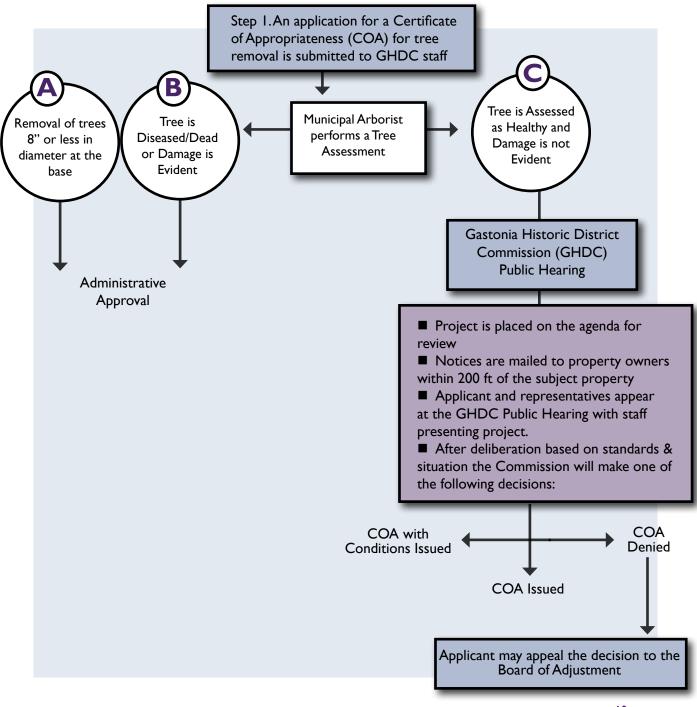
The City of Gastonia Staff and the Gastonia Historic District Commission (GHDC) review completed applications and issue Certificates of Appropriateness (COA) for changes that meet the Design Principles and Standards in this document. The design review process provides for the timely review of proposed exterior changes and must be completed before any regulated work is begun. There are three general tracks the application can go through for review: A, B or C.





THE DESIGN REVIEW PROCESS: TREE REMOVAL

The City of Gastonia GHDC Staff and the Gastonia Historic District Commission (GHDC) review completed applications and issue Certificates of Appropriateness (COA) for requests for tree removal. **Tree removal**, whether dead or diseased or for other reasons, all need COA applications filled out, reviewed and approved before removal. There are three general tracks the application can go through for review:A, B, or C.





Landscape Features

Landscape features can be as historically significant as the structures themselves, particularly in the residential areas. New vegetation should be sensitive to the existing character of the district as well. Care should be given to incorporate new landscaping that is appropriate in size, scale, and species.

- a. Retain landscape features such as parks, gardens, trees, benches, walkways, streets, brick or stone walls and granite curbs, which have traditionally linked buildings to their environment.
- Use new plant materials, curbs, paving, fencing, walkways, street lights, signs and benches which are compatible with the character of the neighborhood in size, scale, material and color.
- c. Do not destroy the relationship of buildings and their environment by widening existing streets, changing paving material, replacing granite curb with concrete curb and gutter, or by introducing inappropriately located new streets and unscreened parking lots.
- d. Provide proper care and maintenance to landscaped areas.
- e. Do not place landscape features that interfere with electrical or other utilities.
- f. Use landscaping to emphasize entrances to the Historic District.
- g. Retain planting strips between sidewalk and street and reinforce neighborhood canopy with street and front yard trees.



Steps & lighting



Reinforce neighborhood canopy (photo by Tom Hauer)

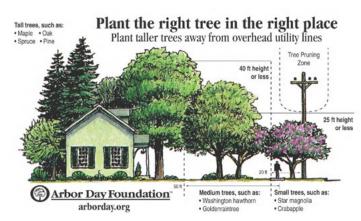


Columns flanking entry path (photo by Tom Hauer)



Trees

Large canopy trees are a major character-defining feature in most of the streets in Gastonia's historic districts. While a building can be renovated or restored, vegetation cannot, therefore, it is critical that mature and historic trees contributing to the character of the district be preserved and maintained. Some of the trees in the districts are as old if not older than the historic buildings. For this reason, review of the care and treatment of this feature is an important component of these standards. Gastonia's Acceptable Tree Species List in Appendix D on page 43 should be referenced when undertaking any project that may require tree removal and replanting.

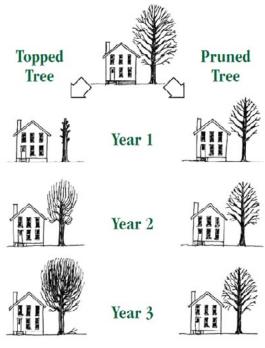


Retain

- a. Retain existing trees that define the district's character. <u>Planting new</u>
 - Start new trees and other plantings to replace older and dying vegetation.
 - c. Vary species to avoid total elimination by species-specific disease.
 - d. Landscape placements should not be interfered with by electrical or other utilities.
 - e. Placement and type of trees should avoid damage to sidewalks, driveways, curbs, retaining walls, etc.

Site work around trees

- f. Identify and take care to protect significant existing trees and other plantings when constructing new buildings, additions, or site structures such as garages.
- g. New construction that impacts healthy trees must be reviewed by the GHDC.



Tree removal

- h. When tree removal is needed or desired, for any reason including death/disease, Gastonia's Municipal Arborist must be consulted and the written recommendation must be provided to the GHDC along with an application for removal, before removal is granted. This standard includes trees in front, side, and rear yards.
- i. The GHDC may require the planting of additional trees to replace a mature canopy that is removed.

Pruning

j. Do not "top" trees in an attempt to reduce tree size. After a tree is topped, it grows back rapidly in an attempt to replace its missing leaves. Additionally, tree topping hurts trees, shortens their lives and creates dangerous trees that will drop branches in the future.

l<u>n general</u>

k. In addition to the requirements of these standards, all applicable provisions of the Gastonia Tree Ordinance (Chapter 20 of the City's UDO) must be complied with.



TREES IN PUBLIC RIGHTS OF WAY: Principles & Policies

Many of our mature trees in the districts have been planted in the @ 4' planting strips in the public rights-of-ways (ROW). Maintaining and replenishing the tree canopy that exists in the planting strips and contributes to the historic character of our historic districts streetscapes is critical to their preservation. This effort requires monitoring existing trees for damage or disease; pruning them appropriately in a way that encourages the preservation of the district tree canopy and does not drastically change the shape of a tree by "topping" it; protecting trees from nearby construction work; and developing plans for tree replacement when needed.

Tree pruning work, wherer trees are in the ROWs below power lines, is done by the City of Gastonia Electric Department and Duke Power. They have prescribed guidelines to trim trees to not damage electrical lines. To report tree limbs overhanging electrical lines please call 704-866-6843. Otherwise, pruning work is done by the Urban Forestry Department.

When we lose trees due to disease or death in a City ROW, the following principles and policies guide the City Public Works and Urban Forestry Departments with removal and replacement in the public rights of way:

- a. Any tree can be replanted in the planting strip of the City ROW at any time, and is done so at the discretion of the Urban Forestry department based on available funding and usually done in large master projects for re-establishing canopy in certain corridors.
- b. Anyone who wants to submit a neighborhood, street, or section to be reviewed for ROW planting strip tree plantings should get in touch with a GHDC staff member (planning@cityofgastonia.com) or the Municipal Arborist (roberts@cityofgastonia.com) and from there the request will be forwarded to the Tree Advisory Committee where the committee may direct staff to find funding.
- c. Any property owner can apply to plant (or remove, prune, or stump grind) a tree in the planting strip of the ROW so long as an application is filled out and submitted to the City of Gastonia's Municipal Arborist (application for tree planting can be found on page 24 of the Tree Standards Manual in the Tree Ordinance section of the UDO online). Please email planning@cityofgastonia.com if help is needed to obtain an application.
- d. The City of Gastonia is always aiming for planting native trees that benefit the local ecology as well as species that are prudently selected to grow well in the area to be planted (see Gastonia's Recommended Street Tree List in Appendix D, page 43, of this document).
- e. Tree planting under power lines is not recommended, but can be done so long as the species does not exceed 20ft height at maturity.
- f. Tree stumps are removed at the discretion of the City of Gastonia's Public Works Department, specifically in the Rights-of-Way (ROW). Tree stumps are removed when funding and labor become available.



Building Site

- a. Original landscaping designs and planting arrangements should be continued whenever possible. Important site features should be identified and retained. Examples are stone or brick retaining walls, walks, steps, fences, outbuildings, trees and mature shrubbery.
- If changes are made they should be carefully evaluated in light of the past appearance of the site.
 Do not make major changes to the topography of the site.
- c. Provide proper site and roof drainage to assure that water does not splash against building or foundation walls, nor drain toward the building.
- d. Retain the original orientation and uniform setbacks of the existing structures.
- e. Do not install new swimming pools or other improvements to a site which are not compatible with the character of the original structure, unless they are not visible from the street or generally screened from view.
- f. All improvements shall be in compliance with all NC Building Codes and with the City of Gastonia's Unified Development Ordinance.

Accessory Buildings (detached garages, sheds, playhouses, greenhouses, storage buildings, sheds)

Retain and repair historic accessory buildings where possible. Where repair is not possible, an application for demolition will be necessary.



Uniform setbacks



Custom built accessory building



Detached garage

a. Design new accessory buildings to be compatible with the style and character of the primary historic building on the site, especially in scale, elements, and roof form. Any new accessory building must be clearly secondary to the main structure on the site. See the New Construction Section on page 31.



- Locate new storage buildings or carports in rear or side yard locations that are visually screened from the street.
- c. Install prefabricated buildings that are compatible in size, scale, form, height, proportion, materials, and detail with other accessory structures in the district. Do not site prefabricated sheds in locations that are visible from the street. Sheds with barn style roof lines and doors are not allowed.

Parking Lots and Driveways

In residential areas, a number of paving materials are used including gravel, crushed stone, concrete and brick. Driveways are narrow and parking areas small, reflecting the mostly private use of these areas. Off-street parking for non-residential uses should be secondary to the buildings and yards, and therefore, be located in the rear yards. Due to the small size of residential lots as well as the early, pre-automobile development of the districts, many lots have shared driveways.

- a. Keep parking lots in the Historic District as unobtrusive as possible. They serve only adjacent residential or commercial areas, must be screened from view and located in the rear yard.
- b. Utilize landscaping to visually reduce the lot's impact. Screen the lot with continuous or semi-continuous shrubs and trees or a low, solid fence or wall along the perimeter, or other methods. Break up large expanses of paving into smaller components with interior planting areas. Boundary treatment of adjacent property can be continued if it will serve to screen the lot.
- c. When new lots are being developed, retain and incorporate existing vegetation such as mature trees into the landscape plan. Methods for protecting root systems will be required. Maintain canopy by incorporating existing trees and starting new trees.
- d. Clearly and unobtrusively define circulation and parking areas. Utilize an edging to keep material in place in unpaved lots. Attend to maintenance of lots on a regular basis.



Inappropriate barn-style shed



Porte cochere



Wagon wheel driveway



- e. Retain or install historic "wagon-wheel" driveways.
- f. Affix driveway and carport shade sail awnings to decorative posts, not to exceed a height of 10 feet. Design awnings to be visibly compatible in terms of "mass, scale, and form to the landscape so that it does not "detract from" or "alter the historic character of" the landscape. Install awnings which are made of breathable fabric unaffected by moisture and temperature extremes and locate them in the side or rear yard, screened from the street with adequate landscape buffer similar to those in the existing streetscape or on the property. Choose earth tone colors and not excessively bright colors, large expanses of shiny colors, or highly contrasting colors.



Decorative lighting fixture above front door

Lighting

Plan lighting in the historic districts to provide adequate safety but not overly illuminate the property. Choose fixture design that is appropriate to the building and district.

- Create subtle lighting effects with carefully located lights rather than indiscriminate area lighting, such as rear yard "street" lights.
- b. Use directional lighting that does not invade surrounding property.
- c. Use low-level lighting at public/private edge for pedestrian safety.
- d. Use fixtures which do not call attention to themselves and hide non-decorative fixtures. Choose light fixtures on the front façade of the home and front yard freestanding lights that are appropriate to the historic nature of the district.



Decorative lighting fixture on masonry column



Fences and Walls

Many different types of fencing and walls can be found in the historic districts including low masonry walls, wooden picket and privacy fences, and wrought iron fences and gates. In residential areas, fences and walls were used historically to enclose yard areas and define property lines. In commercial areas, fences and walls can be used to screen service areas and parking lots. Fences are prominent landscape features and should be constructed in a manner and design that is sensitive to the character of the historic structure and district.

- a. Use natural materials for fences and walls especially those that can be seen from the street. Appropriate materials are wood, brick, stone and cast iron. Materials and style should blend with buildings, walls and fences found in the neighborhood. Aluminum fences that mimic wrought iron are allowed. Vinyl fencing is not allowed. Stain or paint wood fencing.
- b. Do not use fences to screen front yards, rather front yard fences should be open and decorative in nature. The maximum height for front yard fences is 3 feet along all public rights-of-way, however, when topography, the proximity of the neighboring use or the type of the neighboring use suggests more privacy is appropriate, proposed heights of up to 4' will be reviewed. Fencing may be used to screen parking areas or mechanical systems.
- Low walls of brick or stone, combined with landscaping, are encouraged to accent front lawns.
- d. Historically, fencing in the side yards has been low and decorative in nature to preserve sight vistas. A 3' fence height is appropriate in the side yard, however, when topography, the proximity of the neighboring use or the type of the neighboring use suggests more privacy is appropriate, proposed heights for up to a maximum of 6' will be reviewed.
- e. Confine privacy fencing to the rear yard. Privacy fencing
 of 6' in height is allowed, however, when topography,
 the proximity of the neighboring use or the type of







Examples of appropriate decorative privacy fences



the neighboring use suggests more privacy is appropriate, proposed heights of up to 8' will be reviewed. Install decorative privacy fencing with decorative tops such as lattice, scalloped, or finished with a top rail. Solid, stockade privacy fences are not allowed. In all cases, install posts that are taller than the fence section with decorative finials (post caps).

- f. Screen existing utilitarian chain link or other inappropriate fencing from view from the street. New chain link fencing is not allowed, except for use on educational properties. Repairs to existing chain link fence sections may be allowed, up to 50% of a fence run (area between right angles). Greater damage will require installation of a new fence type along that fence run (or the entire fence).
- g. No Certificate of Appropriateness (COA) is required to remove a wood or chain link fence if new fencing is not being installed. Removal of all other walls and fences (garden walls, rock walls, masonry walls, wrought iron fences, etc.) will require a COA.



Wall type is one of the most distinguishing characteristics of historic buildings including materials, form, color, and architectural detailing. A portion of the residential structures have been covered with an unoriginal treatment or artificial siding, some of which was done prior to the districts being formed. The predominant type of wall covering or sheathing is wooden clapboards. There are also a number of masonry homes, with different bond patterns.

Over the years, a common treatment of wood siding has been to cover the wall surface with aluminum or vinyl siding. Often this has been done because the vinyl requires no painting and/or because the original wood siding may be deteriorating. While this practice may require less maintenance, it is an inappropriate





Contrasting siding & trim colors



Fiber cement lap siding replacement for wood siding

treatment for historic buildings for a number of reasons. Perhaps most importantly, the application of engineered or synthetic siding hides or obscures historic architectural detailing such as corner boards, window casings, sills, and other details. Sometimes, architectural elements are removed in order to facilitate the installation of engineered or synthetic siding. This



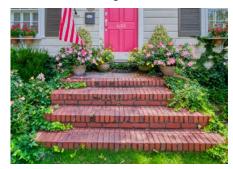
detailing as well as the profile of the original wood siding is what distinguishes the different types of architectural styles and gives the building its character. Engineered or synthetic siding can also be quite damaging to a historic structure. It often covers deteriorating wood and hides water or insect damage. Wooden structures must be allowed to breathe in order for moisture to escape. Vinyl or aluminum siding can cause moisture retention and continued deterioration. Finally, the application of engineered or synthetic siding to the structure itself damages historic materials and architectural features.

- a. Paint house siding neutral, original to the home, white or with an appropriate historic color scheme. Some paint manufacturers, such as Sherwin Williams, make a historic line of paints and the use of these lines is encouraged. See Appendix C, page 41 for examples.
- Requests for artificial siding materials will be reviewed on a case-by-case basis using the following criteria.
 - a. For structures that are currently wrapped with vinyl or aluminum siding, replace the siding with the same or like material. Remove artificial siding at any time to expose wood siding to replace it with wood siding or fiber cement siding that is similar to the original. Once artificial siding has been removed from a structure, no vinyl or aluminum siding may be installed in the future.
 - b. If a structure currently has wood siding, no artificial siding may be used to cover or replace the existing wood. Repair or replace existing wood siding with similar wood siding or fiber cement lap siding.
- c. Repair or replace, where necessary, deteriorated siding and trim with new materials that duplicate the old material as closely as possible in size, shape and texture.

- d. When applying siding, retain original features such as cornices, brackets, window and doorway trim, where possible. These are, in most cases, an essential part of a building's character and appearance, illustrating the craftsmanship and care of earlier building periods.
- e. Paint all exterior wood siding, fiber cement siding, and trim.

Masonry

Various types of masonry construction are found in the districts including brick, stone, stucco, and concrete. Just like with wood, masonry construction contributes to a building's historic character in its texture, color, size and scale, and detailing. This architectural detailing includes subtle elements like variations in bond patterns to more prominent detailing like corbelling, brick cornices, quoins, etc. Masonry must be properly maintained in order to prevent deterioration. Typical masonry maintenance issues include deteriorated mortar joints, broken or chipped bricks, and loose bricks. Much of this deterioration is due to the effects of weather as well as improper maintenance and cleaning.



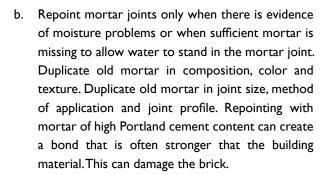
Brick masonry steps



Stone masonry steps & wall



a. Do not use silicone waterproof or water repellent coatings over original masonry, or other treatments such as stucco unless required to solve a specific technical problem that has been studied and identified. Coatings are frequently unnecessary, expensive and can accelerate deterioration of the masonry. Do not apply cement coatings to brick foundations or other masonry. When used over old brick, the cement eventually breaks loose, usually removing the protective brick face in the process. These coatings hide the texture and detail of chimney and foundation masonry.



- Do not paint masonry unless evidence suggests it was originally painted.
- d. Clean masonry only when necessary to halt deterioration and always with the gentlest method possible, such as low pressure water and soft natural bristle brushes. Never sandblast brick.
- e. Retain the original or early color and texture of masonry surfaces, wherever, possible. Brick or stone surfaces may have been painted or whitewashed for practical and aesthetic reasons. Indiscriminate removal of paint from masonry surfaces may subject the building to harmful damage and may give it an appearance it never had.
- f. Repair stucco with a stucco mixture duplicating the original as closely as possible in appearance and texture.



Retain roof shape



Slate roof

Roofs and Gutters

There is a variety of historic roof configurations in the residential portions of the districts including primarily gable and hip, but also gambrel, and mansard. Almost as important to the historic character of the building as the roof's overall form, is the historic roofing material. Slate, clay tile, metal, and asphalt shingles are scattered throughout the historic district.

- a. Preserve original roof shapes, lines and pitch. Remove lean-tos and other inappropriate roof additions where feasible. Do not change the original roof shape to a flat or low-pitched roof or add features inappropriate to the essential character of the roof such as oversized dormer windows, or raising roof sections for additional floor space under lean-tos.
- b. Install dormers only when the location and design are in keeping with the style of the house.

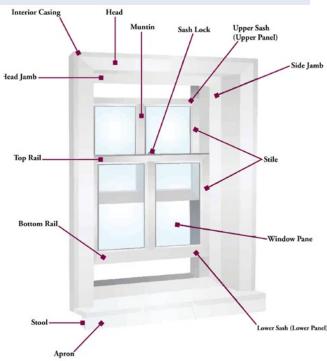


- c. Provide adequate roof drainage and insure that the roofing materials are providing a weather-tight covering for the structure. Metal flashing of an appropriate color should be used and installed so that as little as possible is visible.
- d. Replace deteriorated roof coverings with new material that is appropriate in terms of composition, size, shape, color and texture. In general, avoid light colored roofing shingles, white or very light colored roofs lose some of their visual definition and generally are less attractive because shingle joints stand out more and they can become discolored over the years.
- Remove existing roof coverings before reroofing if they would give the new roof a lumpy or uneven appearance.
- f. Repair or replace deteriorated architectural features which give the roof its essential character, such as dormers, cornices, chimneys, slate and terra cotta tiles.
- g. For maximum roof life, proper ventilation is important. Install roof ventilators on rear slopes and other locations not visible from the street.
- h. Installation of gutters does not require a COA, however, the size, scale, and color of the gutter should be appropriate to the particular home and vinyl gutters are discouraged.

Fenestration (Windows, Doors)

Window and door openings are an important architectural feature of a historic building that is both aesthetic and functional. There are a wide variety of window and door designs in the historic districts based on the style and period of the structure itself.

Improper or insensitive treatment of the windows and the doors of a historic building can seriously detract from its architectural character. Usually, repairing the original windows in an older building is more



appropriate than replacing them with new ones. Peeling paint, high air infiltration, sticking sash, or broken panes are all repairable conditions and do not necessitate replacement.

- a. Retain and preserve existing historic windows and doors, including their functional and decorative features, such as frames, sashes, muntins, sills, heads, moldings, surrounds and hardware.
- b. Replacement of an entire window or door is to be considered only if repair is not feasible. If the details of a window or a door, such as casing, muntins, or tracery, are deteriorated and must be replaced, the original character of the building and the window or the door is to be used as a guide.
- c. Retain existing window and door openings and details including window trim, sash, glass, lintels, sills, grid/ muntin pattern, shutters and hardware.
- d. When replacement of deteriorated windows is required, or new ones must be added, imitate the original in size, scale, detail, pane and/or panel configuration. <u>Do not install windows with two-</u>



dimensional simulations of pane subdivisions, such as snap-in muntins or Grilles between the Glass (GBG). If not true divided light, install Simulated Divided Light (SDL) windows with three dimensional grills affixed to both the interior and exterior of the window with shadow bars between insulated glass panes. Materials are somewhat flexible; however style, design, and proportion are very important and should be based on the style and period of the structure.

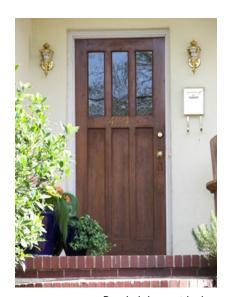


Illustrating the difference between GBG and SDL window design

- e. Maintain vertical emphasis and smaller component panes of windows and doors. Repair existing windows as a first alternative.
- f. Do not introduce new window and door openings into the principal elevations, or enlarge or reduce window or door openings to fit new stock window sash or new stock door sizes, or introduce inappropriate window types such as louvered; retainthe existing size of window panes and sash. Changes such as these damage the scale and proportion of the building.
- g. Retain original doors or replace with a similar style Choose doors that are consistent with original style and period of the structure such as solid paneled doors or paneled doors with glass. Wood paneled doors may be painted complementary bright colors for emphasis. Do not install flush or flat surfaced doors and those with contemporary

decorative windows, such as an oval window with decorative glass, as they are not appropriate in the historic district.

- h. Install storm windows and doors that are painted white or match the house trim color, or place storm windows on the inside. Do not obscure the outline and appearance of the original doors and windows or remove trim with the installation of storm doors and windows.
- Refrain from installing new window or door features such as aluminum storm and screen window combinations that require the removal of original windows and doors or the installation of plastic, or metal strip awnings, decorative shutters, plate glass, sliding



Paneled door with glass



Original decorative door frame features



glass doors, bronzed glass, colored plastic panels and modern picture window arrangements when they would alter the character and appearance of the building. Locate modern windows and doors which are part of an improvement project for leisure space, such as sliding glass doors, inconspicuosly, such as at the rear of the house.

Shutters:

- a. Retain any original shutters and hardware.
- b. Replace shutters that are beyond repair to match the size and design of the original shutter.
- c. Vinyl and aluminum shutters are not appropriate.
- d. If size permits, size new shutters to fit the window opening
- e. Shutters on multiple or bay windows are not appropriate.
- f. Do not install shutters on buildings that historically never had shutters.
- g. The design of new shutters to be architecturally consistent with the building's style.
- h. Despite being wood, "barn-style," pallete-style or stained cedar shutters are not architecturally consistent with any building in Gastonia's Local Historic Districts and are not allowed.

Porches, Decks & Patios

Porches are the focal point of an historic building and were historically a center of activity in a residential structure. The historic districts include large front and side porches, some with intricate balustrades and sawn brackets and others with substantial porch columns. It is important that these primary significant features be retained, preserved, and if necessary, reconstructed. Attention should be given to the materials and placement of the patio to be consistent



Correct sizing of a shutter

with the Historic District's integrity and character.

- a. Retain porches, porte cocheres, steps and porch features such as handrails, balusters, columns, dentil moulding, brackets and roof decoration of wood, iron, cast iron, terra cotta, tile and brick which are appropriate to the building and its development. Repair or replace deteriorated porch details to match the original, where possible.
- b. Remove front porch infill to restore original facade. In general, the closing in of side porches to create interior space is discouraged. Rear yard porch enclosures are allowed.
- c. Do not replace original wood porch floors with concrete, or stripping porches and steps of original material and architectural features, such as handrails, balusters, columns, dentil moulding, brackets and roof decoration of wood, iron, cast iron, terra cotta, tile and brick.
- d. Install porch railings with space between planks, a base board and top rail.
- e. Place decks in inconspicuous locations (usually at the rear of houses), screened from view from the street and which are designed to blend with the house. This can be achieved through compatible



design, colors and materials. Painted or stained, pressure-treated wood is allowed (no unpainted or unstained wood). Recycled deck materials (such as Trex®) are permitted in the rear yard only.

- f. Locate handicapped ramps in the rear yard for non-residential development and in the rear yard for residential development when possible. Build ramps in a fashion where they can be easily removed from the home without damaging the historic building fabric. Screen ramps from the public street with landscaping.
- g. Utilize natural materials for patios including brick, stone or concrete pavers. The GHDC shall have the authority to approve building materials not specifically listed but similar in appearance and texture.



Paint colors can enhance the historic nature of a building, especially when proper contrasts are used in the paint scheme. Trim and foundations should be visually differentiated from the main body of the structure and only traditionally painted materials should be painted.

- Discover original paint colors or use appropriate color schemes to illustrate the distinctive character of the house. See <u>Appendix C: Exterior Paint Color</u> <u>Examples. page 41</u>.
- Use color to highlight surface textures. For example, wood shingles or siding on the Bungalows and other styles should complement the paint color used for trim.
- c. Wood stains are appropriate for shingles and can reduce maintenance problems.



Preserve historic front porch



Handicapped ramp

- d. Utilize two or three colors on a house, including a body color, a trim color, and an accent color for doors, shutters, etc. if desired
- e. Coordinate wall and roof color.
- f. Do not utilize excessively bright colors, large expanses of shiny metal, or highly contrasting colors.
- g. Do not utilize strong paint strippers, both chemical and mechanical which can permanently damage the surface.



Structural and Mechanical Systems

Installation, rehabilitation, or replacement of mechanical systems should be planned to minimize changes to the appearance of a structure. Building systems include mechanical and electrical equipment, distributions lines; plumbing pipes and vents; and communication systems, such as telephone and television. Conformance with local building codes and utility company standards and practices is required for the installation, upgrading, or replacement of building systems.

- a. Install mechanical equipment such as heating and air conditioning units in areas and spaces that will require the least possible alteration to the plan, materials and appearances of the building. Place all exposed exterior pipes, meters and fuel tanks on the rear portion of the buildings and screen these elements where possible. Place roof vents, skylights, solar collectors, etc., on rear roof slopes or other areas not visible from the street.
- b. Locate fire stairs, landings and decks in such a manner that they are not visible from the street and use materials and paint colors that are compatible with those of the structure. Design and locate exterior stairs so that they disrupt the appearance of the building as little as possible.
- c. Relocate existing exterior stairs from the front to the rear of buildings where possible.

Satellite Dishes

Communication systems such as television antennae, satellite dishes, and cellular phone towers can dramatically affect the character of the historic environment. Care must be given so that the installation of these systems minimize their visual and physical impact to the historic districts. In general, locate contemporary site features such as satellite dishes where they are not visible from the street and do not compromise the historic character of the site or district.



Screened HVAC



Screened satellite dish

- Satellite dishes, like any outdoor mechanical equipment, will not be a prominent feature on the property.
- Locate satellite dishes so that they are not visible from any street.
- c. Preferred locations include rear roof lines not visible from any street and ground locations in the rear yard. When necessary, satellite dishes may be placed in front or side yards if the dish is on the ground and screened from the street with an adequate landscape buffer.

Signs

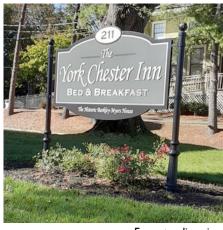
While signs serve important functions, sensitive design that complements and does not detract from historic architecture can enhance the historic district. Size, scale, location, style and material of signage should be



compatible with the architecture of the historic buildings and character of the district. Building signs should be integrated with the overall design of the building and complement the architectural-character of the building. The color, type style, scale and detail of building signs, should all be considered.

When applying for a Certificate of Appropriateness for a sign in the historic district, the applicant must submit a sample of the sign design to staff and the Commission. This submittal must include an accurate description of the sign including size, material, and location, along with a material sample, if available. In addition to these design standards, signs in the historic district must meet all applicable requirements of the zoning ordinance (Article VIII - Signs).

- a. Mount signs attached to an historic structure so that no significant architectural feature is concealed or damaged.
- b. Pole signs and internally lit signs are prohibited. Freestanding signs are recommended for residential structures that serve a commercial function. Compliment and enhance the sign's design with mounting and not draw attention from it. Signs will not be more than 5' high and will not have more than 20 square feet of sign area for single tenant signs and 30 square feet for multi-tenant signs. Larger signs are the exception and used only for non-contributing structures.
- c. Wall signs are allowed only for facades facing a public street or facing a public or private parking lot, where customers are allowed to park. Signs mounted on residential buildings, including those that serve a commercial function, will be small, less than two square feet, identification panels. Nonresidential buildings are allowed two square feet of sign area for each linear foot of building wall width along said façade up to a maximum of 50 square feet for each façade. Install flush-mount signs in appropriate locations in the wall space.
- d. Awning signs are appropriate on awnings that meet the standards. Locate sign text on the awning skirt, not the awning face with text proportional to the awning and not oversized. Generally, the sign will cover no more than 20 percent of the awning.



Free standing sign



Free standing monument sgn



Projecting sign



- e. Projecting signs are appropriate provided they not exceed more than 3 square feet in area, have a minimum vertical clearance below the sign of 8 feet, and do not project more than 3 feet from the façade. Attach signs protruding from the wall with ornamental metal framing and support hardware.
- f. Historic sign materials such as wood, metal, and masonry are preferred for sign construction. Do not install sandblasted sign panels in order to provide three-dimensional relief. If installing contemporary materials they must give the appearance of more historic sign materials.

Awnings

Awnings were historically found on commercial structures as well as on some types of residential buildings. While they have functional merits in providing shade and reducing heat gain in a building, their design and application contribute significantly to the architectural character of an historic structure.

- Awnings to be constructed of canvas, vinyl coated canvas, or acrylic. Metal awnings should be placed only on post-World War II homes.
- Domed awnings are prohibited (angled awnings preferred). Retractable awnings are allowed in the rear yard only and should not be visible from the street.
- vindows and doors (non-residential) and mount within the window opening, directly to the frame (residential). Affix the awning so that no architectural features are concealed or damaged. On masonry structures, affix attachments for awnings the mortar joints and not in the brick itself.
- d. Metal or back-lit awnings are prohibited on commercial buildings.

 Continuous awnings or awnings that cover architectural features such as piers or columns, are not appropriate.

Moving Buildings

Moving significant buildings sometimes is the only alternative to demolition. It should be undertaken only as a last resort and only after all other preservation options have been exhausted. It is an expensive undertaking and often results in a loss of integrity of setting and environment for the relocated structure. Also, the impact which the relocation will have on nearby buildings should be considered.

- a. Moving buildings into or relocating within the Historic District will be attempted only after thorough planning and preparation. Consult the Gastonia Historic District Commission early in the planning stages. Generally, follow the standards for new construction especially with respect to building spacing, setback and lot coverage, orientation and landscaping.
- b. Every effort should be made to protect the integrity of the building during the move. Make the choice of new location with architectural compatibility in mind. Blend in the structure being moved with existing buildings surrounding the new site, in terms of scale, mass, height and other criteria.

Demolition

Resist demolition of significant houses in the Historic District and seek alternatives.

In the interests of the neighborhood, the property owner will be asked to give some careful thought to the following before demolishing a historic building:

- . Could another site serve the purpose just as well?
- . Could the structure be adapted to suit the owner's purposes?
- . Could the property be sold to someone willing to use the building?
- use the building?

 Could the building be moved to another-location?





310 S Chester Street, demolished in 2006



Current view of 310 S Chester Street, 2021

When an application for demolition is received, the GHDC staff will begin review the alternatives for saving the structure, including contacting non-profit preservation agencies and the City of Gastonia Community Services Department to discuss the options noted above. At the next appropriate meeting of the Commission, staff will provide a report to the Commission, including a summary of the information that has been obtained to date regarding possible alternatives, a general analysis of the historic structure and site and their importance to the district, and an outline of potential next steps.

The GHDC will delay the effective date of an approved Certificate of Appropriateness for the demolition of architecturally--or historically significant structures for a length of time no longer than 365 days from the date of approval to exhaust all possibilities for saving

the building. During this period the Commission will negotiate with the owner or other interested parties in an effort to find a means of preserving the building. The Commission will make it widely known that a significant building is threatened with demolition and that alternatives are being sought.

In the case of structures of little architectural value the Commission may waive all or part of the delay period. In making this determination the Commission will carefully weigh the value of the structure to the neighborhood setting.

Once all possibilities for saving the structure have been exhausted, all salvageable building materials will be removed. Then the structure will be quickly and thoroughly cleared. The site will then be planted or otherwise maintained until it is reused.

Before a significant structure is demolished, a permanent record of the building will be made. This record should consist of photographs and other documentation which describe the style, significance and special features of the building and this information will become part of the permanent files of the GHDC.

New Construction

Prior to review of new construction by the GHDC, the applicant will have first met with a sub-committee of the Commission at an early stage in the design process to be informally advised concerning the Commission's standards, the nature of the area where the proposed construction is to take place, and other relevant factors. The sub-committee will refrain from any indication of approval or disapproval, but will not be barred from a reasonable discussion of the applicant's proposal. No advice or opinion given will be in any way binding upon the GHDC Notice of the need for such a conference will be given to applicants at the earliest appropriate time.



In addition to the typical application requirements for a Certificate of Appropriateness (COA), applications for new construction will also provide a site plan showing at a minimum the location of:

- existing structures (if applicable),
- existing landscaping, including identification of all trees with a 12" diameter at breast height and species of said trees,
- new structures,
- driveways, including materials,
- porches and decks,
- fences,
- and any other feature that would require a COA, including heating and air equipment and satellite dishes.

The applicant will also provide elevations for each façade, with building and trim materials noted and dimensions of applicable features, such as siding, overhangs, and railings, etc. A copy will be provided for each member of the Commission and staff at the time of application. The site details will be provided on a site plan that is to scale. Due to the importance of a thorough review, the Commission may ask for additional information as needed to make their decision and postpone their decision until that time.

- New construction will blend in with existing buildings in terms of design principles.
 Contemporary architecture are encouraged as long as it adheres to neighborhood design characteristics.
- b. The basic shape, height and scale of existing structures can be easily transferred to contemporary construction. To create compatible relationships between old and new structures, basic shapes, echo forms and architectural features but not obviously copied. Shapes and heights can be easily determined from floor plans and elevations. Scale refers to the size of units of construction and architectural details in relation



Second floor new construction

to the size of man; the elements of scale may be brick or stone units, window or door opening and porches. Human-scaled units are most appropriate to a historic district environment, since they are conceived in proportion to man. Scale is also determined by the relationship of the building mass to open space. A human scale is once again desirable. Consistency of height is an important factor contributing to the scale and character of an area. Buildings quite different in height from the predominant pattern of an area will disrupt the area's structural relatedness.

- c. New buildings will be spaced on lots using roughly the same ratio of space found between well-related buildings nearby. Closely spaced buildings are the rule, creating a strong attraction between them. Also, the spacing is regular, which adds continuity and a sense of order to the streetscape. Setbacks from the City's rights-of-way should approximate those of nearby structures and new buildings will exhibit the coverage of their lot which is typical of the neighborhood. The purpose of this is to maintain a constant rhythm of mass and void within a block face.
- d. The orientation of a new structure, or in what manner it is placed on the lot, is important to the rhythm of a block face. Basically, if a new



structure is introduced into a row of structures, it should face the same direction as the others. Keep additions to houses to a minimum and be compatible in scale, materials and design.

- e. New construction will be compatible in materials, size, scale, color and texture with surrounding buildings. New design that is compatible with the character and mood of the neighborhood is encouraged. Maintain the basic shape, height, scale, i. openings and texture of existing buildings. Place mechanical equipment in inconspicuous locations and screen from view.
- f. Roof types include gable, hip, gambrel and flat roofs. Simplified versions of these roof types can be found in contemporary architecture and can be a major vehicle in tying existing and new structures into a visually related whole. Roof forms to not use include very low pitched roofs with no overhang, flat roofs (i.e., flat roofs that depart from Neo-Classical form in that they lack cornices, architraves and pediments) and roofs making no effort to conceal air conditioning or similar machinery. Do not use bright or unusually colored shingles.
- g. Materials and surface textures are of a natural type and emphasize human scale. They include wood, brick and stucco and stone and can be effectively used in contemporary architecture.

 Other natural and synthetic materials available which, if used properly, can blend well with existing construction materials include stucco, cast stone and limestone (or cut stone) and masonite.

 Contemporary materials which, in general, to not use for new construction include oversized brick, exposed and/or painted concrete blocks or cinder blocks, vinyl or aluminum siding, and plate glass walls, or any similar materials.
- New development will be sensitive to the importance of existing trees and other landscape features and should be designed around any

large trees and -unique shrubbery. Additional landscaping which is necessary around new buildings to reinforce the existing landscaping styles in the area. Usually, this will involve foundation and walk plantings and side and rear yard gardens. Arbors, trellis gardens and patios and hedgerows of boxwoods and ivies are common throughout rehabilitation.

New development will maintain existing topography and mature vegetation when possible.



Appendix A. Building Styles

New England Saltbox (1650-1830)

More a building shape than a building style, the saltbox takes its name from a sloping gable roof that gives the house the shape of a wooden box used to store salt in Colonial times. The saltbox house is formed by a one-story addition across the rear of a 1 $\frac{1}{2}$ or 2-story building. Initially an easy method of enlarging a house, it eventually became an accepted building form.

GEORGIAN (1700-1780)

Georgian architecture enjoyed one of the longer eras of early American residential construction. These homes are austerely symmetrical in plan with simple box designs. Georgian homes are predominantly side-gabled, two story structures, but have a number of variations. Their simple design is often interrupted by a more distinct entryway including paneled doors, transoms, with pediments or elaborate cornices.

GREEK REVIVAL (1825-1860)

Greek Revival architecture is defined by its highly symmetrical plans and classical details. Usually two stories tall, these homes have low-pitched roofs and wide-band cornices reflecting classical proportions. Greek Revival structures are often dominated by their entryways, which often are full-width supported on classical columns two stories high. Others included smaller, yet still grand in scale, one or two-story entry porches.

ITALIANATE (1840-1885)

Italianate homes have generally rectangular, box-shaped plans with low pitched hipped roofs and overhanging eaves. Most Italianate homes are symmetrical in design, and some display box towers or center gables on the façade. Usually two stories, these dwellings often have small single story entry porches supported on columns. Common architectural elements include three-bay facades; narrow, segmental arched windows; and crowns over the windows including inverted U-shaped crowns, arches, and pediments.

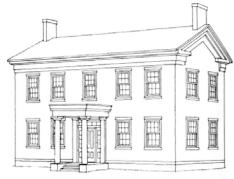
GOTHIC REVIVAL (1840-1880)

Gothic Revival homes are noted by their steeply pitched, center gabled roofs. Often with more than one front gable,





Georgian



Greek Revival



Italianate



Appendix A. Building Styles

these homes have ornate gothic detailing such as pointed arched windows, decorative vergeboards, crenellations, pinnacles, and other ornamentation. Most Gothic Revival homes have one-story porches across the front façade.

VICTORIAN (1860-1900)

While Queen Victoria reigned from 1837-1901, Victorian architecture in the United States was popular during the last four decades of the nineteenth century. Victorian architecture is characterized by complex plans, asymmetrical designs, ornate detailing, varied textures, and colorful paint schemes. There are several sub-styles that fall within the Victorian era.

QUEEN ANNE (1880-1910)

The Queen Anne style is one of the more dominant of the Victorian era. Queen Anne homes are typically two stories, have irregular plans including a hipped roof with front and side gables, and usually include a one-story porch along the width of the façade. Bay windows are sometimes cut into the façade under the front gable. More elaborate Queen Anne homes have towers and turrets as signature elements of the façade. These structures are often highly detailed with decorative spindlework, sawn brackets, and gingerbread ornamentation

NEOCLASSICAL (1893-1940)

Neoclassical became a dominant style for domestic buildings nationwide primarily between 1900-1940s. It was directly inspired by the Beaux-Arts style and the Columbian Exposition: classical symmetry, full-height porch with columns and temple front; classical ornament. Basically, this is the revival of the Greek Revival style.

TUDOR REVIVAL (1910-1940)

Tudor revival became especially popular with 1920s suburban homes, loosely based on late medieval prototypes. Many are identified with false (ornamental) half-timbering, a medieval English building tradition, often with stucco or masonry veneered walls, steeply pitched roof, cross-gabled plans. A variation of this is sometimes



Gothic Revival



Victorian



Queen Anne



Neoclassical



Appendix A. Building Styles

referred to as the picturesque cottage or English cottage, which typically includes a picturesque (asymmetrical) floor plan but without the half timbering.

CRAFTSMAN / BUNGALOW (1900-1920)

Often credited to the Greene and Greene brothers and their architectural firm in Pasadena, CA. In 1902-1903, the Brothers were influenced by the vernacular style of board and shingle buildings in California. The brothers depended most on wooden construction. The bungalow form became the common builder's house between 1910-1920. Numerous "bungalow books" promoted the new style and form. The type, with many variants, included these features: low, gabled, one or one-and-a-half storied house; front pitch of roof extended to shelter a large porch (incised porch).

COLONIAL REVIVAL (1910-1940)

Initially inspired by the 1876 Philadelphia Centennial, which created new interest in American colonial past. Architects studied colonial styles throughout New England by 1890s. A dominant style for domestic buildings nationwide 1900-1940s. Georgian and Adam styles were the backbone of revival ideas, with a secondary influence of Dutch Colonial (with Gambrel roof). The colonial revival style is sometimes referred to as neo-Georgian or Georgian Revival, due to its striking resemblance to the earlier Georgian and federal styles.

MINIMAL TRADITIONAL (1930-1950)

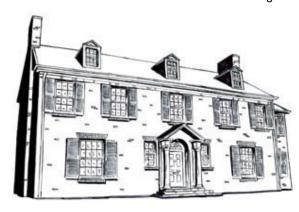
The Minimal Traditional style was a transition between the revival styles of the 1920s and 30s and the post war tract homes. The style referenced traditional styles without actually achieving it. Elements common to many styles, but belonging exclusively to none, are favored. These include gables, chimneys, and shutters. Houses of this style may be built of virtually any traditional material; brick and wood are common. Roofs always lack the eaves or overhangs found on more assertive styles. Most examples are one or 1 1/2 stories in height. Common features include a cross gable roof, front gable end, exterior a variety of materials (siding or brick were common), small front porch, and decorative details on windows, typically shutters.

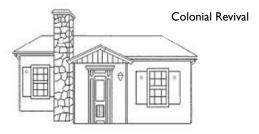


Tudor Revival



Craftsman / Bungalow





Minimal Traditional



NEW CONSTRUCTION ADDENDUM TO COA APPLICATION

Prope	rty Owner		Street Address	_	
Addre	ss		Tax Parcel #	_	
City, S	State, Zip		Phone	100	
		Proje	ct Description: Check all that	apply.	
	Primary Structure		Secondary Structure		Other
USE:	Residential Single Family Multi-Family		Commercial Office Institutional		
PRIMA	ARY MATERIALS: Wood Clapboard Wood Shingles Rectanguler Fishscale		Metal Glass Panels Other	000 00	Slate T-111 Cementitious Siding (Hardi-plank or other) Masonite
	☐ Sawtooth ☐ Other Brick Stone Stucco		SLES, DORMERS, ETC.: Wood Clapboard Wood Shingles Rectangular Fishscale		Metal Glass Panels Other
	Slate T-111 Cementitious Siding (Hardi-plank or other) Masonite		☐ Sawtooth ☐ Other Brick Stone Concrete Block Stucco	Surfa	ntation of Primary ace Materials: Horizontal Vertical Diagonal ntation of Secondary ace Materials: Horizontal Vertical Diagonal
TRIM	& ORNAMENTATION/ARCHI Decorative Siding Half Timbering Fishscale Sawtooth Other	TECTUI	RAL DETAILS: Cornices Brackets Lintels Brick Patterns Frieze		Moldings Comer Boards Window &Door Surrounds



VENTI	LATION	N:					
	Gable	Freestanding rectangular circular peaked			square decorative Louvered triangular in peak		Soffit Roof
ROOF: Shape	Flat Gable Hip Gambr Shed Box Co Open (ornice Cornice ed Rafter Ends Boards	Materi	Compo (aspha Standi Presse Metal Slate Synthe Clay T Asbes EPDM	Shingles etic Slate îles tos	Windo	Total # Front Elev. # # Windows w shape Rectangular Arched Palladian Vent Other Shape Shed Gable Hip
		Built In Applied		Primar Secon	ry dary	□ Surfac	Eyebrow e Materials
□ □ Pitch	Downs C Rain D	pouts Copper Aluminum Vinyl leflector Overhang"	Featur	Other res Cresti	ng ing Rods	Chimn Materia	Materials neys als Brick Stucco Other
	Secon	y dary					End Interior Cap
	ANICAI Equipr Side Y Rear Y Windov Roof	ard ′ard	Misc.	Large TV An	Satellite Dish Satellite Dish tennae Panels	Sky Li	ghts Flat Hipped Concave Size
FOUNI Type	Slab Raised Frame	l Slab	Materi - -	Brick	ete Block		Piers Lattice



STREE	T-FACING ENTRANCE/PORC	H:			
Balust Ceiling	rade/Railing Wrought Iron Wood Turned 2 x 2 2 x 4 Other Vertical Orientation Cher Orientation (if applicable)	Floorin	T/G Decking Boards Concrete Brick Tile Other Wood Brick Concrete Block Tile	Suppo	rts/Columns Turned Classical (round) Fluted 4 x 4 6 x 6 Chamfered Wood Wrought Iron Brick Tapered Wood Paired Other
	T/G Plywood Vinyl Other		Other Hand Rail Wood Metal Describe	Locate	sibility Ramp d at: Street Front Side
	laterial Standing Seam Tin Built-up EPDM Shingle Slate Other		ation Type Brick Concrete Block Pier Lattice	□ Materia □ □	Rear als Wood Metal Concrete Slope
Windo Groupii 	ngs - Front Elevation Singles Pairs Triples ngs - All Sides Singles Pairs Triples Other		Fixed Single Hung Double Hung Casement Windows Aluminum Triple Track Wood Color	Doors	Single Double Revolving Panels # Wood Metal Vinyl Glass
Materia	als Wood Metal Vinyl Glass Block Other	□ Dimens Orienta	Screens Wood Aluminum Full Half sions Vertical Horizontal		☐ Size ☐ Shape ☐ # Lites Sidelights # Transom ☐ Shape



SITE PLAN

Primary Street Elevation ____ Secondary Street Elevation _

Please complete the following and indicate each elem	nent clearly	on the proposed site plan.
Dimensions of Lot		
Dimensions of LotSquare Footage of Lot		
Existing Features (identify on plan and describe		
proposed chages.)		ounding Properties (same side of street - if
Trees Larger Than 8" dia. at 4' Level	corn	er lot include 2 properties opposite comer).
Fences (type)		Front Setbacks
Retaining Walls (hts.)		Spacing Between Structures
Sidewalks		Width of Structures
Drive Cuts		Height of Structures
Shape of Building		
Dimensions of Building	Prop	osed Setbacks
Primary Elevation (width)		Front Setback
Secondary Elev. (depth)		Rear Setback
Other		Left Side Setback
Square Footage of Building		Right Side Setback
Height of Building	Dista	
# of Stories		Curb to R/W @ Front
Peak to Grade		Curb to R/W @ Side
Corners to Grade		
Floor Level to Grade	Light	ting (on building)
Chimney Height		Fixture Style (provide sketch or brochure
Other		Color
arranga (Height
Lot Coverage		
Primary Structure	Sign	age
Secondary Structure		Wood
Parking		Metal
# of Parking Spaces Required		Other
Regular		Dimensions of Sign
Handicapped		Height of Lettering
Paving Material		Color
Lighting		Lighting of Sign
Tash Containers/Dumpsters		
Side	Land	scaping - indicate all plants/shrubs around
Rear	struc	ture and parking areas.
Screened		



Appendix C. Exterior Paint Color Examples

The following sketches are examples of the application of exterior color on the most common architectural styles found within the local historic districts. These examples are based on the Sherwin Williams Preservation Palette, but other paint manufactures, including Valspar and Benjamin Moore market lines of historical paint colors. In most cases, color schemes can be organized according to the body, major trim, minor trim, and shutter colors. Property owners should select colors that accentuate the building's architectural details and harmonize with surrounding properties.



Victorian

Victorian homes are sometimes painted in a whimsical and colorful manner, inspired by the "painted ladies" in San Francisco. In most people's minds, these houses, spanning most of the 19th century, are characterized by many gables, wraparound porches with turned posts, lacy "gingerbread" or fancy cast-iron trim, and even the occasional turret. Victorian exteriors call for multicolor schemes, left:

body: Blissful Blue SW 6527 trim: Minuet White SW 6817 accents: Commodore SW 6524

Obl Lilac SW 6556

For historic color options, see the exterior Preservation Palette Victorian collection.

Arts & Crafts

America's most popular house style from about 1900 until 1940, the Arts & Crafts or Craftsman bungalow was typically compact, square, and capped by a low-hipped roof. A scheme to suit the charmingly modest and solid structure above includes:

body: Roycroft Suede SW 2842 trim: Roycroft Bronze Green SW 2846 accents: Aurora Brown SW 2837

For additional recommended colors, see the exterior Preservation Pelette Arts & Crafts collection.



Appendix C. Exterior Paint Color Examples



Colonial

Colonial is perhaps the most enduring of American house styles. These gracious, symmetrically laid out houses first appeared in this country in the 1700s. In New England, they usually were faced with shingles or clapboards, while in the South early settlers used bricks. In the late 1800s, Colonial-style houses became popular again, and the revival born at that time has never completely disappeared - many brand-new houses still are constructed in this traditional style. A classic option for the exterior of a Colonial house, left, include:

body: Colonial Revival Gray SW 2832

trim: Classical White SW 2829

door:Vermillion SW 2914 Exterior Accents shutters: Rookwood Shutter Green SW 2809 Discover more choices in the exterior Preservation

Palette Classical / Colonial collection.



Ranch

Just after World War II, newlyweds across the United States began building ranch houses, rambling, one-story structures with attached garages. These houses characterized much of the building boom of the 1950s and 1960s, and are still being built today. A ranch's exterior siding often combines clapboards with shingles or brick. Suggested for the ranch above is the sophisticated new look:

body: Hardware SW 6172 trim: Universal Khaki SW 6150

shutters and door: Poetry Plum SW 6019



TABLE A.

ACCEPTABLE SHADE TREE SPECIES

These trees are recommended for right-of-way planting strips 6 feet wide or greater, parking lots and open areas where there are no overhead power lines. **DO NOT** plant within 30 feet of distribution power lines or a pole with a transformer. Maintain 15-20 feet between these trees and light poles. Oaks are only allowed in planting strips 8 feet wide or greater. Willow Oaks require a 10 foot wide planting strip or greater.

*denotes native species, which are preferred because they are best for our soils and climate, they provide habitat, food and shelter for wildlife species and require less water, fertilizer and disease control.

The administrator reserves the right to accept additional species that are not included in the lists below.

Ash, Green*	Fraxinus pennsylvanica
Ash, White*	Fraxinus Americana
Blackgum*	Nyssa sylvatica
Baldcypress*	Taxodium distichum
Beech, American*	Fagus grandiflora
Elm, American* var. Princeton, Liberty	Ulmus Americana spp
Elm, Lacebark var. Allee, Athena, Bosque, Drake	Ulmus parvifolia spp
Gingko (male only)	Gingko biloba
Hackberry*	Celtis occidentalis
Kentucky Coffeetree*	Gymnocladus dioicus
Linden, Little Leaf	Tilia cordata
Maple, Red* var. Autumn Blaze, Autumn Flame,	Acer rubrum spp
October Glory, Red Sunset, Brandywine, Sun	
Valley	
Maple, Sugar* var. Green Mountain, Legacy	Acer saccharum spp
Oak, Laurel*	Quercus laurifolia
Oak, Live*	Quercus virginiana
Oak, Nuttall*	Quercus nuttalli
Oak, Overcup*	Quercus lyrata
Oak, Sawtooth*	Quercus acutissima
Oak, Shumard*	Quercus shumardii
Oak, Southern Red*	Quercus falcata
Oak, Swamp White*	Quercus bicolor
Oak, White*	Quercus alba
Oak, Willow* var. Hightower, Wynstar	Quercus phellos spp.
River Birch*	Betula nigra
Sweetgum*, only Fruitless or Slender	Liquidambar styraciflua spp.
Tulip Poplar*	Liriodendron tulipifera



TABLE B.

ACCEPTABLE ORNAMENTAL OR UNDERSTORY SHADE TREE SPECIES

These trees are recommended for right-of-way planting strips 4 to 6 feet in width. They are also recommended for plantings within close proximity to buildings of 2 or more stories. These species should not be planted under or within 25 ft of overhead distribution power lines.

To be accepted as an ornamental or understory tree the plant must be properly pruned and maintained in a tree like form. **TOPPING IS PROHIBITED**.

*denotes native species, which are preferred because they are best for our soils and climate, they provide habitat, food and shelter for wildlife species and require less water, fertilizer and disease control.

American Hornbeam*	Carpinus caroliniana
Carolina Silverbell*	Halesia Carolina
Cherry var. Okame, Autumnalis Rosea, Snowgoose, Kwansan, Yoshino	Prunus spp.
Crape Myrtle var. Tuscarora, Miami, Biloxi, Choctaw, Muskogee, Natchez, Fantasy, Fauriei	Lagerstroemia spp.
Golden Raintree	Koelreuteria paniculata
Hawthorne, Washington	Crategus phaenopyrum
Hornbeam, American*	Carpinus caroliniana
Maple, Hedge	Acer campestre
Maple, Paperbark	Acer griseum
Maple, Trident	Acer buergeranum
Pistache, Chinese	Pistachia chinensis
Sourwood*	Oxydendrum arboretum
Yellowwood*	Cladrastis kentukea

The following trees may be planted UNDER and within 25 feet of overhead distribution power lines and poles with a transformer.

Crape Myrtle var. Acoma, Comanchee, Lipan, Osage, Sioux, Uma, Seminole, Tuskeegee, Potomac, Catawba, Conestoga, Apalachee, Townhouse, Powhatan	Lagerstroemia spp.
Dogwood, Flowering*	Cornus florida
Dogwood, Kousa	Cornus kousa
Fringe Tree*	Chionanthus virginiana
Fringetree, Chinese	Chionanthus retusus
Magnolia, Star	Magnolia stellate
Magnolia, Lily Flowered	Magnolia liliflora
Magnolia, Saucer	Magnolia x soulangiana
Maple, Japanese	Acer palmatum



Maple, Shantung	Acer truncatum
Plum, Purpleleaf	Prunus cerasifera
Redbud, Eastern var. Forest Pansy, Eastern White	Cercis canadensis spp.
Serviceberry	Amalanchier arborea
Serviceberry, Autumn Brilliance	Amalanchier x grandiflora

TABLE C. ACCEPTABLE EVERGREEN SCREEN/BUFFER TREE SPECIES

(P) denotes can be planted within 25 feet of overhead distribution power lines.

Arborvitae Green Giant, Emerald Green	Thuja spp.
Camellia, Sasanqua (P)	Camellia sasanqua
Cedar, Deodar	Cedrus deodara
Cherrylaurel, Carolina*(P)	Prunus caroliniana
Chinese Fringe Flower (P)	Loropetalum chinense
Cryptomeria, Japanese	Cryptomeria japonica
Cypress, Italian	Cupressus sempervirens
Eastern Redcedar*	Juniperus virginiana
Hemlock, Eastern	Tsuga canadensis
Holly, American*	Ilex opaca
Holly, Burford	Ilex cornuta burfordii
Holly, Foster	Ilex x attenuata 'fosterii'
Holly, Nellie Stevens (P)	Ilex x 'Nellie R Stevens'
Holly, Yaupon* (P)	Ilex vomitoria
Magnolia, Little Gem (P)	Magnolia grandiflora 'little gem'
Magnolia, Southern*	Magnolia grandiflora
Pine, Loblolly*	Pinus Taeda
Pine, Virginia*	Pinus virginiana
Podocarpus (P)	Podocarpus macrophyllus maki
Tea Olive (P)	Osmanthus fragrans

^{*}denotes native species, which are preferred because they are best for our soils and climate, they provide habitat, food and shelter for wildlife species and require less water, fertilizer and disease control.



TABLE D.

TREES and SHRUBS PROHIBITED from use in meeting requirements of this ordinance.

The following species are listed as invasive in North Carolina

Bradford Pear	Pyrus calleryana	
Chinaberry	Melia azedarach	
Chinese Tallow Tree	Triadica sebifera	
Mimosa	Albizia julibrissan	
Princess Tree	Paulownia tomentosa	
Tree of Heaven	Ailanthus altissima	
Autumn, Russian or Thorny Olive	Eleagnus spp.	
Chinese, Japanese or Common Privet	Ligustrum spp	
Japanese Barberry	Berberis thunbergii	
Japanese Knotweed	Reynoutria japonica	
Multiflora Rose	Rosa multiflora	
Oregon Grape	Mahonia beali	
Salt Cedar	Tamarix ramosissima	
Shrub Lespedeza	Lespedeza bicolor	