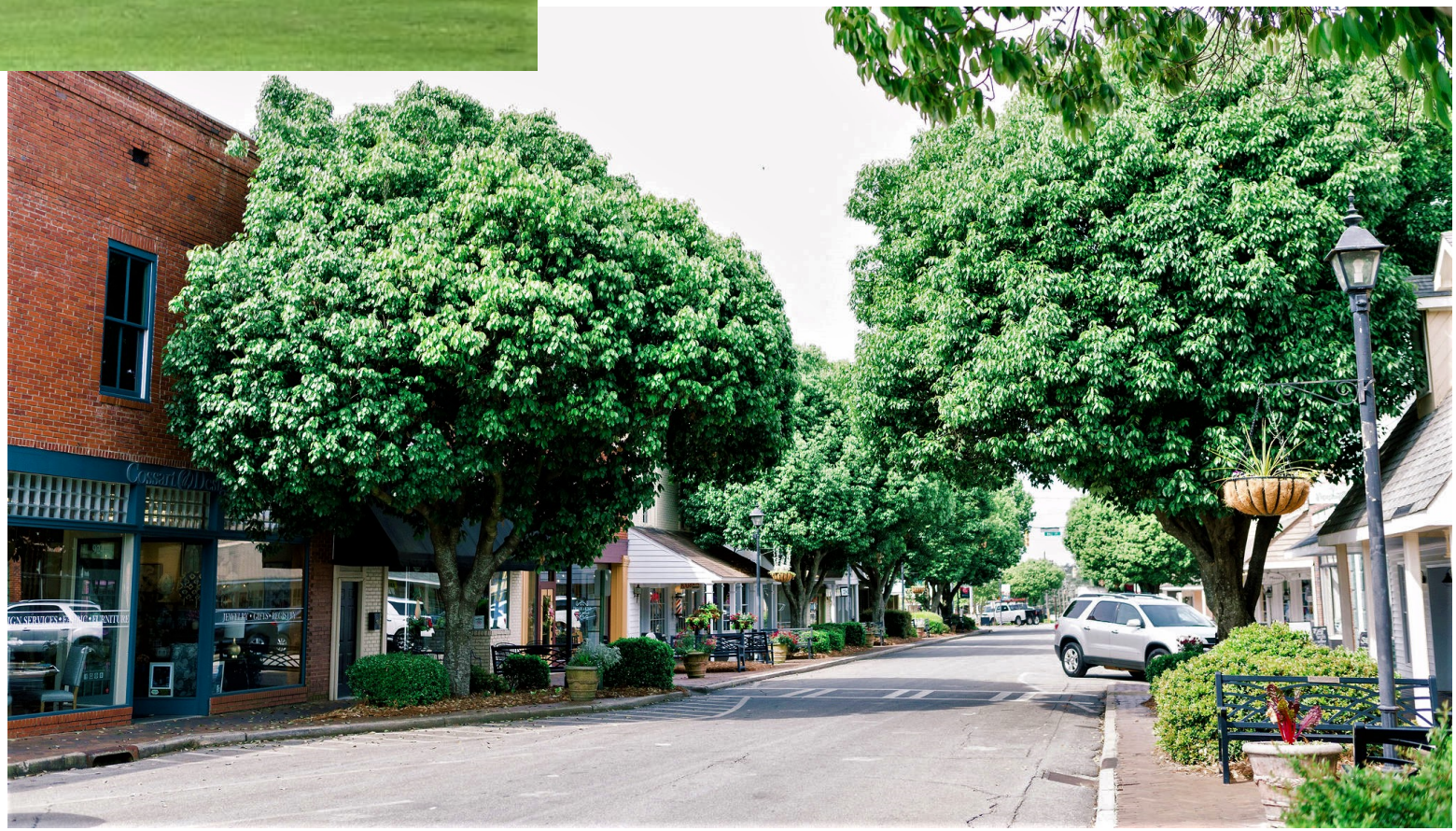
Design Guidelines

Perry Historic Districts
Perry, Georgia



52816 CARROLL STREET, PERRY, GA.

INTRODUCTION CONTENTS

Adopted April 11, 2023

Produced for:
The City of Perry
Historic Preservation Commission
Perry, Georgia

PREFACE

Intent and Purpose

This booklet was initiated by the Perry Historic Preservation Commission on behalf of its current and future citizens. The purpose of this booklet is to provide information on local preservation measures, the design review process, and the visual character which defines Perry's downtown and residential areas. The remainder of the booklet outlines design guidelines for commercial and residential areas. The guidelines listed and illustrated herein are designed to assist decision makers - property owners, developers, contractors, and commissioners - in developing design solutions which satisfy Perry's historic preservation ordinance.

Historic Preservation Ordinance

"In support and furtherance of its findings and determination that the unique historical, cultural, and aesthetic heritage of the City of Perry is among its most valued and important assets," the City of Perry adopted a historic preservation ordinance August 16, 2022. The ordinance is designed to preserve the community's identity and historic character, promote harmonious growth in relationship to historic properties, to strengthen community pride and awareness of historic assets, to stabilize property values and encourage investment in historic areas, to capture the benefits of tourism and economic development, and to maintain and protect historic properties. By preserving its unique historic character, the City ensures that future generations will enjoy the benefits of Perry's rich architectural heritage.

Historic Preservation Commission

The Historic Preservation Ordinance establishes the Historic Preservation Commission (HPC), the volunteer board which serves as part of the planning functions of the City of Perry. The HPC is charged with the responsibility of initiating local designation, the design review process, public education and awareness, securing preservation related grant funding, and preservation planning and research. The Commission consists of five appointed members, who serve three-year terms without monetary compensation.

Placeholder for District Map

Historic Resources Survey

Recognizing the value of its historic resources the City of Perry initiated a Historic Resource Survey in 2003 and 2008 to identify and research historic properties within the city limits. The resulting survey reports indicated that portions of the city are eligible to be listed as a local historic district, with possible listing in the National Register of Historic Places.

National Register of Historic Places

Perry currently has one listing in the National Register of Historic Places - the New Perry Hotel. Listing in the National Register bestows considerable honor but provides little protection for historic properties.

Perry Historic Districts

The Historic Preservation Commission is preparing a recommendation for the designation of the Washington-Evergreen Historic District, and will be evaluating other areas for designation in the future.

The Common Questions

What is design review?
The Historic Preservation Ordinance (Section 2-3.4 of the Land Management Ordinance) provides for a design review process. Design review consists of the evaluation of any proposed exterior work upon a property within a designated district. Both minor and extensive projects must be reviewed and approved prior to beginning work. The design review process is often triggered by a building permit application; however, building permits can not be issued until design review is complete. Although some types of work projects, such as installation of a walkway or a satellite dish, may not require a building permit, design review is still required.

Which properties require design review?
All designated properties require design review. Designated properties include all properties within historic districts and any individually designated sites. Please note that design review covers both historic and non-historic properties in a historic district. The city's Official Zoning Map shows all designated districts and properties. A call to the Historic Preservation Planner can confirm whether or not a property is designated.

What type of work requires design review?
All work involving a change to an exterior feature of a designated property requires design review. Projects that physically alter the property include but are not limited to: changes in site or setting, repair or rehabilitation, relocation or demolition, and new construction or additions.

Neither interior alterations nor a change in the use of the property require design review. The Historic Preservation Ordinance applies only to the external aspects of the property and regulates neither zoning nor land use. The HPC does not review planting or **re**painting. Ordinary maintenance does not require design review.

What is a Certificate of Appropriateness?
When planning a work project, an owner must submit a completed application for a Certificate of Appropriateness (COA). Applications are available from and should be submitted to the Historic Preservation Planner. The deadline for applications is the first day of the month in which the application will be reviewed. Please contact the Historic Preservation Planner for regular meeting dates and times. Utilizing design guidelines and the general standards for the rehabilitation of historic properties, the HPC must decide to approve or deny the application. If the application is approved, a Certificate of Appropriateness is issued and design review is complete.

What should an application include?
In order that the Commission may make an informed decision, completed applications must be accompanied by support materials. Illustrations may include site plans, elevations, and floor plans drawn to a standard architectural scale, e.g. 1/4 inch equals one foot. Photographs of the building, site, and neighboring properties are also helpful. Support materials may differ according to the type and size of the project. The application and support materials must be submitted at the same time.

What could happen if work begins before design review?
If work is initiated prior to approval of a COA application or to obtaining a building permit, a stop work order may be issued. If these requirements are not met, the property owner may face fines or an order to restore the original condition of the property.

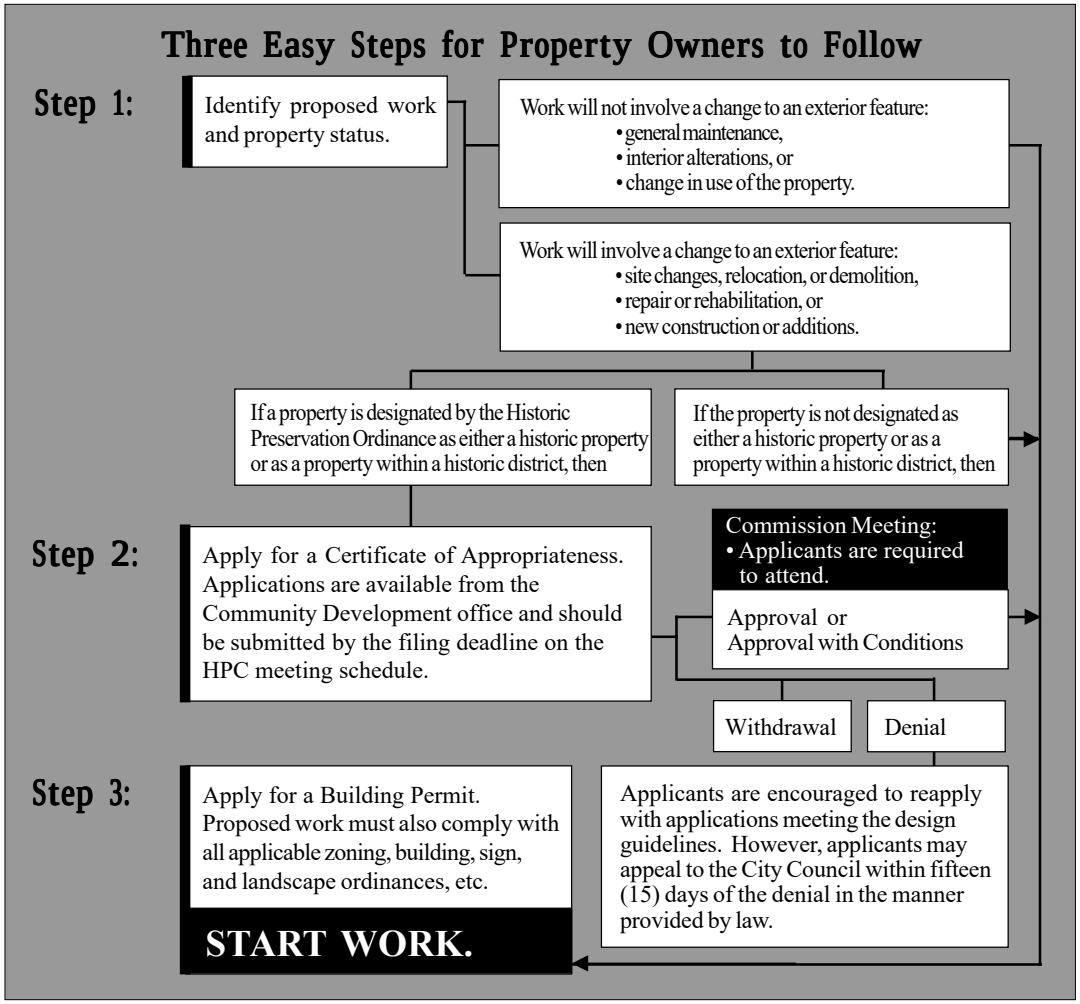
Where can additional assistance be found?
This booklet outlines design guidelines which are useful for project planning; however, the HPC does not actually develop plans or designs. Property owners are encouraged to review the design guidelines set forth in the booklet prior to planning any rehabilitation work or new construction. Familiarity with the design guidelines will facilitate design review. For information concerning the process or for assistance with the preparation of the application, contact the Historic Preservation Planner at (478) 988-2720.

Are there any other review procedures?
Review of projects by the HPC may not be the only review required before work may proceed. Other city departments and commissions may be required to examine a project for compliance with existing zoning regulations, building codes, and sign or landscape ordinances.

DESIGN REVIEW PROCESS

Administration

Property owners within the Perry Historic Districts enjoy the advantages of increased economic value and a built environment protected from unsympathetic changes. The Historic Preservation Commission (HPC) protects the rights and investments of property owners and business establishments through the design review process. By preserving and maintaining visual character, the HPC ensures that citizens and visitors alike will enjoy the benefits of Perry's historic built environment.



Secretary of the Interior's Standards for Rehabilitation

Rehabilitation *is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions of features which convey its historical, cultural, or architectural values.*

The following Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

- A property shall be used for its historic purpose or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
- The historic character of a property shall be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property shall be avoided.
- 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 elements from other historic properties, shall not be undertaken.
- Changes to a property that have acquired historic significance in their own right shall be retained and preserved.
- Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
- 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 where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence.
- Chemical or physical treatments, if appropriate, shall be undertaken using the gentlest means possible. Treatments that cause damage to historic materials shall not be used.
- Archeological resources shall be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken.
- New additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
- 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.

STANDARDS & GUIDELINES

design guidelines

Developed at the request of the Perry Historic Preservation Commission, the design guidelines within this booklet are based specifically upon the visual character of Perry's historic districts and are divided into two sections: Commercial and Residential. The Commission also adheres to the *Secretary of the Interior's Standards for Rehabilitation*, which present general guidelines for the rehabilitation of historic buildings used by commissions throughout the nation.

rehabilitation

Rehabilitation is a sensitive approach to historic design and materials during simple repairs and during alterations. Rehabilitation permits contemporary use while preserving those features of the building which are significant to its historic character. Such character-defining features are an integral part of each building and contribute to the visual character of the surrounding area.

new construction

New construction can be compatible with historic properties and buildings through attention to design and materials. In addition, existing non-historic buildings can increase their compatibility by following similar design considerations during renovation projects. Sensitive design of new construction is imperative when planning either new buildings, additions to existing buildings, or renovating intrusive non-historic buildings.

special consideration

Institutional properties, both public and private, are often the exception to the rule. While historic institutional properties should follow the same guides for rehabilitation, new institutional buildings may vary from the surrounding district in some respects to distinguish the property's civic importance. For example, a new government building may utilize a deeper setback than surrounding historic buildings while using a similar exterior material.

demolition

The demolition of historic buildings diminishes the built environment and creates unnecessary waste. Demolition of a historic structure is only approved in very rare, specific, and narrowly defined circumstances, and no demolition occurs without approval of post-demolition plans. The aspects the commission consideration include but are not limited to: age, integrity, significance, condition, alternatives, and overall effect.

relocation

Relocation falls into one of three categories: 1) removing a structure from a historic district, 2) moving a structure into a historic district, or 3) moving a structure to a different location within a historic district. Different criteria are applied to each. Proposed relocation out of a historic district constitutes a loss and therefore, demolition guidelines apply. New construction guidelines apply for proposed relocations into a historic district. For proposed relocations within a historic district, the following considerations apply: age, previous relocation, compatibility of the new site, significance, condition, alternatives, and overall effect.

19th Century - The Beginning

Before the arrival of European settlers, the area had been a center of a series of Native American civilizations. By the time British traders established a trading post along the Ocmulgee River about 1690, Georgia was inhabited mostly by the Creek Indians. As other Native American peoples had done, the Creeks gradually lost control of their lands through a series of negotiations and treaties. Although they would not officially cede their Georgia lands until the Second Treaty of Washington in 1826, by 1821 the state of Georgia effectively had control of the areas surrounding the Ocmulgee River. In 1821 the state legislature carved the former Indian lands into five huge counties, one of which was Houston County.

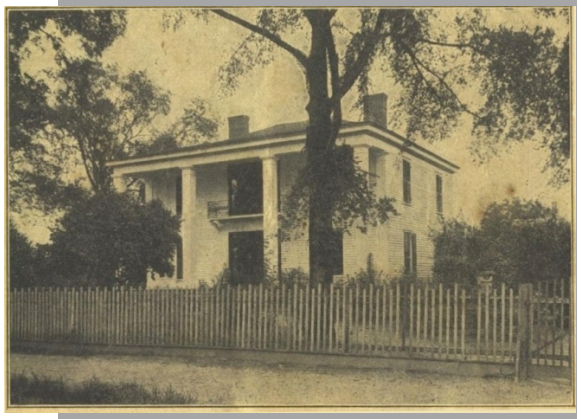
Perry, originally called Wattsville, was founded for the purpose of conducting the county's legal affairs and was placed in the geographic center of Houston County, an area much larger than it is today. Twenty families living in log cabins resided in the town, but with such fertile soil, more settlers were soon drawn to the area. On December 9, 1824, the Georgia legislature approved the incorporation of Perry as the first official town in Houston County and named it in honor of Commodore Oliver Hazard Perry, a hero of the War of 1812. The corporate limits of the town extended one-half mile in each direction from the center of the public square, except where Big Indian Creek formed a natural boundary on the southwest.

By 1824 Justices of the Inferior Court had sold most of the lots created in this new settlement, and residences and businesses were beginning to establish a proper town. The first courthouse and jail were completed, and the town included a supply store and tailor shop. Funds had been appropriated for the Houston County Academy of Perry to be chartered.

Perry's first industries were gristmills, sawmills, and cotton gins. As the county seat, however, Perry was also settled by lawyers, doctors, ministers, teachers, store owners, and shopkeepers. People came from throughout the county to conduct business. By the end of the 1840s, Perry was a thriving town with a population of 500 and contained three churches, two schools, a large hotel, three stores, four groceries, an apothecary shop, and a small bookstore attached to the only post office in Houston County. In 1846, the town was surveyed and formally laid out in blocks.

In 1849 the first stagecoach arrived in Perry on the stage line running from Macon to Tallahassee, and by 1873 Perry was connected by railroad to Fort Valley. A new charter was granted in 1859 which extended the town limits beyond the half-mile radius. By 1880 the population of Perry had reached 929. Following Reconstruction, however, Perry lost 28% of its population as freed African Americans began to migrate northward. Perry closed the 19th Century with a population of 650 persons.

20th Century - Tourism, Industry, and World War II



Perry's population remained stagnant during the first two decades of the new century, with 678 people residing there in 1920. The town charter was amended in 1908 and the town became the City of Perry.

In the 1920s the city's population grew to 1,398. In the early 1920s the Clinchfield Portland Cement Corporation began operations on a site located nine miles southeast of Perry. It soon merged with Pennsylvania Dixie Cement Corporation (Penn Dixie). In 1925 Penn Dixie ordered house kits from Sears, Roebuck, and Company to house its workers in Perry. They were assembled on Main Street and Clinchfield Circle by well-known Perry carpenter Willie Bell Roberts. The company also purchased two adjacent houses on Main Street - one for the plant manager's residence and the other as a clubhouse for visiting company officials.

In 1941 the U.S. Army located an aviation logistics depot and flying field about 15 miles northeast of Perry, which later became Robins Air Force Base. As the United States entered World War II, the base housed troops and employed civilians who supported the war efforts. In 1942 on the northwest side of Perry, Myrtle Field opened as an auxiliary training facility for Army pilots. As a result of these facilities, the population of Perry swelled to 3,849 between 1940 and 1950.

Following the war, the missions at Robins Air Force Base continued to support the local economy. Myrtle Field was turned over to the City of Perry and developed into a municipal airport. Additional industries, such as Frito-Lay, Tolleson Lumber, and Perdue Farms, established operations in Houston County. With plentiful employment opportunities, Perry's population maintained steady gains through the 1970s.

As early as the town's creation, tourism was an important component of Perry's economy. Records indicate that William Wellborn and Bentley Outlaw both kept hotels in Perry in 1826. The Perry Hotel, originally known as the Eagle Hotel, was constructed in 1850 and was a stagecoach stop on the route from Hawkinsville to Fort Valley. The Wells Hotel, located on the corner of Main and Jernigan Streets, opened for business in the 1890s. Other hotels of the era included the Hilltop Hotel on Newman Place and the Carter House, a tourist home and boarding house located on Ball Street.

Perry adopted the motto "The Crossroads of Georgia" because of its location at the intersection of US Highway 41 and US Highway 341. With the popularity of the automobile, the advent of the Dixie Highway, and the paving of US 41 around 1920, vacationers from mid-western states and along the Atlantic Seaboard had easy access to Florida. Because Perry was located along the Central Dixie Highway and had adequate accommodations, it became a popular tourist stop along the way. The New Perry Hotel replaced the original Perry Hotel in 1925. Several "mom and pop" motels and motor courts were established in Perry to accommodate the growing number of tourists. Among these were the New Mecca Court on Carroll Street, Perry Motor Court on Main Street, the Ebony Motel on Courtney Hodges Boulevard, and the Swan Motel on Main Street, which replaced the Wells Hotel in 1952. The Perry Motor Court, built by Cap Tolleson, was the second motor court in Georgia, and the Ebony Motel was the only motel between Atlanta and Tallahassee along the Dixie Highway that advertised for blacks only.

With the opening of Interstate 75 along the western side of the city in the early 1960s, national motel chains saw an opportunity to benefit from Perry's prime location as a tourist layover. Having more visibility and name recognition, these modern motels caused most of the "mom and pop" motels and motor courts to close.

However, the New Perry Hotel remained a popular attraction for its traditional southern cooking. In the 1970s travelers sometimes shared the dining room with U. S. president Jimmy Carter's mother, Lillian Carter, as she campaigned for her son's state and national political ambitions.

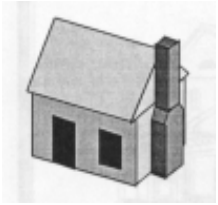
In 1990 the Georgia National Fairgrounds and Agricenter opened along I-75 on the south side of Perry, and the Go Fish Georgia Education Center opened in 2010. These facilities now attract about a million visitors to Perry annually.

21st Century – Where Georgia Comes Together

Following two decades of stagnant population growth at the end of the 20th Century, Perry's population more than doubled in the first two decades of the 21st Century, growing from 9,602 to 20,624. The city developed a new branding program, "Where Georgia Comes Together," to market its unique location, attractions, and progressive small-town character. New businesses and festivals revitalized the historic downtown. Tourism, industry, and the growing number of missions at Robins Air Force Base continued to support the local economy. The city established a Historic Preservation Commission in 2022 to protect the historical, cultural, and aesthetic heritage of the city for future generations.

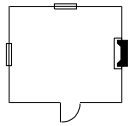
VISUAL CHARACTER BUILDING TYPES

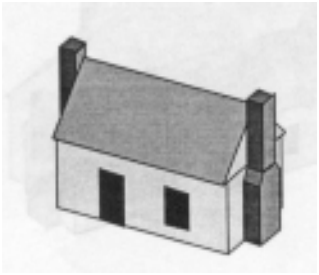
Structures make the most obvious contribution to visual character and are commonly discussed in terms of **building type**. In general, a building type refers to structures which share a similar arrangement of features. A one story example is called a cottage whereas the same form with two stories is called a house. A building type can indicate whether a building is rare or common in an area and, in some cases, identify the historical period in which the structure was most likely built.



Single Pen, 1850-1900

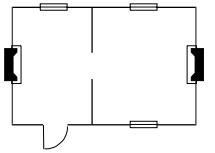
- roof: side gable
- rooms: one
- facade doors: one
- chimneys: gable end

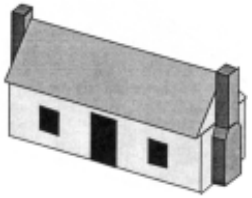




Hall-Parlor, 1870-1930

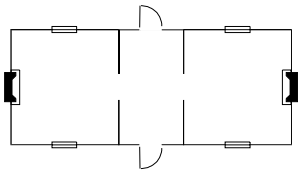
- roof: side gable
- rooms: two
- facade doors: one
- chimneys: gable end

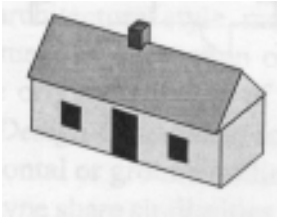




Central Hall Cottage, 1830-1890

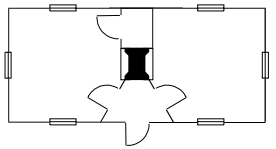
- roof: side gable
- rooms: two with central hall
- facade doors: one, centered
- chimneys: both gable ends





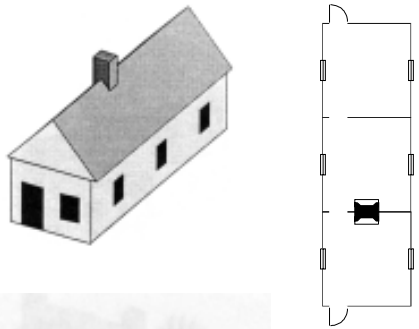
Saddlebag, 1830-1930

- roof: side gable
- rooms: two
- facade doors: one or two
- chimneys: center ridge



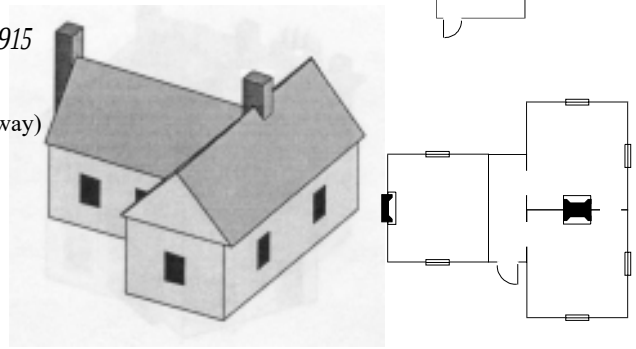
Shotgun, 1870-1930

- roof: front gable or hip
- rooms: two or more in line
- doors: one
- chimneys: ridge



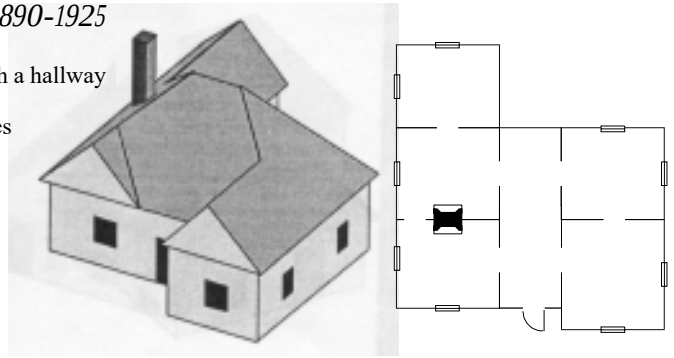
Gabled Ell Cottage, 1875-1915

- roof: cross gable
- rooms: three or more; (in a T or L often with a hallway)
- doors: one
- chimneys: on ridges or gable end



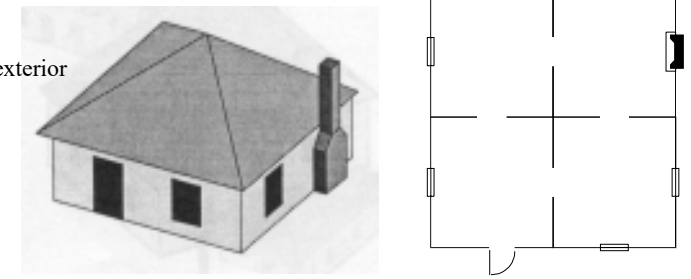
New South Cottage, 1890-1925

- roof: hip with gables
- rooms: five or more with a hallway
- doors: one, central
- chimneys: on roof slopes



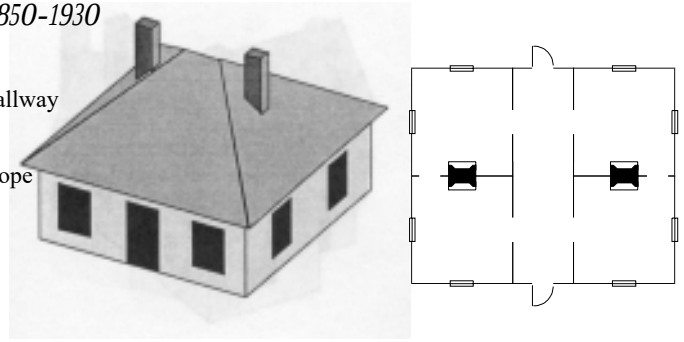
Pyramidal Cottage, 1910-1930

- roof: pyramidal
- rooms: four equal
- facade doors: one
- chimneys: lateral exterior



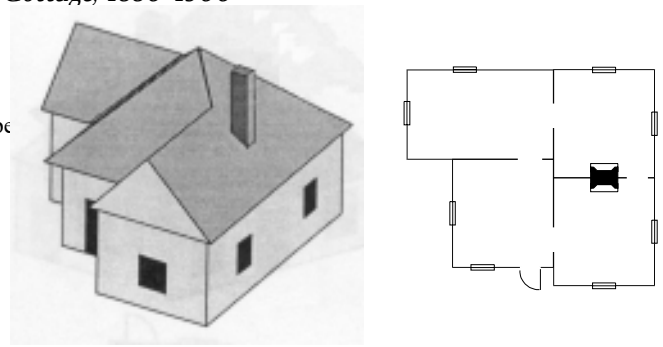
Georgian Cottage, 1850-1930

- roof: hip or side gable
- rooms: four; stacked with center hallway
- doors: one, centered
- chimneys: two, symmetric, on roof slope



Queen Anne House/Cottage, 1880-1900

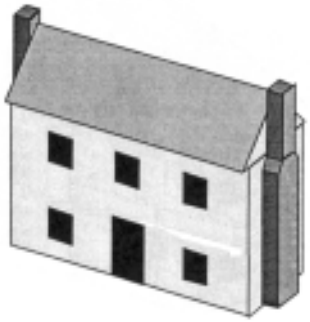
- roof: hip with gables
- rooms: four or more with no hallway
- doors: one, central
- chimneys: on roof slope

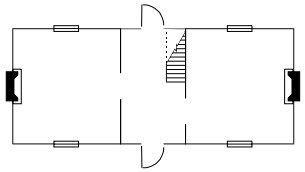


VISUAL CHARACTER BUILDING TYPES

I-House, 1840-1890

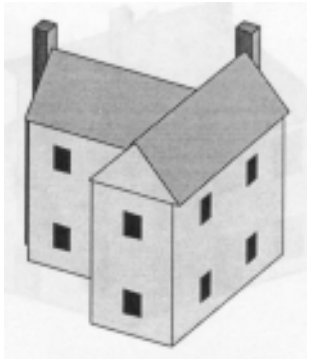
- roof: side gable
- rooms: two with central hall
- facade doors: one, centered
- chimneys: gable ends

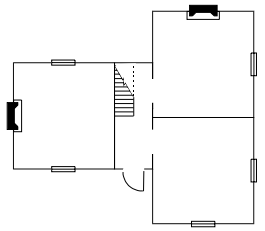




Gabled Ell House, 1870-1920

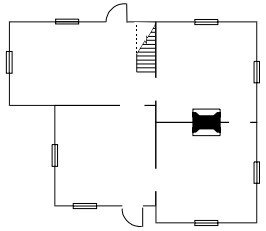
- roof: cross gable
- rooms: three or more; (in a T or L often with a hallway)
- doors: one
- chimneys: on ridges or gable end





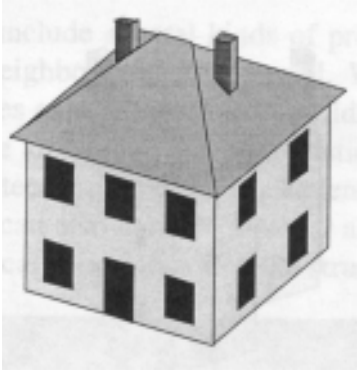
Queen Anne House, 1880-1900

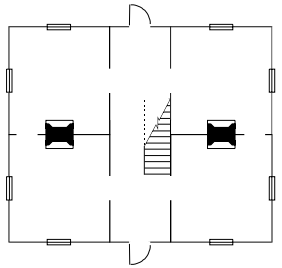
- roof: hip with gables
- rooms: four or more with no hallway
- doors: one, central
- chimneys: on roof slopes



Georgian House, 1850-1930

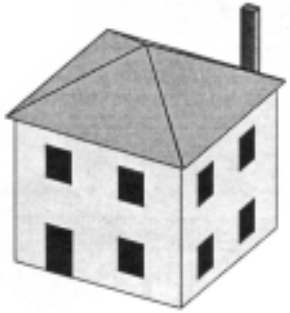
- roof: hip or side gable
- rooms: four; stacked with center hallway
- doors: one, centered
- chimneys: two, symmetric, on roof slope *or* two on each side

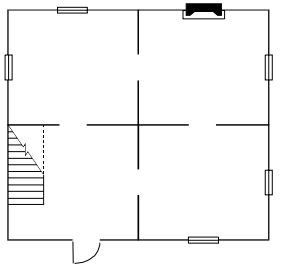




American Foursquare, 1915-1930

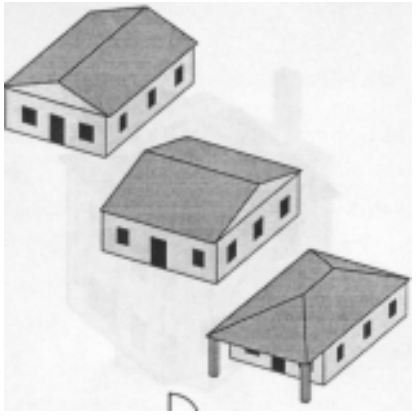
- roof: pyramidal
- rooms: four on each floor
- doors: one, off-center
- chimneys: varied

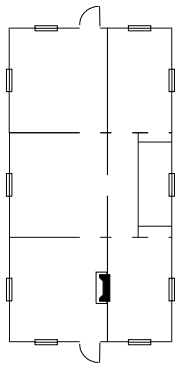




Bungalow, 1900-1950

- roof: front gable, hip, side gable, or cross gable
- rooms: five or more with varied, irregular floor plans
- doors: varied
- chimneys: varied





VISUAL CHARACTER
ARCHITECTURAL STYLES

Style, the external decoration of a building, is another classification method for describing structures. When all the defining aspects of a particular style are present, a building may be labeled as **high style**. If only a few stylistic details are present, the building is referred to as influenced by a style or as having **elements of a style**. High style buildings are few in number and are often designed by an architect; whereas, buildings with elements of a style are quite common as local interpretations of an architectural style.

Greek Revival - 1825-1860

- roof: hipped with a low pitch
- detail/materials: clapboard, classical columns, heavy entablature
- door: symmetrically oriented, framed by sidelights and transom
- windows: double-sashed, 9/9
- porch: full-height, full-facade

Gothic Revival - 1840-1880

- roof: side gabled with a steep pitch often with center or paired gables
- detail/materials: clapboard or board-and-batten; elaborate porch supports; vergeboards; finials; window molding
- door: sidelights and transom occur
- windows: double-sashed, 2/2
- porch: one store, full-facade

Italianate, 1840-1885

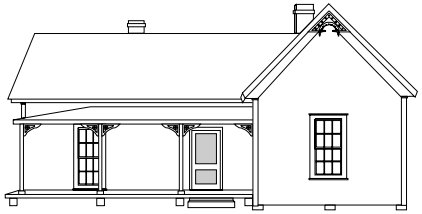
- roof: hipped
- detail/materials: clapboard, paneled boxed columns, detailed cornices with brackets, heavy window crowns
- door: paneled surrounded by transom and sidelights
- windows: double-sashed, 6/6
- porch: one-story, full-width

Queen Anne - 1880-1910

- roof: multiple gables
- detail/materials: clapboard, turned posts, sawnwork
- door: asymmetrically oriented
- windows: double-sashed
- porch: one story wrap, balcony

Folk Victorian - 1870-1910

- roof: usually gabled
- detail/materials: clapboard, Italianate, Queen Anne, and Gothic inspired ornament primarily applied to porches and cornices
- door: symmetrically oriented
- windows: double-sashed
- porch: asymmetric, one story, often wrapping



NeoClassical, 1895-1950

- roof: hipped with a low pitch
- detail/materials: clapboard, classical columns, heavy entablature
- door: symmetrically oriented, framed by sidelights and transom
- windows: double-sashed
- porch: full-height, full-facade

Colonial Revival, 1880-1955

- roof: side gable with a steep pitch, dormers
- detail/materials: brick, classical columns
- door: symmetrically oriented, classical door surround
- windows: double-sashed, 9/9
- porch: portico

VISUAL CHARACTER ARCHITECTURAL STYLES

Tudor, 1890-1940

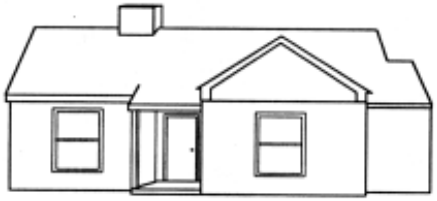
- roof: cross gables, steeply pitch
- detail/materials: brick, crenulations, stonework, elaborate chimney
- door: asymmetrically oriented, Tudor arch
- windows: double-sashed, casement, arched
- porch: entry porch, integrated

Craftsman, 1905-1930

- roof: gabled with a low pitch
- detail/materials: novelty board, knee braces, half-timbering
- door: framed by sidelights
- windows: double-sashed, 12/1
- porch: square columns on piers, porte-cochere

Minimal Traditional, 1930-1950

- roof: cross gables, steeply pitch
- detail/materials: brick, crenulations, stonework, elaborate chimney
- door: asymmetrically oriented, Tudor arch
- windows: double-sashed, casement, arched
- porch: entry porch, integrated



COMMERCIAL CONTENTS

Topics/Issues

Rehabilitation

[PG 24-39] Reviews the elements of historic construction that contribute to architectural style and building form for non-residential properties and areas. Highlights common mistakes to avoid and provides examples of changes subject to the design review process.

New Construction

[PG 40-49] Discusses the most significant aspects of new construction and its relationship to and potential impact upon the existing built environment for non-residential properties and areas. Highlights common mistakes to avoid.

Site & Setting

[PG 50-55] Outlines the accessory features commonly located on historic properties and reviews their relationship to the historic building for non-residential properties and areas. Highlights common mistakes to avoid and provides examples of changes subject to the design review process.

GOAL:

The primary goal is to maintain the original form of the building, especially as seen from the public view.

Actions to achieve the goal:

- Maintain the existing pitch and shape of the roof as seen from the public view. Changes hidden by existing parapets may be allowed.
- Replace existing roofing materials with the same type of roofing material. Changes hidden by existing parapets may be allowed.
- Secondary features and character defining materials which contribute to design should be retained.
- Maintain historic chimneys.
- Preserve historic skylights whenever possible.

Roof shape refers to the overall roof type and pitch. Roof features are any items attached to the roof, including parapets.

Glossary terms:

Character defining. An element whose design and material is associated with the age and style of a building and helps define its architectural style (e.g. tile roofing on Mission Style buildings).

Facade.
The front elevation or "face" of a building.

Pitch.
A term which refers to the steepness of roof slope.

Parapet.
A low protective wall located at the edge of a roof.

Public view.
That which can be seen from any public right-of-way.

Routine maintenance.
Any action performed in order to preserve a historic property including minor replacement of materialwith like material providing no change is made to the appearance of the structure or grounds.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

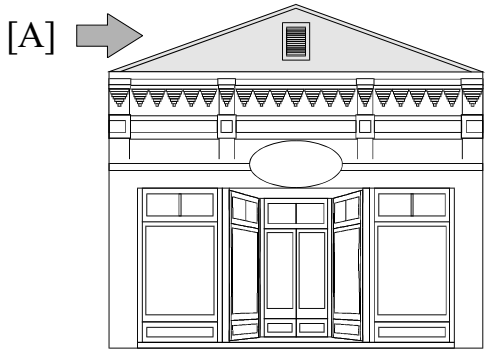
* Changing the pitch or shape of a roof.
* Reroofing a roof with a material which is different than the existing material.
* Removing or adding chimneys.
* Stuccoing brick chimneys.
* Repointing parapets or chimneys.

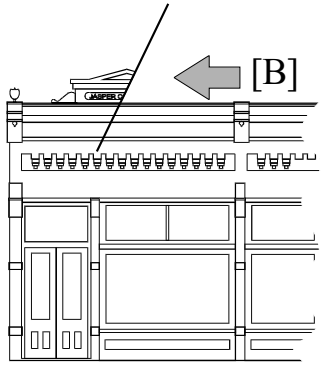
Changes not requiring a COA Examples:

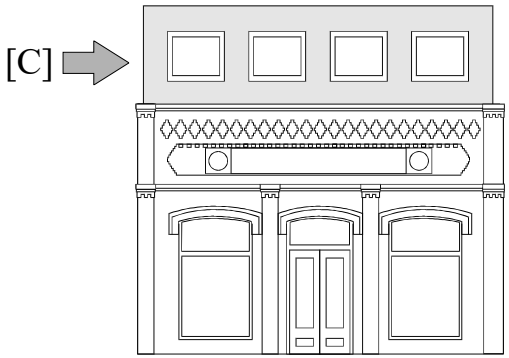
* Reroofing a roof with the same material.
* Repairing flashing.
* Repairing existing gutters.

Common Mistakes

- *Replacing a flat roof with a gable roof which is not hidden by the parapet.* [A]
- *Removing ornamental roof features.* [B]
- *Repointing parapets with cement or not matching the original mortar joints.*
- *Adding a story to the building.* [C]







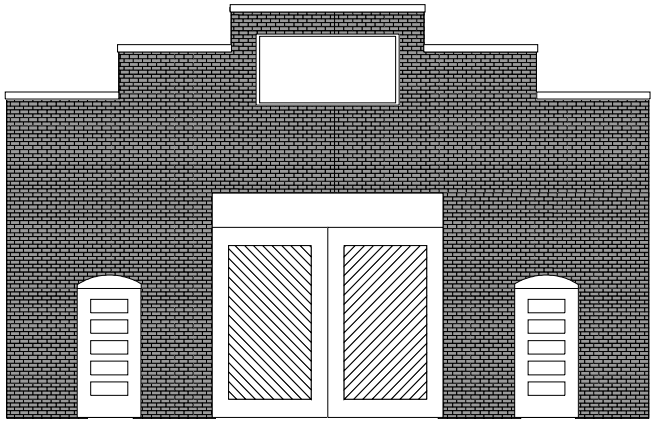
MATERIALS

GOAL:

The primary goal is to maintain the texture created by historic exterior materials.

Actions to achieve the goal:

- Maintain historic exterior materials.
- Leave unpainted historic masonry unpainted and uncoated.
- Repair damaged exterior materials in-kind and only in the area of damage, rather than total replacement.
- Use a historic mortar mix [formula found in the glossary] and match the original mortar joints when repointing brick. Use a qualified professional mason.
- Use the gentlest means possible to clean exterior materials.



Materials, in this instance, refers to the materials of the exterior walls.

Glossary terms:

Bond.
A term used to describe the various patterns in which brick is laid.

Gentlest means possible.
The least abrasive, intrusive, damaging means of preserving historic material.

Historic mortar mix.
There are designated five mortar types. Typically, the repointing mortar for historic buildings will be a Type O or K mortar. Mortar specifications permit a range of proportions, but typical proportions by volume are: Type O -1 part portland cement, 2 parts hydrated lime, and 9 parts sand; Type K - 1 part portland cement, 4 parts hydrated lime and 15 parts sand.

In-kind.
Using the exact same material when replacing a damaged element (e.g. using a wood element to replace a wood element).

Reveal.
The vertical profile created by the lap of siding, window casings, muntins, door surrounds, etc.

Siding. The exterior wall covering or sheathing of a structure.

- *more terms found in the Glossary, p. 96*

Notes/Revisions:

Changes requiring a COA Examples:

* Removing siding material (historic or non-historic).
* Residing a building.
* Painting unpainted masonry.
* Entirely removing paint from a building.

Changes not requiring a COA Examples:

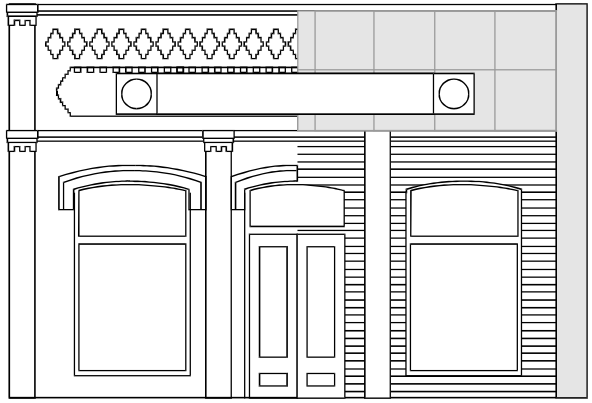
* Repainting a building.
* Preparing surfaces for repainting.

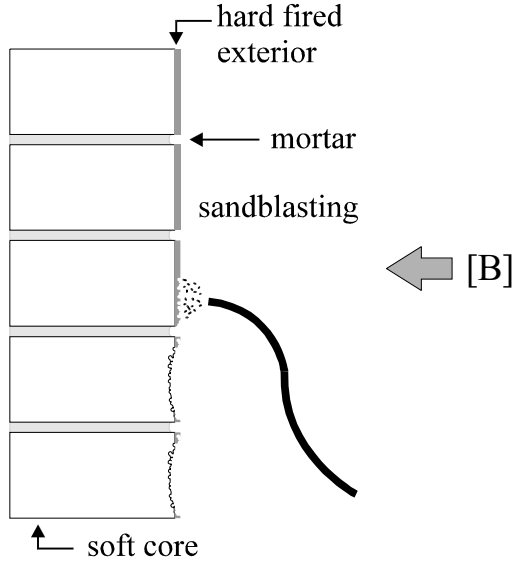
Common Mistakes

- *Placing vinyl siding, aluminum, exterior insulating finishing systems (E.I.F.S. or synthetic stucco), or another type of synthetic siding on a historic building.* [A]

- *Sandblasting exterior surfaces which will remove historic brick's protective exterior.* [B]

- *Painting or "waterproof" coating unpainted masonry. "Waterproofing" rarely corrects water infiltration and often worsens damage by trapping the moisture.*





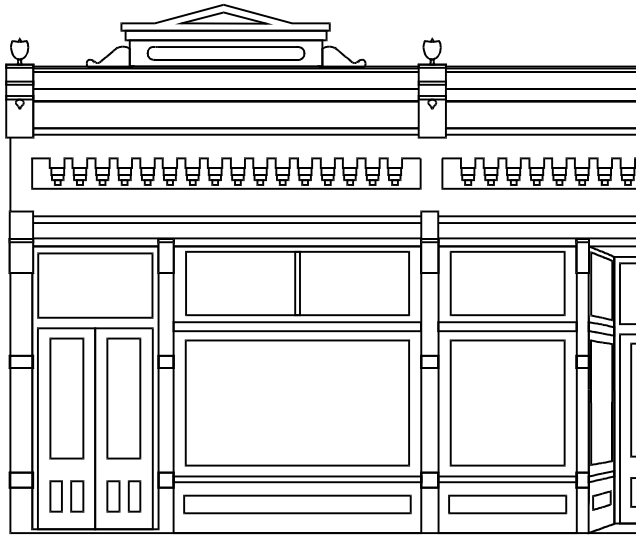
DETAILS

GOAL:

The primary goal is to maintain detail elements typical to commercial buildings, many of which impart a specific architectural style.

Actions to achieve the goal:

- Maintain and preserve historic details.
- Replace damaged details with details of matching material and matching design.
- Restore missing details when documentation of those elements are available.



Details refers to those components on the exterior of the building which serve to embellish the structure. Details are often related to a specific architectural style.

Glossary terms:

Bracket.
A decorative support feature located under eaves or overhangs.

Capital.
Topmost member of a column or pilaster.

Cornice.
The uppermost, projecting part of an entablature, or feature resembling it.

Dentil.
One of a series of small, square, tooth or block-like projections forming a molding.

Documentation.
Evidence of missing elements or configurations of buildings such as architectural plans, historic photographs, or "ghosts" of missing elements.

Pilaster.
A pier attached to a wall, often with capital and base.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

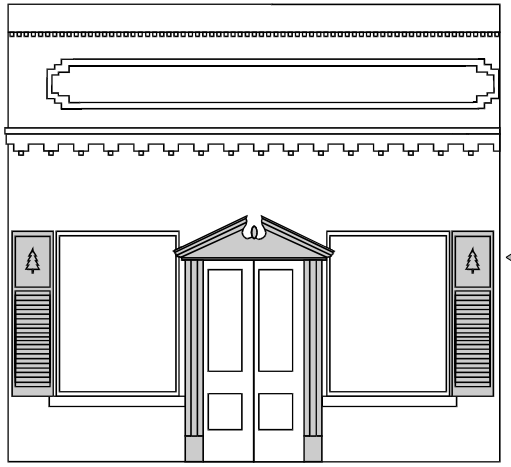
* Removing architectural details.
* Adding architectural details.

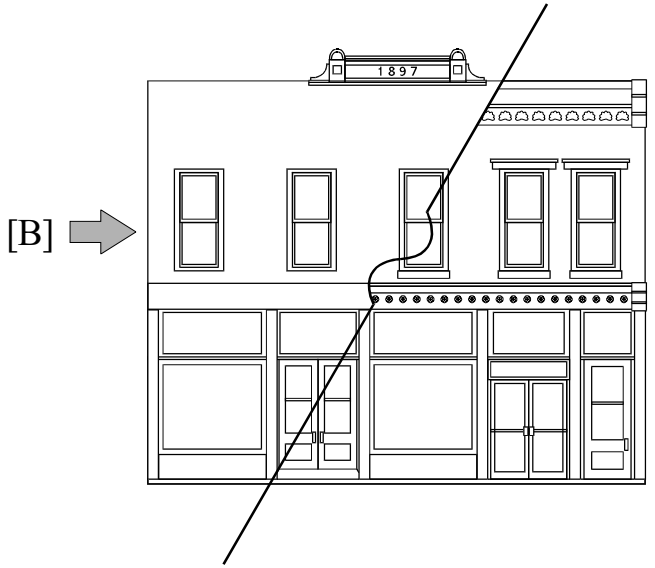
Changes not requiring a COA Examples:

* Repairing architectural details.
* Repainting architectural details.

Common Mistakes

- *Adding architectural details where none existed before.* [A]
- *Removing details from a building.* [B]
- *Adding shutters which do not fit the windows.* [A]
- *Using stock, out of scale, details rather than matching the original details.*





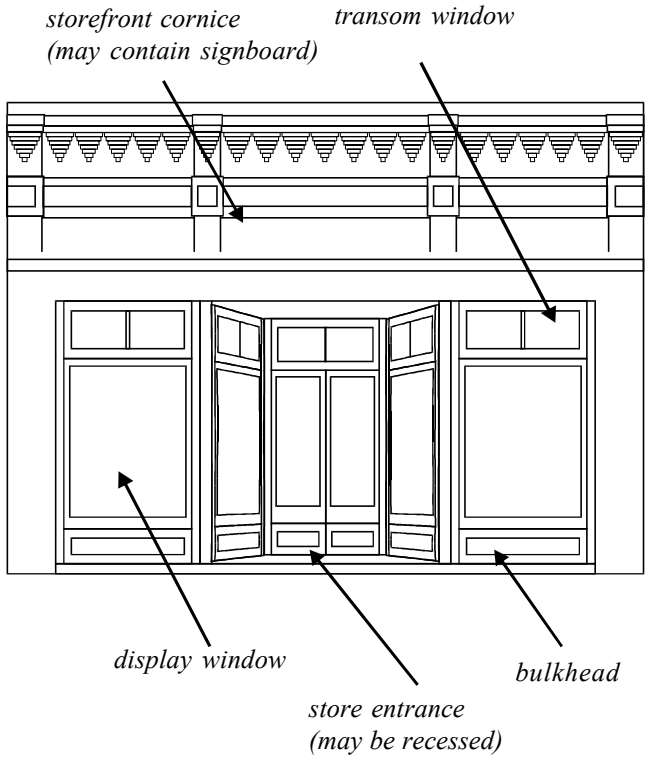
STOREFRONT

GOAL:

The primary goal is to maintain the original materials and configuration of the storefront.

Actions to achieve the goal:

- Maintain historic cast iron columns.
- Maintain transoms. Reopening previously covered transoms is encouraged.
- Maintain original window components replacing only damaged portions.
- Maintain the high ratio of window to wall in display area. Restoring previously enclosed display windows based on documentation or traditional design is encouraged.
- Maintain original bulkheads and if entire replacement is necessary, use materials similar to the original.



Storefront refers to the first floor of historic commercial buildings usually consisting of an entrance, display windows, transoms, and bulkheads.

Glossary terms:

Bulkhead.
The panel between framing members and beneath the display windows in a storefront; also known as a kickpanel or kickplate.

Cornice.
The uppermost, projecting part of an entablature, or feature resembling it.

Documentation.
Evidence of missing elements or configurations of buildings such as architectural plans, historic photographs, or "ghosts" of missing elements.

In-kind.
Using the exact same material when replacing a damaged element (e.g. using a wood element to replace a wood element).

Transom.
A small operable or fixed window located above a window or door.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

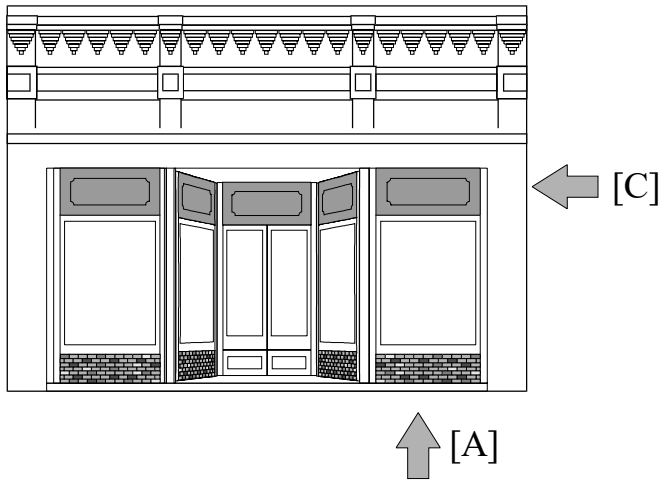
* Replacement of the existing storefront.
* Replacement of a nonhistoric storefront.
* Replacement of the bulkheads.
* Replacement of all glass.

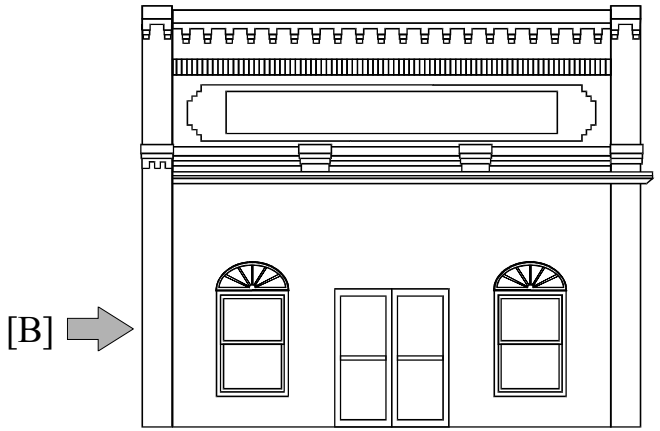
Changes not requiring a COA Examples:

* Repair of broken glass with clear glass.

Common Mistakes

- *Replacing wooden bulkheads with brick.* [A]
- *Replacing display windows with smaller or more elaborate windows.* [B]
- *Replacing display windows with wall surface.*
- *Placing window air conditioners in transom windows.*
- *Covering transom windows with plywood.* [C]





WINDOWS

GOAL:

The primary goal is to maintain the historic windows, their design, and their placement.

Actions to achieve the goal:

- Maintain and preserve historic windows.
- Repair damaged portions of historic windows rather than replacing them in total.
- Historic windows damaged beyond repair should be replaced with windows of matching materials, design, pane configuration, and muntin profile. Aluminum clad wood windows may be allowed on upper story windows, but not windows of vinyl or aluminum construction.
- Maintain the historic window configuration and dimensions.
- New windows on side and rear elevations should relate to historic windows in the following ways:
  a) use matching materials,
  b) be of matching or similar size, and
  c) use matching or similar design.
- Storm windows must match the color of the window frame and obscure the window as little as possible.

Windows refers to glazed openings in the exterior walls of the building. (see also *Storefronts*, p. 30)

Glossary terms:

Beyond repair.
When such a large portion of an element is damaged that repair becomes infeasible, generally, but not specifically, more than 50%.

Double hung window.
A window having two sashes, one sliding vertically over the other.

Fenestration.
The arrangement of window openings in a building.

Lintel.
A horizontal beam over a door or window which carries the weight of the wall above; usually made of stone or wood.

Muntin.
A secondary framing member to divide and hold the panes of glass in a window.

Sash.
The portion of a window that holds the glass and which moves.

Sill.
The horizontal member located at the top of a foundation supporting the structure above; also the horizontal member at the bottom of a window or door.

Solid-to-void.
The total area of wall in comparison to the total area of openings on an elevation.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

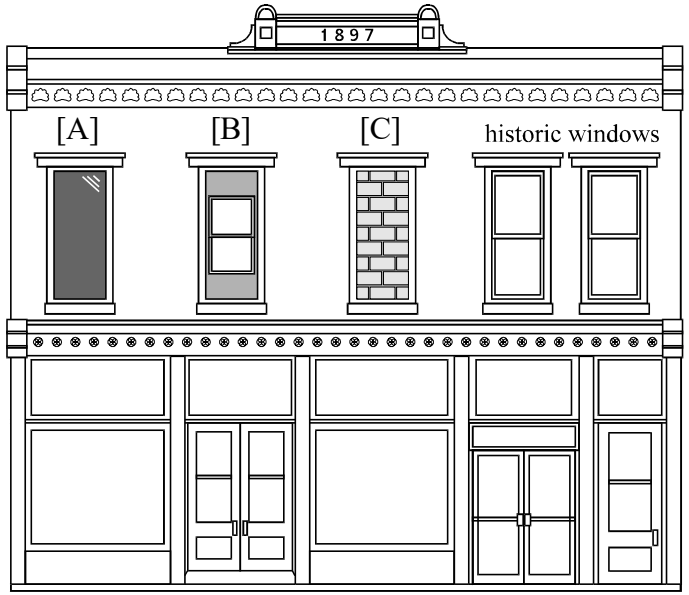
* Removing and replacing windows.
* Filling in existing window openings.
* Adding new window opening.
* Adding new storm windows and screens.

Changes not requiring a COA Examples:

* Replacing broken window glass.
* Repairing damaged portions of existing sashes.
* Weather-stripping, caulking, painting and other general maintenance.
* Adding clear UV coating.

Common Mistakes

- *Replacing viable (deteriorated but repairable) historic windows with new windows, even similar looking windows.*
- *Replacing windows with flat muntins with no profile.*
- *Replacing windows with tinted glass, single panes, or smaller windows.* [A]
- *Reducing the size of windows.* [B]
- *Infilling windows.* [C]
- *Adding storm windows which obscure the historic window.*



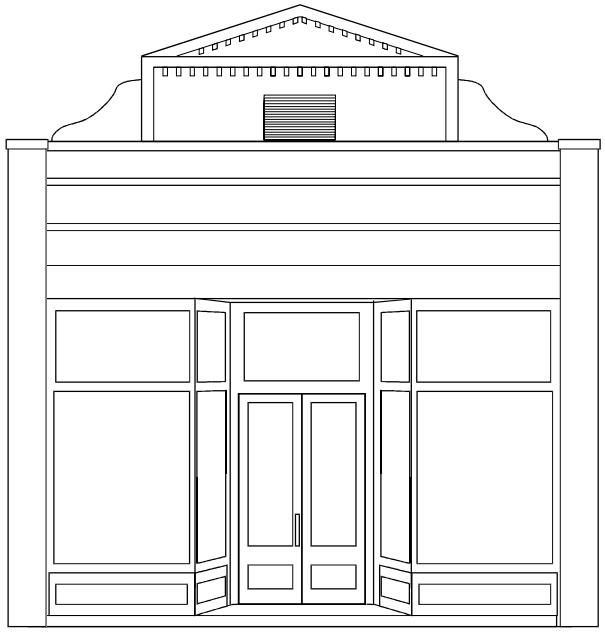
DOORS

GOAL:

The primary goal is to maintain the historic doors, their design, and their placement.

Actions to achieve the goal:

- Maintain and preserve historic doors and surrounding features.
- Repair damaged portions of historic doors rather than replacing the door in total.
- Historic doors damaged beyond repair should be replaced with doors that match in material and design.
- Maintain the historic door placement on the facade including entrances to upper floors.
- Replace non-historic doors with a replication of the historic door (if documentation exists) or a design typical for the age of the building.



Doors refers to entrances into the building including the doorway and features around the doorway. (see also *Storefronts*, p. 30)

Glossary terms:

Beyond repair.
When such a large portion of an element is damaged that repair becomes infeasible, generally, but not specifically, more than 50%.

Facade.
The front elevation or "face" of a building.

French door.
A door made of many glass panes, usually used in pairs and attached by hinges to the sides of the opening in which it stands.

Mullion. A heavy vertical divider between windows or doors.

Pediment.
A triangular crowning element forming the gable of a roof; any similar triangular element used over windows, doors, etc.

Surround.
An encircling border or decorative frame, usually around a window or door.

Transom.
A small operable or fixed window located above a window or door.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

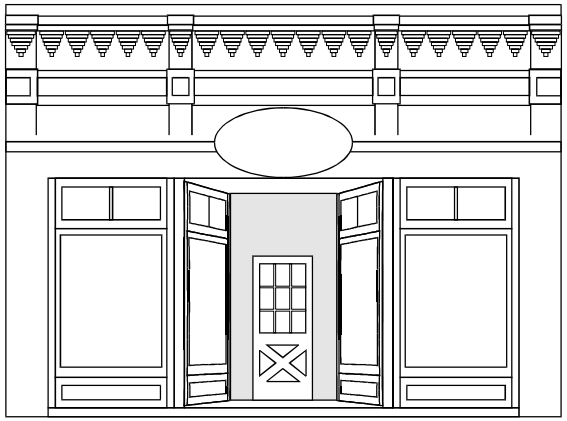
* Removing and replacing doors.
* Filling in existing door openings.
* Adding new door openings.
* Adding new storm /screen doors.

Changes not requiring a COA Examples:

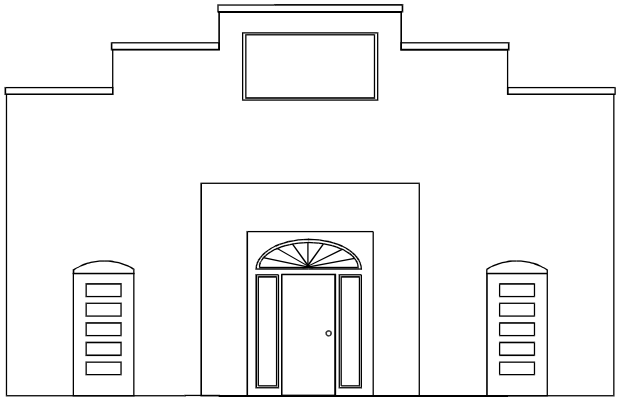
* Repairing damaged portions of existing doors.
* Weather-stripping, caulking, painting and other general maintenance.

Common Mistakes

- *Replacing viable (deteriorated but repairable) historic doors with new doors, even similar looking doors.*
- *Using a door with a residential appearance.* [A].
- *Adding or removing doors on the facade.*
- *Adding sidelights, transoms, fanlights, or other features where none existed before.* [B]



[A]



[B]

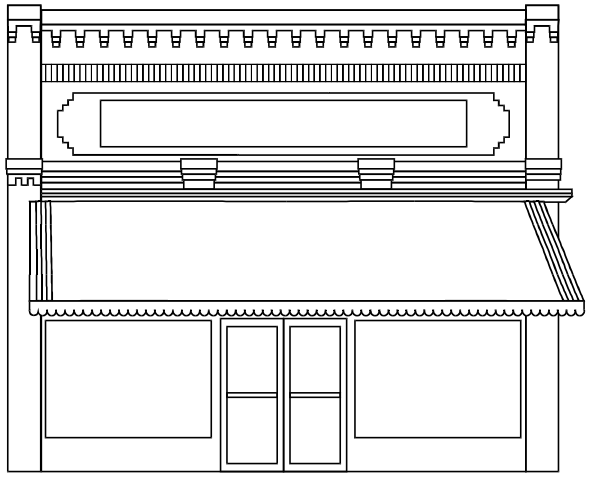
AWNINGS

GOAL:

The primary goal is to promote the use of traditional form and design for awnings and canopies.

Actions to achieve the goal:

- Maintain historic awnings and canopies.
- Use canvas for awning materials.
- Match awnings shape to the shape of the window or door opening.
- Fit awning within the frame of the window or doorway without covering architectural detail.
- Traditional shed-style, sloping, fabric/canvas awnings are encouraged.



Awnings refers to elements projecting from the building which provide shade to the adjacent area. Canopies are included.

Glossary terms:

Awning.
A sloped projection supported by a frame attached to the building facade or by simple metal posts anchored to the sidewalk.

Canopy.
A flat projection from the building facade or attached to the building facade to shelter the storefront and pedestrian traffic.

Cornice.
The uppermost, projecting part of an entablature, or feature resembling it.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

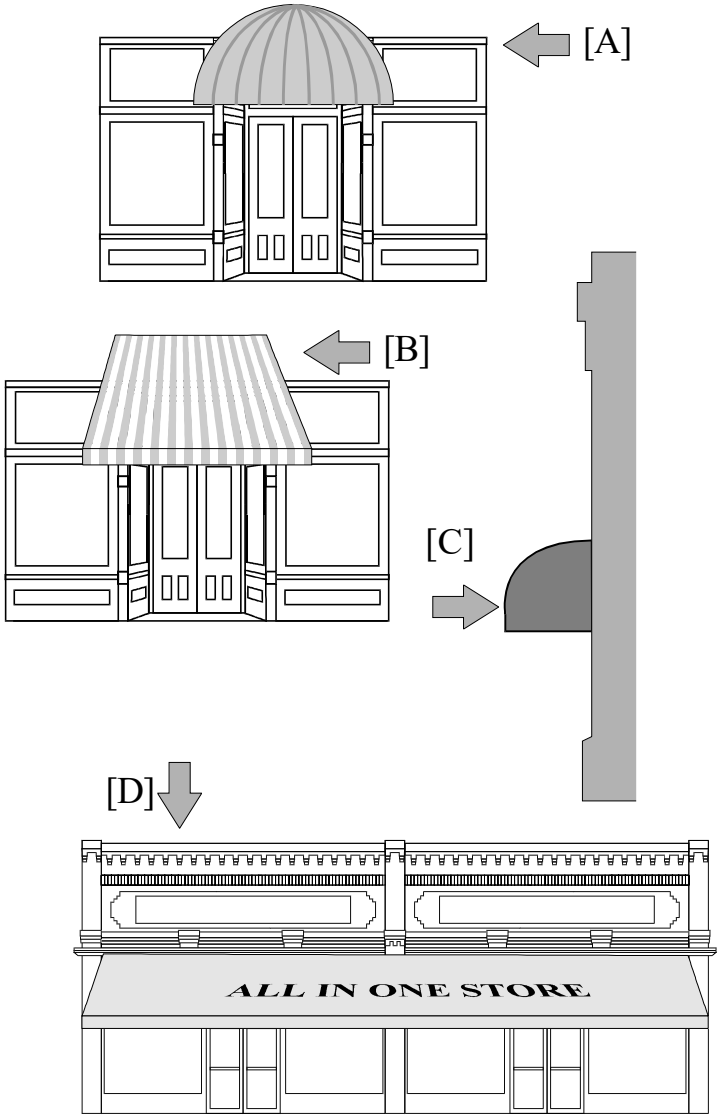
* Removing awnings.
* Adding new awnings or canopies.

Changes not requiring a COA Examples:

* Replacing awning canvas.
* Repairing a metal awning.
* Repainting a metal awning.

Common Mistakes

- *Using a rounded awning for a rectangular doorway or window.* [A]
- *Using an awning which does not match the dimension of the doorway or window.* [B]
- *Using barrel-style awnings.* [C]
- *Using flat projecting metal or rigid plastic awnings.*
- *Lighting awnings internally.*
- *Using a continuous awning across two buildings to join them as one business.* [D]
- *Constructing a front porch and balcony where none existed before.*



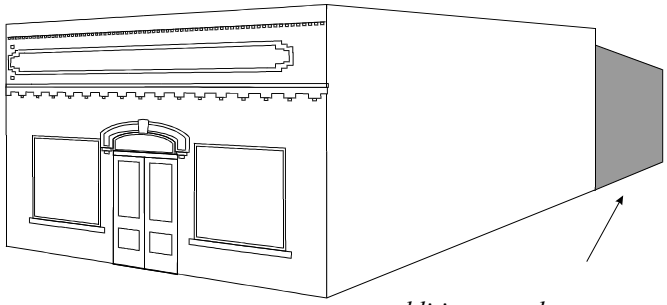
ADDITIONS

GOAL:

The primary goal is to allow expansion while maintaining historic character.

Actions to achieve the goal:

- Additions should respect the original portion of the building by:
  a) being placed away from the public view on the rear elevation or (for buildings not on the square) on a side elevation well behind the facade,
  b) maintaining the form, orientation, and symmetry of the original structure,
  c) creating a discernible break at the juncture with the original structure,
  d) using matching or similar materials such as roofing and siding,
  e) using matching or similar elements, such as windows, on side elevations and reserving more modern elements for the rear elevation,
  f) using a degree of ornamentation equal to the original or less, and
  g) being reversible with a limited loss of historic materials and elements.



additions are best placed at the rear of the building

Additions refers to any increase in the square footage of a building.

Glossary terms:

Elevation.
Any of the external faces of a building.

Facade.
The front elevation or "face" of a building.

Public view.
That which can be seen from any public right-of-way.

Reversible.
Constructing additions or new elements in such a manner that if removed in the future original form and material would be largely unchanged.

Routine maintenance.
Any action performed in order to preserve a historic property including minor replacement of materialwith like material providing no change is made to the appearance of the structure or grounds.

Orientation.
The direction that the building (usually includes the primary entrance) faces.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

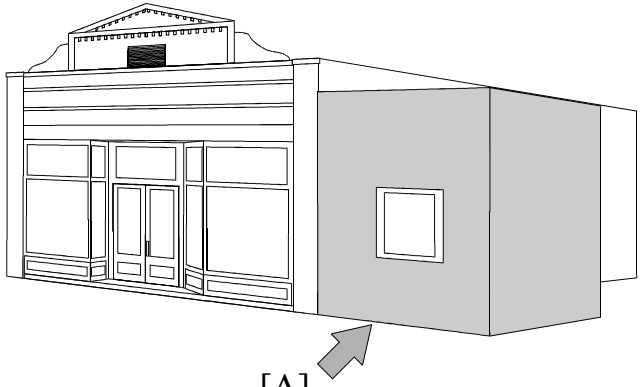
* Adding an addition to a building.
* Removing an addition from a building.

Changes not requiring a COA Examples:

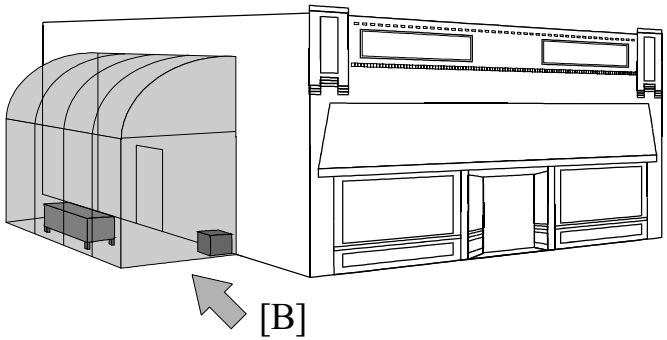
* Routine maintenance to existing additions.

Common Mistakes

- *Constructing the walls of the addition flush with the facade of the original structure.* [A]
- *Constructing an addition out of scale which greatly alters the original form of the building.*
- *Using incompatible materials or details on an addition.* [B]
- *Removing a large amount of original material to add an addition.*



[A]



[B]

PLACEMENT

GOAL:

The primary goal is to follow the distinct rhythm established by the placement pattern of historic buildings in the district.

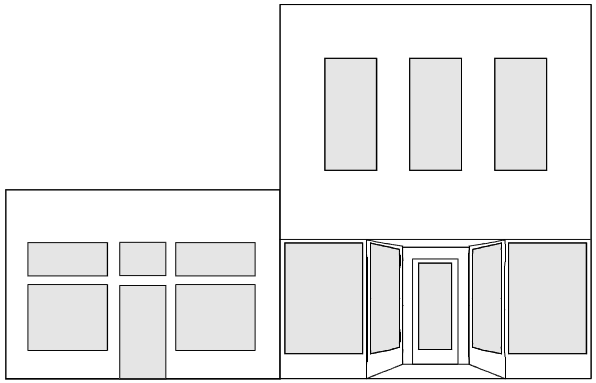
Actions to achieve the goal:

- New buildings should respect the placement of nearby historic buildings by being:

  a) placed at a setback equal to or within 10 feet of that of nearby similar historic buildings or similar buildings within the district,

  b) placed centrally on a lot with equal spacing on each side (party walls for buildings on the square), and

  c) oriented towards (or facing) the same street as nearby historic buildings.



Downtown buildings are placed at the front of their lots (zero lot line) and share side walls with adjacent buildings (party walls).

Placement refers to how the building is located or situated upon its lot. Placement includes building setback, spacing, and orientation.

Glossary terms:

Nearby historic buildings.
The closest possible examples: 1) adjacent historic buildings, 2) historic buildings along the same street, 3) historic buildings within the immediate area, 4) historic buildings within the district.

Orientation.
The direction that the building (usually includes the primary entrance) faces.

Party wall.
A common, shared wall between two buildings; typical of downtown brick buildings.

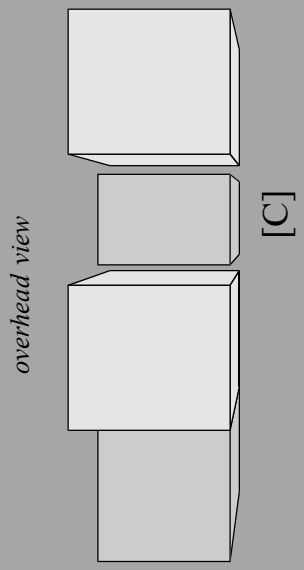
Rhythm.
The pattern created by the relationship of elements along a street or on individual buildings (e.g. buildings to the open space or windows to wall space).

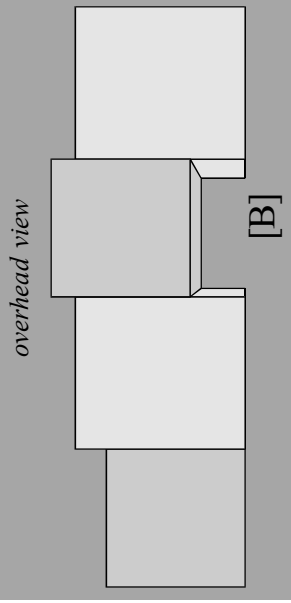
Setback.
A term used to define the distance a building is located from a street or sidewalk.

Spacing.
The distance between adjacent buildings.

- more terms found in the Glossary, p. 96

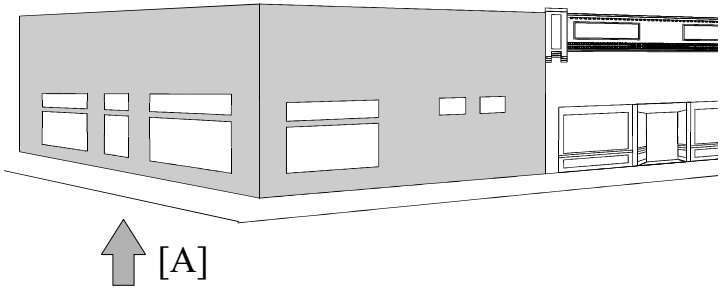
Notes/Revisions:

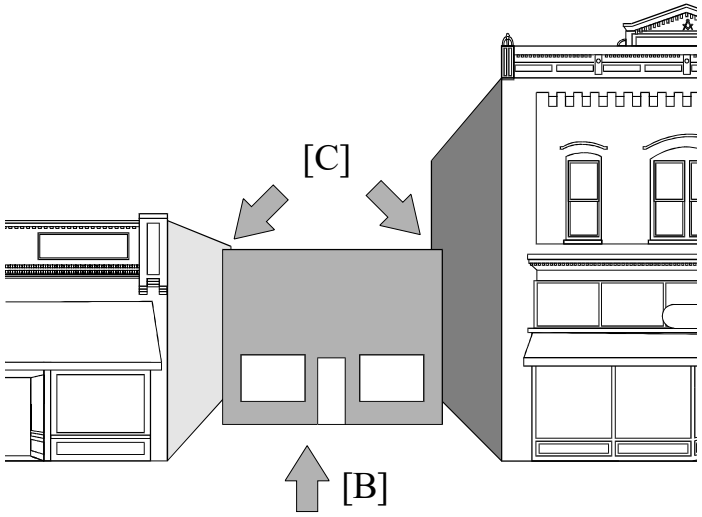




Common Mistakes

- *Placement of a building facing a different street; corner or dual frontage properties should follow the example set by nearby historic corner properties.* [A]
- *Placement of a building not on the front lot line. [B]*
- *Placement of a building with side setbacks not party walls.* [C]





SCALE

GOAL:

The primary goal is to follow the established dimensions of historic buildings within the district.

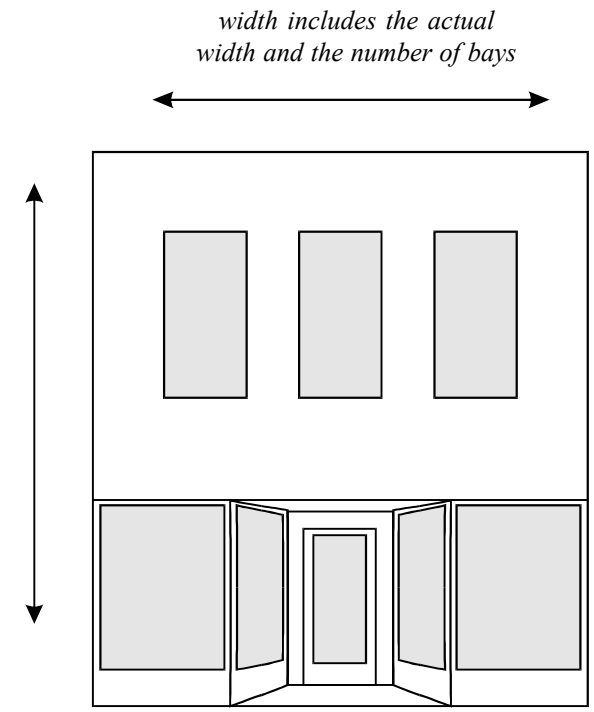
Actions to achieve the goal:

- New buildings should respect the existing scale of historic buildings by being:

  a) either one-story or two-story depending upon the uniformity of height displayed by nearby historic buildings,

  b) approximately the same width as nearby historic buildings of similar form, and

  c) approximately the same depth of nearby historic buildings; for more depth, new buildings should follow the addition pattern of nearby historic buildings of similar scale.



Scale refers to a building's dimensions - height, width, and depth - particularly in comparison to other buildings in the vicinity.

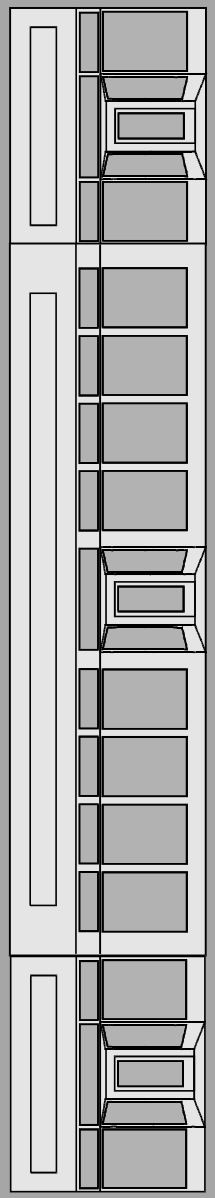
Glossary terms:

Bay.
The horizontal divisions of a building, defined by windows, columns, pilasters, etc.

Nearby historic buildings.
The closest possible examples: 1) adjacent historic buildings, 2) historic buildings along the same street, 3) historic buildings within the immediate area, 4) historic buildings within the district.

- more terms found in the Glossary, p. 96

Notes/Revisions:



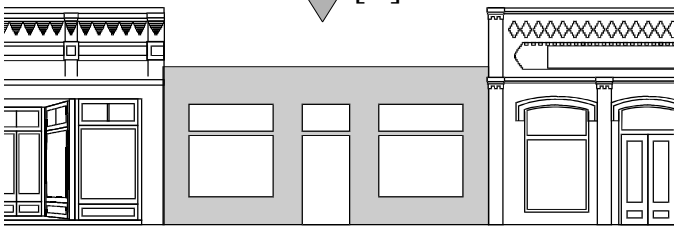
[C]

Common Mistakes

- *Constructing a building of more than two stories.* [A]
- *Constructing a building out of scale with its neighbors even though the number of stories is equal.* [B]
- *Constructing a building that is too wide and creates an inappropriate horizontal appearance.* [C]

[A]

[B]



FORM

GOAL:

The primary goal is to follow the unique pattern of building forms found within the historic district.

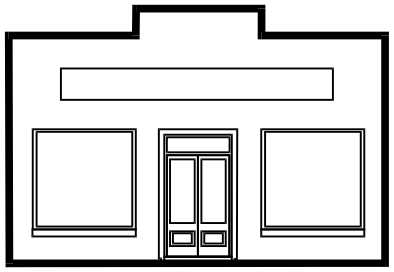
Actions to achieve the goal:

- New buildings should respect the existing form represented among historic buildings by:

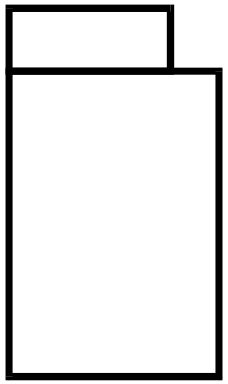
  a) using roof shapes, pitches, and parapets such as those on nearby similar historic buildings or similar buildings within the district,

  b) creating a main block and using secondary blocks in a manner similar to that of nearby similar historic buildings or similar buildings within the district, and

  c) having foundations of the similar height and pattern as similar historic buildings.



From the front each building creates a silhouette. On blueprints, this known as an "elevation."



Each building creates a "footprint" created by the exterior walls of the building. On blueprints, this is called the "plan" or "floor plan."

Form refers to a building's overall shape and composition. Vertically there are three divisions of form: the roof, the body, and the foundation.

Glossary terms:

Main block.
The central mass of a building, generally excluding secondary blocks such as additional wings, projections, dormers, or porches.

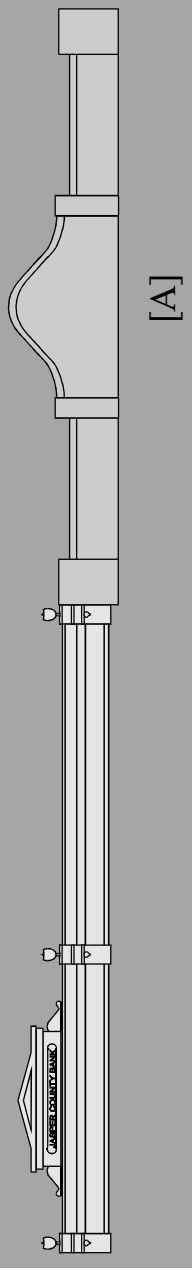
Nearby historic buildings.
The closest possible examples: 1) adjacent historic buildings, 2) historic buildings along the same street, 3) historic buildings within the immediate area, 4) historic buildings within the district.

Pitch. A term which refers to the steepness of roof slope.

Secondary blocks. Portions of the building attached to the central mass of a building, generally such as additional wings, projections, dormers, or porches.

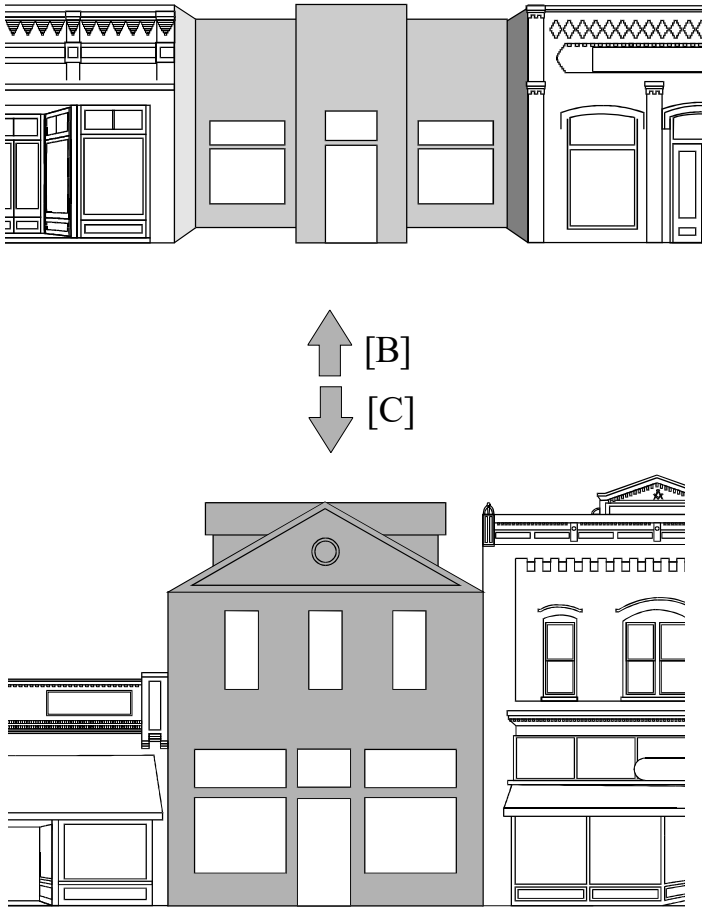
- more terms found in the Glossary, p. 96

Notes/Revisions:



Common Mistakes

- *Constructing a parapet with a form or style atypical to the area.* [A]
- *Constructing a building with secondary blocks rather than one main block.* [B]
- *Constructing a building with a roof form unlike the established pattern.* [C]



OPENINGS

GOAL:

The primary goal is to follow the solid-to-void ratio characteristic of historic buildings in the district.

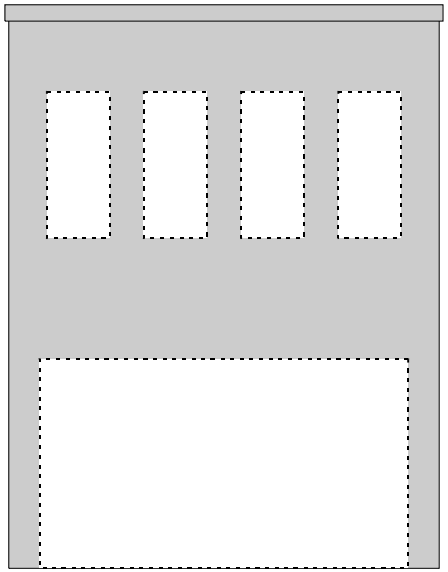
Actions to achieve the goal:

- New buildings should respect the pattern of openings on historic buildings by:

  a) using openings of similar dimensions and shape,

  b) placing or distributing openings in a manner similar to that of nearby similar historic buildings or similar buildings within the district, and

  c) balancing the ratio of solid-to-void by using the appropriate amount of opening on an elevation.



Downtown commercial buildings have a high degree of void at street level and evenly spaced smaller voids on upper floors.

Openings refers to windows and doors. Void is another term for openings.

Glossary terms:

Elevation.
Any of the external faces of a building.

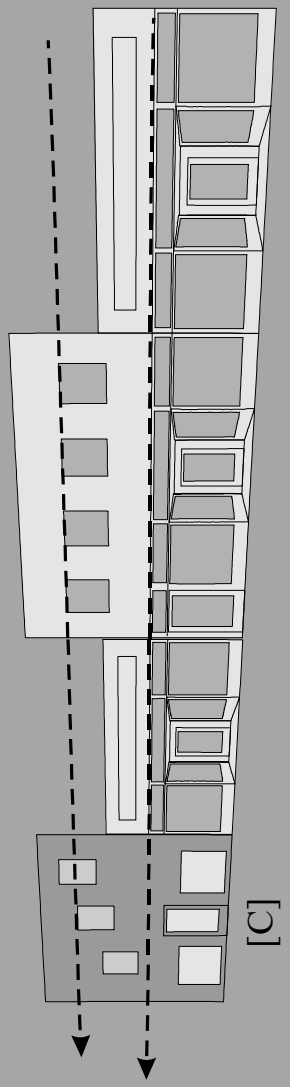
Facade.
The front elevation or "face" of a building.

Nearby historic buildings.
The closest possible examples: 1) adjacent historic buildings, 2) historic buildings along the same street, 3) historic buildings within the immediate area, 4) historic buildings within the district.

Solid-to-void.
The total area of wall in comparison to the total area of openings on an elevation.

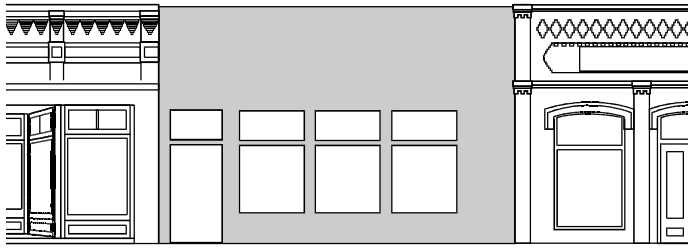
- more terms found in the Glossary, p. 96

Notes/Revisions:



Common Mistakes

- *Using an asymmetrical distribution of windows and doors when symmetrical facades are the established pattern within that block.* [A]
- *Using a high solid-to-void ratio at ground level (the storefront) or a low solid-to-void ratio on upper floors.* [B]
- *Failing to align openings with other buildings on the same block.* [C]



[A]

[B]

MATERIALS & DETAILS

GOAL:

The primary goal is to follow the pattern of use of materials within the historic district.

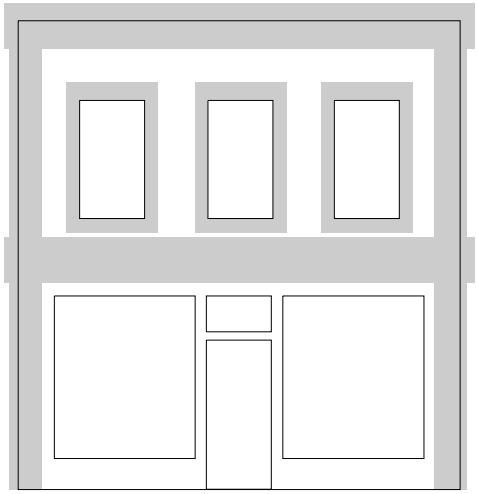
Actions to achieve the goal:

- New buildings should respect the historic materials within the district by using the predominant exterior material - namely brick.

- New buildings should respect the ornamentation within the district by:

  a) using ornamentation in a manner similar to that of nearby similar historic buildings or similar buildings within the district, and

  b) using ornamentation to a degree equal to or less than that of nearby similar historic buildings or similar buildings within the district.



Shaded areas are traditional locations of ornament on commercial buildings.

Materials refers to the composition, texture, and appearance of the exterior surface of a building. Details refers to ornamentation that embellish the building.

Glossary terms:

Facade.
The front elevation or "face" of a building.

Nearby historic buildings.
The closest possible examples: 1) adjacent historic buildings, 2) historic buildings along the same street, 3) historic buildings within the immediate area, 4) historic buildings within the district.

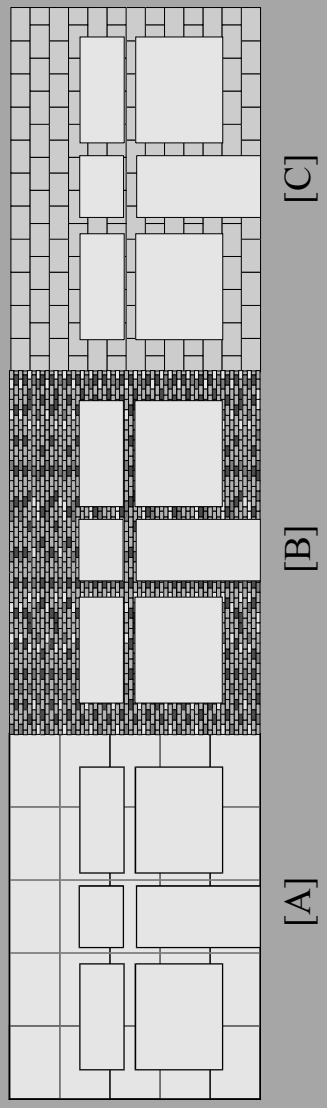
Solid-to-void.
The total area of wall in comparison to the total area of openings on an elevation.

Synthetic stucco (EIFS).
Exterior insulation and finish systems (EIFS) are multi-component exterior wall systems which generally consist of: an insulation board; a base coat reinforced with glass fiber mesh ; and a finish coat.

Variegated brick.
Multi-colored brick used in an attempt to create an antique look.

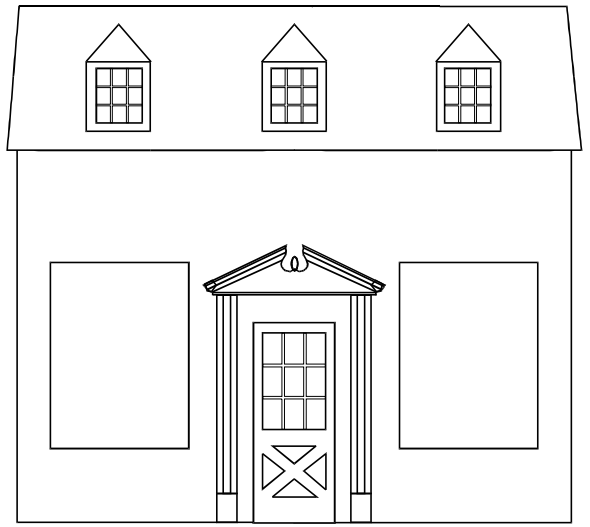
- more terms found in the Glossary, p. 96

Notes/Revisions:



Common Mistakes

- *Using synthetic stucco (E.I.F.S.)* [A]
- *Using variegated brick .* [B] *or concrete block.* [C]
- *Using any material other than brick.*
- *Copying historic styles or themes not common to the area such as colonial or wild west.* [D]
- *Use of stock details which do not match the proportions and degree of craftsmanship of historic details.*



[D]

WALLS & FENCES

GOAL:

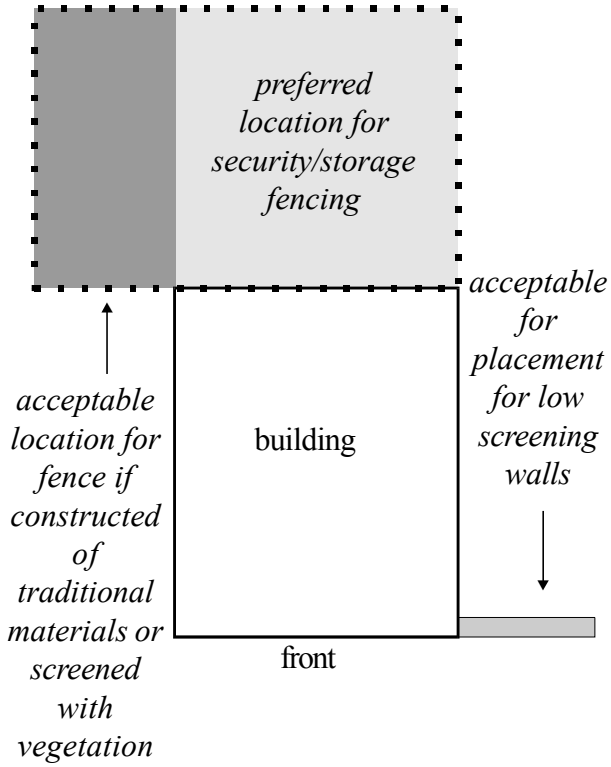
The primary goal is to maintain the pattern of fencing in the commercial area and to use fencing and walls to screen parking and storage areas.

Actions to achieve the goal:

- Historic fences and retaining walls should be maintained and not removed.

- New security fences should limit their impact by:
  a) being placed behind the rear elevation, being no taller than 8 feet in height, and
  b) using traditional materials (in most cases wood) or screening fence from the public view with evergreen vegetation or a second traditional fence.

- New screening walls can be used to limit the impact of parking on the district by:
  a) being of a height to partially screen parked vehicles;
  b) replicating the facade line of nearby historic buildings; and
  c) using traditional materials (in most cases brick).



Walls and fences refers to nonvegetative elements used in and around a property for safety, security, and screening.

Glossary terms:

Elevation.
Any of the external faces of a building.

Evergreen vegetation.
Vegetation which retains foliage through the winter months maintaining its screening property.

Facade line.
An imaginary line established by the fronts of buildings on a block.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

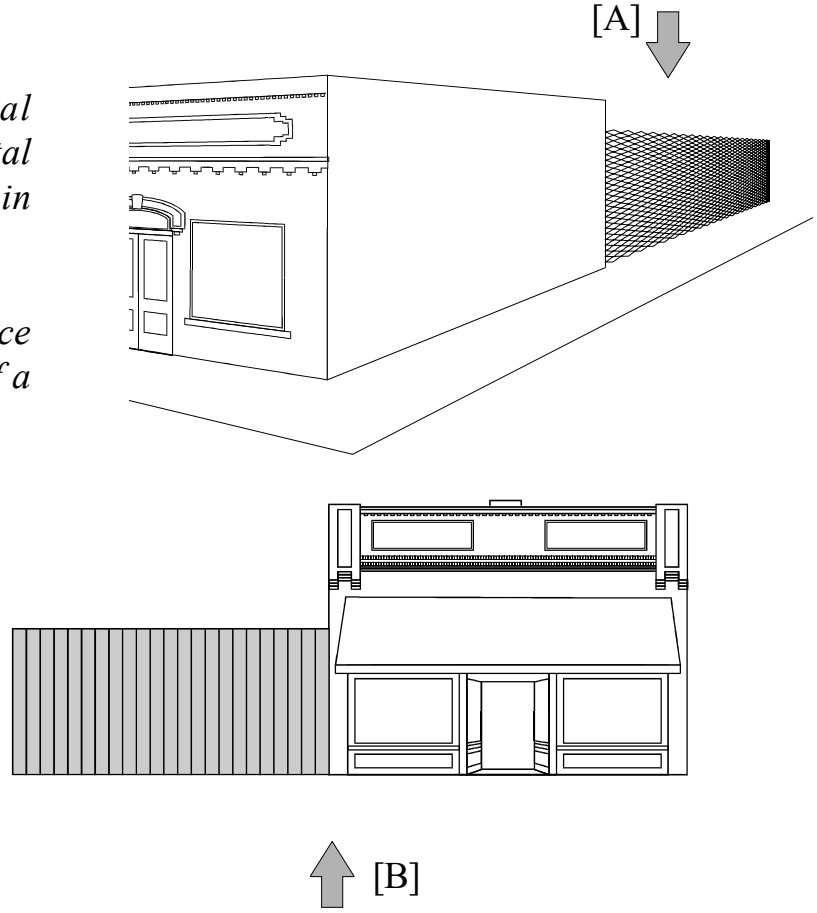
* Construction of a new fence.
* Construction of a new screening wall.

Changes not requiring a COA Examples:

* Repair of an existing fence.
* Painting an existing fence.
* Repair of an existing wall.
* Temporary fences at construction sites.

Common Mistakes

- *Using nontraditional materials, such as metal chainlink, for fences in the public view.* [A]
- *Placing a privacy fence flush with the facade of a building.* [B]



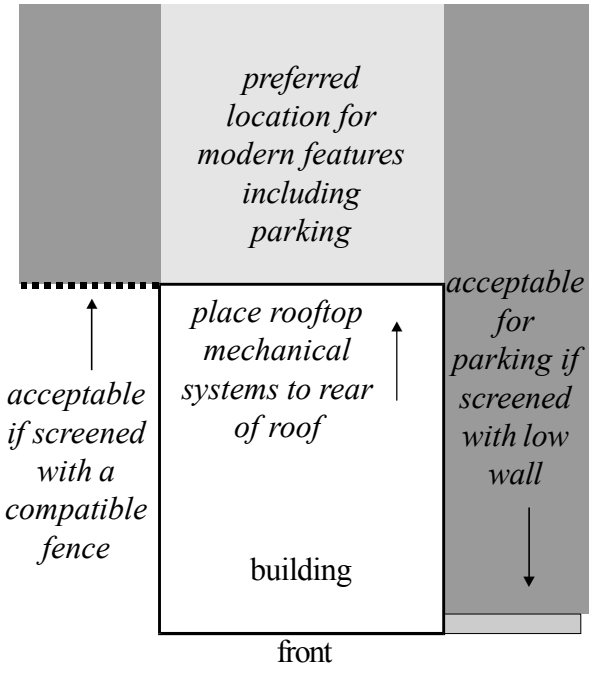
MODERN FEATURES

GOAL:

The primary goal is to integrate modern features while limiting the negative impact to the historic district.

Actions to achieve the goal:

- Mechanical systems placed behind the building and out of the public view.
- Rooftop mechanical systems, utility meters and security lighting should be placed unobtrusively.
- New lighting should use traditional designs appropriate to the character of the building.
- New parking should:
  a) be placed as unobtrusively as possible;
  b) use traditional materials: gravel, concrete, stone pavers, though asphalt is allowed in the downtown; and
  c) use appropriate screening (see *Walls & Fences* p. 50).



Modern features refers to equipment and functions not used in the past such as dumpsters, fire escapes, mechanical systems, and parking areas.

Glossary terms:

Facade line.
An imaginary line established by the fronts of buildings on a block.

Parking.
Areas, generally paved, provided for the storage of automobiles.

Paving.
Any material used for pavement such as asphalt, brick, concrete, gravel, or pavers.

Public view.
That which can be seen from any public right-of-way.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

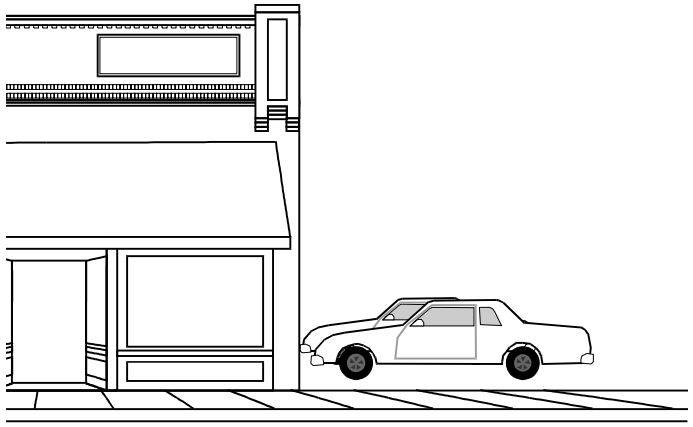
* Adding parking areas.
* Placing exterior mechanical systems such as satellite dishes, air-conditioning units, or utility meters.
* Adding exterior lighting.

Changes not requiring a COA Examples:

* Resurfacing an existing parking area with the same material.
* Interior changes to mechanical systems.
* Temporary event lighting.

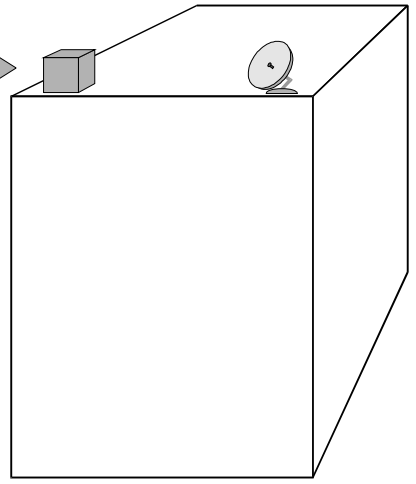
Common Mistakes

- *Demolishing historic buildings for parking (see demolition p.).*
- *Failing to screen parking from the public view (see Fences & Walls, p. 48)* [A]
- *Placing mechanical systems to the front of rooftops.* [B]



[A]

[B]



SIGNS

GOAL:

The primary goal is to create signs which both inform the public and compliment the property where they are located.

Actions to achieve the goal:

- Historic signs should be maintained and preserved
- Signs must conform to the City of Perry sign ordinance and are to be approved on a case by case basis through a formal review by City staff.
- Signs should:
  a) be limited in number to the minimum necessary for identification purposes,
  b) use traditional sign locations,
  c) be of a scale appropriate to the building and the district,
  d) be painted wood or metal,
  e) have little ornament or use ornament similar to the style of the building, and
  f) avoid attachment to roofs or covering architectural details.

Signs refers to permanent signs for business identification, advertisement, and operation.

Glossary terms:

Cast iron front.
A storefront made of glass and pieces of utilitarian and decorative iron cast in easily assembled parts.

Corbeling.
A series of stepped or overlapped pieces of brick or stone forming a projection from the wall surface.

Cornice.
The uppermost, projecting part of an entablature, or feature resembling it.

Recessed panel.
A decorative element that often functions as an area for signage.

Transom.
A small operable or fixed window located above a window or door.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

* Placing a new sign on a building or property.

Changes not requiring a COA Examples:

* Placing temporary signs (as allowed under the City of Perry sign ordinance).

Common Mistakes

- *Using more than two signs per building.*
- *Using internally lit plastic signs.*
- *Using unfinished wood, plastic substrate, or plywood signs.*
- *Using inappropriately large signs.* [A]
- *Using signs with a colonial motif.* [B]
- *Covering architectural details such as the cornice. [C]*
- *Painting over or stripping historic painted signs.*

[B]

[A] [C]

RESIDENTIAL CONTENTS

Topics/Issues

Rehabilitation

[PG 58-75] Reviews the elements of historic construction that contribute to architectural style and building form for residential properties and areas. Highlights common mistakes to avoid and provides examples of changes subject to the design review process.

New Construction

[PG 76-83] Discusses the most significant aspects of new construction and its relationship to and potential impact upon the existing built environment for residential properties and areas. Highlights common mistakes to avoid.

Site & Setting

[PG 84-95] Outlines the accessory features commonly located on historic properties and reviews their relationship to the historic building for residential properties and areas. Highlights common mistakes to avoid and provides examples of changes subject to the design review process.

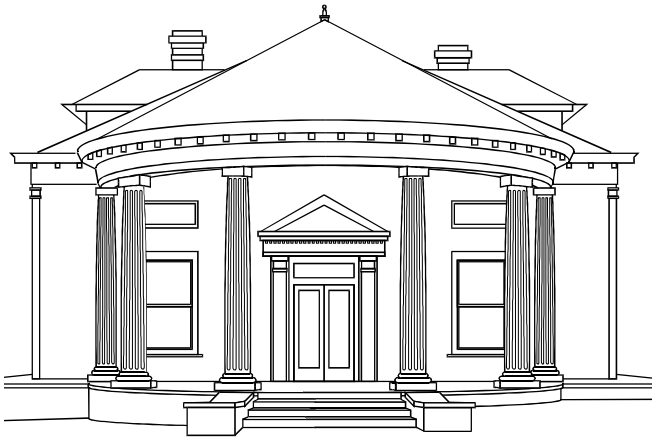
ROOFS *SHAPE & DORMERS*

GOAL:

The primary goal is to maintain the original form of the house, especially as seen from the public view.

Actions to achieve the goal:

- Maintain the existing pitch and shape of the roof.
- Maintain the shape and style of historic dormers.
- Place new dormers on the rear roof slope out of the public view.
- Place skylights on the rear roof slope out of the public view. Use skylights with a flat profile, not "bubble" skylights.



Roof shape refers to the overall roof type, its pitch, as well as any secondary roof forms. Dormers are roofed windows projecting from the slope of the main roof.

Glossary terms:

Facade.
The front elevation or "face" of a building.

Pitch.
A term which refers to the steepness of roof slope.

Public view.
That which can be seen from any public right-of-way.

Routine maintenance.
Any action performed in order to preserve a historic property including minor replacement of materialwith like material providing no change is made to the appearance of the structure or grounds.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

* Changing the pitch or shape of a roof.
* Altering the shape of a dormer.
* Addition of a dormer.
* Removal of a dormer.
* Adding a skylight.

Changes not requiring a COA Examples:

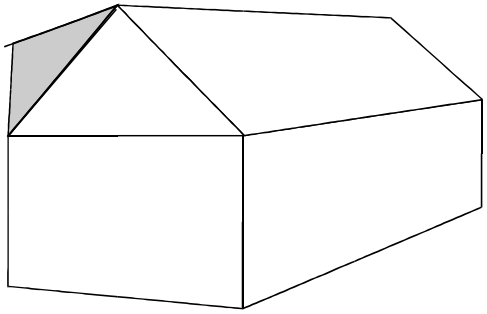
* Routine maintenance to dormers.

Common Mistakes

- *Placing a new dormer on the facade of a house where none has existed before.* [A]
- *Changing the shape of a roof in order to gain upstairs space.* [B]
- *Changing a historic dormer's shape.*
- *Placing skylights on a front roof slope.*

[A]

[B]



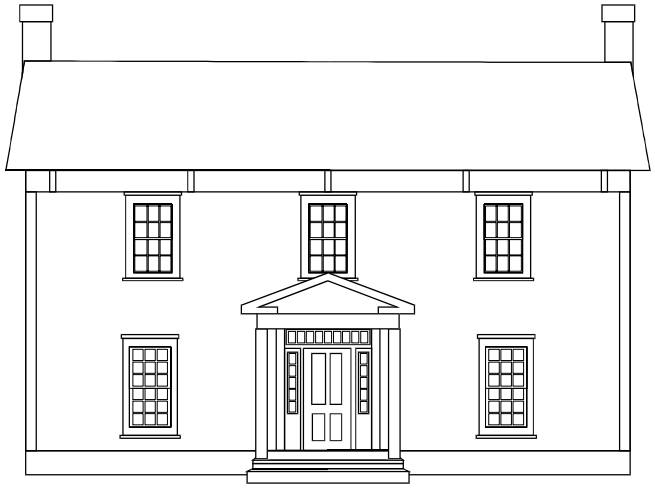
ROOFS *MATERIALS & FEATURES*

GOAL:

The primary goal is to maintain the texture and silhouette created by historic roofing materials and features.

Actions to achieve the goal:

- Replace roofing materials with those that: match the existing, replicate the original materials, more closely match the original, or are typical for the age, style, and form of the house.
- Maintain hidden gutters or eaves designed without gutters whenever possible.
- Maintain historic chimneys.
- Rebuild documented missing chimneys whenever possible.
- New chimneys (including chimneys on additions) should:
  a) be placed on the rear or toward the rear on side elevations,
  b) use traditional design, and
  c) be brick.



Roof materials refers to the material with which the roof is sheathed. Roof features are any items attached to the roof whether functional or ornamental.

Glossary terms:

Character defining.
An element whose design and material is associated with the age and style of a building and helps define its architectural style (e.g. pressed tin roofing on Victorian era buildings).

Flashing.
Thin metal sheets used to make the intersections of roof planes and roof/wall junctures watertight.

Finial.
A projecting decorative element at the top of a roof, turret or gable.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

* Re-roofing with a material which is different than the existing material.
* Removing or adding chimneys.
* Stuccoing brick chimneys.
* Adding roof vents.
* Adding gutters were none exist.

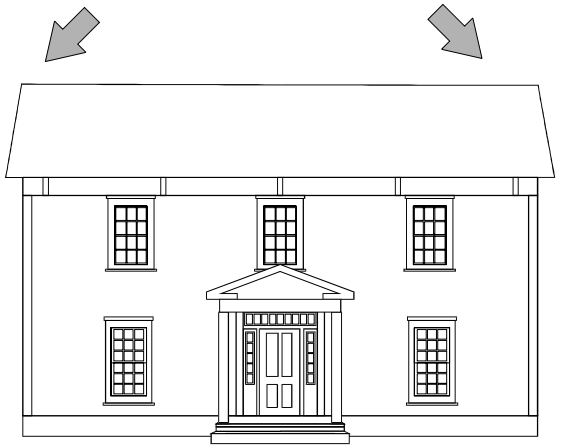
Changes not requiring a COA Examples:

* Re-roofing with a material which is the same as the existing material.
* Routine maintenance of roofs, chimneys, vents, and gutters.

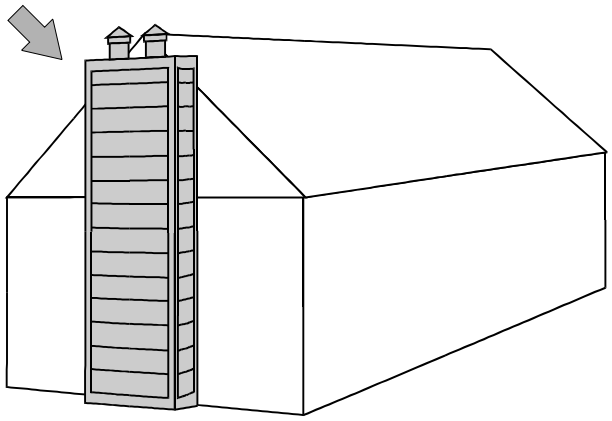
Common Mistakes

- *Replacing character defining roofing materials (e.g. pressed metal shingles) with another material.*
- *Removing chimneys.* [A]
- *Adding modern-looking, false chimneys.* [B]
- *Using contemporary metal roofing systems on residences where metal roofs are inappropriate for the style or age of the house, for example: high style Queen Anne houses or post-WWII structures such as ranch houses.*

[A]



[B]



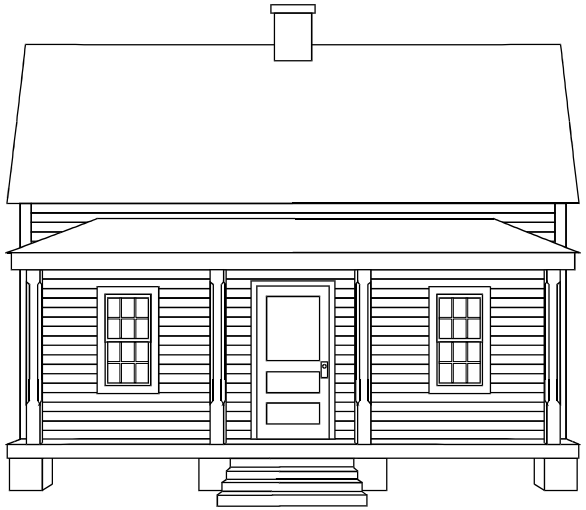
MATERIALS

GOAL:

The primary goal is to maintain the texture created be historic exterior materials.

Actions to achieve the goal:

- Maintain historic siding.
- Leave unpainted masonry unpainted and uncoated.
- Repair damaged siding or replace with in-kind material and only in the area of damage (rather than completely replacing the siding).
- Use a historic mortar mix [see right] and match the original mortar joints when repointing brick. Use a qualified professional mason.
- Use the gentlest means possible to clean exterior materials.



Materials, in this instance, refers to the material with which the exterior walls of the house are covered.

Glossary terms:

Bond.
A term used to describe the various patterns in which brick is laid.

Gentlest means possible.
The least abrasive, intrusive, damaging means of preserving historic material.

Historic mortar mix.
There are designated five mortar types. Typically, the repointing mortar for historic buildings will be a Type O or K mortar. Mortar specifications permit a range of proportions, but typical proportions by volume are: Type O -1 part portland cement, 2 parts hydrated lime, and 9 parts sand; Type K - 1 part portland cement, 4 parts hydrated lime and 15 parts sand.

In-kind.
Using the exact same material when replacing a damaged element (e.g. using a wood element to replace a wood element).

Reveal.
The vertical profile created by the lap of siding, window casings, muntins, door surrounds, etc.

Siding. The exterior wall covering or sheathing of a structure.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

* Removing siding material.
* Residing a building.
* Painting unpainted masonry.
* Entirely removing paint from a building.
* Repointing of brick.

Changes not requiring a COA Examples:

* Repainting a building.
* Preparing surfaces for repainting.

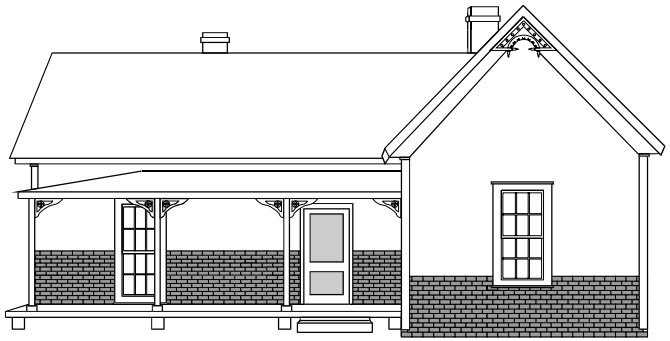
Common Mistakes

- *Placing vinyl or aluminum siding, EIFS (synthetic stucco), or any other type of synthetic siding on a historic house rather than maintaining and repairing the existing exterior materials.*

- *Adding brick veneer to a house.* [A]

- *Sandblasting exterior surfaces.*

- *Painting or "waterproof" coating unpainted masonry.*



[A]

FOUNDATION

GOAL:

The primary goal is to maintain the original design of the foundation.

Actions to achieve the goal:

- Maintain the original design and materials of the foundation.
- Maintain open pier foundations of the main structure whenever possible.
- Always leave porch pier foundations open or infill with wood lattice or vertical wood slats.
- Pier foundations (excluding porches) may be infilled if:
  a) the infill material is recessed from the piers,
  b) the infill is skim coated with stucco,
  c) the infill is painted a dark color, and
  d) vents are installed at regular intervals.
- Leave unpainted historic masonry foundation materials unpainted.
- Use a historic mortar mix [see right] and match the original mortar joints when repointing brick. Use a qualified professional mason.

Foundation refers to the structure on which the house rests and which anchors the house to the ground.

Glossary terms:

Historic mortar mix.
There are designated five mortar types. Typically, the repointing mortar for historic buildings will be a Type O or K mortar. Mortar specifications permit a range of proportions, but typical proportions by volume are: Type O -1 part portland cement, 2 parts hydrated lime, and 9 parts sand; Type K - 1 part portland cement, 4 parts hydrated lime and 15 parts sand.

Pier.
A vertical structural element, square or rectangular in cross section.

- *more terms found in the Glossary, p. 96*

Notes/Revisions:

Changes requiring a COA Examples:

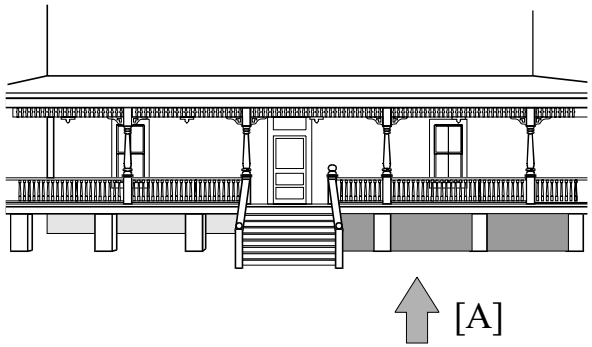
* Rebuilding foundations.
* Placing material between pier foundations.
* Painting unpainted foundations.
* Stuccoing foundations.

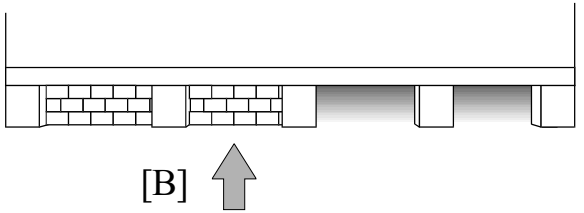
Changes not requiring a COA Examples:

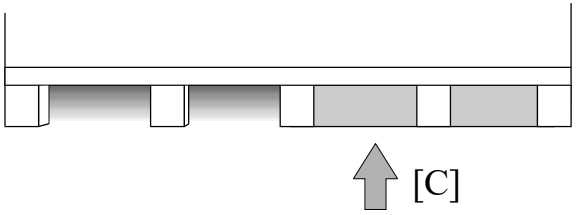
* Repainting foundations.
* Repointing brick foundations.
* Repairing infill material between pier foundations.

Common Mistakes

- *Infilling porch foundations with solid fill.* [A]
- *Using concrete block between piers without a skim coat of stucco or painting it a dark color.* [B]
- *Not recessing infill between piers.* [C]
- *Painting unpainted, historic, masonry foundations.*







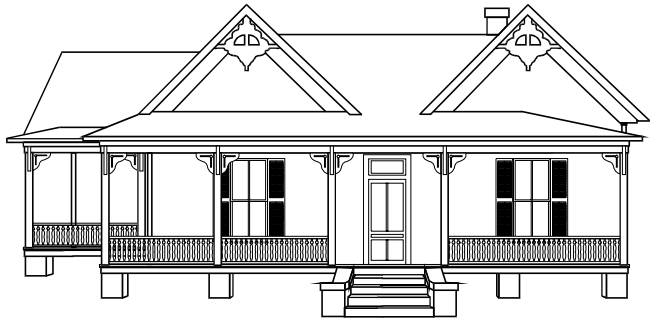
DETAILS

GOAL:

The primary goal is to maintain detail elements typical to historic houses, many of which impart a specific architectural style.

Actions to achieve the goal:

- Maintain and preserve historic details.
- Replace damaged details with details of matching material and matching design.
- Restore missing details when documentation of those elements are available.



Details refers to those components on the exterior of the house which serve to embellish the structure often related to a specific architectural style.

Glossary terms:

Bracket.
A decorative support feature located under eaves or overhangs.

Capital.
Topmost member of a column or pilaster.

Cornice.
The uppermost, projecting part of an entablature, or feature resembling it.

Dentil.
One of a series of small, square, tooth or block-like projections forming a molding.

Documentation.
Evidence of missing elements or configurations of buildings such as architectural plans, historic photographs, or "ghosts" of missing elements.

Fascia.
A projecting flat horizontal member or molding; forms the trim of a flat

Pilaster.
A pier attached to a wall, often with capital and base.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

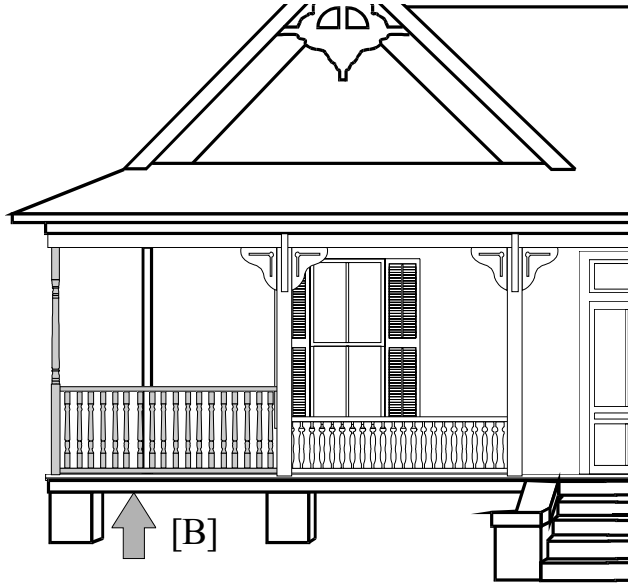
* Removing architectural details.
* Adding architectural details.

Changes not requiring a COA Examples:

* Repairing architectural details.
* Repainting architectural details.

Common Mistakes

- *Adding architectural details where none existed before.*
- *Removing details from a house.* [A]
- *Using stock, out of scale details rather than matching the original details.* [B]



WINDOWS

GOAL:

The primary goal is to maintain the historic windows, their design, and placement.

Actions to achieve the goal:

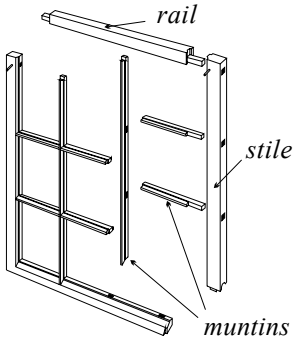
- Maintain and preserve historic windows – repair damaged portions of windows rather than replacing them in total.

- Historic windows damaged beyond repair should be replaced with windows of matching size, materials, pane configuration, and muntin profile. Aluminum clad wood windows may be allowed in some instances.

- Maintain or restore the historic window configuration on the facade.

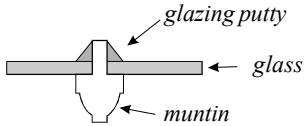
- New windows on side and rear elevations should relate to historic windows in the following ways:
  a) use matching materials,
  b) be of matching or similar size, and
  c) use matching or similar design.

- Only use storm windows which match the color of the window frame and hide the window as little as possible.



Replace only deteriorated sections rather than the entire window.

Section of historic muntin.



Windows refers to glazed openings in the exterior walls of the building.

Glossary terms:

Beyond repair.
When such a large portion of an element is damaged that repair becomes infeasible, generally, but not specifically, more than 50%.

Double hung window.
A window having two sashes, one sliding vertically over the other.

Fanlight.
An semicircular or semi-elliptical window with radiating muntins suggesting a fan.

Fenestration.
The arrangement of window openings in a building.

Lintel.
A horizontal beam over a door or window which carries the weight of the wall above; usually made of stone or wood.

Muntin.
A secondary framing member to divide and hold the panes of glass in a window.

Sash.
The portion of a window that holds the glass and which moves.

Sill.
The horizontal member located at the top of a foundation supporting the structure above; also the horizontal member at the bottom of a window or door.

Solid-to-void.
The total area of wall in comparison to the total area of openings on an elevation.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

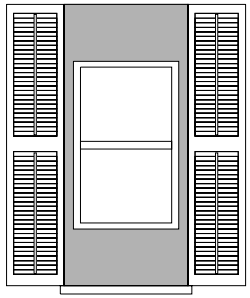
* Removing and replacing windows.
* Closing existing window openings.
* Adding new window opening.
* Adding new storm windows.

Changes not requiring a COA Examples:

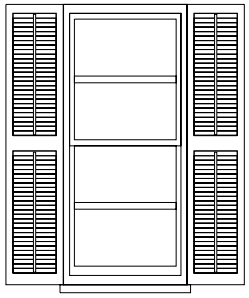
* Replacing broken window glass.
* Repairing damaged portions of existing window sashes.
* Weatherstripping, caulking, painting and other general maintenance.

Common Mistakes

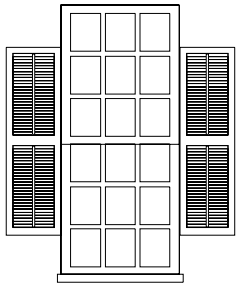
- *Replacing deteriorated but repairable historic windows with new windows, even similar looking windows.*
- *Replacing damaged windows with stock windows of a different size, design, or with flat muntins.* [A], [B], [E]
- *Using vinyl or aluminum replacement windows.*
- *Adding or removing windows on the facade.*
- *Adding shutters which do not fit the window or adding shutters to paired windows.* [C]
- *Adding storm windows of "raw" aluminum or which hide the historic window.* [D]



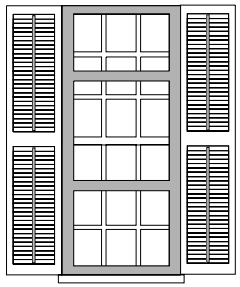
[A]



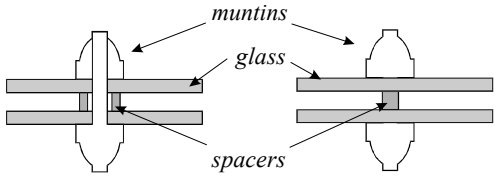
[B]



[C]

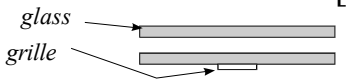


[D]



*Use actual divided lights (ADLs), shown left, or simulated divided lights (SDLs), shown right, when replacing windows; **NOT** single light windows with grilles, shown below.*

[E]



DOORS

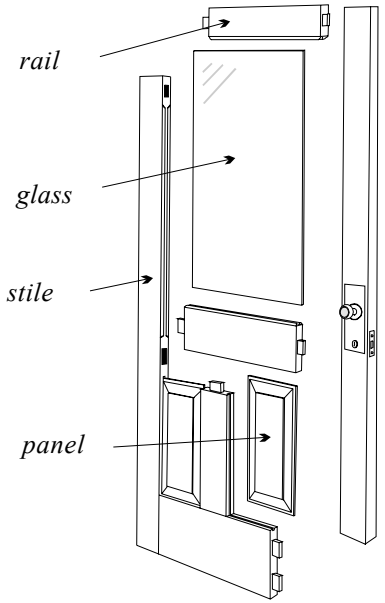
GOAL:

The primary goal is to maintain historic doors, their design, and their placement.

Actions to achieve the goal:

- Maintain and preserve historic doors.
- Repair damaged portions of doors rather than replacing them in total.
- Doors damaged beyond repair should be replaced with doors of matching materials and design.
- Maintain the door arrangement on the facade.
- New doors on side and rear elevations should relate to historic doors in the following ways:
  a) use matching materials,
  b) be of matching or similar size, and
  c) use matching or similar design.
- Use storm doors which match the color of the door frame and hide the door as little as possible.

Replace only deteriorated sections rather than the entire door.



Doors refers to entrances into the building including the doorway and surrounding features such as sidelights and transoms.

Glossary terms:

Beyond repair.
When such a large portion of an element is damaged that repair becomes infeasible, generally, but not specifically, more than 50%.

Facade.
The front elevation or "face" of a building.

Fanlight.
An semicircular or semi-elliptical window with radiating muntins suggesting a fan.

French door.
A door made of many glass panes, usually used in pairs and attached by hinges to the sides of the opening in which it stands.

Mullion. A heavy vertical divider between windows or doors.

Pediment.
A triangular crowning element forming the gable of a roof; any similar triangular element used over windows, doors, etc.

Surround.
An encircling border or decorative frame, usually around a window or door.

Transom.
A small operable or fixed window located above a window or door.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

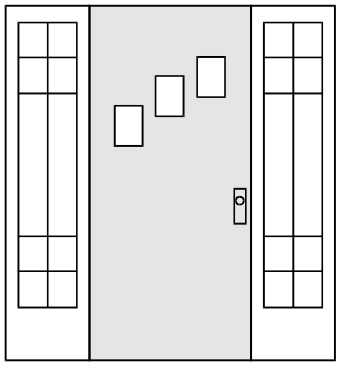
* Removing and replacing doors.
* Closing existing door openings.
* Adding new door openings.
* Adding new storm or screen doors.

Changes not requiring a COA Examples:

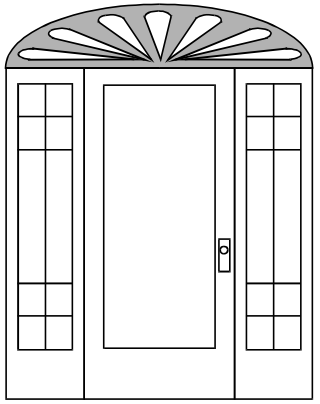
* Repairing damaged portions of existing doors.
* Weatherstripping, caulking, painting and other general maintenance.

Common Mistakes

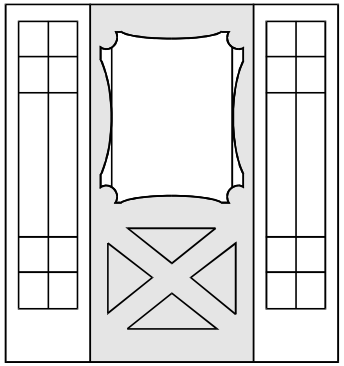
- *Replacing deteriorated but repairable historic doors with new doors, even if similar looking.*
- *Replacing damaged doors with stock doors of a different size or design.* [A]
- *Adding or removing doors on the facade.*
- *Adding sidelights, transoms, fanlights, or other features where none existed before.* [B]
- *Adding storm doors which hide the historic door.* [C]



[A]



[B]



[C]

PORCHES

GOAL:

The primary goal is to maintain the form, design, and materials of historic porches.

Actions to achieve the goal:

- Maintain and preserve the following aspects of historic porches:
  a) the open design,
  b) the historic materials
  c) the roof supports and balustrades, and
  d) the roof shape.

- Add only elements which are documented to have existed historically.

- Screen only rear and side porches or, in very few instances, the front porches of vernacular houses.

- Set screening behind architectural details.

Porches refers open transitional spaces outside the envelope of the house, generally roofed, located on the front, rear, or sides of a house.

Glossary terms:

Bracket.
A decorative support feature located under eaves or overhangs.

Routine maintenance.
Any action performed in order to preserve a historic property including minor replacement of materialwith like material providing no change is made to the appearance of the structure or grounds.

Vernacular.
Indigenous architecture that generally is not designed by an architect and may be characteristic of a particular area. Any local adaptation of popular architectural forms.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

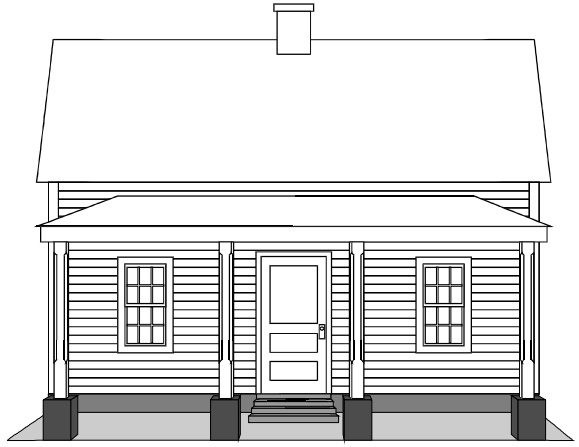
* Removing porches or portions of porches.
* Adding a new porch. (For new decks see p. 88)
* Enclosing, glazing, or screening a porch.
* Adding, removing, or replacing porch posts, railings, or other porch features.
* Reroofing a porch with a different material.

Changes not requiring a COA Examples:

* Repainting a porch.
* Replacing a damaged porch floor with the same material.
* Reroofing a porch with the same material.
* Routine maintenance.

Common Mistakes

- *Replacing porch floor and foundation with slab concrete or brick.* [A]
- *Enclosing or glazing front porches or enclosing side porches.* [B]
- *Adding front porches to historic homes where none existed before.*
- *Screening architecturally significant front porches.*
- *Using stock "Victorian" replacement porch features that are out of scale with historic examples.*



[A]

[B]

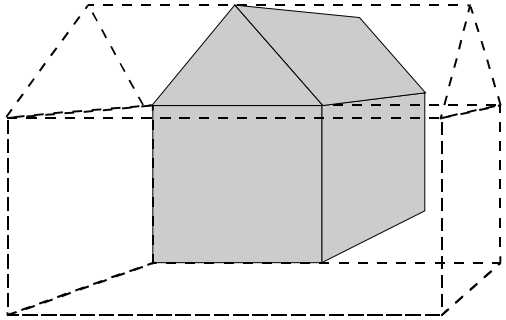
ADDITIONS

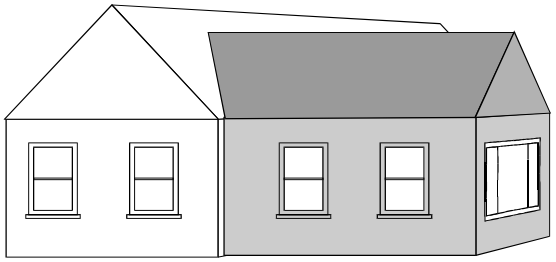
GOAL:

The primary goal is to allow for the expansion of a house while maintaining its historic character.

Actions to achieve the goal:

- Additions should respect the original portion of the house by:
  a) being placed away from the public view on the rear elevation or on a side elevation well behind the facade,
  b) not obscuring the form, orientation, or symmetry of the original structure,
  c) creating a discernible break at the juncture with the original structure,
  d) using matching or similar materials for roofing and siding,
  e) using matching or similar elements, such as windows, on side elevations and reserving more modern elements for the rear elevation,
  f) not exceeding the degree of ornamentation on the original structure, and
  g) being reversible with a limited loss of historic materials and elements.





Additions refers to any increase in the square footage of a house.

Glossary terms:

Elevation.
Any of the external faces of a building.

Facade.
The front elevation or "face" of a building.

Public view.
That which can be seen from any public right-of-way.

Reversible.
Constructing additions or new elements in such a manner that if removed in the future original form and material would be largely unchanged.

Routine maintenance.
Any action performed in order to preserve a historic property including minor replacement of materialwith like material providing no change is made to the appearance of the structure or grounds.

Orientation.
The direction that the building (usually includes the primary entrance) faces.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

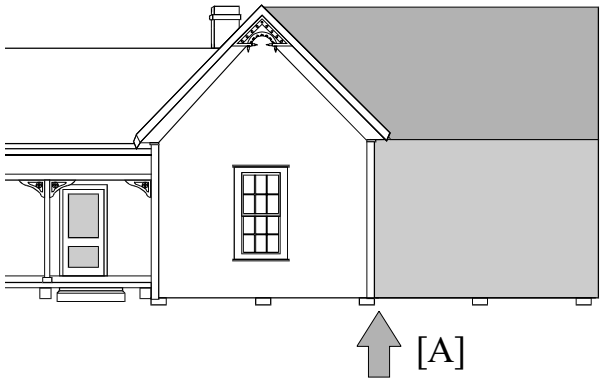
* Adding an addition to a house.
* Removing an addition from a house.

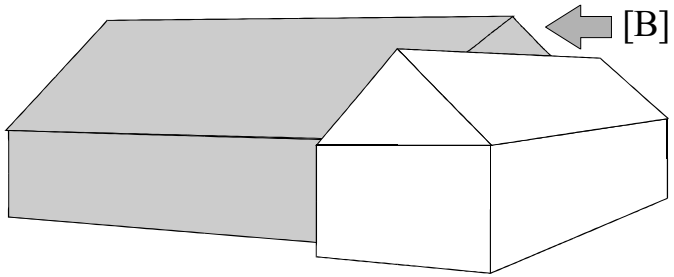
Changes not requiring a COA Examples:

* Routine maintenance to existing additions.

Common Mistakes

- *Placing a side addition flush with the facade of the house.* [A]
- *Constructing an addition out of scale which greatly alters the original form or roof of the house.* [B]
- *Using incompatible materials or details on an addition.*
- *Removing a large amount of original material to add an addition.*





PLACEMENT

GOAL:

The primary goal is to follow the distinct rhythm established by the placement pattern of historic homes in the district.

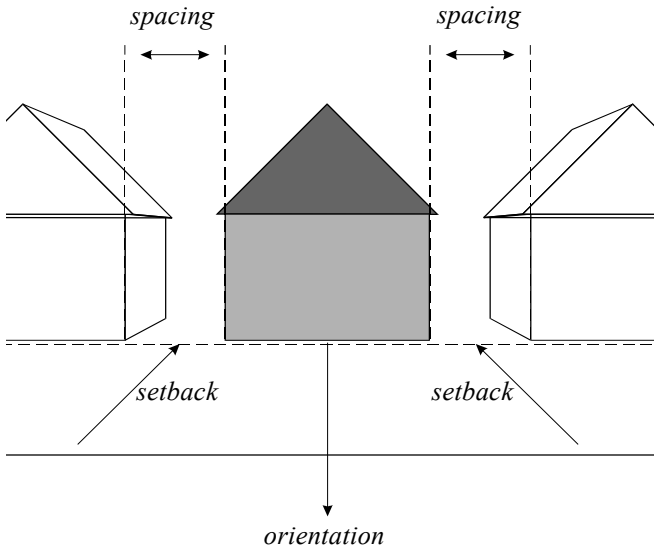
Actions to achieve the goal:

- New buildings should respect the placement of nearby historic homes by being:

  a) placed at a setback equal to or within 10 feet of that of nearby historic homes,

  b) placed centrally on a lot with equal spacing on each side, and

  c) placed oriented to or facing the same street as nearby historic homes.



Placement refers to how the building is located or situated upon the lot. Placement includes building setback, spacing, and orientation.

Glossary terms:

Facade line.
An imaginary line established by the fronts of buildings on a block.

Nearby historic homes.
The closest possible examples: 1) adjacent historic buildings, 2) historic buildings along the same street, 3) historic buildings within the immediate area, 4) historic buildings within the district.

Orientation.
The direction that the building (usually includes the primary entrance) faces.

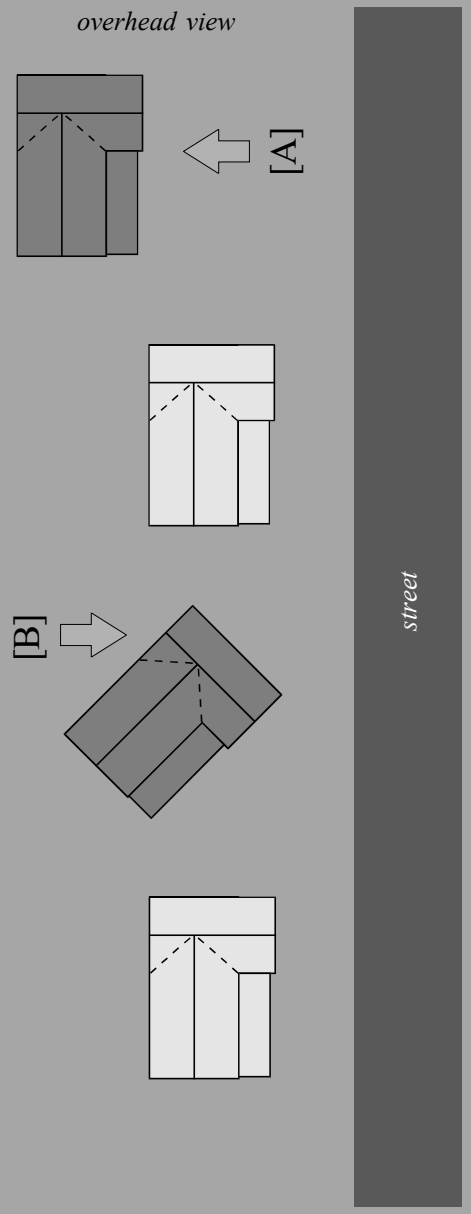
Rhythm.
The pattern created by the relationship of elements along a street or on individual buildings (e.g. buildings to the open space or windows to wall space).

Setback.
A term used to define the distance a building is located from a street or sidewalk.

Spacing.
The distance between adjacent buildings.

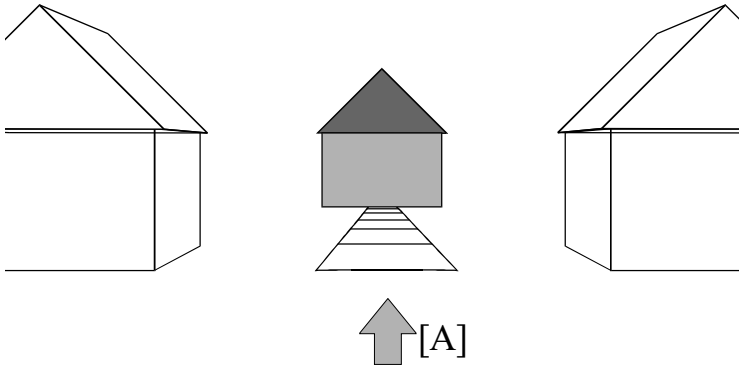
- more terms found in the Glossary, p. 96

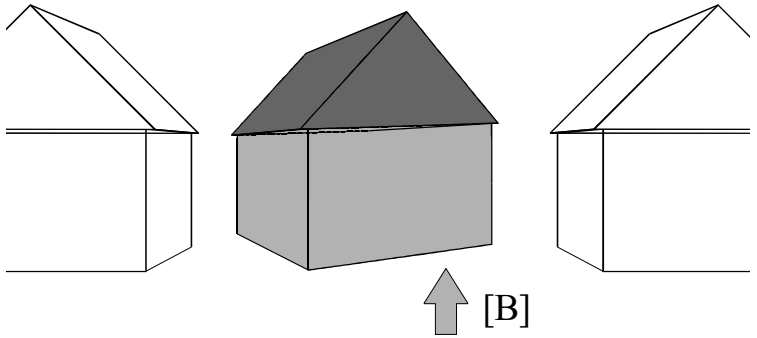
Notes/Revisions:



Common Mistakes

- *Constructing a house too deep on a lot.* [A]
- *Constructing a house diagonally on a lot.* [B]
- *Constructing a house facing a different street; corner or dual frontage properties should follow the example set by nearby corner properties.*





SCALE & FORM

GOAL:

The primary goal is to follow the established pattern of building dimensions and forms of historic buildings within the district.

Actions to achieve the goal:

- New buildings should respect the existing scale and form of historic homes by approximately matching these aspects of nearby historic homes:

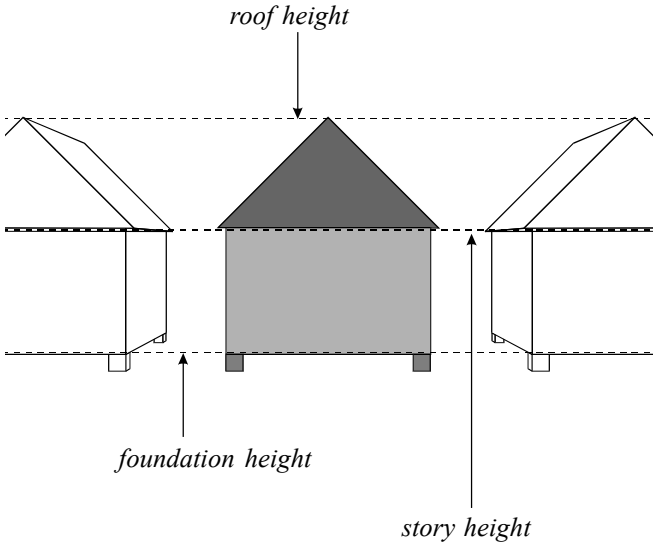
  a) the number of stories,

  b) the foundation, story , and roof heights,

  c) width and depth (for more depth follow the follow traditional addition patterns),

  d) roof shapes and pitches, and

  e) the use of a main block and using secondary blocks; especially the use of front porches.



Scale refers to a building's dimensions - height, width, and depth. Form refers to a building's overall shape and composition.

Glossary terms:

Main block.
The central mass of a building, generally excluding secondary blocks such as additional wings, projections, dormers, or porches.

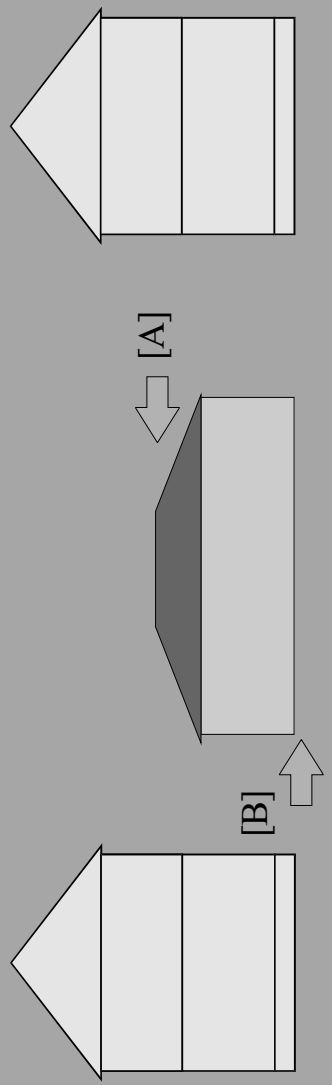
Nearby historic homes.
The closest possible examples: 1) adjacent historic buildings, 2) historic buildings along the same street, 3) historic buildings within the immediate area, 4) historic buildings within the district.

Pitch. A term which refers to the steepness of roof slope.

Secondary blocks. Portions of the building attached to the central mass of a building, generally such as additional wings, projections, dormers, or porches.

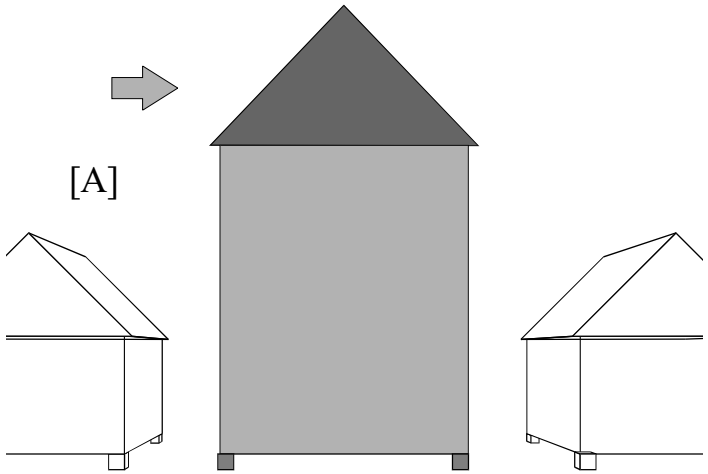
- more terms found in the Glossary, p. 96

Notes/Revisions:



Common Mistakes

- *Constructing a one-story building along a street that has only two-story homes; the reverse scenario would also be inappropriate.* [A]



- *Constructing a building that covers almost an entire lot.*

- *Constructing a building on a slab foundation.* [B]

OPENINGS

GOAL:

The primary goal is to follow the solid-to-void ratio characteristic of historic buildings in the district.

Actions to achieve the goal:

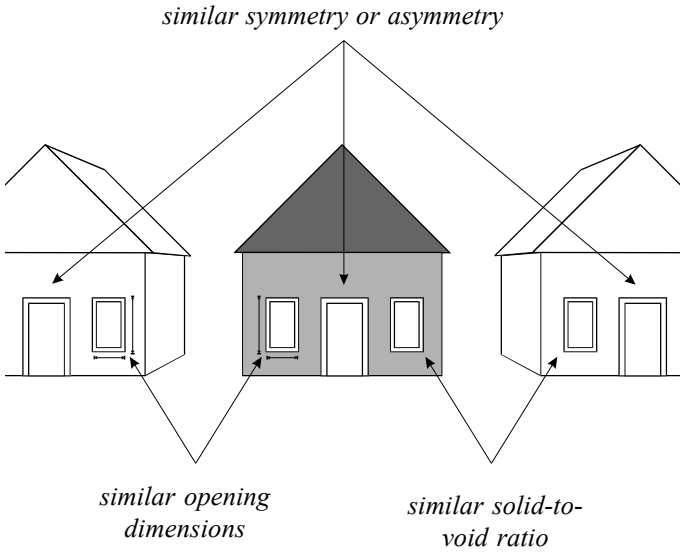
- New buildings should respect the pattern of openings on historic homes by:

  a) using openings of similar dimensions and shape,

  b) placing or spacing openings in a manner similar to that of nearby historic homes,

  c) using pier foundations for front porches, and

  d) balancing the ratio of solid-to-void by using the appropriate amount of opening on an elevation.



Openings refers to windows and doors. Void is another term for openings.

Glossary terms:

Elevation.
Any of the external faces of a building.

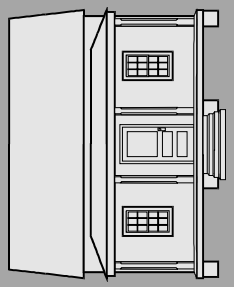
Facade.
The front elevation or "face" of a building.

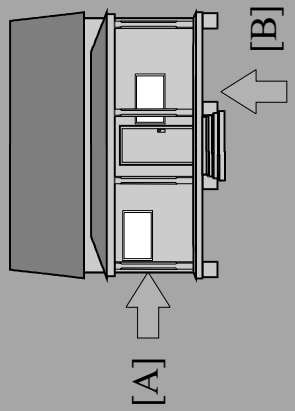
Nearby historic homes.
The closest possible examples: 1) adjacent historic buildings, 2) historic buildings along the same street, 3) historic buildings within the immediate area, 4) historic buildings within the district.

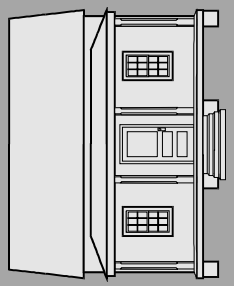
Solid-to-void.
The total area of wall in comparison to the total area of openings on an elevation.

- more terms found in the Glossary, p. 96

Notes/Revisions:

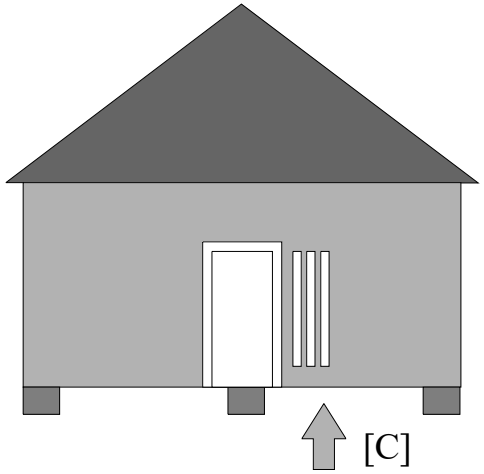


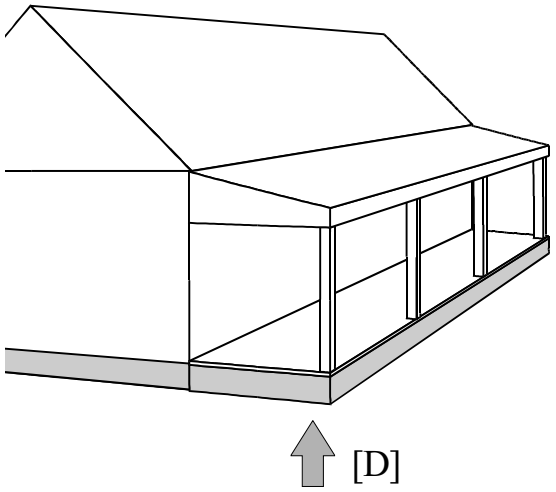




Common Mistakes

- *Using horizontal, rectangular windows on a street with vertical, rectangular windows. [A]*
- *Using an asymmetrical placement of windows and doors when symmetrical facades are the established pattern.* [B]
- *Using too many openings.*
- *Using too few openings resulting in a blank wall facade.* [C]
- *Using continuous foundations under front porches.* [D]





MATERIALS & DETAILS

GOAL:

The primary goal is to use similar materials and a similar degree of architectural detail within the historic district.

Actions to achieve the goal:

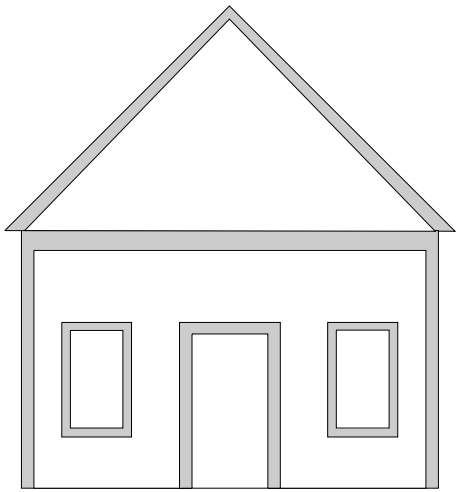
- New buildings should respect the historic materials within the district by:

  a) using the predominant exterior siding material - namely clapboard - or a modern material that creates a similar texture, appearance, and reveal - such as a smooth surface cement-fiber board.

  b) using brick and stucco to create a brick pier foundation appearance or true piers, and

  c) using brick for chimneys.

- New buildings should respect the ornamentation within the district by using similar detail placement patterns and using details to an equal or lesser degree.



Shaded areas are traditional locations of ornament on residential buildings.

Materials and details refers to the composition, texture, and appearance of the exterior surface of a building as well as elements used to embellish the building.

Glossary terms:

Clapboard.
A wood exterior siding applied horizontally and overlapped with the lower edge thicker than the upper.

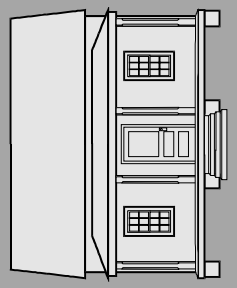
Reveal.
The vertical profile created by the lap of siding, window casings, muntins, door surrounds, etc.

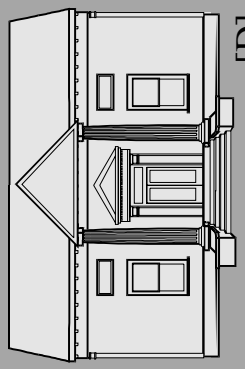
Siding.
The exterior wall covering or sheathing of a structure.

Vernacular.
Indigenous architecture that generally is not designed by an architect and may be characteristic of a particular area. Any local adaptation of popular architectural forms.

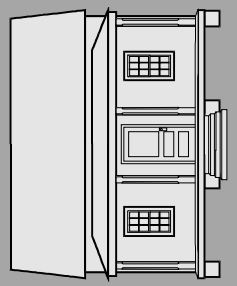
- more terms found in the Glossary, p. 96

Notes/Revisions:



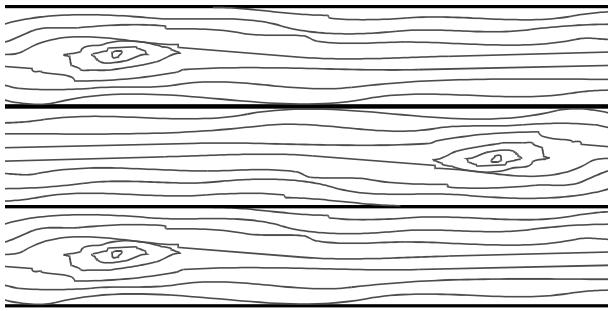


[D]

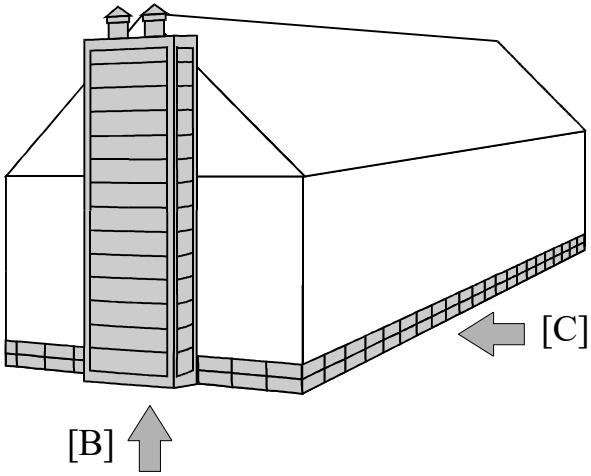


Common Mistakes

- *Using vinyl or aluminium siding.*
- *Using synthetic exterior materials with a false wood grain.* [A]
- *Using any material other than brick for chimneys.* [B]
- *Using concrete block for foundations.* [C]
- *Using too many details in a vernacular area.* [D]
- *Using stock details which do not match the proportions of historic details.*



[A]



[C]

[B]

WALLS & FENCES

GOAL:

The primary goal is to maintain the pattern of open and enclosed spaces found within the historic district.

Actions to achieve the goal:

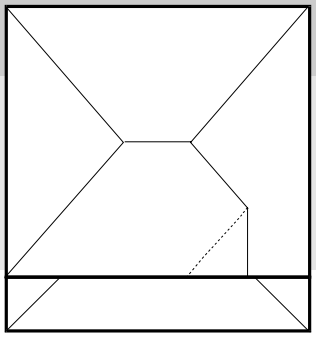
- Historic fences and retaining walls should be maintained and not removed.

- New fences and front yard retaining walls should respect the pattern within the district by:
  a) being placed behind the facade line of the house (except retaining walls); privacy fences should be at or behind the rear elevation,
  b) using a design appropriate to the district and the house, and
  c) using traditional materials (in most cases wood for fences, poured concrete for retaining walls) appropriate to the district and the house.
  d) being no taller than 36"-54" in height except privacy fences (rear yard only) which may be up to 8' tall.
- Pet enclosures of chainlink should be placed out of the public view or screened with evergreen vegetation or a traditional fence.

Fencing Locations

Traditional and privacy fencing acceptable.
Traditional and modern retaining walls acceptable.
Pet enclosures in the public view should be screened.

Traditional fencing and retaining walls acceptable.



Traditional fencing and retaining walls acceptable.

Avoid fencing unless documented historically.
Traditional retaining walls acceptable.

Walls and fences refers to nonvegitative elements used in and around a property for privacy, safety, security, and boundary definition.

Glossary terms:

Elevation.
Any of the external faces of a building.

Evergreen vegetation.
Vegetation which retains foliage through the winter months maintaining its screening property.

Facade line.
An imaginary line established by the fronts of buildings on a block.

Vernacular.
Indigenous architecture that generally is not designed by an architect and may be characteristic of a particular area. Any local adaptation of popular architectural forms.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

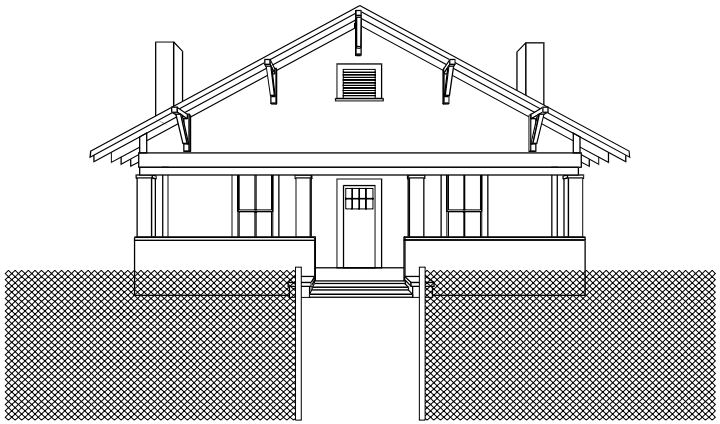
* Construction of a new fence.
* Construction of a new retaining wall.
* Construction of a pet enclosure.

Changes not requiring a COA Examples:

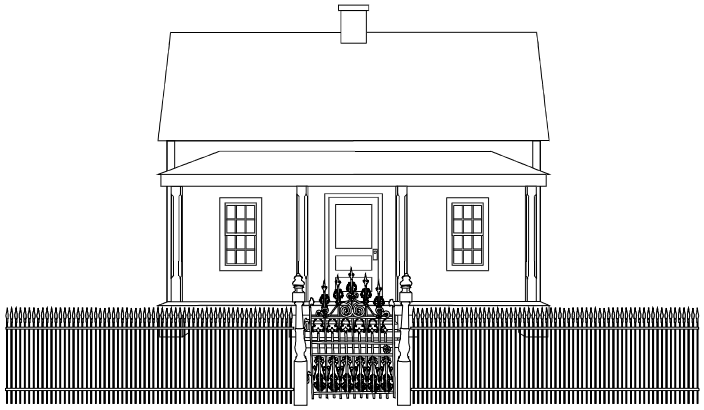
* Repair of an existing fence.
* Painting an existing fence.
* Repair of an existing retaining wall.
* Temporary fences at construction sites.

Common Mistakes

- *Placing a fence in front of the house where none existed.* [A]
- *Using nontraditional materials such as chainlink for fences and railroad ties for front yard retaining walls.* [A]
- *Using a fence design inappropriate to the age and style of the house or district.* [B]



[A]



[B]

WALKS & DRIVES

GOAL:

The primary goal is to maintain the pattern of paved and unpaved areas found within the historic district.

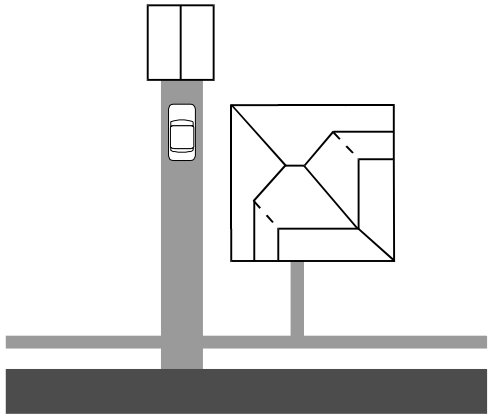
Actions to achieve the goal:

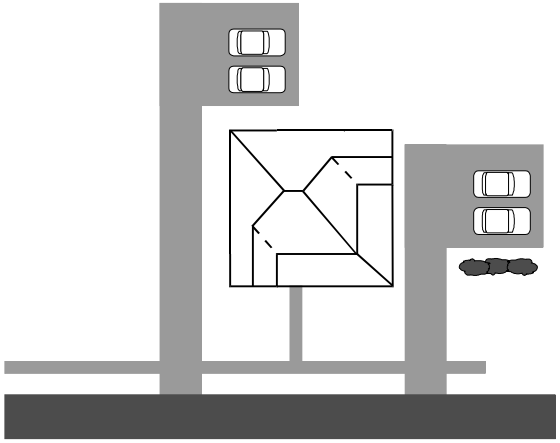
- Historic walks and drives should be maintained and preserved.

- New walks should:
  a) use traditional placement: generally, directly from the street to the entrance for front walks, and
  b) use traditional materials: gravel, concrete, stone pavers, and in a few instances bricks.

- New drives should:
  a) use traditional placement: generally, straight along the side of the house, and
  b) use traditional materials: gravel or concrete.

- Parking should be located to the rear of the house (preferred) or to the side behind the facade line of the house and screened.





Walks and drives refers to paved pathways both to the property and within the property as well as parking areas.

Glossary terms:

Facade line.
An imaginary line established by the fronts of buildings on a block.

Paving.
Any material used for pavement such as asphalt, brick, concrete, gravel, or pavers.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

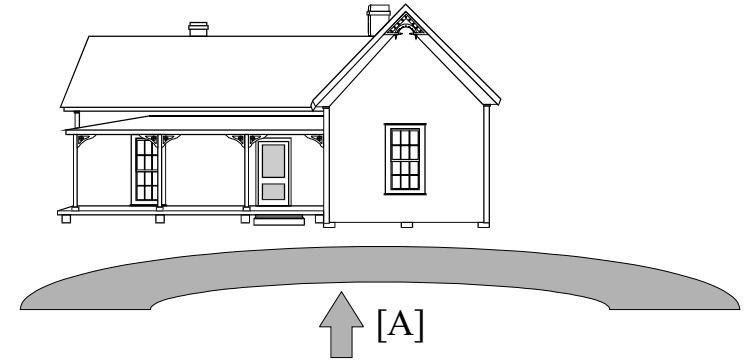
* Removing an existing walk or drive.
* Constructing a new walk or drive.
* Changing the paving material for and existing walk or drive.
* Extending an existing walk or drive.
* Adding parking areas.

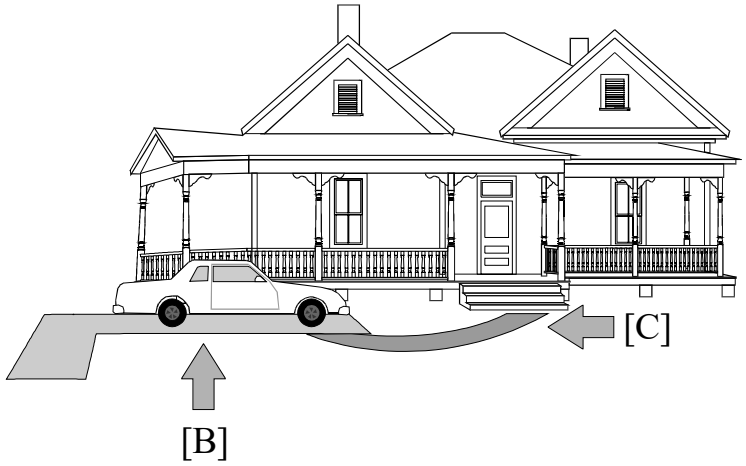
Changes not requiring a COA Examples:

* Resurfacing an existing walk, drive or parking area with the same material.

Common Mistakes

- *Using asphalt or brick for driveways.*
- *Using circular drives where none existed historically.* [A]
- *Placing parking forward of the facade line of the house.* [B]
- *Constructing walks that lead only to the drive rather than the street or public sidewalk.* [C]





MODERN FEATURES

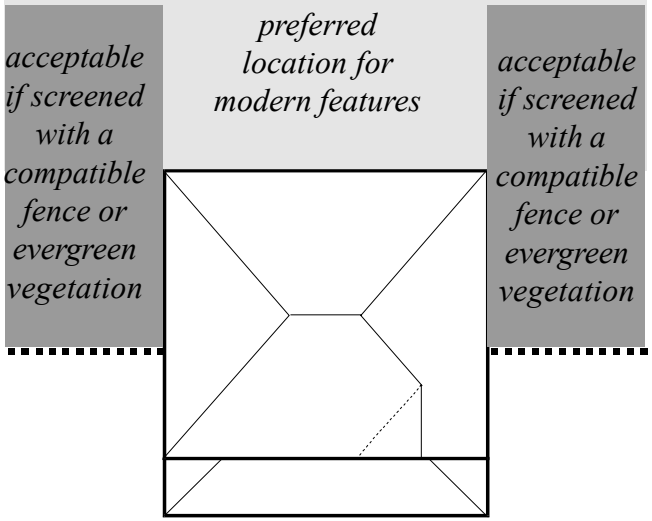
GOAL:

The primary goal is to integrate modern features while limiting the negative impact to the historic district.

Actions to achieve the goal:

- Mechanical systems and recreational structures such as pools or play equipment are best placed toward the rear of the property as unobtrusively as possible.
- Mechanical systems within the public view should be screened with evergreen vegetation or appropriate fencing.
- Modern decks should be located at the rear of the house.
- New porch and landscape lighting should:
  a) use traditional designs appropriate to the age and character of the house, or
  b) use modern lighting fixtures placed inconspicuously.

Modern Feature Locations



Modern features refers to mechanical systems, lighting, and recreational equipment not available in the past but now part of everyday life.

Glossary terms:

Evergreen vegetation.
Vegetation which retains foliage through the winter months maintaining its screening property.

Facade line.
An imaginary line established by the fronts of buildings on a block.

Public view.
That which can be seen from any public right-of-way.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

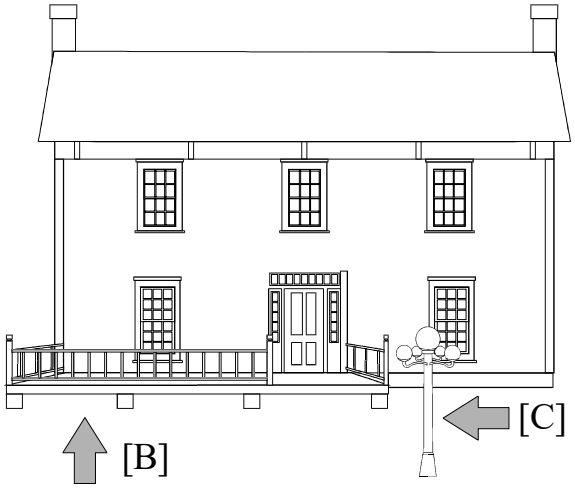
* Placing exterior mechanical systems such as satellite dishes or air-conditioning units.
* Constructing a deck or pool.
* Constructing a semi-permanent play structure.
* Adding exterior lighting including porch lights.

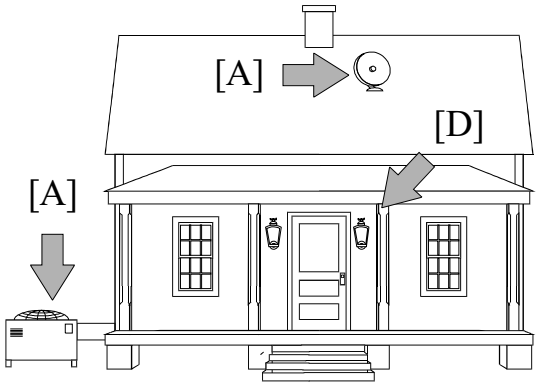
Changes not requiring a COA Examples:

* Interior changes to mechanical systems.
* Planting vegetative screening around existing mechanical systems.
* Temporary event lighting or tenting.
* Placing mailboxes.

Common Mistakes

- *Placing mechanical systems or recreational equipment to the front of the property.* [A]
- *Placing a modern deck on the facade or side elevation of a house. [B]*
- *Not screening side yard placements from the public view.*
- *Using "Victorian" street lights in a residential area.* [C]
- *Using colonial carriage lamps for porch lighting.* [D]





OUTBUILDINGS

GOAL:

The primary goal is to preserve historic outbuildings and to pattern new outbuildings after historic examples.

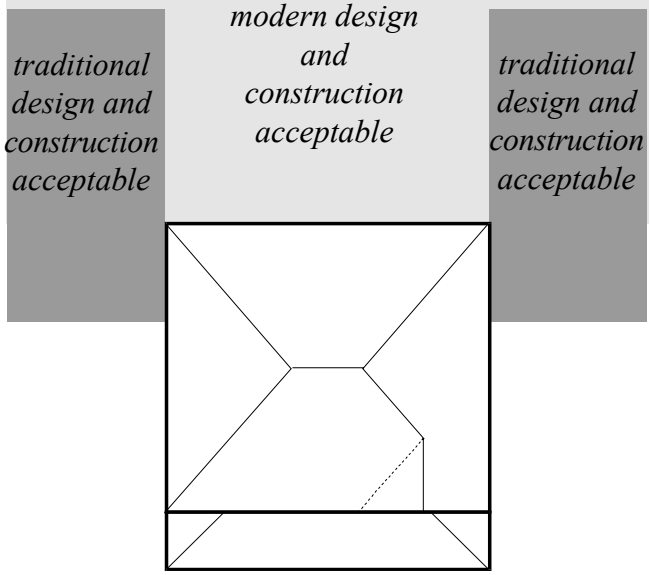
Actions to achieve the goal:

- Historic outbuildings should be preserved and maintained.

- Rehabilitation of historic outbuildings should be consistent with the rehabilitation guidelines for houses with regard to foundations, materials, details, windows, doors, and roofs.

- New outbuildings should:
  a) use traditional placement, generally well behind the rear wall of the house,
  b) should not be attached to the house,
  c) should not be out of scale with the house, and
  d) should use materials and design compatible with the house when within the public view.

Outbuilding Locations



Outbuildings refers to historic and modern structures secondary to the main structure on the property.

Glossary terms:

Facade line.
An imaginary line established by the fronts of buildings on a block.

Public view.
That which can be seen from any public right-of-way.

Routine maintenance.
Any action performed in order to preserve a historic property including minor replacement of materialwith like material providing no change is made to the appearance of the structure or grounds.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

* Demolition of an outbuilding.
* Construction of garage or carport.
* Construction of a storage shed.
* Construction of any other type of outbuilding.
* Adding to an outbuilding.
* Relocation of an outbuilding.

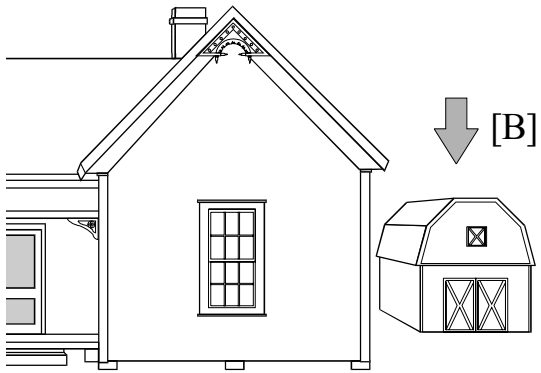
Changes not requiring a COA Examples:

* Painting an outbuilding.
* Reroofing an outbuilding.
* Routine maintenance to an outbuilding.

Common Mistakes

- *Placing outbuildings, including garages and carports, at the front of the property. [A]*
- *Attaching carports or garages to the house.*
- *Constructing outbuildings of an incompatible design when within the public view. [B]*
- *Using modern materials when the outbuilding is within the public view.*
- *Constructing outbuildings of an inappropriate scale.*

[A]



[B]

SIGNS

GOAL:

The primary goal is to create signs which both inform the public and compliment the property where they are located.

Actions to achieve the goal:

- Signs must conform to the City of Perry sign ordinance.

- Signs should:
  a) adhere to the prevailing design scheme of the structure and the district,
  b) be painted wood, metal, or masonry,
  c) be wall mounted or hanging and lighted indirectly, and
  d) not exceed four (4) square feet in area.

Signs refers to permanent signs for home businesses, special use businesses in residential areas, or businesses in homes now zoned nonresidential.

Glossary terms:

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

* Placing a sign in the yard or on the building.

Changes not requiring a COA Examples:

* Placing temporary signs (as allowed by the Perry sign ordinance)

Common Mistakes

- *Illuminating commercial signs in a residential sign district.*
- *Using inappropriately large signs.* [B]
- *Using signs with a colonial motif.* [A]
- *Covering architectural details such as porch railings.* [B]

[A]

[B]

ACCESS

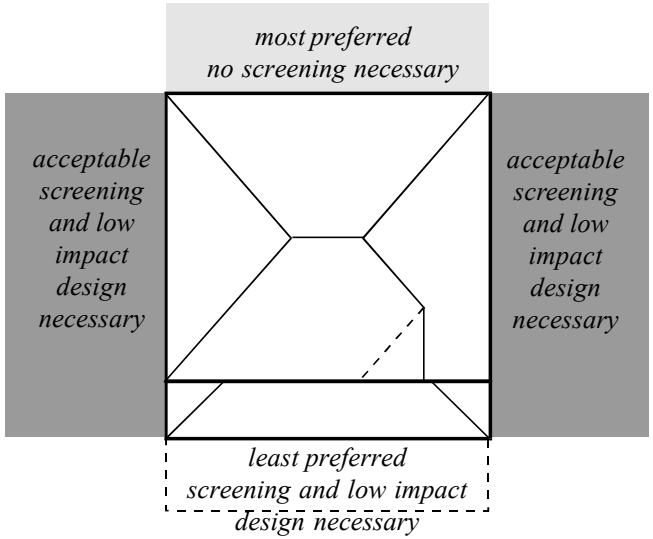
GOAL:

The primary goal is to provide barrier free access and code required egress while preserving the historic character of the building.

Actions to achieve the goal:

- Place ramps and other access aids as unobtrusively as possible while still providing convenient access to users.
- Use materials which create the least visual impact.
- Place fire escapes on side or rear elevations.
- Screen access changes with vegetation.
- Limit the removal of historic material.
- Make changes reversible.

Access Locations



Access refers to changes required by safety codes, fire codes, the Americans with Disabilities Act, or owners' special access needs.

Glossary terms:

Barrier free access.
The provision of appropriate accommodations to ensure use of buildings by persons with disabilities.

Elevation.
Any of the external faces of a building.

Facade.
The front elevation or "face" of a building.

Public view.
That which can be seen from any public right-of-way.

Reversible.
Constructing additions or new elements in such a manner that if removed in the future original form and material would be largely unchanged.

- more terms found in the Glossary, p. 96

Notes/Revisions:

Changes requiring a COA Examples:

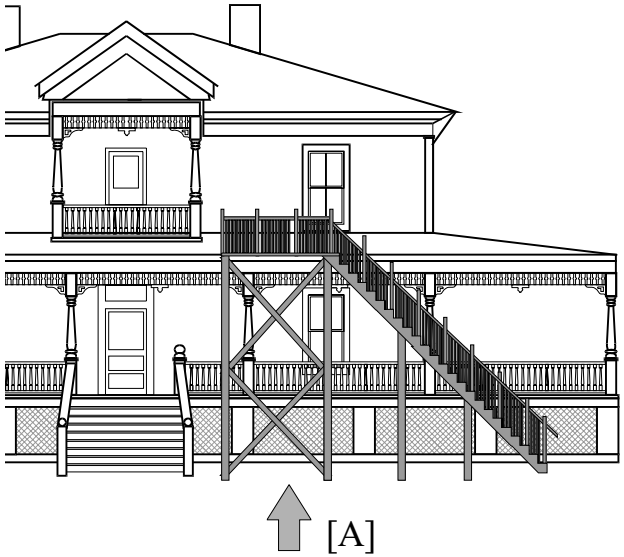
* Constructing a wheelchair ramp.
* Constructing a fire escape.
* Constructing an exterior elevator.

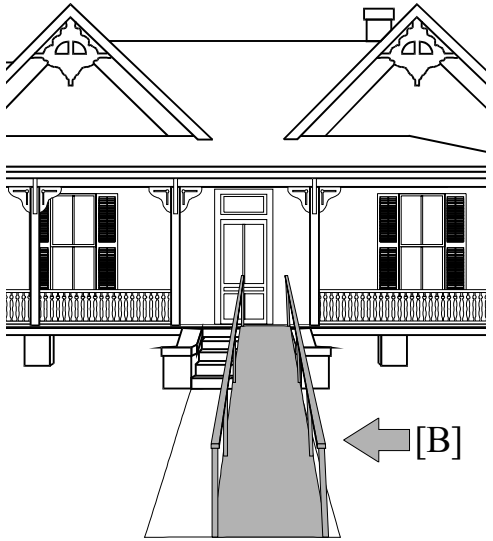
Changes not requiring a COA Examples:

* Interior modifications for accessibility.
* Minor alterations of thresholds for accessibility.

Common Mistakes

- *Replacing or covering front steps with a ramp.* [B]
- *Adding a fire escape to the facade.* [A]
- *Altering the symmetry of a building.*
- *Not screening access features within the public view.*





Addition. New construction added to an existing building or structure.

Alteration. Work which impacts any exterior architectural feature including construction, reconstruction, or removal of any building or building element.

Arch. A curved construction which spans an opening and supports the weight above it.

Awning. A sloped projection supported by a frame attached to the building facade or by simple metal posts anchored to the sidewalk.

Barrier free access. The provision of appropriate accommodations to ensure use of buildings by persons with disabilities.

Bay. The horizontal divisions of a building, defined by windows, columns, pilasters, etc.

Beyond repair. When such a large portion of an element is damaged that repair becomes infeasible, generally, but not specifically, more than 50%.

Bond. A term used to describe the various patterns in which brick is laid.

Bracket. A decorative support feature located under eaves or overhangs.

Bulkhead. The panel between framing members and beneath the display windows in a storefront; also known as a kickpanel or kickplate.

Canopy. A flat projection from the building facade or attached to the building facade to shelter the storefront and pedestrian traffic.

Capital. Topmost member of a column or pilaster.

Cast iron front. A storefront made of glass and pieces of utilitarian and decorative iron cast in easily assembled parts.

Character defining. An element whose design and material is associated with the age and style of a building and helps define its architectural style (e.g. tile roofing on Mission Style buildings).

Clapboard. A wood exterior siding applied horizontally and overlapped with the lower edge thicker than the upper.

Column. A vertical, cylindrical or square supporting member, usually with a classical capital.

Coping. The capping member of a wall or parapet.

Corbeling. A series of stepped or overlapped pieces of brick or stone forming a projection from the wall surface.

Cornice. The uppermost, projecting part of an entablature, or feature resembling it.

Course. A horizontal layer or row of stones or bricks in a wall.

Dentil. One of a series of small, square, tooth or block-like projections forming a molding.

Documentation. Evidence of missing elements or configurations of buildings such as architectural plans, historic photographs, or "ghosts" of missing elements.

Double hung window. A window having two sashes, one sliding vertically over the other.

Elevation. Any of the external faces of a building.

Entablature. The horizontal group of members supported by the columns, divided into three major parts, it consists of architrave, frieze, and cornice.

Evergreen vegetation. Vegetation which retains foliage through the winter months maintaining its screening property.

Facade. The front elevation or "face" of a building.

Facade line. An imaginary line established by the fronts of buildings on a block.

Fanlight. An semicircular or semi-elliptical window with radiating muntins suggesting a fan.

Fascia. A projecting flat horizontal member or molding; forms the trim of a flat roof or a pitched roof; also part of a classical entablature.

Fenestration. The arrangement of window openings in a building.

Finial. A projecting decorative element at the top of a roof, turret or gable.

Flashing. Thin metal sheets used to make the intersections of roof planes and roof/wall junctures watertight.

Footprint. The outline of a building's ground plan from a top view.

Foundation. The lowest exposed portion of the building wall, which supports the structure above.

Frame construction. A method of construction in which the major parts consist of wood.

French door. A door made of many glass panes, usually used in pairs and attached by hinges to the sides of the opening in which it stands.

Frieze. The middle horizontal member of a classical entablature, above the architrave and below the cornice.

Gable roof. A pitched roof with one downward slope on either side of a central, horizontal ridge.

Gentlest means possible. The least abrasive, intrusive, damaging means of preserving historic material.

Historic mortar mix.
There are designated five mortar types. Typically, the repointing mortar for historic buildings will be a Type O or K mortar. Mortar specifications permit a range of proportions, but typical proportions by volume are: Type O -1 part portland cement, 2 parts hydrated lime, and 9 parts sand; Type K - 1 part portland cement, 4 parts hydrated lime and 15 parts sand.

Hood molding. A projecting molding above an arch, doorway, or window, originally designed to direct water away from the opening; also called a drip mold.

Infill. New construction where there had been an opening before. Applies to a new structure such as a new building between two older structures or new material such as block infill in an original window opening.

In-kind. Using the exact same material when replacing a damaged element (e.g. using a wood element to replace a wood element).

Jack arch. An arch with wedge shaped stones or bricks set in a straight line; also known as a flat arch.

Jamb. The vertical side of a doorway or window.

Keystone. The top or center member of an arch.

Light. A single pane of glass.

Lintel. A horizontal beam over a door or window which carries the weight of the wall above; usually made of stone or wood.

Main block. The central mass of a building, generally excluding secondary blocks such as additional wings, projections, dormers, or porches.

Masonry. Brick, block, or stone which is secured with mortar.

Massing. A term used to define the overall volume of a building.

Modillion. A horizontal bracket, often in the form of a plain block, ornamenting, or sometimes supporting, the underside of a cornice.

Mortar. A mixture of sand, lime, cement, and water used as a binding agent in masonry construction.

Mullion. A heavy vertical divider between windows or doors.

Muntin. A secondary framing member to divide and hold the panes of glass in a window.

National Register of Historic Places. The nation's official list of buildings, sites, and districts which are important in our history or culture. Created by Congress in 1966 and administered by the states.

Nearby historic homes/buildings. The closest possible examples: 1) adjacent historic buildings, 2) historic buildings along the same street, 3) historic buildings within the immediate area, 4) historic buildings within the district.

Orientation. The direction that the building (usually includes the primary entrance) faces.

Parapet. A low protective wall located at the edge of a roof.

Parking. Areas, generally paved, provided for the storage of automobiles.

Party wall. A common, shared wall between two buildings; typical of downtown brick buildings.

Paving. Any material used for pavement such as asphalt, brick, concrete, gravel, or pavers.

Pediment. A triangular crowning element forming the gable of a roof; any similar triangular element used over windows, doors, etc.

Pier. A vertical structural element, square or rectangular in cross section.

Pilaster. A pier attached to a wall, often with capital and base.

Pitch. A term which refers to the steepness of roof slope.

Portico. A roofed space, open or partly enclosed, forming the entrance and centerpiece of the facade of a building, often with columns and a pediment.

Portland cement. A strong, inflexible (too much so for historic buildings) hydraulic cement used to bind mortar.

Proper repointing. Hand raking deteriorated mortar and duplicating old mortar in strength, composition, color, and texture as well as well as joint width and joint profile.

Public view. That which can be seen from any public right-of-way.

Quoins. Decorative blocks of stone or wood used on the corners of buildings.

Recessed panel. A decorative element that often functions as an area for signage.

Reveal. The vertical profile created by the lap of siding, window casings, muntins, door surrounds, etc.

Reversible. Constructing additions or new elements in such a manner that if removed in the future original form and material would be largely unchanged.

Routine maintenance. Any action performed in order to preserve a historic property including minor replacement of materialwith like material providing no change is made to the appearance of the structure or grounds.

Rhythm. The pattern created by the relationship of elements along a street or on individual buildings (e.g. buildings to the open space or windows to wall space).

Sash. The portion of a window that holds the glass and which moves.

Scale. A term used to define the proportions of a building in relation to its surroundings.

Secondary blocks. Portions of the building attached to the central mass of a building, generally such as additional wings, projections, dormers, or porches.

Setback. A term used to define the distance a building is located from a street or sidewalk.

Sidelight. A glass window pane located at the side of a main entrance way.

Siding. The exterior wall covering or sheathing of a structure.

Sill. The horizontal member located at the top of a foundation supporting the structure above; also the horizontal member at the bottom of a window or door.

Solid-to-void. The total area of wall in comparison to the total area of openings on an elevation.

Spacing. The distance between adjacent buildings.

Storefront. The street-level facade of a commercial building, usually having display windows.

Streetscape. The combination of building facades, sidewalks, street furniture, etc. that define the street.

Stucco. Any kind of plasterwork, but usually an outside covering of portland cement, lime, and sand mixture with water.

Surround. An encircling border or decorative frame, usually around a window or door.

Synthetic stucco (EIFS). Exterior insulation and finish systems (EIFS) are multi-component exterior wall systems which generally consist of: an insulation board; a base coat reinforced with glass fiber mesh ; and a finish coat.

Transom. A small operable or fixed window located above a window or door.

Variegated brick. Multi-colored brick used in an attempt to create an antique look.

Vernacular. Indigenous architecture that generally is not designed by an architect and may be characteristic of a particular area. Any local adaptation of popular architectural forms.

Wrought iron. Decorative iron that is hammered or forged into shape by hand, as opposed to cast iron which is formed in a mold.

APPENDIX B - COLOR GUIDE

The Historic Preservation Commission does not review exterior building color.

The following guidelines are provided as suggestions to help property owners devise an appropriate color scheme based on a building's age and architectural style.

A. The facade should "read" as a single composition.

B. Employ color schemes that are simple in character.

- Using one base color for the building is preferred.
- Using only one or two accent colors is also encouraged, although precedent does exist for using more than two colors in some situations.

C. Base or background colors should be muted.

- Use the natural colors of the building materials, such as the buff color of limestone, as the base for developing the overall color scheme.
- Use matte finishes instead of glossy ones.

D. Reserve the use of bright colors for accents only.

- Bright colors may highlight entries.

E. Consider the following when choosing paint colors for a building based on the date of construction:

- From 1750 to 1850, paint colors typically seen were whites, reds, yellows and blues (primary colors), and some combinations such as browns and greens.
- From 1850 to 1870, paint colors typically seen were muted earth tones such as yellows, browns, russets and greens.
- From 1870 to 1900, a deepened color palette, with a more diverse variety of colors was seen. Almost all colors and combinations were in use.
- From 1890 to 1930, a shift back to the earlier color schemes, with whites, yellows and grays, was seen.

F. Consider the following when choosing paint colors for a building based on the style of architecture:

- Early Vernacular and Federal: Walls are pale colors such as white, off-white, beige or gray with a lighter trim of white, buff or pale yellow. Doors are either black or natural.
- Greek Revival: Walls and trim are usually white with deep bright green trim or yellow walls with white trim and green shutters and doors.
- Italianate: Walls are natural earth and stone colors with trim in a contrasting shade of the basic color.
- Queen Anne: Deep, rich colors such as greens, rusts, reds and browns can be used on the exterior trim and walls of late-Victorian-era houses.
- Folk Victorian and American Foursquare: These buildings are generally very simple designs with one color used for the trim and a contrasting color for the wall.
- Craftsman: Natural earth tones and stains of tans, greens and grays.
- Colonial Revival: Softer colors are used on these buildings and the trim is usually painted white or ivory. Walls are white, yellow or tan. Shutters are green, black or dark blue.