

# DESIGN GUIDELINES — City of Loudon, Tennessee

11-1002

## I. HOW TO USE THIS MANUAL

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The Loudon Design Guideline Manual is intended to provide the Loudon Historic Zoning Commission (LHZC) and residents of locally designated districts with guidelines for building rehabilitation, new construction, and other changes which would effect the overall appearance of Loudon's historic area(s). The manual provides information on rehabilitation methods and parameters for new construction and demolition to guide property owners in planning and designing their projects.

Legislation permitting Historic District Zoning in Tennessee was passed by the State Legislature in 1965. The purpose of this act was to promote the educational, cultural, and economic welfare of people of the State of Tennessee by enabling municipalities and counties to preserve and protect historic structures, areas, and districts which serve as visible reminders of the history and cultural heritage of the state and America.

Loudon's ordinance was adopted on Oct. 16, 1989. The ordinance created the Loudon Historic Zoning Commission which is made up of five members. Membership on the commission requires an architect, if available, member of the local planning commission, a representative of a local patriotic organization, and others interested in history and historic preservation. The commission is a part of city government and is responsible for overseeing certain changes within the community's historic districts and administering the Certificate of Appropriateness process.

### THE DESIGN REVIEW PROCESS

No building permit for construction, alteration, rehabilitation, moving or demolition to be conducted within

the historic district shall be issued by the building inspector until the project has been submitted to and receives a written Certificate of Appropriateness (COA). Certificate of Appropriateness applications must be procured from the office of the building inspector which is located in City Hall. All applications are then referred by the building inspector to the commission. The commission can request detailed construction plans and related data such as photographs in order to make their review. In historic districts the commission may make determinations for the following actions:

1. Appropriateness of altering or demolishing any building or structure within the district.
2. Signs erected in the historic district.
3. Appropriateness of the exterior architectural features including signs and other exterior features of any new buildings and structures to be constructed in the district.
4. Appropriateness of exterior design of any new extension of any existing building or structure within the historic district.
5. Appropriateness of front yards, side yards, rear yards, off-street parking spaces, and location of entrance drives into property or sidewalks along the public right-of-way, which might affect the character of any building or structure in the historic district.
6. The general compatibility of exterior design, arrangement, texture, and material of the building or

structure in question and the relation of such factors to similar features of buildings in the immediate surroundings.

The commission may not make determinations regarding:

1. Exterior paint colors.
2. Interior arrangements or design as long as these arrangements or designs do not visibly effect the exterior appearance of a building or structure.

Applications for building permits for properties within the historic districts shall be made to the building inspector, and all such applications shall be referred directly to the commission. Upon receiving an application for a building permit, the commission shall, within thirty (30) days meet and consider the request. The commission shall then issue to the building inspector a letter stating its approval, approval with conditions, or disapproval with the grounds for disapproval detailed in writing. If the commission disapproves the application, a COA shall not be issued and the building inspector will so advise the applicant. The applicant may appeal the decision.

In addition to meeting the design guidelines in an historic area, properties are also subject to the regulations in Loudon's Zoning Ordinance. The zoning ordinance governs the use of properties and has standards for height, lot coverage, setback, signs, landscaping, and parking requirements.

Property owners must follow zoning requirements in addition to design guidelines in historic areas. New construction and renovation must also follow regulations set forth in the Standard Building Code. This code specifies requirements for electrical and plumbing work, fire exits, building construction techniques, and other aspects of renovation and construction. Property owners must also

meet these regulations before being issued a building permit. Where there are conflicts between the Standard Building Code and historic preservation guidelines the building inspector may use his or her judgement to resolve the situation.

Meetings of the LHZC are held on a regular monthly basis and are advertised by the city. The chair of the LHZC may, when deemed necessary, call and designate a special meeting for the purpose of transacting any business designated in the call.

### HOW TO APPLY FOR A COA

1. Applications may be received when applying for a building permit at the building inspector's office in city hall. Property owners will be given a Certificate of Appropriateness application form and informed as to the next meeting date of the LHZC.
2. Minor changes to a building shall require completion of the form with a description of the proposed work.
3. Major rehabilitation work and new construction shall require drawings, photographs, plans, and other documentation to fully illustrate the property and the proposed work. In many instances this documentation can be completed by the property owner and not require the assistance of contractors or architects. COA documentation must be submitted along with the completed COA form to the building inspector's office.
4. If a project's documentation is deemed sufficient by the building inspector the COA application is then submitted to the LHZC at their next scheduled meeting. The applicant shall appear before the commission to make his or her request. If

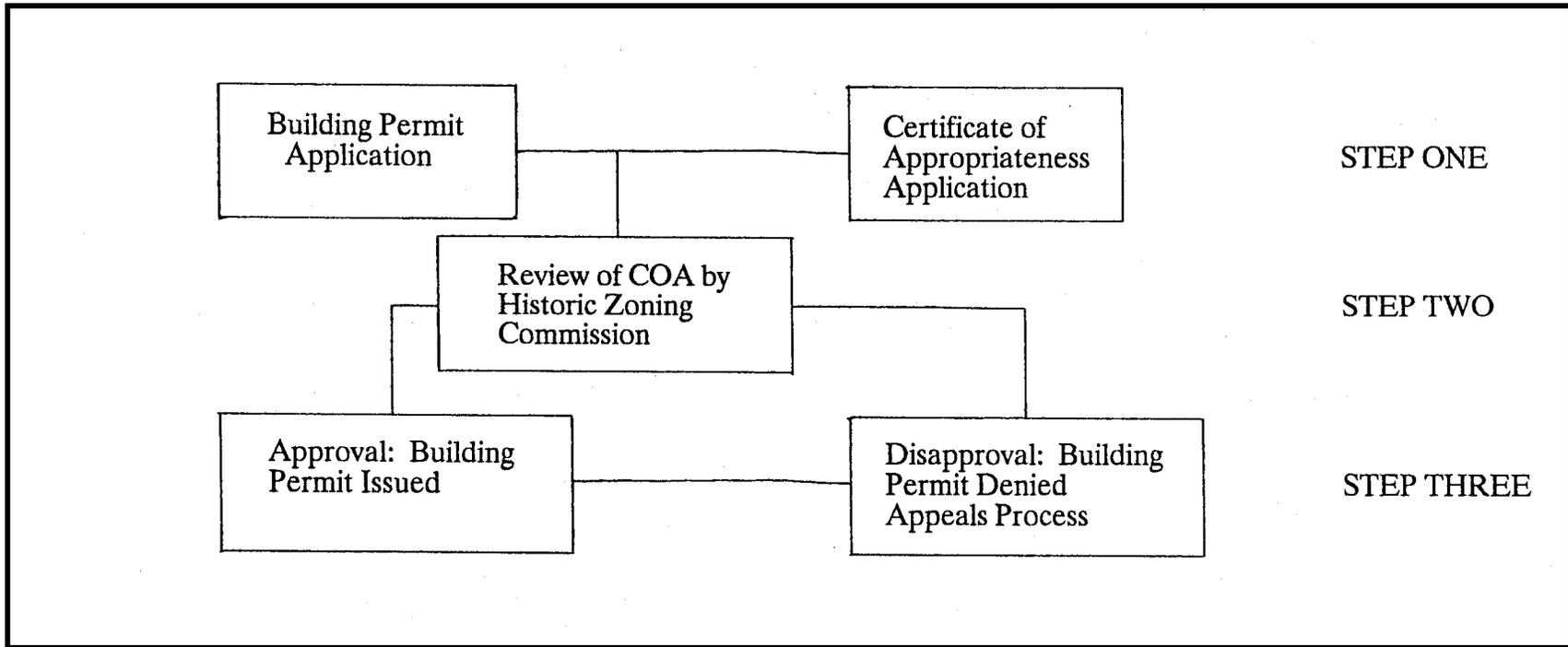
documentation is considered to be insufficient property owners will be notified and informed of what additional information may be necessary.

5. COA applications are reviewed monthly by the Loudon LHZC which can approve, approve with conditions, or disapprove applications. The applicant may appeal the decision. The commission may also delay action on an application so that further information or documentation may be presented.

### **WORK WITHOUT BOARD APPROVAL**

If a property owner undertakes work without receipt of an approved Certificate of Appropriateness or building permit, a stop work order may be issued by the building inspector. The property owner shall then be required to document the work and state why a COA application or building permit was not previously applied for. Completion of a COA application and review may then be required by the commission. COA applications approved by the commission must be followed. If the actions specified in the COA application are not followed an owner may face fines and penalties as outlined in the zoning ordinance.

### THE DESIGN REVIEW PROCESS



## II. BUILDING GUIDELINES - MATERIALS/MASONRY

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### #1) ORIGINAL MASONRY SHOULD BE PRESERVED AND MAINTAINED

Normally Required

- a. Original exterior masonry walls and details should be preserved and maintained.
- b. Masonry which requires repair or replacement should be repaired or replaced with new masonry which matches as close as possible in color, texture and profile.
- c. The painting of masonry walls that have not been previously painted should not take place except for walls which have had extensive patching or repointing resulting in a patchwork of masonry surfaces.

### #2) ABRASIVE CLEANING OF EXTERIOR MASONRY SHALL NOT OCCUR

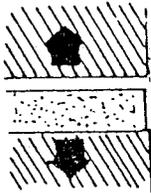
- a. Sandblasting can cause severe deterioration of masonry. This can be especially pronounced in bricks as sandblasting removes the exterior hard patina and exposes the soft inner core. Exterior masonry shall be cleaned using the least abrasive methods possible. Detergent cleaning or steam cleaning is preferred over the use of chemicals. Sandblasting and other abrasive cleaning methods are prohibited.
- b. Low pressure water cleaning and rinsing is acceptable as long as the pressure is kept below 500 to 600 pounds per square inch.

*Sandblasting erodes exterior masonry surfaces.*

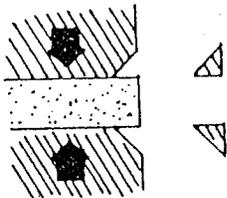
## II. BUILDING GUIDELINES - MATERIALS/MASONRY

### #3) MASONRY REPOINTING SHOULD MATCH THE ORIGINAL

Incompatible  
Mortar

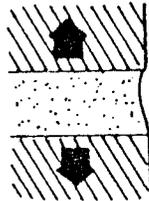


Cannot expand--  
cracking results

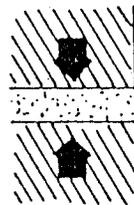


Cannot contract--  
spalling & breaking  
results.

Compatible  
Mortar



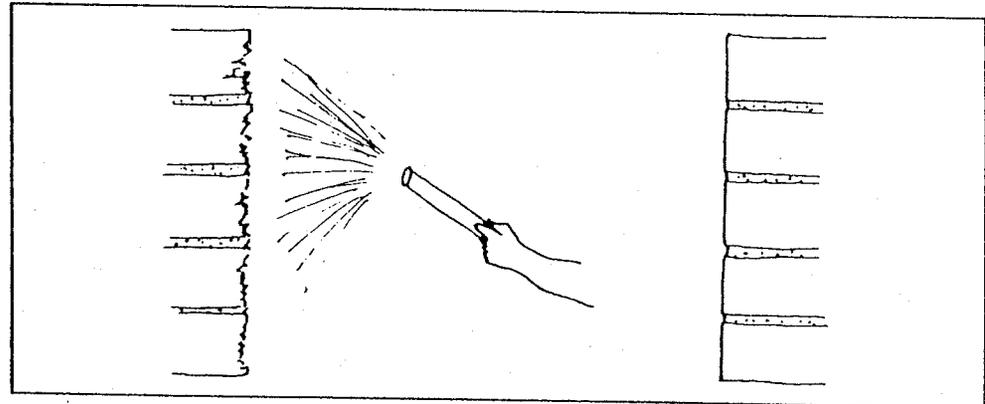
Proper expansion



Proper  
contraction

#### Normally Required

- a. Masonry repointing should be with mortar to match the original in composition and appearance.
- b. Mortar joints should be raked to match the original profile.



*Sandblasting erodes exterior masonry surfaces.*

## BUILDING GUIDELINES - MATERIALS/WOOD

### #4) EXTERIOR WOOD SIDING SHOULD BE PRESERVED AND MAINTAINED

Normally Required

- a. Original exterior wood siding and shingles should be maintained and preserved.
- b. Regular maintenance such as painting and repair should occur on frame residences.

### #5) EXTERIOR WOOD SIDING SHOULD NOT BE CONCEALED OR OBSCURED

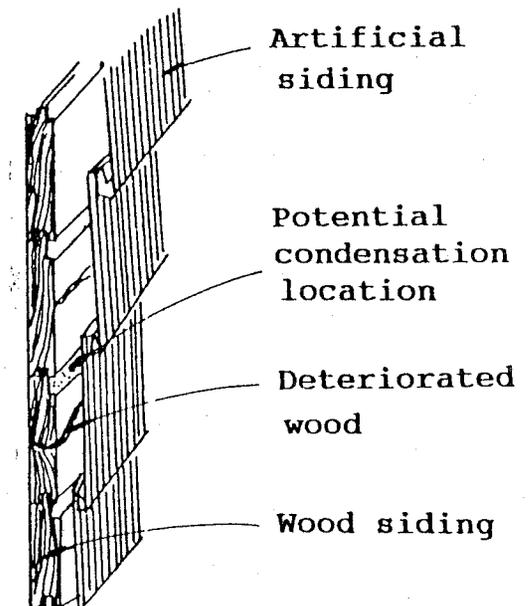
Normally Required

- a. Original wood siding materials should be preserved and maintained. The application of artificial sidings that conceal or obscure original exterior materials shall not occur, however, the board may waive this requirement if the structure's exterior siding is beyond repair or other reasonable materials are not available or are not economically feasible for the project. Artificial siding materials which should not be installed include aluminum, steel, vinyl, asbestos, brick, stucco, and stone veneers.
- b. Soffits and eaves should not be enclosed or concealed with artificial sidings.

The concealment of original wood siding with materials such as vinyl or aluminum siding has a negative effect on both the appearance and life expectancy of historic structures. Historic wood siding weathers and ages to add character to a building. Artificial sidings conceal this character and compromise an historic building's overall appearance. The major problem with the addition of artificial sidings is the interference of the building to "breath." Wood expands and contracts with the heating

and cooling process. Artificial sidings prevent this natural process from occurring by creating a sealed barrier between the

original siding and outside air. Moisture is trapped between the original and added artificial sidings resulting in deterioration to the wood siding and building structure.



*Condensation occurs when moisture is trapped between original wood siding and synthetic siding.*

## **BUILDING GUIDELINES - MATERIALS/WOOD**

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A growing body of evidence also suggests that the application of artificial sidings may not be cost effective. Artificial sidings weather like other materials and the life span of some types of artificial sidings appear to be around 20 to 25 years. After this period of times the exterior finish may fade, mottle, or peel. So many buildings with artificial siding now require updating that several major paint companies now market paints specifically for aluminum or vinyl siding. The expense of installation and potential for later maintenance and painting is often not economical in comparison with continued maintenance and painting of the original wood siding.

### **#6) EXTERIOR WOOD SIDING REPAIR AND REPLACEMENT SHOULD MATCH THE ORIGINAL**

#### Normally Required

- a. Original exterior wood siding should be repaired and replaced with materials, profiles, and designs to match.

#### Recommended

- b. Replacement of wood siding should be kept as minimal as possible. If only a small area of siding or ornamentation is deteriorated this section should be repaired or replaced rather than an entire board or entire architectural detail. Overall replacement on primary facades and secondary facades should not exceed 25% of the facade's total square footage of siding unless significant deterioration can be demonstrated.

### III. COMMERCIAL BUILDING GUIDELINES - SITE AND SETTING

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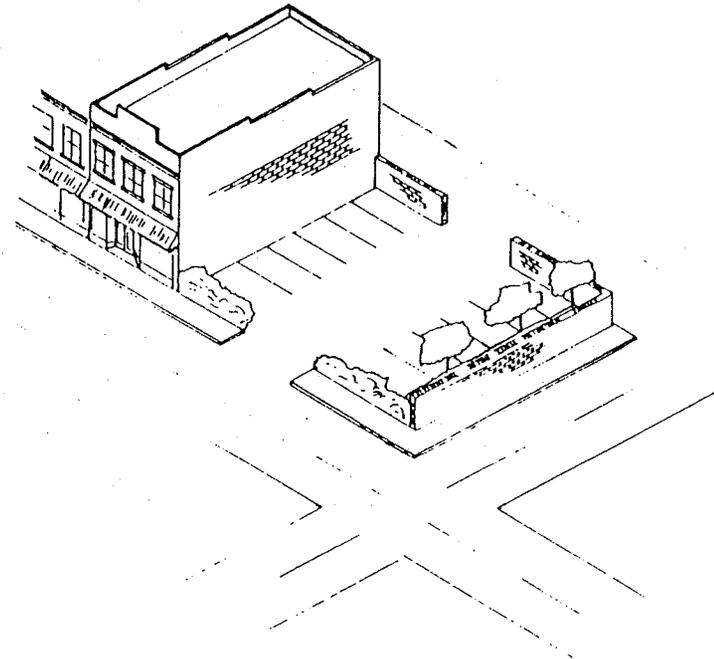
#### #7) SCREENING SHOULD BE PROVIDED FOR PARKING LOTS

- a. Parking lots in Loudon shall follow the minimum landscaping requirements as set forth in the zoning ordinance. Landscaping beyond that which is required is encouraged.
- b. Areas which are to be graded for parking lots shall be required to consider effects to existing trees. A permit shall be required for the removal or demolition of any live trees, ten (10) inches or larger in caliper (diameter), and measured four and one-half (4-1/2) feet above ground level.

#### #8) PARKING LOTS SHOULD BE CONSISTENT WITH SETBACKS

##### Recommended

- a. Parking lots should be consistent with the general setback found along each block in the downtown area. Most buildings in the commercial area are flush with the sidewalk. This consistent setback arrangement and rhythm should not be altered by a parking lot or park area which does not maintain this setback. This setback arrangement should be maintained for parking lots along sidewalks through landscape elements such as trees, hedges, low shrubs, earth berms, or brick or wood fences.



**Parking lots should maintain facade rhythms and be screened with landscaping.**

## COMMERCIAL BUILDING GUIDELINES - SITE AND SETTING

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### **#9) LANDSCAPING SHOULD COMPLEMENT BUILDINGS**

- a. Trees of limited height (15' to 25') and dimensions should be considered for the commercial area. Shade trees were common for commercial areas during the late 19th and early 20th centuries. With the coming of the automobile, many communities removed trees to make way for wider thoroughfares and parking areas.

### **#10) SIDEWALK AND STREET IMPROVEMENTS SHOULD ENHANCE DOWNTOWN CHARACTER**

- a. Streetscape improvements should reinforce and enhance the traditional character of the commercial area. Future streetscape improvements outside the immediate downtown area should be compatible with those introduced in the downtown. The introduction of metal or concrete canopies, oversized kiosks or gazebos, and ornate wrought iron street furniture shall not take place.

## IV. COMMERCIAL BUILDING GUIDELINES - STOREFRONTS, UPPER FACADES, AND SIGNS

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### #11) ORIGINAL STOREFRONT CONFIGURATION SHOULD BE MAINTAINED

#### Normally Required

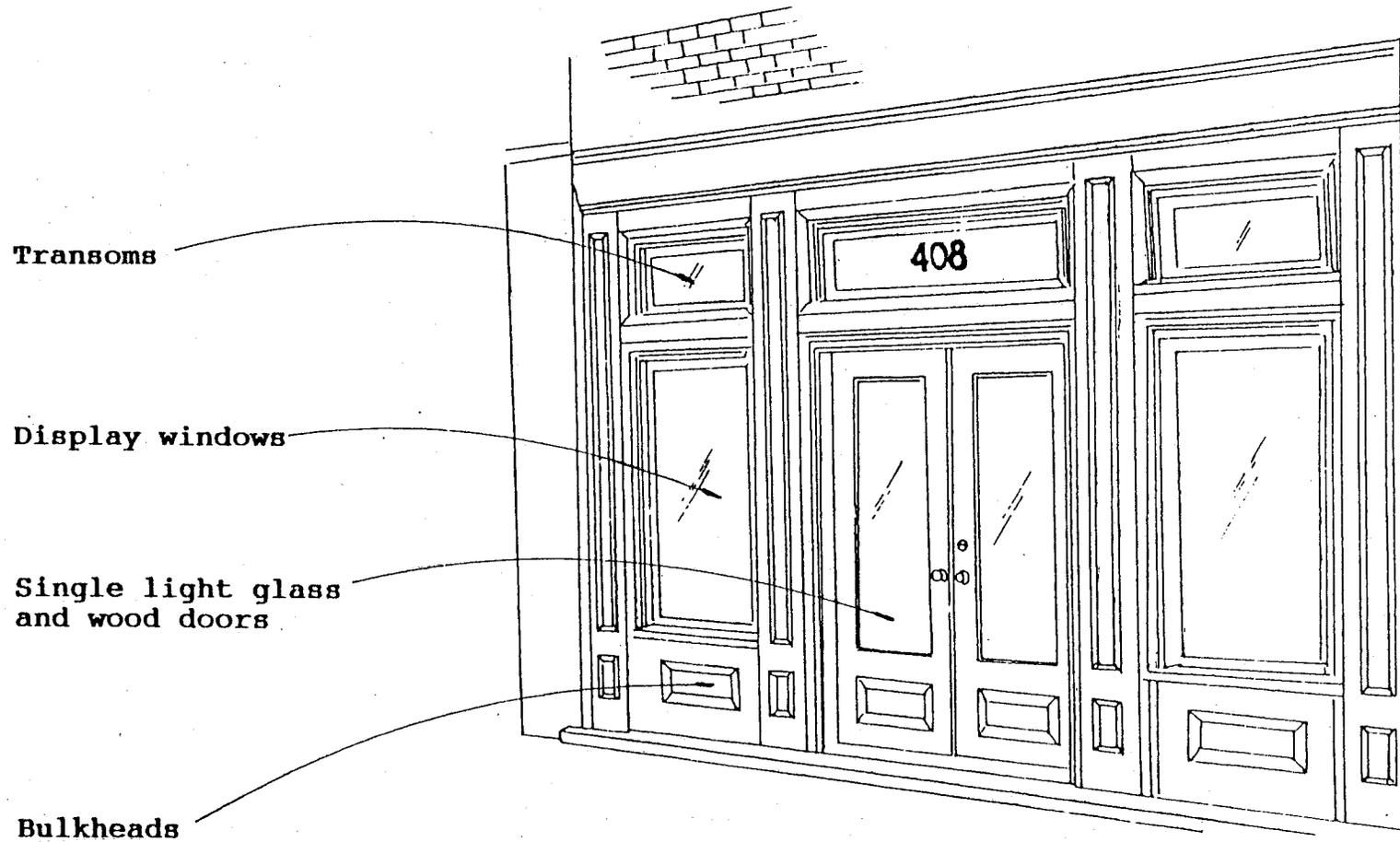
- a. Original storefronts remaining in the commercial area should be maintained and preserved. No removal of original doors, bulkheads, display windows, transoms, decorative glass or other elements shall be removed unless their deterioration can be demonstrated.
- b. Original storefront elements that are clearly deteriorated shall be replaced with new elements to match in design and materials.
- c. Storefronts which were remodeled with decorative tile or Cararra glass and are at least fifty years old should be retained.
- d. New storefronts for buildings shall maintain traditional storefront designs and arrangements. Property owners are encouraged to restore remodeled storefronts back to their original design or designs based on traditional storefront arrangements.

Historic storefronts were generally composed of a central or offset recessed entrance, flanking display windows resting on bulkheads, and large transoms. Most of the storefront was of glass to allow easy viewing of merchandise and window displays. Brick piers and cast iron columns were often used on the storefront to support the upper facade yet allow for the extensive use of glass.

In recent years many buildings in downtown Loudon have been restored or have had new storefronts added which are based on historic or traditional or historic designs. Original details should continue to be incorporated into storefront remodeling. If no original detailing exists a new storefront based upon traditional or historic designs should be added. Historic photographs of downtown commercial buildings exist and these should be consulted when a new storefront is under design.

## COMMERCIAL BUILDING GUIDELINES - STOREFRONTS

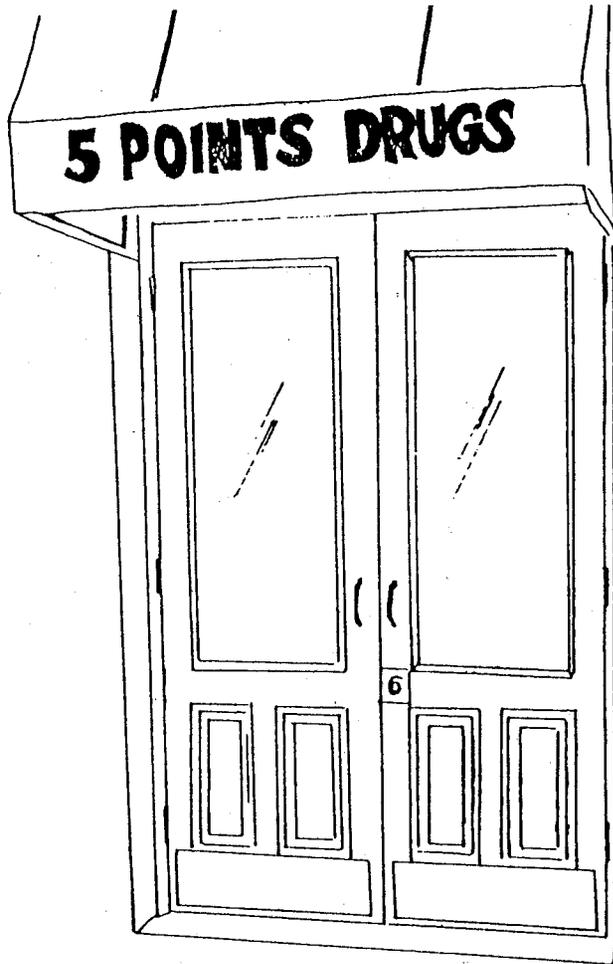
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**This new storefront maintains historic storefront configuration.**

## COMMERCIAL BUILDING GUIDELINES - STOREFRONTS

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*New double doors based on traditional design.*

### #12) ORIGINAL ENTRANCES SHOULD BE RETAINED

Normally Required

- a. Original entrance elements such as doors and transoms shall not be removed and replaced unless extensive deterioration is evident or unless the original door presents a security problem.
- b. Original entrance openings should not be enclosed or removed.
- c. Unfinished aluminum doors shall not be added to storefronts; metal doors with a dark bronze finish or anodized aluminum finish are appropriate.
- d. Original designs and dimensions of recessed entrances should be retained.

## COMMERCIAL BUILDING GUIDELINES - STOREFRONTS

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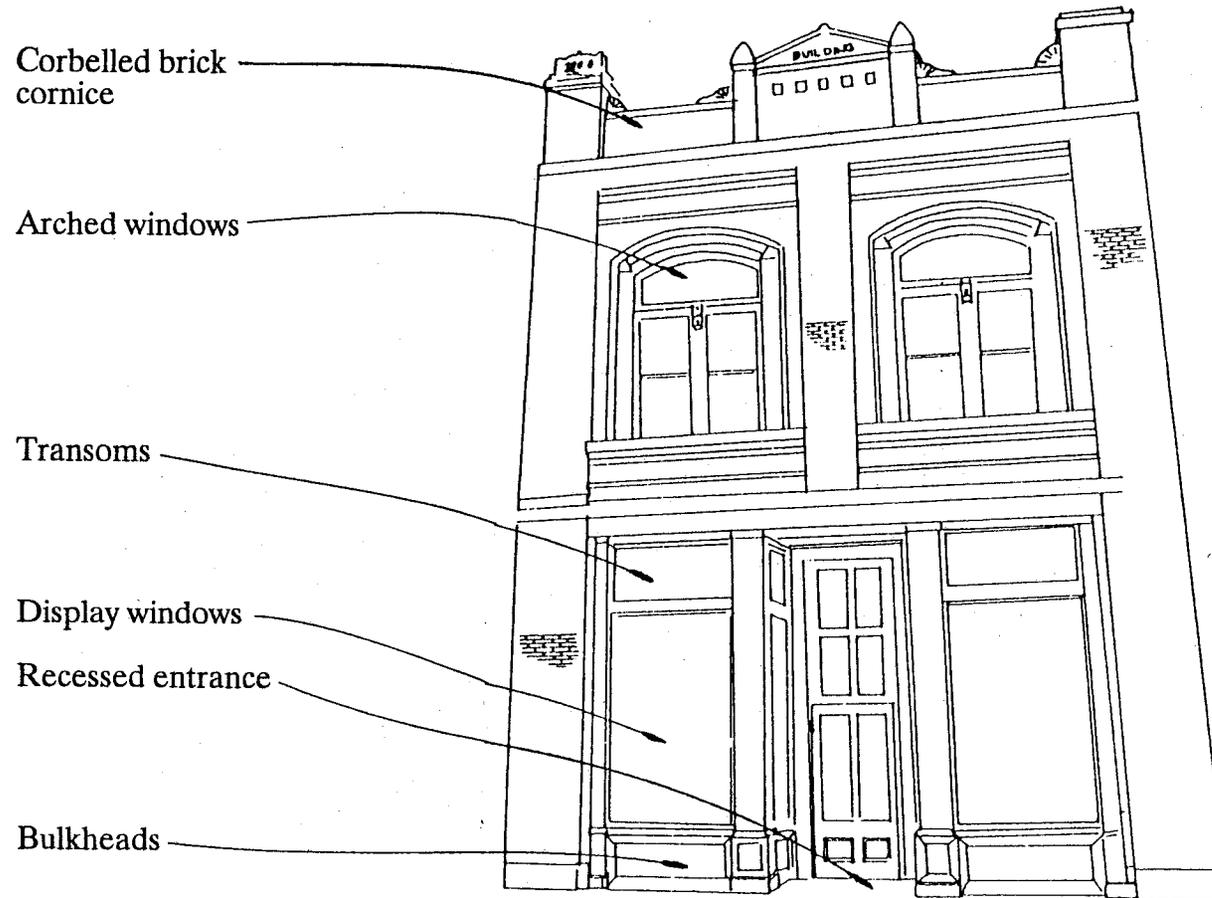
### Recommended

- e. Entrance rehabilitation should follow the original design if such evidence is available such as historic photographs or "ghosts" of original doors. If such evidence is not available, new doors of single light glass and wood designs should be installed.
- f. New entrance openings on storefronts should not be added. The installation of a new entrance opening on the storefront is not recommended. If an additional door opening is required by codes the rear facade is a preferable location. New entrance openings should be kept simple in design with detailing to match the original door. Single light glass and wood doors would be appropriate for most buildings.

Both original flush and recessed entrances openings should be maintained and preserved. Both types of door configuration are also appropriate for new construction. Wood is the preferred material for new doors but the use of dark anodized aluminum or metal doors with a baked enamel finish is also appropriate. Solid wood doors with four or five recessed panels are less appropriate but may be installed. Solid wood doors with flush surfaces or with small glass lights should not be added. Original transoms over doors should be retained and the use of transoms in new door designs is encouraged.

## COMMERCIAL BUILDING GUIDELINES - STOREFRONTS

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*Components of an historic commercial building.*

## COMMERCIAL BUILDING GUIDELINES - STOREFRONTS

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### **#13) ORIGINAL DISPLAY WINDOWS AND DETAILING SHOULD BE PRESERVED**

#### Normally Required

- a. Original display windows should be preserved and maintained.
- b. Display window openings should not be covered or reduced in size with added materials.
- c. Tinted glass should not be installed.
- d. New display windows should match the original dimensions in size and scale.

#### Recommended

- e. New display windows should have mullions or muntins of copper or bronze as opposed to raw aluminum. If aluminum is used it should be primed and painted a complementary color with the rest of the storefront.
- f. Clear insulated glass should be installed on storefronts where the original glass no longer exists.
- g. If privacy is desired by the occupant the use of shades or blinds on the inside of the window is a much better alternative than tinted glass.

### **#14) CAST IRON, STONE, WOOD, AND BRICK COLUMNS SHOULD BE PRESERVED AND MAINTAINED**

#### Normally Required

- a. Original cast iron columns, brick piers, wood columns, and stone piers should be preserved and maintained.
- b. Decorative cast iron elements, brick or stone piers should not be concealed.

## COMMERCIAL BUILDING GUIDELINES - STOREFRONTS

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### **#15) ORIGINAL BULKHEAD DESIGNS AND MATERIALS SHOULD BE PRESERVED AND MAINTAINED**

Normally Required.

- a. Original wood, brick, concrete, marble, metal, or tile bulkheads should be preserved and maintained. Elements such as Carrara glass or glazed tile added in the 1920s or 1930s should also be preserved.
- b. Original bulkheads should not be altered or concealed.

## COMMERCIAL BUILDING GUIDELINES - STOREFRONTS

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### Recommended

- c. If original bulkheads are missing new bulkheads of wood designs are recommended. Brick, stone, or metal, bulkheads may also be added if they match the original brick on a building or if they are painted to complement other storefront elements.

Bulkheads are the lower panels which support the display windows and are also referred to as kickplates. Bulkheads are most often of brick or wood construction. Wood bulkheads often have decorative elements such as recessed panels and diagonal siding. Where replacement is necessary, new bulkheads should be of materials to imitate the original. The new appearance of brick bulkheads can be enhanced through painting the brick and mortar.

### #16) TRANSOMS SHOULD BE PRESERVED AND MAINTAINED

- a. Original transoms and transom openings should be preserved and maintained.
- b. Transoms should not be enclosed or concealed.
- c. Historic transom materials such as prism glass or leaded glass should be preserved and maintained.

### Recommended

- d. New transom glass should be clear and tinted glass should not be installed. Tinted glass would be allowable only for the repair or replacement of original Luxfer or prism glass transoms.

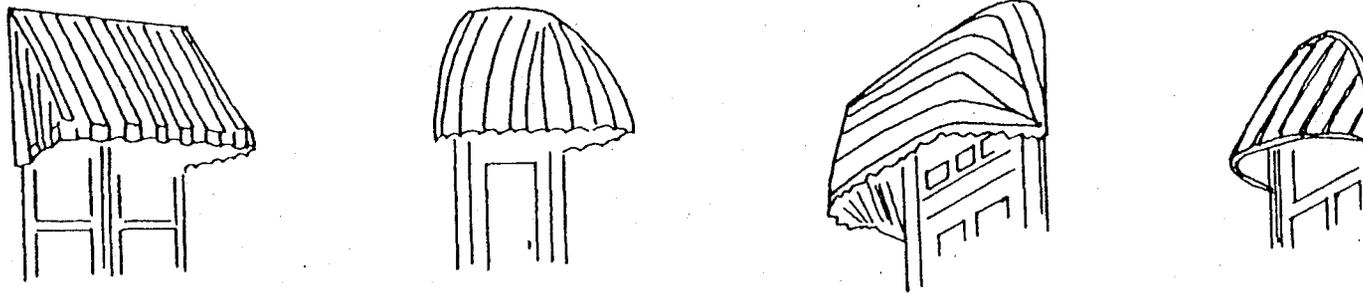
Transoms are windows added above the display windows and door openings. Transoms are separated from display windows by transom bars which are generally horizontal wood framing elements. Transoms are designed to allow sunlight to reach into the interior of a building to aid illumination. Transoms were often hinged to open and close and when opened would allow heat to escape in summer months. Painted signs were often placed on transoms and the use of translucent decorative glass was also used as a decorative feature.

## COMMERCIAL BUILDING GUIDELINES - STOREFRONTS

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### Normally Required

- a. Original awnings of wood or metal construction should be retained and preserved.
- b. Metal awnings on historic storefronts shall not be installed.



*Appropriate awning designs*

### Recommended

- c. The installation of retractable or fixed canvas awnings at appropriate storefront locations is encouraged.
- d. Canvas, vinyl-coated canvas, and acrylic are the most appropriate awning materials for pre-1940 commercial buildings.
- e. Awnings should cover only the storefront display windows or transom. Upper facade details should not be obscured.
- f. For existing metal awnings the application of a canvas overlay is encouraged.
- g. The most appropriate awning designs for pre-1940 dwellings are standard or shed awnings. Also acceptable are circular or accordion designs. Box or casement awnings are more non-traditional and less desirable, however, these may be installed if requested. Valences should be in keeping with traditional patterns such as scalloped, wave, or sawtooth designs.
- h. Awnings should be designed to relate to the shape of the opening it covers. Most transoms and display windows are rectangular in shape and rectangular straight sided awnings are best for these openings. Arched awnings are suitable for arched entrance or window openings.
- i. Back-lit awnings are not allowed in the downtown area.

## COMMERCIAL BUILDING GUIDELINES - STOREFRONTS

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*Upper facades should not be concealed, windows should not be enclosed.*

### **#18) UPPER FACADES SHOULD RETAIN ORIGINAL APPEARANCE AND DETAILS**

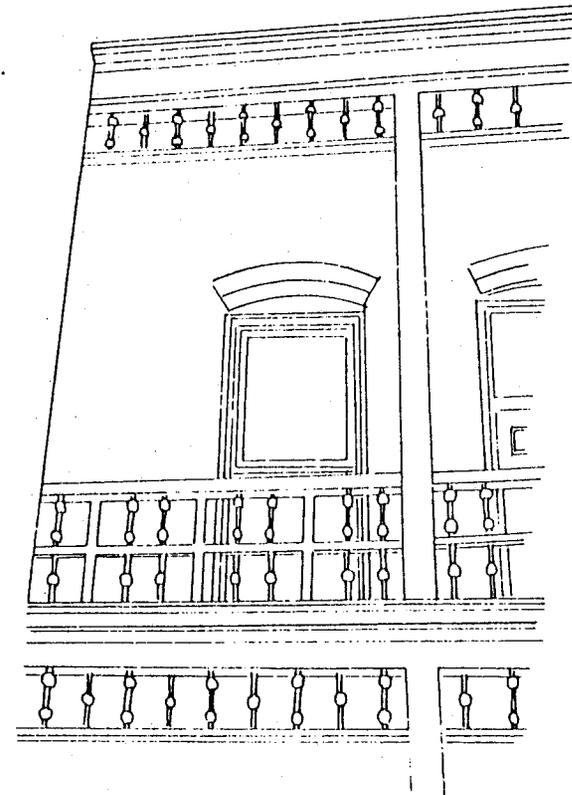
Normally Required

- a. Original window opening dimensions and details should be preserved and maintained. Original window sash should be preserved and maintained.
- b. Original window openings should not be altered such as enclosing original openings or obscuring windows with added materials.
- c. Historic detailing such as terra cotta panels and decorative porches should be preserved and maintained.

## COMMERCIAL BUILDING GUIDELINES - UPPER FACADES

### Recommended

- d. If original windows are missing, replacement windows should be appropriate for the period of the building. For ante-bellum structures, six-over-six or four-over-four sash is appropriate. For late 19th century buildings four-over-four, two-over-two, three-over-one, or one-over-one sash windows are preferred. For early 20th century designs one-over-one sash should be installed. These windows should have distinct meeting rails and have the appearance of being operable. Windows with flush or snap-on mullions should not be installed.
- e. Wood is the preferred material for replacement windows. Anodized aluminum windows with dark or bronze finishes may be utilized in certain circumstances depending on the age of the structure and appropriateness to original construction. Aluminum windows with a white baked enamel finish are also appropriate. The use of raw or unpainted aluminum windows shall not occur.
- f. Storm windows may be applied if they match the original window's configuration and are of anodized aluminum or have a baked enamel finish (see also paragraph 63).



*Such detailing as an original porch should be preserved.*

## COMMERCIAL BUILDING GUIDELINES - UPPER FACADES

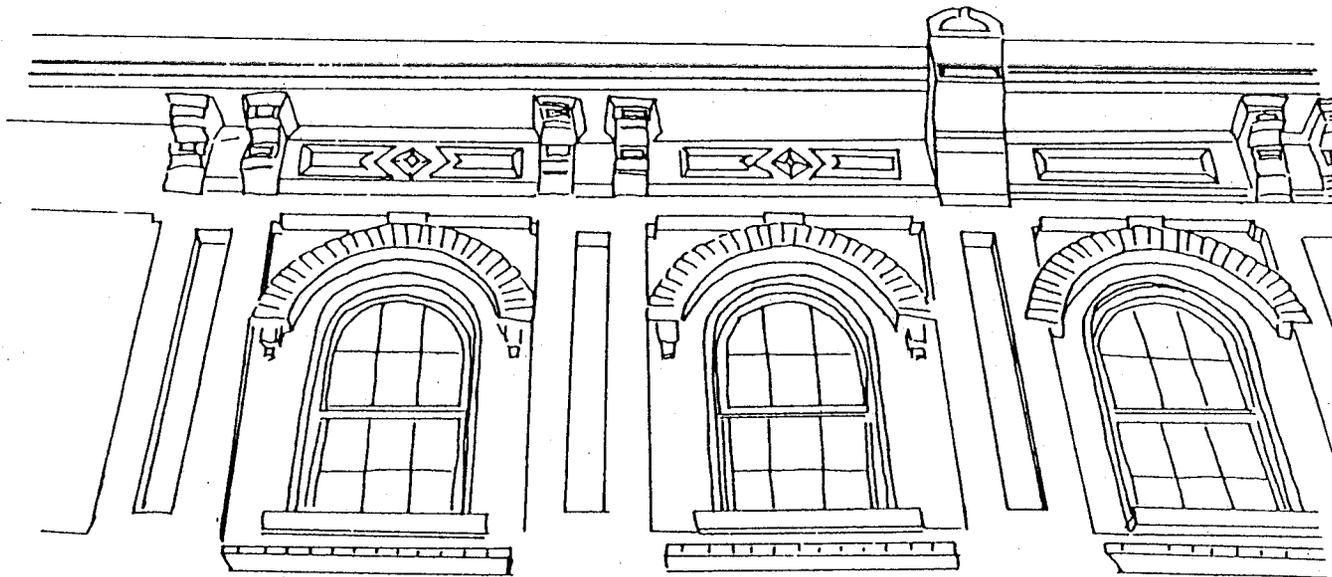
### #19) ROOF CORNICES SHOULD BE PRESERVED AND MAINTAINED

#### Normally Required

- a. Original brick, wood, or sheet metal cornices should be preserved and maintained.
- b. Original cornice elements should not be removed or obscured.

#### Recommended

- c. On buildings which have lost their original metal or wood cornices replacement based on historic evidence such as photographs or "ghosts" of cornice designs is recommended. If such evidence does not exist a simple cornice of wood or metal should be installed. Materials such as fiberglass may also be used.
- d. New cornices should have similar dimensions as the original or as commonly found on buildings of similar age and size and scale.



*Original sheet metal cornice and upper facade windows on Main Street.*

## COMMERCIAL BUILDING GUIDELINES - UPPER FACADES

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### #20) HISTORIC COLORS AND TEXTURES SHOULD BE PRESERVED AND MAINTAINED

#### Normally Required

- a. Masonry walls that have not been previously painted should not be painted unless there are significant contrasts in the brick and mortar from later repair and repointing.

#### Recommended

- b. Stucco or drivit surfaces to downtown buildings should not be applied. Exceptions may be made for rear facades which are in poor conditions or for walls which have been sandblasted.
- c. Colors should be selected to complement the dominant existing colors of dark red and similar hues.

The introduction and use of colors shall not be restricted but it is encouraged that colors complement each building and its neighbors. Paint colors on storefronts, trim, and upper facade openings should relate to the overall color of the building as should added elements such as signs and awnings. The use of contrasting colors to highlight architectural details on storefronts and upper facades is appropriate.

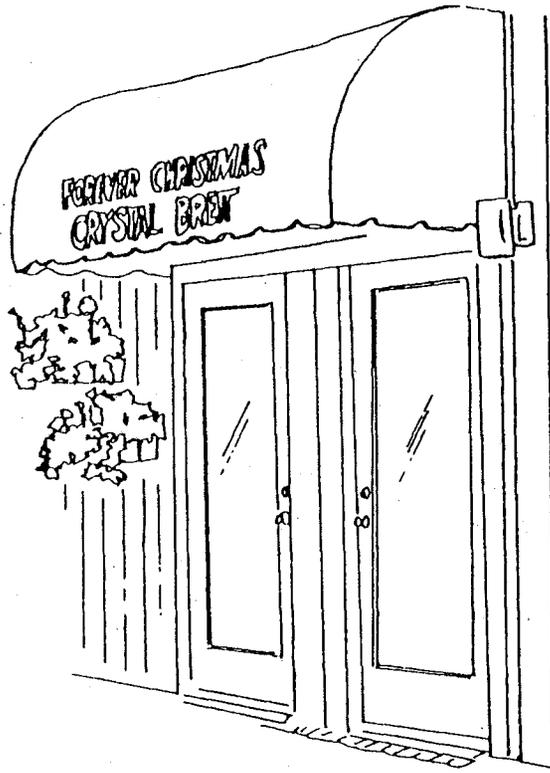
## COMMERCIAL BUILDING GUIDELINES - UPPER FACADES

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### #21) REAR FACADES SHOULD BE KEPT SIMPLE IN APPEARANCE

#### Recommended

- a. Original doors at rear entrances should be maintained and preserved. If new doors are required they should be of single light glass and wood or other historically appropriate designs.



*Appropriate doors and awnings at rear entrance.*

- b. The appearance of rear entrances should be simple. Signs and awnings are appropriate for the identification of businesses.
- c. HVAC units and service equipment should be screened through landscaping, or wood and brick enclosures.
- d. HVAC units placed on roofs should not be readily visible from the street.

## COMMERCIAL BUILDING GUIDELINES - SIGNS

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### #22) SIGN PLACEMENT SHOULD BE AT TRADITIONAL SIGNS LOCATIONS

#### Normally Required

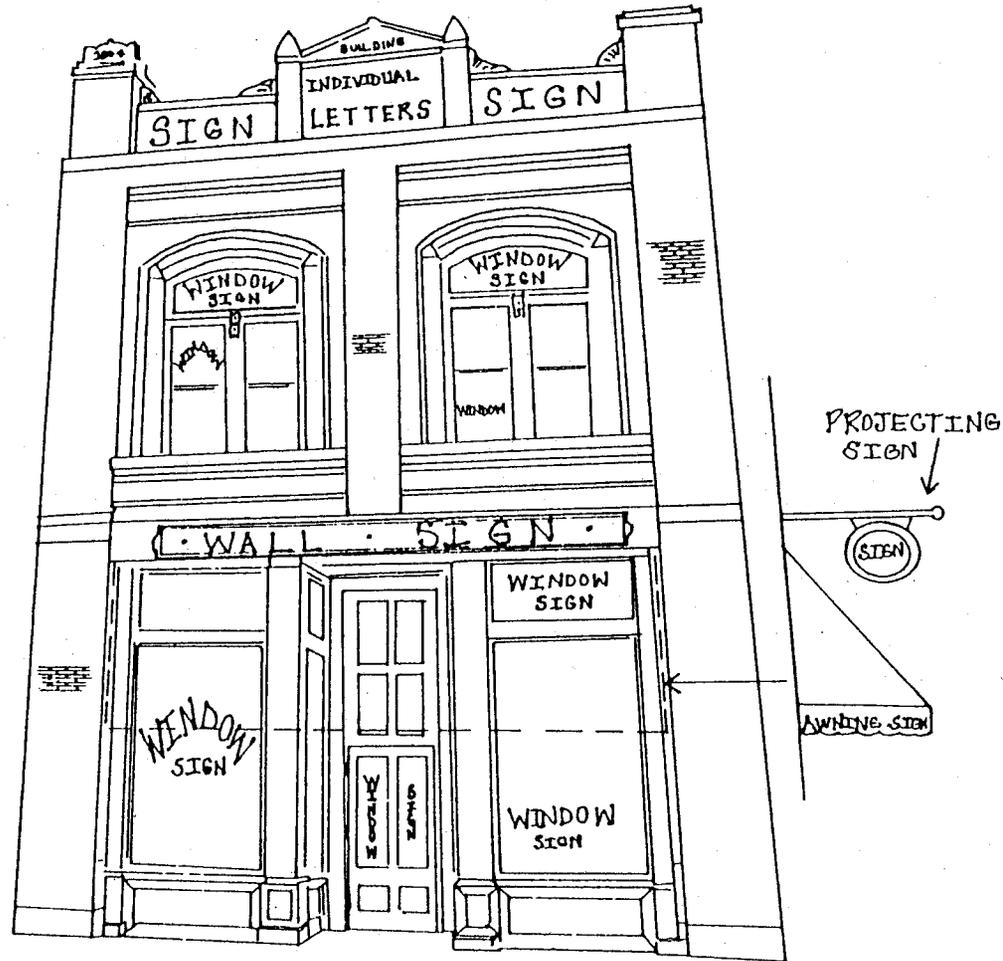
- a. Wall signs should not exceed the height of the building cornice.

#### Recommended

- b. Wall signs should be placed on the flat surface of the building.
- c. Wall signs may be painted or applied directly to the face of the building.
- d. Traditional locations for wall signs are above transoms, on cornice fascia boards, or below cornices.
- e. All temporary signs shall be historically appropriate and non-electrical and shall not hinder pedestrian traffic flow.
- f. Awning valences may be used for signs.
- g. Neon may be used on the interior of buildings. The application of neon signs to exterior locations is not appropriate.

## COMMERCIAL BUILDING GUIDELINES - SIGNS

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*Appropriate sign locations. Note: There should be no more than three signs per building.*

## **COMMERCIAL BUILDING GUIDELINES - SIGNS**

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### **#23) THE NUMBER OF SIGNS PER BUILDING SHOULD BE KEPT TO A MINIMUM**

#### Normally Required

- a. Freestanding signs in the downtown commercial area shall not exceed one per street frontage.
- b. Wall signs shall not exceed 15% of the face of the building to which they are attached.

#### Recommended

- c. No more than three signs per building is recommended.

### **#24) SIGN MATERIALS SHOULD BE HISTORICALLY APPROPRIATE**

#### Normally Required

- a. Materials such as plastic substrates, and unfinished wood are not appropriate for the downtown area.

#### Recommended

- b. The use of finished wood, brass letters, carved or sandblasted wood, gold leaf, or glass for signs is appropriate.
- c. Sign brackets should be of wood or pre-painted or finished metal.
- d. Signs should be mounted to minimize damage to historic materials. Mounting bolts on masonry building should be applied to go through mortar joints rather than the face of the masonry.

### **#25) SIGNS COLORS SHOULD BE COORDINATED WITH OVERALL BUILDING COLORS**

#### Recommended

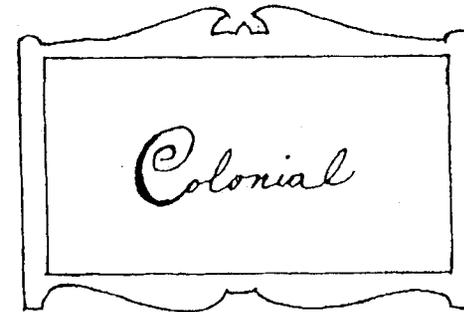
- a. Signs should have no more than two or three colors.
- b. Dark backgrounds with light letters are historically appropriate and should be considered for sign colors. Dark colors are also appropriate since they complement the dark colors of masonry in the downtown area.

## COMMERCIAL BUILDING GUIDELINES - SIGNS

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*Good example of a projecting wood sign.*



*"Colonial" signs are not recommended.*

### **#26) COLONIAL OR "WILLIAMSBURG" SIGNS SHOULD BE AVOIDED**

#### Recommended

- a. Contemporary signs designs and signs based on styles from the mid-19th and early 20th century are appropriate.
- b. Signs which reflect an earlier period of history such as colonial Williamsburg or New England are not appropriate and should be avoided.

### **#27) SIGNS SHOULD NOT OBSCURE OR CONCEAL ARCHITECTURAL DETAILS**

#### Recommended

- a. Signs should not conceal or obscure original decorative designs or detailing.
- b. Transom glass should not be covered or obscured.

## COMMERCIAL BUILDING GUIDELINES - SIGNS

---

### SERIF STYLE

### TRADITIONAL LETTERING

*Examples of traditional lettering styles.*

#### **#28) TRADITIONAL LETTERING SHOULD BE USED FOR SIGNS**

Recommended

- a. Letters should not exceed three-fourths of the height of the sign board or sign surface.
- b. Serif style letters are appropriate.
- c. No more than 60% of a sign's total area should be occupied by lettering.

#### **#29) HISTORIC WALL SIGNS SHOULD BE PRESERVED**

Recommended

- a. Historic wall signs painted on exterior masonry walls should be preserved and maintained.
- b. Historic wall signs may be touched up with new paint if desired as long as the paint and design matches the original.

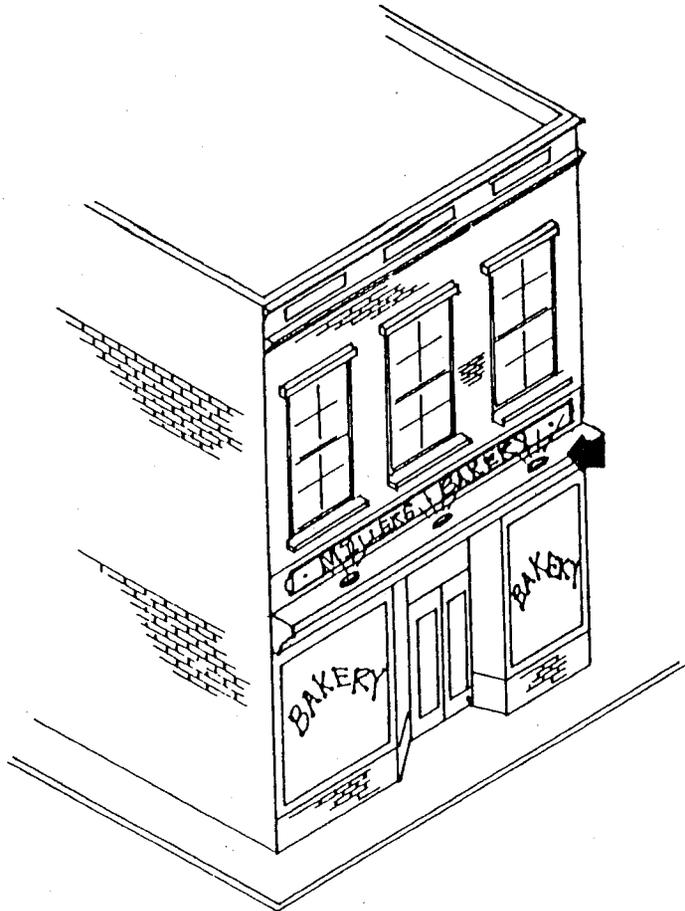
#### **#30) SYMBOLS AND LOGOS ARE ENCOURAGED FOR SIGNS**

Recommended

- a. Symbols and logos provide for ready identification of a business and their use is encouraged.

## COMMERCIAL BUILDING GUIDELINES - SIGNS

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*Concealed uplit lighting is appropriate.*

### #31) LIGHTING FOR SIGNS SHOULD BE APPROPRIATE

#### Recommended

- a. Light fixtures for signs should be appropriate for the building. Concealed lighting is encouraged but projecting fixtures appropriate to the historic period of the building may also be used.
- b. Incandescent lights are preferable.
- c. Internally lit signs are not recommended.

### #32) COORDINATION OF SIGNS WITH ADJACENT BUILDING IS RECOMMENDED

#### Recommended

- a. The location, size, and placement of signs should complement those of neighboring or adjacent buildings.
- b. Avoid signs which are out of scale or have substantially different locations as signs on adjacent buildings.

## V. NEW COMMERCIAL BUILDING GUIDELINES

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### **#33) NEW CONSTRUCTION SHOULD BE DIFFERENTIATED FROM THE OLD; HISTORIC REPRODUCTIONS ARE NOT RECOMMENDED**

Normally Required

- a. New construction in the commercial area should be differentiated from the old and shall be compatible with adjacent buildings through its massing, size, scale, and architectural features.

### **#34) RECONSTRUCTION OF HISTORIC COMMERCIAL BUILDINGS MAY BE ALLOWED**

Normally Required

- a. Reconstruction of buildings which are clearly documented may take place on their original site.
- b. Reconstructed buildings should be constructed with materials, detailing, and decorative features to match or closely approximate the original building.
- c. Reconstructed buildings should be clearly designated as a reconstruction as opposed to an original historic building. This may be done through a marker applied to the exterior of the building, freestanding sign, or other method of designation.
- d. Freestanding primary facade walls which may be left standing following a fire or internal demolition should be retained and preserved. New construction which maintains the original design and appearance of the building should be encouraged.

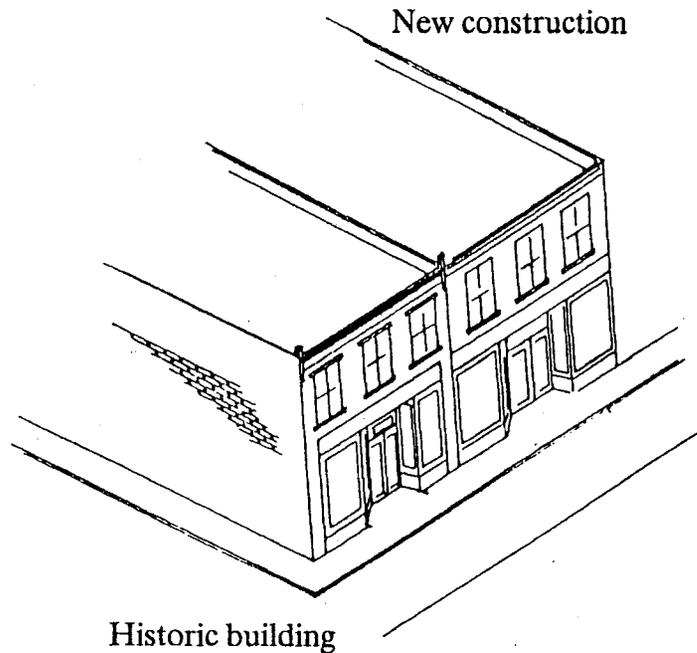
## NEW COMMERCIAL BUILDING GUIDELINES

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### #35) NEW CONSTRUCTION SHOULD MAINTAIN STOREFRONT AND UPPER FACADE CONFIGURATION

Normally Required

- a. New construction should respect and maintain the existing configuration of storefront and upper facade arrangements.



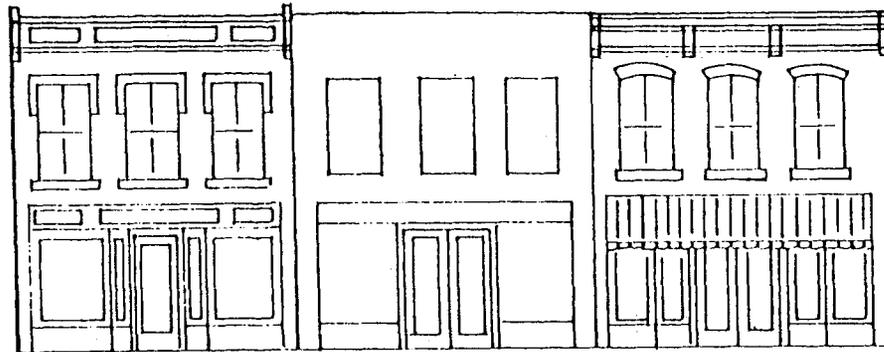
*Storefront configuration should be maintained for new construction.*

Recommended

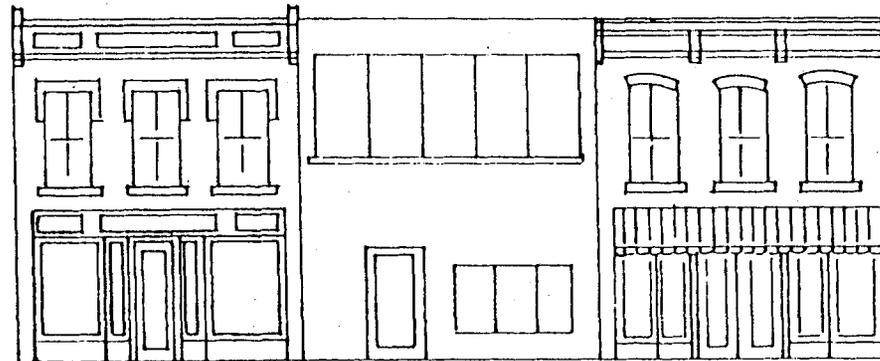
- b. Both flush or recessed storefronts are appropriate for new buildings.
- c. New construction should maintain the appearance of the storefront/upper facade arrangement. The first floor areas of new construction should have large expanses of glass and upper facades should be of solid walls with proportional window openings. The difference between the storefront and upper facade should be clearly defined and expressed through architectural design and features.

## NEW COMMERCIAL BUILDING GUIDELINES

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*Yes - storefront and windows are in alignment.*



*No - inappropriate configuration of doors and windows.*

### #36) NEW CONSTRUCTION SHOULD REINFORCE FACADE RHYTHMS

Normally Required

- a. New construction should reinforce the appearance and rhythm of vertical divisions to maintain consistent facade widths.
- b. Buildings with upper facades of solid brick or glass walls or strong horizontal lines should not be constructed.
- c. Buildings which are constructed over several lots, or are 50' or more in width, should be built with designs to reinforce the spacing and arrangements of adjacent buildings. This can be done through the introduction of architectural elements on primary facades such as vertical divisions, through stepping of building heights or widths, and through the use of differing textures or colors.



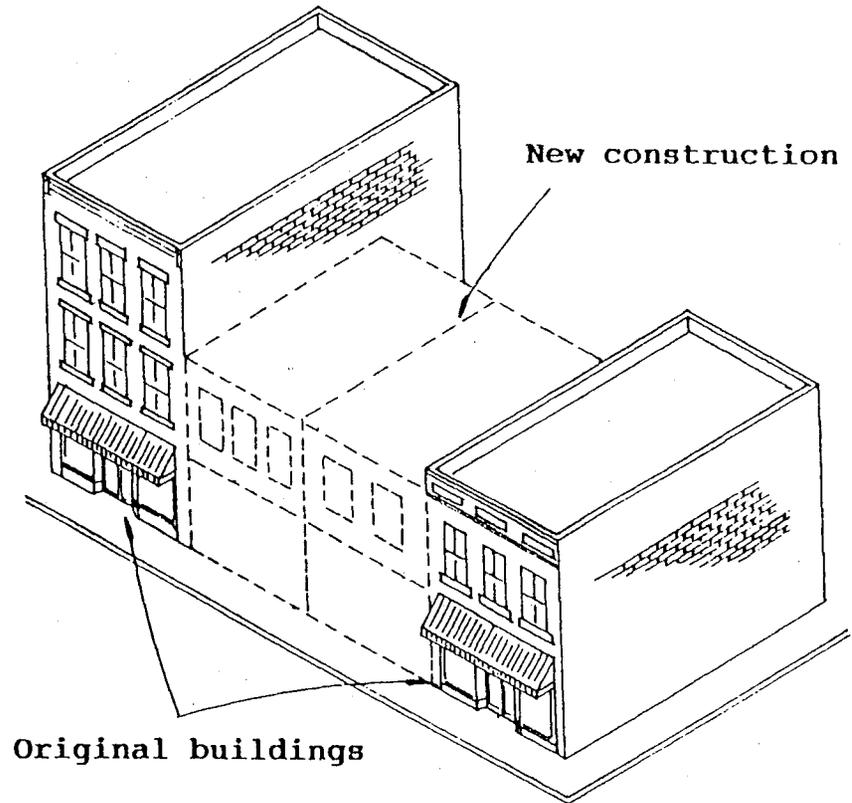
*New construction can reinforce the rhythm of a block through vertical divisions.*

## NEW COMMERCIAL BUILDING GUIDELINES

### #37) UPPER FLOOR WINDOWS SHOULD MAINTAIN ALIGNMENT

#### Normally Required

- a. New buildings in the downtown area should continue the existing alignment and proportions of upper facade windows.
- b. Windows which are not consistent with historic window proportions of upper facade windows.
- c. Appropriate window shapes are rectangular and arched with vertical, rather than horizontal proportions. Square windows, narrow width horizontal windows, and other designs out of keeping with traditional window forms and shapes should not be added.
- d. Historic details such as bay windows, window balconies, or sheet metal cornices should not be added to new buildings.
- e. The use of minimal brick corbelling or banding of brick or concrete to define or decorate windows is appropriate.



*Upper facade windows should maintain alignment.*

## **NEW COMMERCIAL BUILDING GUIDELINES**

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### **#38) NEW CONSTRUCTION SHOULD RESPECT ALIGNMENT**

Normally Required

- a. New construction should respect and reinforce the existing alignment and lack of setback of buildings in the commercial area.
- b. Buildings constructed on the edges of the commercial area or which do not share party walls with adjacent structures may have minimal setback for landscaped areas or pocket parks.

### **#39) NEW CONSTRUCTION SHOULD MAINTAIN BUILDING HEIGHTS**

Normally Required

- a. In no case shall a building's height exceed more than 35'.

### **#40) MATERIALS FOR NEW CONSTRUCTION SHOULD BE COMPATIBLE WITH EXISTING MATERIALS**

Normally Required

- a. Masonry construction is appropriate for the downtown area. Buildings with exterior surfaces of glass and metal, wood, vinyl, or stucco are discouraged.
- b. Masonry materials such as brick, stone, or concrete, should be compatible in size, profile, and detailing with historic materials.

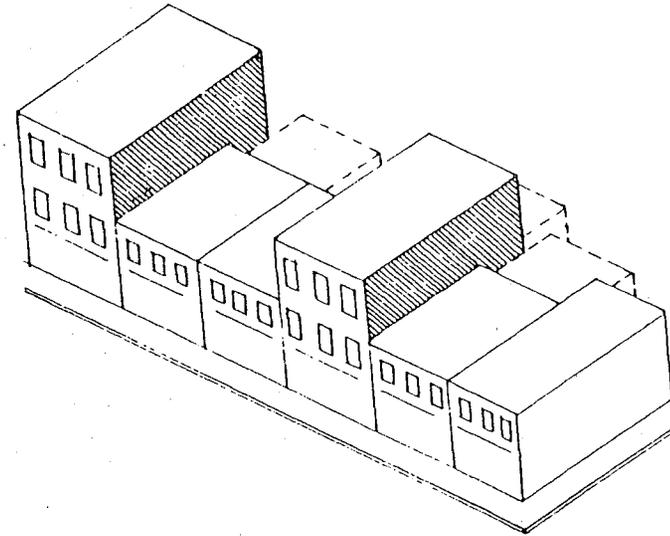
## NEW COMMERCIAL BUILDING GUIDELINES

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### #41) ADDITIONS MAY BE APPROPRIATE AT REAR FACADES

#### Normally Required

- a. Additions to downtown commercial buildings may be appropriate at rear facades. Additions should be differentiated from the old in design.
- b. Additions to existing buildings may be of frame or brick construction. Other acceptable materials include concrete and combinations of metal and glass.

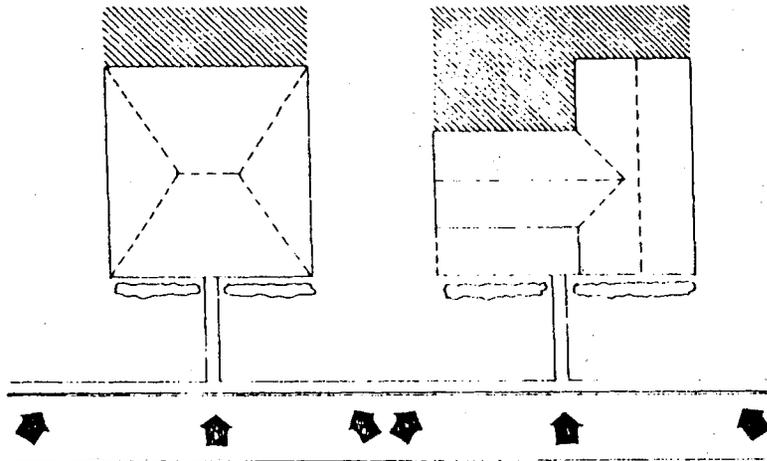


*Rear additions may be appropriate.*

## VI. RESIDENTIAL BUILDING GUIDELINES - SITE AND SETTING

### Visibility and Residential Guidelines

The main or primary facade of a house facing the street is a major factor in defining a property's style and design. The main, or street facade was generally built to reflect a particular architectural style. Rear facades, however, were more private spaces for the family and the areas where additions to residences most often occurred. The construction of extra rooms for expanding families, additional porches, and ancillary buildings such as sheds were commonly built at the rear facade or set back on side facades where they would not be readily visible. Expansion on rear facades continues to be popular today with features such as carports and wood decks often added.



The following guidelines are written to provide flexibility in primary, secondary, and rear facade issues. The visibility of facades will differ from property to property depending on factors such as location within a block, landscaping, setback, and a residence's overall form. Elements which are normally required for primary and readily visible secondary facades may be interpreted differently for rear facades which are not readily visible to the public.

**Visibility is important in design guideline issues. Guidelines are generally more flexible for rear facades that are not readily visible.**

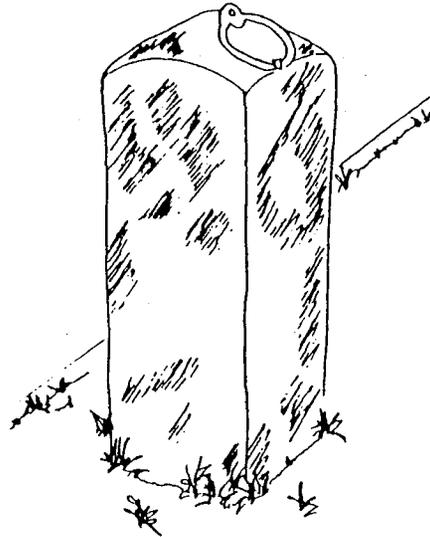
## RESIDENTIAL BUILDING GUIDELINES - SITE AND SETTING

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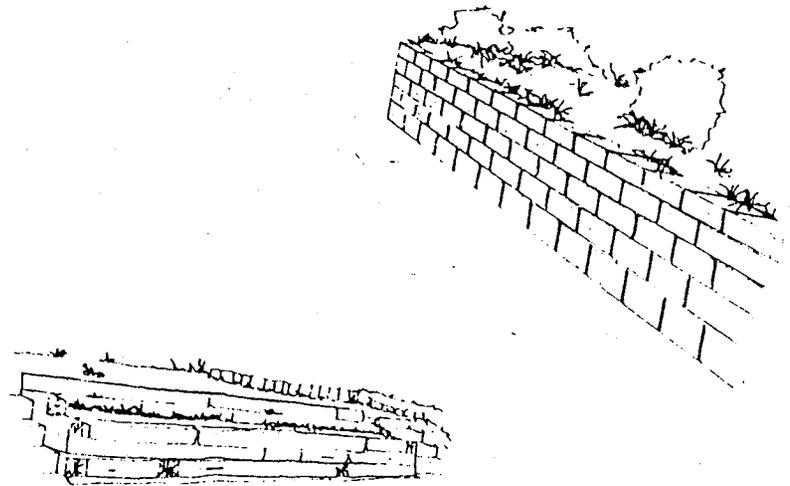
### #43) ORIGINAL LANDSCAPE FEATURES SHOULD BE MAINTAINED

#### Recommendations

- a. Landscape elements original to their time shall be encouraged and preserved. The preservation of existing trees shall be mandatory unless their location impedes the redevelopment of the parcel/site.
- b. The planting of appropriate shrubs, hedges and trees shall be required for any development.
- c. Landscaping should not substantially conceal or obscure the primary facade.
- d. Historic retaining walls should be preserved and maintained. The facade of new retaining walls should be of stone or brick rather than concrete blocks, poured concrete, wood timbers, or cross ties.
- e. Historic features such as carriage blocks and hitching posts should be retained and preserved.



**Historic hitching post.**



**Materials such as concrete and cross ties are not recommended for primary facades.**

## RESIDENTIAL BUILDING GUIDELINES - SITE AND SETTING

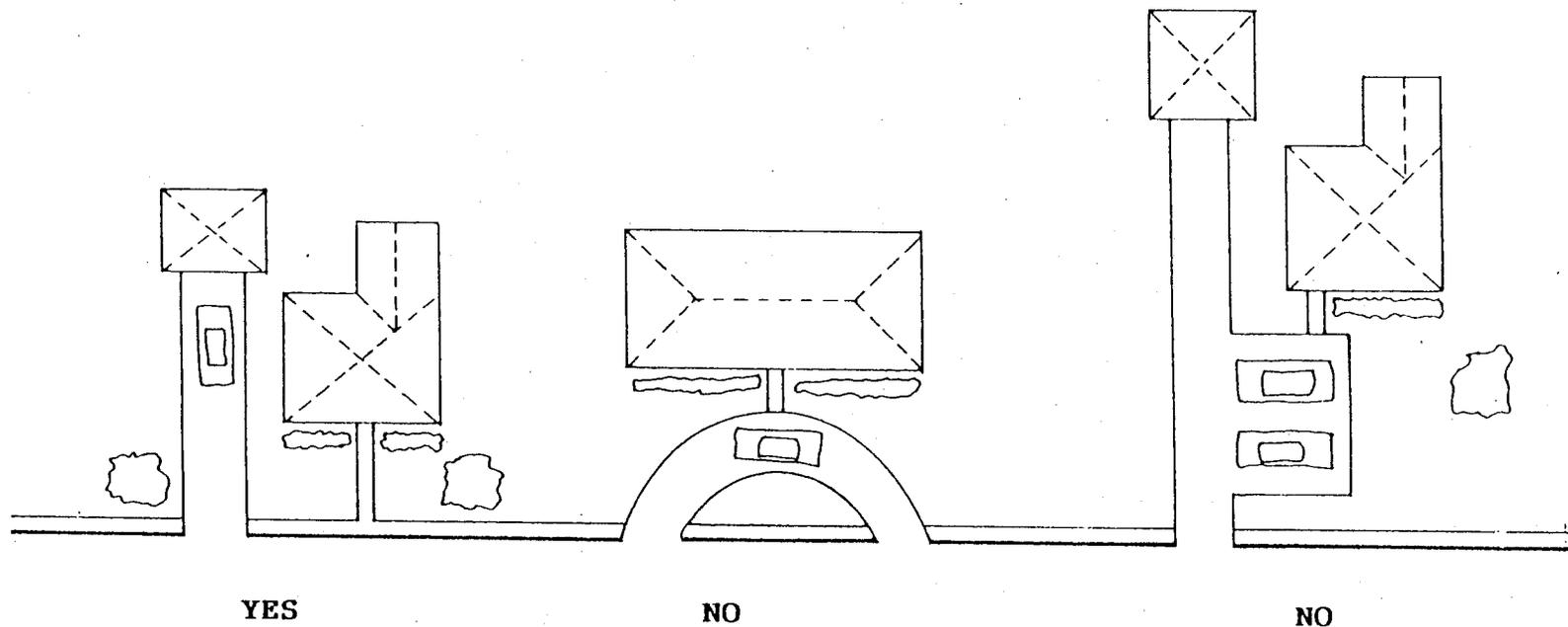
### #44) ORIGINAL DRIVEWAY CONFIGURATION SHOULD BE MAINTAINED

Normally Required

- a. Parking areas should not be placed in front of the primary facade nor located within 20' of any public right-of-way.
- b. Construction of circular driveways is inappropriate in most situations.

Recommendations

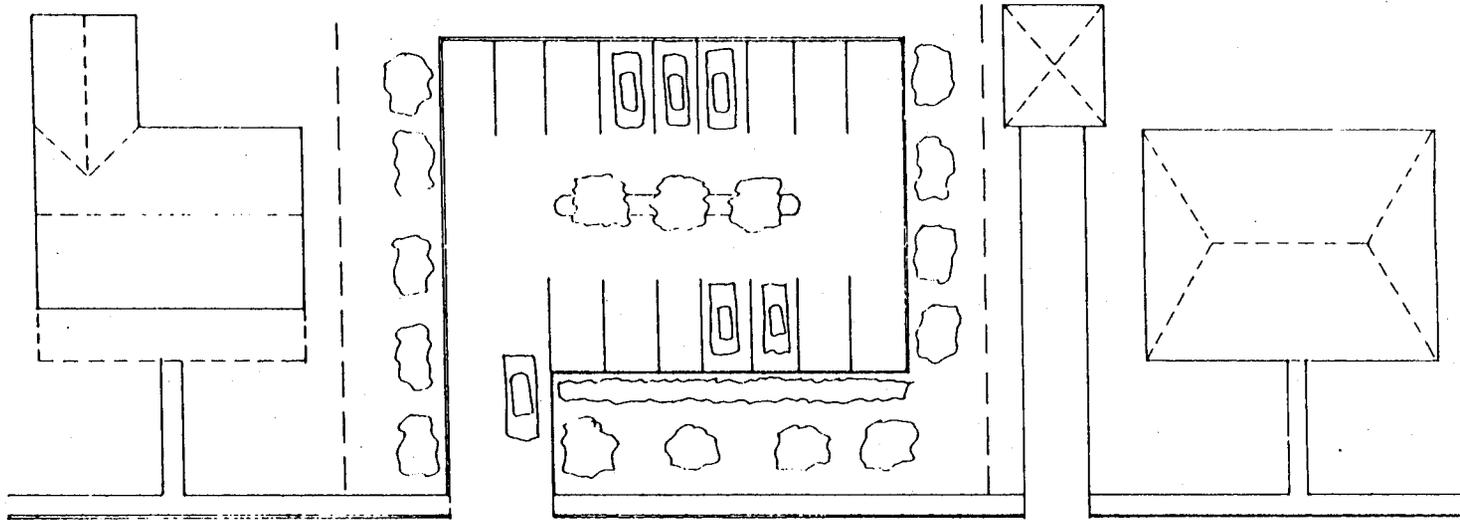
- c. The use of colored concrete, concrete aggregates, gravel, patterned concrete, brick pavers, and asphalt is appropriate, Coloring agents to create tones of reds or browns is preferred over the standard black asphalt surface.



*Parking lots should be placed at side or rear facades.*

## RESIDENTIAL BUILDING GUIDELINES - SITE AND SETTING

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*Parking lots in residential areas should be landscaped and screened.*

### **#45) PARKING LOTS SHOULD BE LANDSCAPED**

Normally Required

- a. New parking lots in the residential area shall meet the minimum standards set forth by the zoning ordinance.
- b. The introduction of landscape elements greater than the minimum required is strongly encouraged.

## **RESIDENTIAL BUILDING GUIDELINES - SITE AND SETTING**

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### **#46) HISTORIC FENCE AND RETAINING WALLS SHOULD BE PRESERVED**

Normally Required

- a. Historic fence and retaining wall materials should be preserved and maintained.

### **#47) HISTORIC FENCE DESIGNS AND MATERIALS ARE APPROPRIATE FOR PRIMARY FACADES**

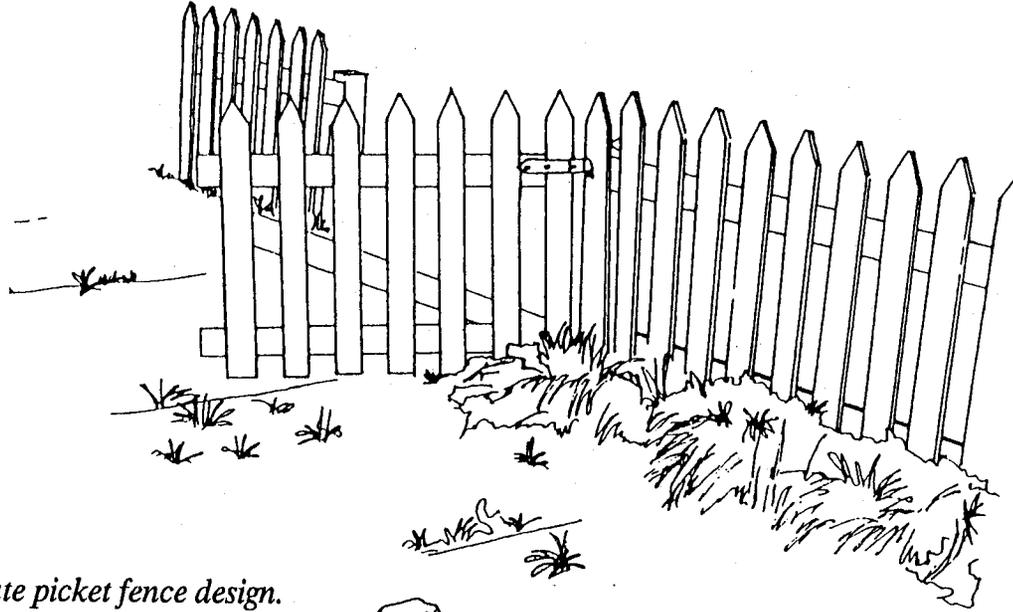
- a. Fences shall be permitted along all property lines of a residence. Wood picket designs, weave brick and cast iron are appropriate fencing material for areas visible from public rights of way.
- b. Inappropriate fencing material such as wood plank (privacy or lattice), chain link, or other similar metal designs shall be permitted provided they are parallel to the side or rear property lines. Fencing parallel to the side yard shall be recessed 20' from the plain of the front facade of the residence or adjacent residence whichever is greater.
- c. Fences constructed between the side facade of the residence and side yard shall be limited to only appropriate fence material.
- d. Fences on the primary facades shall not exceed 3' in height while fences on secondary and rear facades shall not exceed 6' in height. On corner lots, fences shall not be constructed which impair visibility to motorists.

Recommendations

- f. The planting of ivy, vines, or shrubs to cover or screen chain link fences is encouraged.

## RESIDENTIAL BUILDING GUIDELINES - SITE AND SETTING

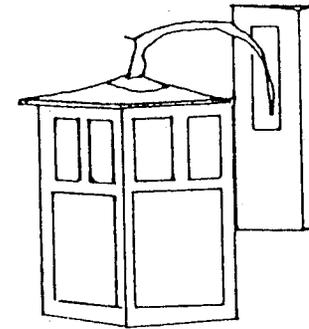
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*Appropriate picket fence design.*



**Colonial Revival example**



**Craftsman example**

*Original light fixtures should be preserved.*

## RESIDENTIAL BUILDING GUIDELINES - SITE AND SETTING

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### #48) HISTORIC LIGHT FIXTURES SHOULD BE PRESERVED AND MAINTAINED

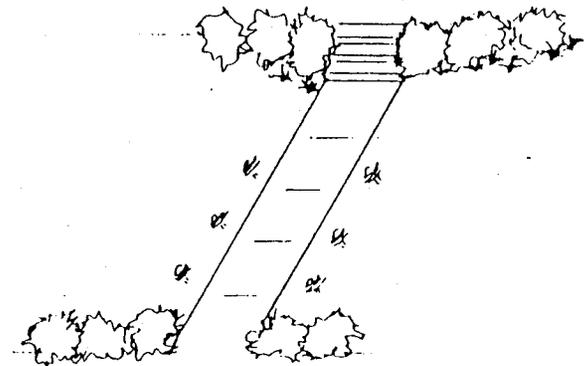
#### Recommendations

- a. Original light fixtures on a pre-1940 building should be preserved and maintained.

### #49) NEW LIGHT FIXTURES SHOULD BE SIMPLE IN DESIGN

#### Recommendations

- a. New light fixtures should be simple in design. Ornate carriage lights or fixtures reflective of the 18th century should not be installed.
- b. Appropriate locations for new lighting are ceiling-mounted in the porch or mounted adjacent to the primary entrance or entrances on the main facade.
- c. Exterior lighting designs should be concealed for reproductions of fixtures appropriate to a residence's age and style.
- d. Small footlights for driveways and walkways are preferable to large freestanding post-mounted lights..
- e. Post-mounted lights should not exceed 10' in height and should be of brass, copper, painted steel or other painted metal.
- f. Security lighting may be mounted on eaves or at the rooflines on secondary or rear facades. Mounting on primary facades is discouraged.



*Small footlights along walkways are preferable to large pole lights.*

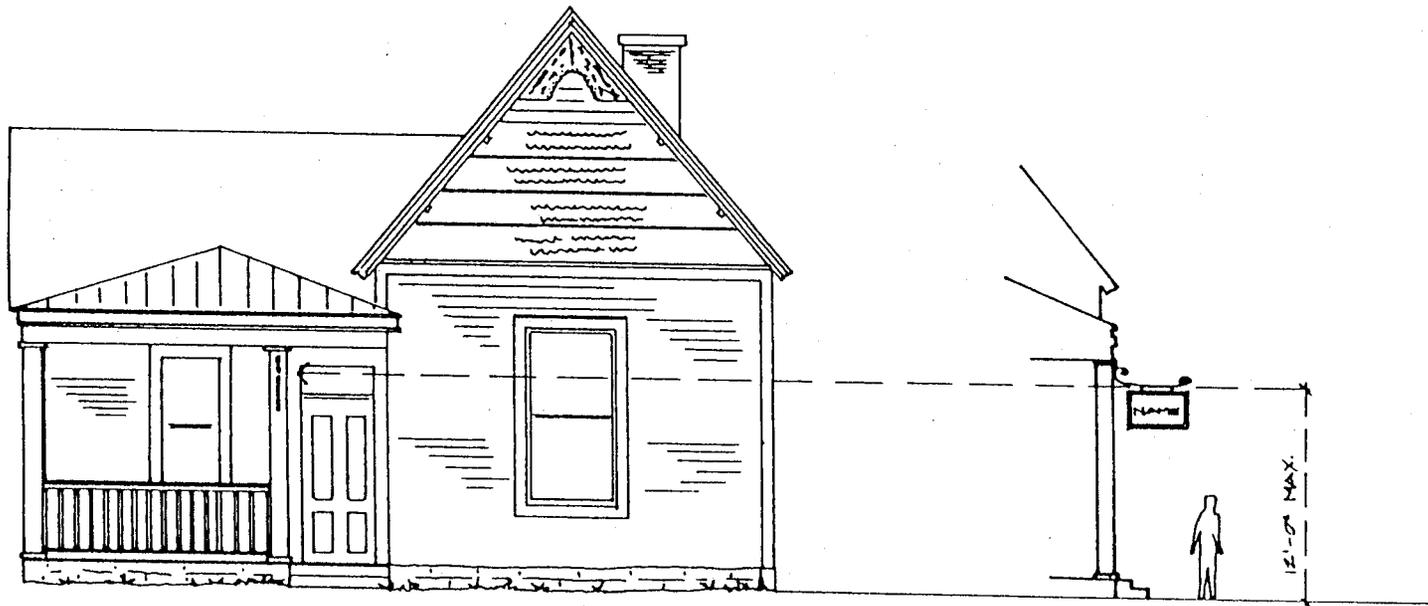
## RESIDENTIAL BUILDING GUIDELINES - SITE AND SETTING

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### #50) SIGNS IN RESIDENTIAL AND OFFICE AREAS SHALL BE APPROPRIATE

Normally Required

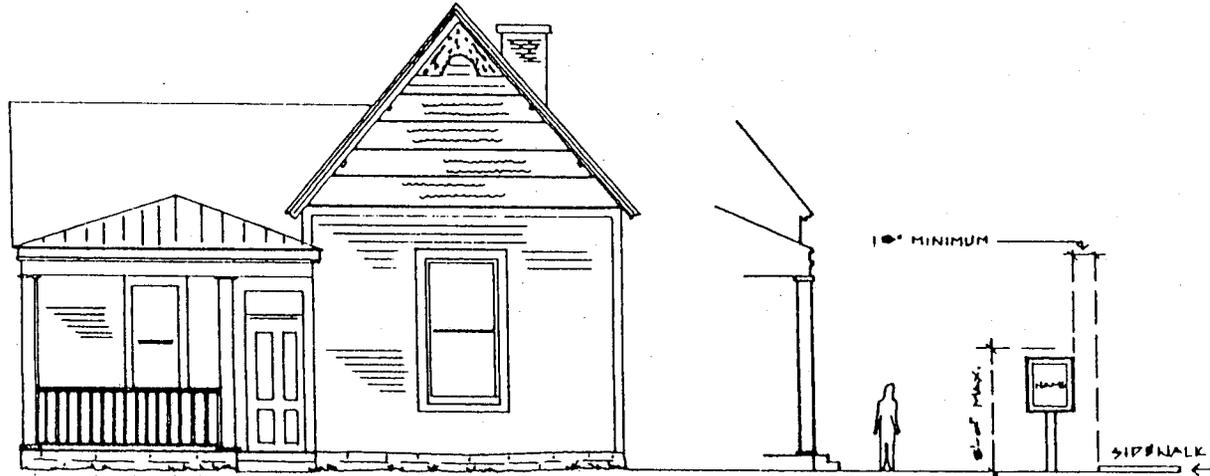
- a. Signs in residential and office areas must follow sign guidelines detailed in the commercial section of this manual as well as city zoning requirements.



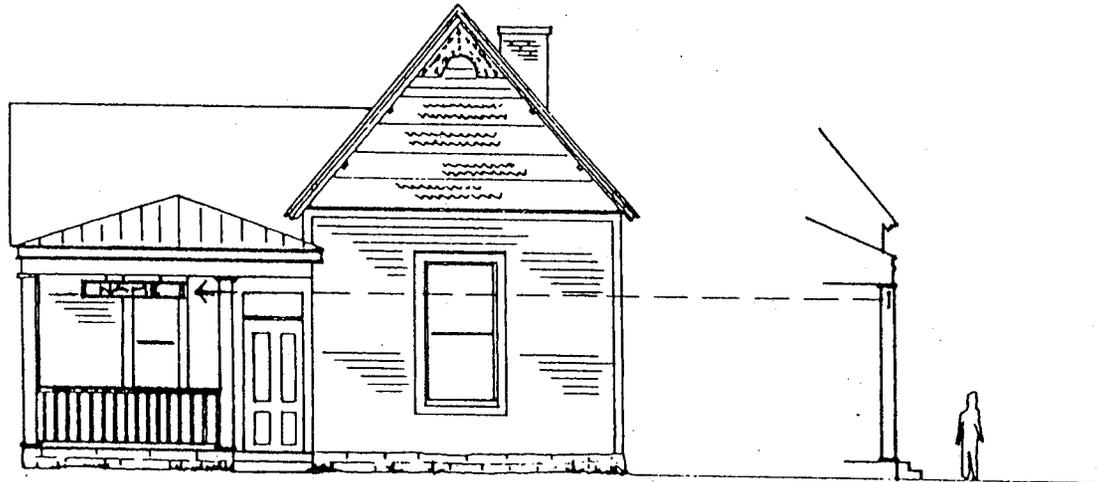
*Projecting signs should be no higher than 12'.*

## RESIDENTIAL BUILDING GUIDELINES - SITE AND SETTING

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*Freestanding signs should be no higher than 8' and at least 18" from the sidewalk.*



*Hanging signs at porch eaves are appropriate.*

## VII. RESIDENTIAL BUILDING GUIDELINES - REHABILITATION

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### **#51) ORIGINAL FOUNDATION WALLS SHOULD BE PRESERVED AND MAINTAINED**

Normally Required

- a. Original masonry foundation walls should be preserved and maintained.
- b. Artificial materials such as stone veneers, aluminum, or vinyl siding should not be applied that would obscure foundation walls.
- c. Masonry pier foundations may be enclosed with masonry to match the original but the original piers should remain visible. If a close match with the masonry is not possible or if concrete blocks are used, the entire foundation should be painted a uniform color. The use of a stucco wash over a masonry foundation which has contrasting materials is acceptable.

### **#52) ORIGINAL PORCH LOCATION AND CONFIGURATION SHOULD BE PRESERVED AND MAINTAINED**

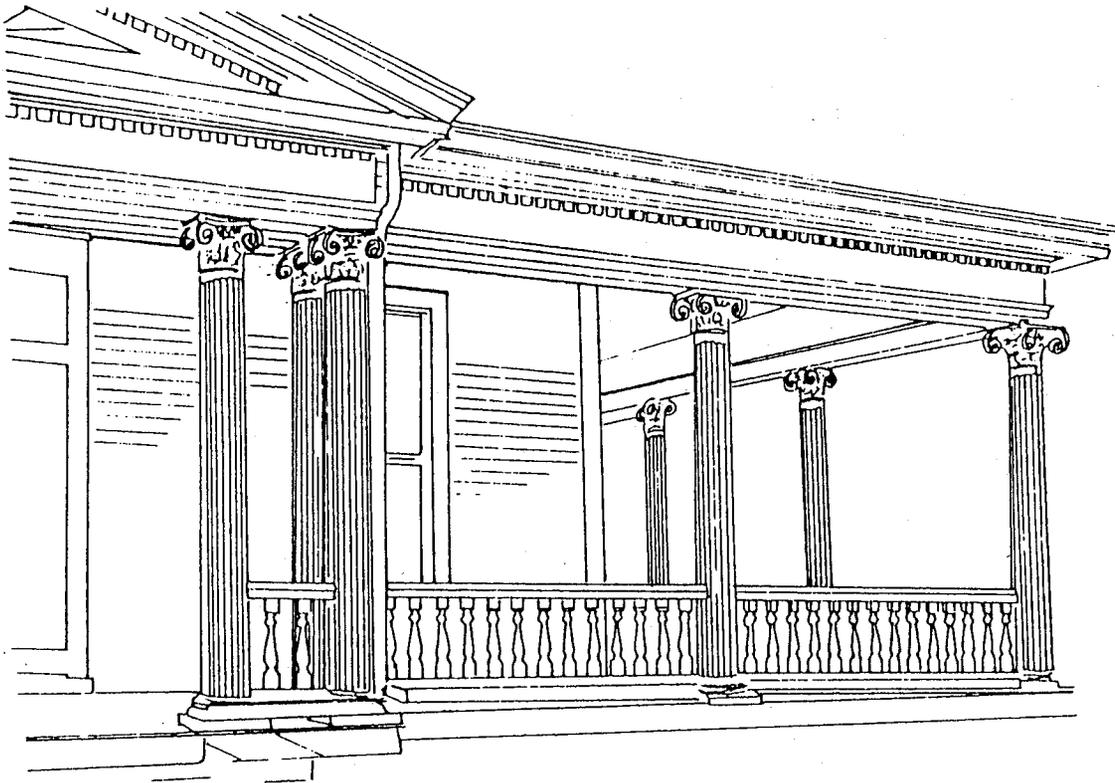
Normally Required

- a. The location and configuration of original porches should be preserved and maintained.
- b. Deteriorated porch elements should be repaired rather than replaced.
- c. Original porch elements such as columns, floors, railings, and decorative trim shall not be removed. Porch repair should be done with materials to match the original.
- d. The enclosure of porches on primary facades with screen panels is discouraged. Porches on side or rear facades may be enclosed with screen panels as long as the panels have a minimum number of vertical and horizontal framing members to support the screening. These panels should be recessed behind existing porch columns and rails. Screen frames should be of wood; aluminum and metal frames should not be installed.
- e. Porch enclosures of glass or other materials should not occur on primary facades.
- f. Porch enclosures of glass or other materials may be allowed on rear facades or secondary facades which are not readily visible. Glass panes should be set behind porch columns and railings and installation should not result in the removal of any original porch materials.

## RESIDENTIAL BUILDING GUIDELINES - REHABILITATION

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- g. Porches shall not be added to a primary or secondary facade on residences which did not originally have porches on these facades. If architectural or historical evidence exists which supports the previous existence of a porch, its reconstruction may be permitted.
- h. Porches or decks on rear facades or secondary facades may be added as long as they are not readily visible.



*Historic porch elements should be preserved and maintained.*

## **RESIDENTIAL BUILDING GUIDELINES - REHABILITATION**

---

### **#53) ORIGINAL PORCH FLOOR MATERIALS SHOULD BE PRESERVED AND MAINTAINED**

Normally Required

- a. Original porch floor materials, such as wood and concrete, should be maintained and preserved.
- b. Porch floor areas which are deteriorated or cracked should be repaired with matching materials.

### **#54) ORIGINAL PORCH COLUMNS SHOULD BE PRESERVED AND MAINTAINED**

Normally Required

- a. Porch columns should be repaired rather than replaced unless significant deterioration is found throughout the column.
- b. Aluminum or metal columns are discouraged but may be used to replace deteriorated wood porch columns.
- c. Replacement of wood or brick columns with modern wrought iron columns should not occur.

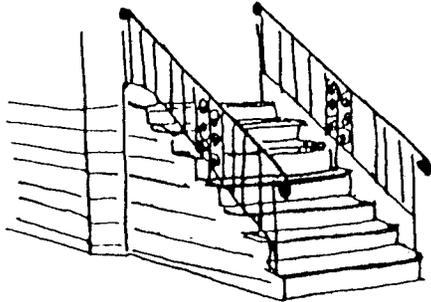
### **#55) ORIGINAL PORCH RAILINGS SHOULD BE PRESERVED AND MAINTAINED**

Normally Required

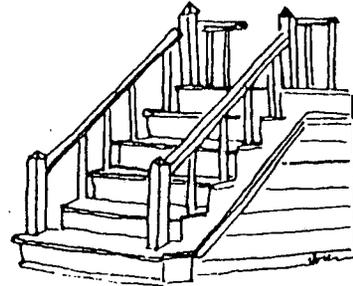
- a. Original porch railings and details should be preserved and maintained.
- b. Replacement of porch railing elements should be of materials to match the original.
- c. The installation of a new porch railing for a porch that was originally built without a railing is discouraged. If required for safety or access reasons, the railing should be simple in design with square balusters.

## RESIDENTIAL BUILDING GUIDELINES - REHABILITATION

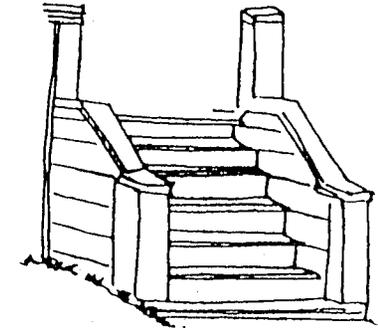
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Elaborate wrought iron - NO



Solid wood railing - YES



Simple wood handrail - YES

Original exterior stairs should be preserved or replaced with matching materials.

### #56) ORIGINAL EXTERIOR STAIRS SHOULD BE PRESERVED AND MAINTAINED

Normally Required

- a. Original concrete, brick, or wooden stairs leading to a porch or entrance should be preserved and maintained.
- b. Original wood brick, or concrete stairs should be repaired or replaced with stairs of matching materials.
- c. Pre-cast or pre-formed concrete stairs should not be installed on primary facades. Such stairs may be installed on rear facades or secondary facades which are not readily visible.
- d. Wrought iron handrails or rails of other metal materials are discouraged but simple designs may be appropriate. Wood is the preferred material for handrails and they should be in simple designs with square balusters.

### #57) EXTERIOR STAIRCASES SHOULD NOT BE PLACED ON PRIMARY FACADES

Normally Required

- a. Exterior staircases which connect to upper floor entrances shall not be placed on the primary facade or on readily visible secondary facades. Rear facades or secondary facade areas are appropriate locations if exterior staircases are needed.

Recommended

- b. Exterior staircases of wood construction are preferable to those of wrought iron or other metal construction.

## **RESIDENTIAL BUILDING GUIDELINES - REHABILITATION**

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### **#58) HANDICAP RAMPS SHOULD BE LOCATED ON REAR OR SECONDARY FACADES**

Normally Required

- a. Handicap ramps should be located on rear facades or secondary facades which are not readily visible.

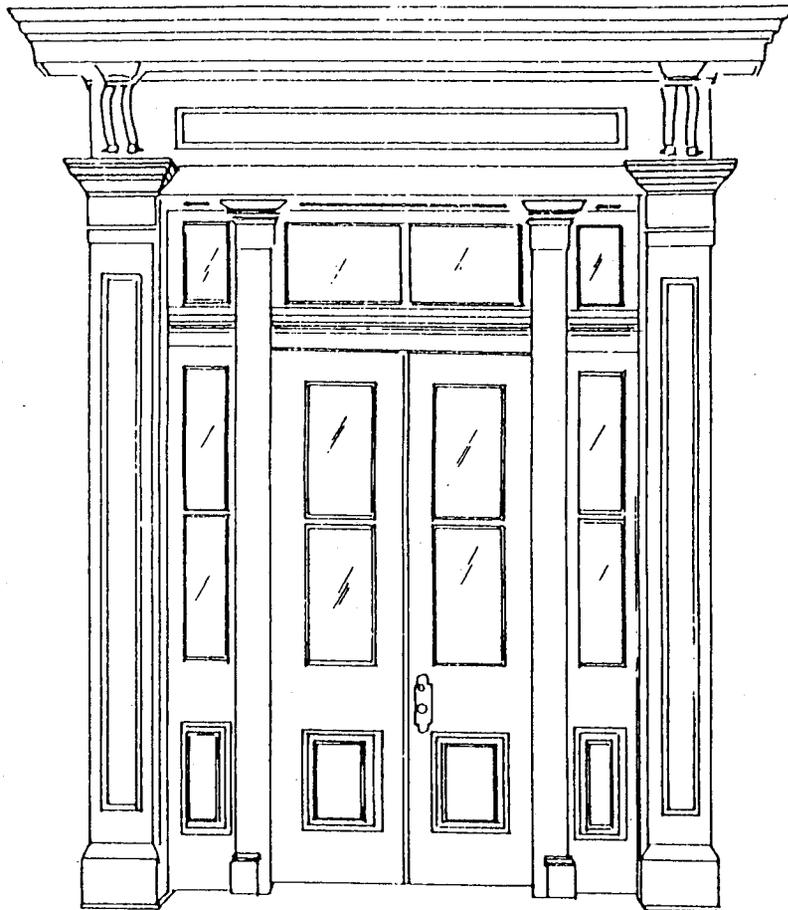
### **#59) ORIGINAL ENTRANCE LOCATIONS SHOULD BE PRESERVED AND MAINTAINED**

Normally Required

- a. Entrances on primary or readily visible secondary facades should not be enclosed or altered.
- b. New entrance openings should not be added on primary facades or readily visible secondary facades.
- c. Alteration or removal of original entrances on rear facades not readily visible from the street is discouraged but may be allowed. If removed it is recommended that original doors be saved if replacement is desired by later owners.

## RESIDENTIAL BUILDING GUIDELINES - REHABILITATION

---



*Original door elements should be preserved.*

### #60) ORIGINAL ENTRANCE ELEMENTS SHOULD BE PRESERVED AND MAINTAINED

#### Normally Required

- a. Original doors, transoms, sidelights, and surrounds should be preserved and maintained.
- b. Original door replacement should not occur unless significant deterioration or energy loss is demonstrated.
- c. New doors on primary and readily visible secondary facades should be of designs appropriate for the residence's architectural style and age.
- d. Original doors should not be replaced with modern flush doors and similar variations.

#### Recommended

- f. Doors which have not been previously painted should be left in their natural condition.
- g. Screen doors may be added to entrances if they are of wood design and have large expanses or screening. Screen doors which match the rail and stile arrangement of the primary door is encouraged.

## RESIDENTIAL BUILDING GUIDELINES - REHABILITATION

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### #61) SCREEN, SECURITY AND STORM DOORS SHOULD MATCH THE DESIGN OF THE ENTRANCE

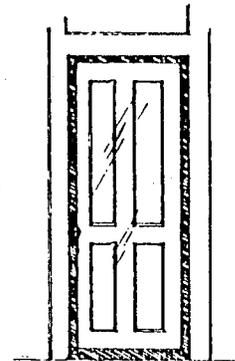
Normally Required

- a. Historic wood screen doors should be preserved and maintained.
- b. Screen aluminum doors with anodized or baked enamel finishes are appropriate. Untreated aluminum storm doors may also be added as long as the door is primed and painted.
- c. Screen doors should be painted with colors to complement the entrance.

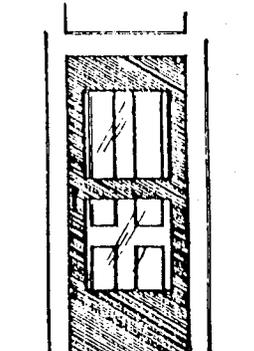


*Full view storm or screen doors are appropriate.*

YES



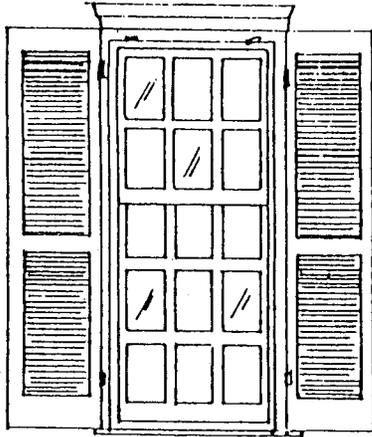
NO



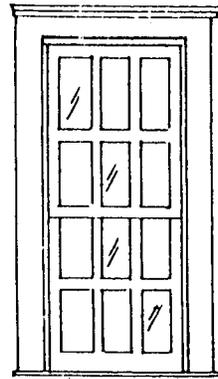
*Screen or storm doors should not conceal historic doors*

## RESIDENTIAL BUILDING GUIDELINES - REHABILITATION

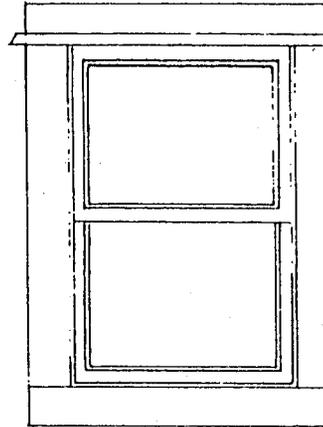
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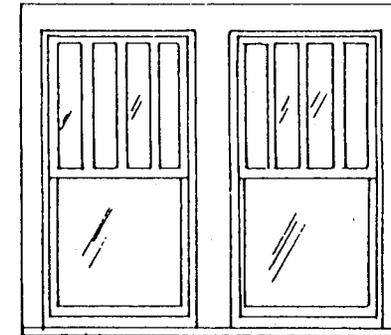
6/9 Sash



6/6 Sash



1/1 Sash



4/1 Bungalow sash

*Common window sash designs.*

### #62) ORIGINAL WINDOW OPENINGS SHOULD BE PRESERVED AND MAINTAINED

Normally Required

- a. Original window openings should be preserved and maintained. Window openings should not be enclosed, reduced, expanded, concealed, or obscured.
- b. New window openings should not be added to the primary facade or easily visible secondary facades on the house.
- c. Replacement glass or lights should be of clear glass on the primary and readily visible secondary facades. Tinted or shaded glass may only be installed on rear or secondary facades not visible from the street.

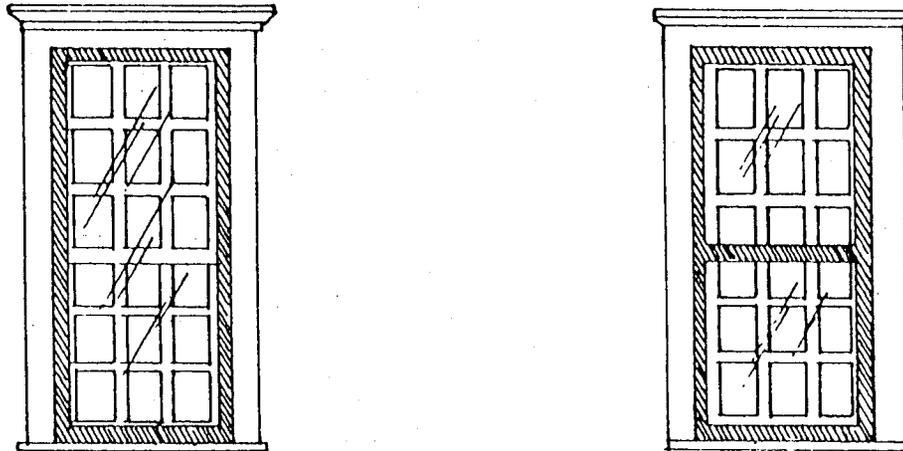
## RESIDENTIAL BUILDING GUIDELINES - REHABILITATION

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### #63) STORM WINDOWS SHOULD MATCH ORIGINAL WINDOWS IN DIMENSIONS AND PROPORTIONS

#### Normally Required

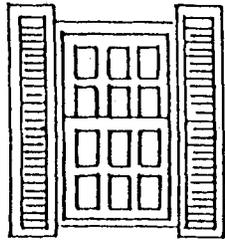
- a. Storm windows should match the original window opening in proportion and dimension. Meeting rail locations for storm windows should match those of the original windows. Single pane storm windows are also appropriate especially for small windows.
- b. The use of raw or untreated aluminum frames is acceptable only if the aluminum is primed and painted. Storm windows should be of baked enamel or anodized aluminum in complimentary colors.



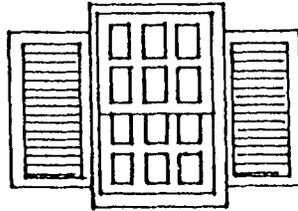
*Storm windows should be full view of should match the location of the meeting rail.*

## RESIDENTIAL BUILDING GUIDELINES - REHABILITATION

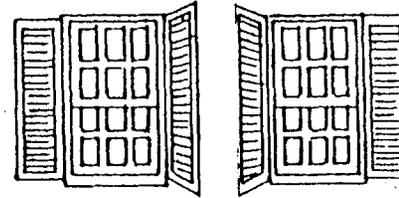
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TOO TALL



TOO SHORT



YES

### #64) WINDOW SHUTTERS AND BLINDS SHOULD FIT WINDOW OPENINGS

#### Normally Required

- a. Decorative or operable shutters and blinds should match the proportions and dimensions of the window opening. Shutters and blinds which are not proportional to the opening should not be installed.
- b. Original wood shutters and blinds should be preserved and maintained. Repair or replacement should be with materials and designs to match the original.

#### Recommended

- d. The installation of shutters at window openings which never had this element is discouraged.

## **RESIDENTIAL BUILDING GUIDELINES - REHABILITATION**

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### **#65) ORIGINAL ROOF FORMS SHOULD BE PRESERVED AND MAINTAINED**

#### Normally Required

- a. Original roof forms and pitch shall not be altered on primary or readily visible secondary facades.
- b. The addition of dormers, skylights, gables, or other roof alterations shall not be added on primary or readily visible secondary facades.
- c. The raising of original roofs for an additional story shall not take place on primary or readily visible secondary facades.

#### Recommended

- d. The addition of new dormers, gables, or an additional story on rear or secondary facades may be added if they are in proportion to the building and are not readily visible from the street or sidewalk. Skylights may also be added on rear or secondary facades if they are not readily visible from the street.

### **#66) ORIGINAL ROOF MATERIALS SHOULD BE PRESERVED AND MAINTAINED**

#### Normally Required

- a. Original roof materials such as metal standing seam, slate, and tile should be maintained and preserved.
- b. Deteriorated roofs should be replaced with materials to compliment the original.
- c. Wholesale removal of historic roof materials should not take place without significant deterioration being demonstrated.
- d. Historic roof ornamentation such as finials and balustrades shall not be altered or removed.

#### Recommended

- e. Asphalt, asbestos or composition roofs that were added on homes after 1940 may be replaced with new asphalt roofs when necessary.

## RESIDENTIAL BUILDING GUIDELINES - REHABILITATION

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- f. Residences that have physical, photographic or other documented evidence of wood shingle roofs may have replacement wood shingle roofs added if desired. New wood shingle roofs should match the original or be of designs and dimensions appropriate for the building's style and date of construction. Residences that do not have evidence of wood shingle roofs should not receive this roofing material.
- g. Asphalt roofs with colors of black, dark red, brown and dark green are preferred over lighter colors.

### #67) CHIMNEYS SHOULD BE PRESERVED AND MAINTAINED

#### Normally Required

- a. Original chimneys should be preserved and maintained
- b. Removal or replacement of original brick chimneys should not occur.
- c. Repair and repointing of brick chimneys should be with brick and mortar to match the original. If a match proves unfeasible the painting of chimneys is acceptable in shades of dark red and burgundy. The application of stucco surfaces over brick chimneys is discouraged.

#### Recommended

- d. Chimney caps of stone, clay, or brick are preferred over metal chimney caps.

## RESIDENTIAL BUILDING GUIDELINES - REHABILITATION

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### **#68) ARCHITECTURAL ORNAMENTATION SHOULD BE PRESERVED AND MAINTAINED**

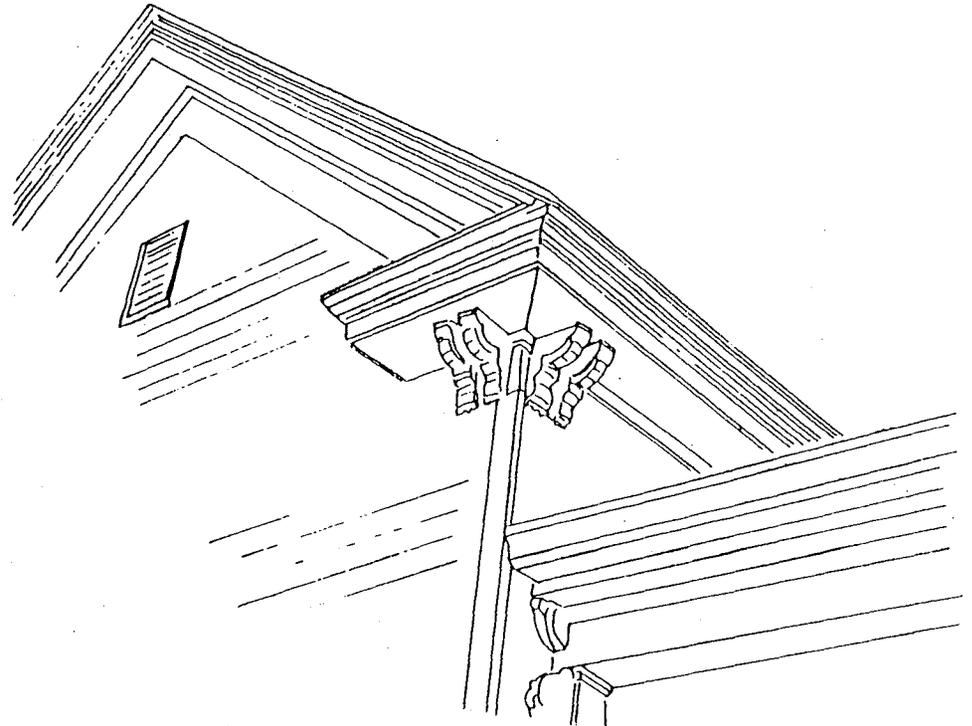
Normally Required

- a. Architectural ornamentation should be preserved and maintained. Elements which are deteriorated shall be repaired with materials and profiles to match the original.
- b. Ornamentation replacement should be with matching designs and materials.

### **#69) ORNAMENTATION NOT ORIGINAL TO A BUILDING SHOULD NOT BE ADDED**

Normally Required

- a. Features and ornamentation which are not original to a residence should not be added.



*Ornamentation such as eave brackets should be preserved.*

## RESIDENTIAL BUILDING GUIDELINES - REHABILITATION

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### #70) PAINT COLORS SHALL BE RESTRICTED

#### Normally Required

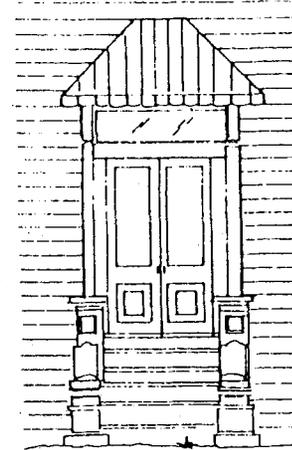
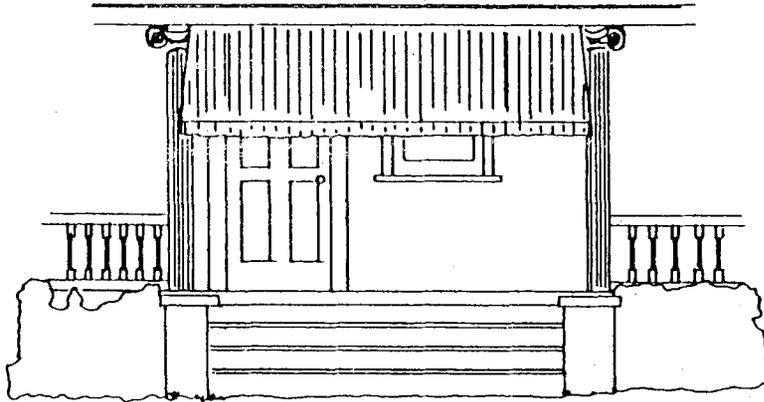
- a. Paint colors shall not be restricted in Loudon's historic districts with the exception of bright and arresting colors such as florescent hues. However, it is recommended that buildings be painted in keeping with their style and time period.
- b. Removal of paint from wood or brick surfaces shall not be performed with use of sandblasting or other abrasive methods.
- c. Unpainted masonry should remain unpainted except in cases where the brick or mortar has been patched, repointed, or repaired with significantly contrasting materials, colors, and textures. The colors selected should be consistent with the stone or brick colors.

#### Recommended

- d. Stained wood shingle surfaces should be restrained as opposed to painted.

## VII. RESIDENTIAL BUILDING GUIDELINES - REHABILITATION

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*Porches and entrances are appropriate locations for some types of awnings.*

### **#71) AWNINGS FOR RESIDENCES MAY BE APPLIED AT APPROPRIATE LOCATIONS**

#### Recommended

- a. Awnings may be applied at appropriate locations such as over windows, doors, and across porches.
- b. Awnings of canvas, vinyl-coated canvas, and acrylic are the most appropriate materials for pre-1940 residences and should be the materials used on primary and visible secondary facades.
- c. Awnings of metal, vinyl, and similar materials should not be applied on primary or readily visible secondary facades.
- d. Awnings should fully cover window, door, or porch openings but not be oversized to conceal areas of the facade or detailing.
- e. Standard or shed awnings are appropriate awning designs for residences. Also acceptable are circular or accordion designs or box or casement awnings. Valences should be in keeping with traditional patterns such as scalloped, wave, or sawtooth designs.

## **RESIDENTIAL BUILDING GUIDELINES - REHABILITATION**

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### **#72) HVAC AND AIR CONDITIONING UNITS SHOULD BE LOCATED ON REAR OR SECONDARY FACADES**

#### Normally Required

- a. The installation of heating and cooling units should not result in the removal or replacement of exterior siding, original window sash or the alteration of window framing or surrounds.
- b. Window air conditioning units should be added on secondary or rear facades rather than primary facades, when possible.
- c. HVAC units should be placed on rear facades or non-visible areas of secondary facades.

#### Recommended

- d. All readily visible exterior HVAC units which are located at grade on secondary facades should be screened with wood or brick fencing, lattice panels, and/or landscaping.

### **#73) SATELLITE DISHES SHOULD BE LOCATED IN REAR YARDS**

#### Normally Required

- a. Satellite dishes, and other signal-receiving devices shall not be erected in primary or readily visible secondary facades. Buildings on corner lots shall also not have these devices erected in the side yard adjacent to the street.
- b. Dish antennas should be painted a neutral or muted color. Dishes of polished metal, or with reflective surfaces should not be installed. No advertising should appear on the dish.
- c. Dish antennas should not exceed ten (10) feet in overall diameter.
- d. Satellite dishes shall not be visible from public view and shall be screened though landscaping or fencing.

## RESIDENTIAL BUILDING GUIDELINES - REHABILITATION

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### #74) SOLAR PANELS SHOULD BE LOCATED ON REAR OR SECONDARY FACADES

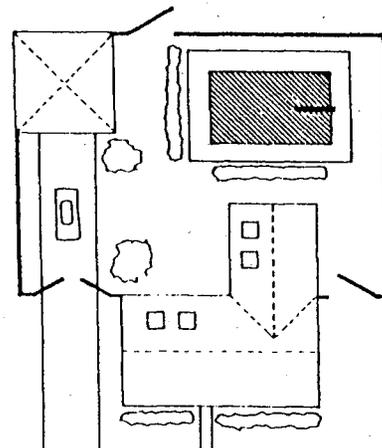
Normally Required

- a. Freestanding solar energy panels should be located in rear yards or attached to rear facade roof lines. Solar panels shall not be placed on primary facades or readily visible secondary facades.
- b. Roof panels should be installed flush with the roof and follow the slope of the roof.

### #75) RECREATIONAL STRUCTURES AND FACILITIES SHOULD BE LOCATED IN REAR YARDS

Normally Required

- a. Swimming pools, tennis courts, and other recreational structures and facilities shall not be permitted in the front yard.
- b. Screening of recreational structures or facilities from public view through fences or landscaping is recommended.



Screen Recreational Structures

Site Solar Panels on Rear Roofs

*Recreational structures and solar panels should be screened and not readily visible.*

## **RESIDENTIAL BUILDING GUIDELINES - REHABILITATION**

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### **#76) ORIGINAL OUTBUILDINGS SHOULD BE PRESERVED AND MAINTAINED**

Recommended

- a. Original outbuildings such as sheds and garages should be preserved and maintained.
- b. Repair and replacement of original elements and details should follow residential guidelines.

## VIII. NEW RESIDENTIAL BUILDING GUIDELINES

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### **#77) NEW CONSTRUCTION SHOULD BE DIFFERENTIATED FROM THE OLD**

Normally Required

- a. New construction should be differentiated from the old and shall be compatible with the massing, scale, size, and architectural features of adjacent buildings.

### **#78) BUILDING RECONSTRUCTION MAY BE ALLOWED**

- a. Reconstruction of buildings that are clearly documented through plans, photographic evidence or other documentation may occur on their original site.
- b. Reconstructed buildings should be constructed with materials, design, detailing, and decorative features to match or closely approximate the original building.
- c. Reconstructed buildings should be clearly designated as a reconstruction as opposed to an original historic building. This may be done through a marker applied to the exterior of the building, freestanding sign, or other method of designation.

### **#79) NEW CONSTRUCTION SHOULD BE COMPATIBLE IN HEIGHT WITH ADJACENT STRUCTURES**

Normally Required

- a. New construction should be compatible in height with adjacent structures. New construction should vary no more than 10% with the average building height along its block.

### **#80) FLOOR TO CEILING HEIGHTS SHOULD BE COMPATIBLE WITH ADJACENT STRUCTURES**

Normally Required

- a. New buildings should be compatible with adjacent structures in floor to ceiling heights. Appropriate heights for new construction are from eight feet to ten feet.

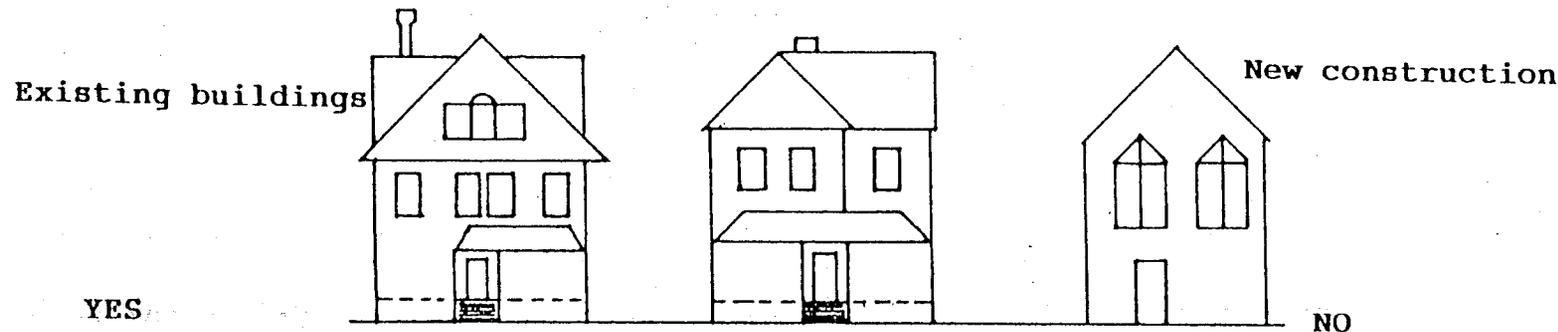
## NEW RESIDENTIAL BUILDING GUIDELINES



Existing buildings

New construction

*Floor to ceiling heights should be maintained.*



YES

NO

*New construction should respect adjacent foundation heights.*

### #81) FOUNDATION HEIGHTS SHOULD BE COMPATIBLE WITH ADJACENT STRUCTURES

Normally Required

- a. New buildings must have foundation heights of at least one foot above grade on the primary facade. No building shall be constructed at grade in the historic areas.
- b. Buildings of brick construction must have the foundation level delineated through some type of belt course such as soldier or sailor coursing.

## **NEW RESIDENTIAL BUILDING GUIDELINES**

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### **#82) NEW BUILDINGS SHOULD BE COMPATIBLE IN PORCH CONFIGURATION**

#### Normally Required

- a. New buildings should be compatible with adjacent buildings in porch configuration and placement. On most blocks this will require some type of porch on the primary facade but there may be some areas where a porch would not be required.
- b. Porches should have simple columns and balusters. Square or round columns are acceptable and columns should be a minimum of eight inches and a maximum of twelve inches in diameter or square. Ornate milled columns, variations of Greek orders, or Bungalow style columns should not be placed on porches. Simple square balusters for porch railings are appropriate.

### **#83) NEW BUILDINGS SHOULD MAINTAIN DOOR AND WINDOW OPENING ALIGNMENT**

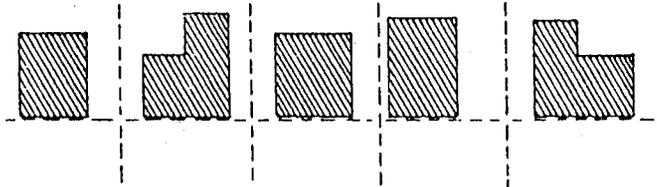
#### Normally Required

- a. New buildings should maintain the rhythm and spacing of window and door openings of adjacent structures.
- b. Primary facades shall not have blank walls.
- c. Window and door openings shall not exceed the height and width ratios of adjacent buildings by more than ten percent (10%). Oversized doors or undersized doors or windows should not be built on primary or readily visible secondary facades.
- d. If window shutters are desired they should meet the size and configuration guidelines set forth in the Rehabilitation Guidelines.

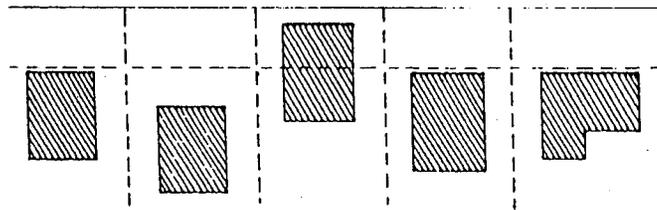
## NEW RESIDENTIAL BUILDING GUIDELINES

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Appropriate setback



Inappropriate setback



*New buildings must follow setback zoning regulations.*

### **#84) SETBACKS FOR NEW BUILDINGS SHOULD BE CONSISTENT WITH ADJACENT STRUCTURES**

Normally Required

- a. New buildings should reinforce and maintain existing setbacks of adjacent structures.

## **NEW RESIDENTIAL BUILDING GUIDELINES**

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### **#85) NEW BUILDINGS SHOULD REINFORCE A BLOCK'S RHYTHM AND SPATIAL DISTANCES**

Normally Required

- a. New buildings should reinforce and maintain a block's rhythm and the spatial distances between buildings. Unless otherwise approved, all structures shall comply with the area regulations of the district.

### **#86) NEW BUILDING MATERIALS SHOULD BE COMPATIBLE WITH HISTORIC MATERIALS**

Recommended

- a. New buildings may be of frame, brick, or stone construction.
- b. Exterior siding materials for frame buildings should be of weatherboard, clapboard or shiplap siding. Artificial sidings such as aluminum and vinyl shall not be allowed.
- c. Brick buildings should match historic brick buildings in width of the mortar joints, size and scale of the bricks, color, and texture.
- d. Porch elements should be of wood but the use of brick or metal may be appropriate .
- e. Foundations may be of brick or concrete. If concrete blocks are used they should be covered with stucco.
- f. Acceptable roof materials are asphalt and fiberglass shingles and metal standing seam. Wood shingle roofs should not be added.

## **NEW RESIDENTIAL BUILDING GUIDELINES**

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### **#87) PRIMARY BUILDING ENTRANCES MUST BE ORIENTED TOWARDS THE STREET**

Normally Required

- a. New buildings should have their main entrances located on the primary or street facades.
- b. New buildings on corner lots may have entrances located on both street facades.

### **#88) ADDITIONS ON PRIMARY FACADES SHOULD NOT TAKE PLACE**

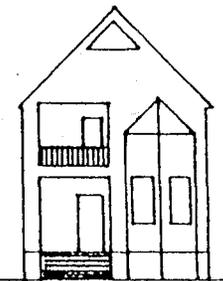
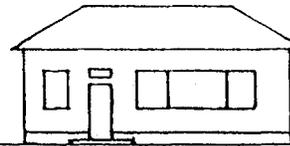
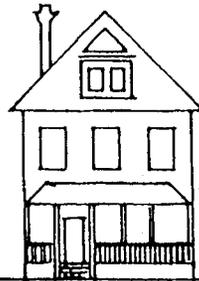
Normally Required

- a. Additions to buildings shall not be placed on primary facades.
- b. Additions may be added at rear facades and secondary facades not readily visible from the street.
- c. Additions should be compatible with the building. Exact replication of historic structures for additions should be avoided unless there is documentation for such an addition.
- d. Additions should not overwhelm or dominate the original structure. The square footage of additions should be limited to no more than 50% of the square footage of the original building.

## NEW RESIDENTIAL BUILDING GUIDELINES

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### EXISTING BUILDINGS



### NEW CONSTRUCTION

NO

YES

*Orientation and roof forms should be maintained on a block.*

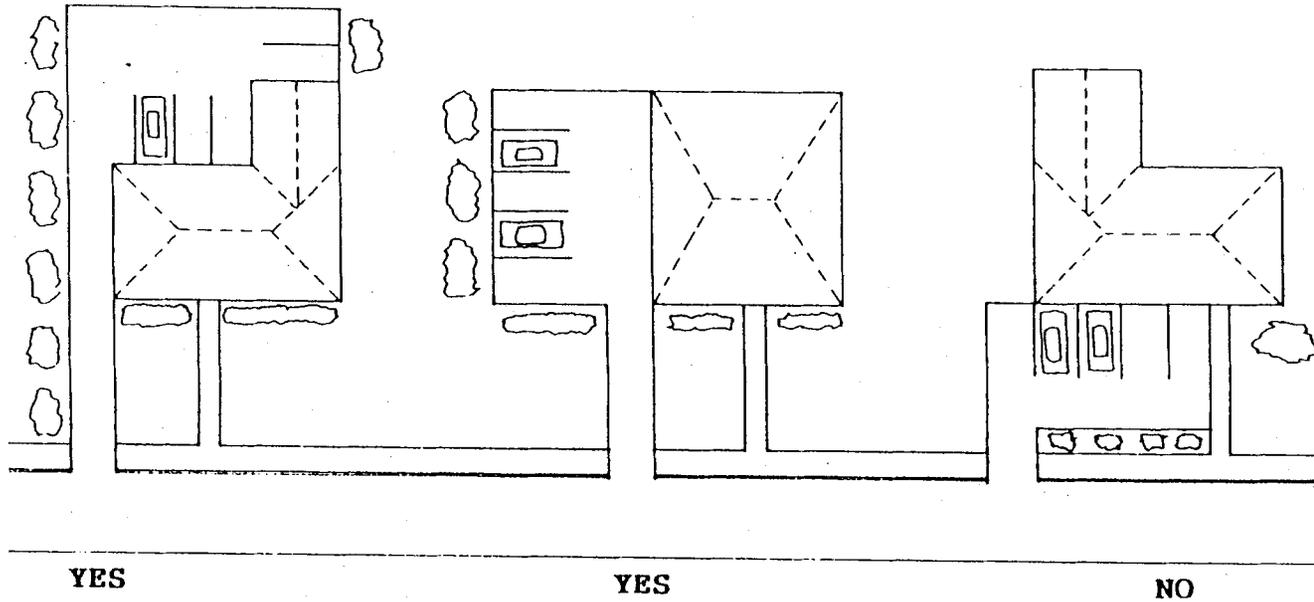
### #89) NEW BUILDINGS SHOULD MAINTAIN ROOF FORMS AND ORIENTATION

#### Normally Required

- a. New buildings should reinforce and maintain roof forms and orientation of adjacent structures.
- b. Gable and hipped roof variations are appropriate roof forms for new construction. The use of flat or mansard roof forms in residential areas should not occur.
- c. Roof slope ratio should be a minimum of 6:12 and a maximum of 12:12. Roof eaves should be a minimum of 8".
- d. Roofs should be oriented with the ridge line perpendicular to the street. Gable front designs in the historic districts are not appropriate but short ridged gable hipped designs may be appropriate.

## NEW RESIDENTIAL BUILDING GUIDELINES

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*Parking should be located at rear or side facades.*

### **#90) ON-SITE PARKING SHOULD BE LOCATED AT REAR OR SIDE FACADES**

Normally Required

- a. On-site parking is inappropriate on the primary facade of a building.
- b. On-site parking should follow site and landscaping regulations of the zoning ordinance.

Recommended

- c. Driveways should be of asphalt, textured or colored concrete, brick, gravel, or similar paving materials.

## **NEW RESIDENTIAL BUILDING GUIDELINES**

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### **#91) HISTORIC BUILDINGS SHOULD NOT BE RELOCATED OUT OF A DISTRICT**

#### Recommended

- a. The relocation or moving of a building or structure from a historic district should not occur if the building or structure has architectural or historical integrity.
- b. Moving a building that does not contribute to the architectural and historical character of a district may occur if its removal would result in a more positive visual appearance to the district.

### **#92) RELOCATION OF HISTORIC BUILDINGS INTO A DISTRICT MAY BE APPROPRIATE**

#### Normally Required

- a. Relocation of a historic building into a district may be appropriate if it does not result in the loss of a historic building on the site to which it is moved.
- b. A building may be moved into a district if it maintains and supports the district's architectural character through its style, height, scale, massing, materials, texture, site, and setting. The building must be architecturally compatible with adjacent structures on its new site.

#### Recommended

- c. Where buildings have been moved into a district, it is recommended that they be identified through a plaque or marker both the original construction date, original location and moving date.

## **NEW RESIDENTIAL BUILDING GUIDELINES**

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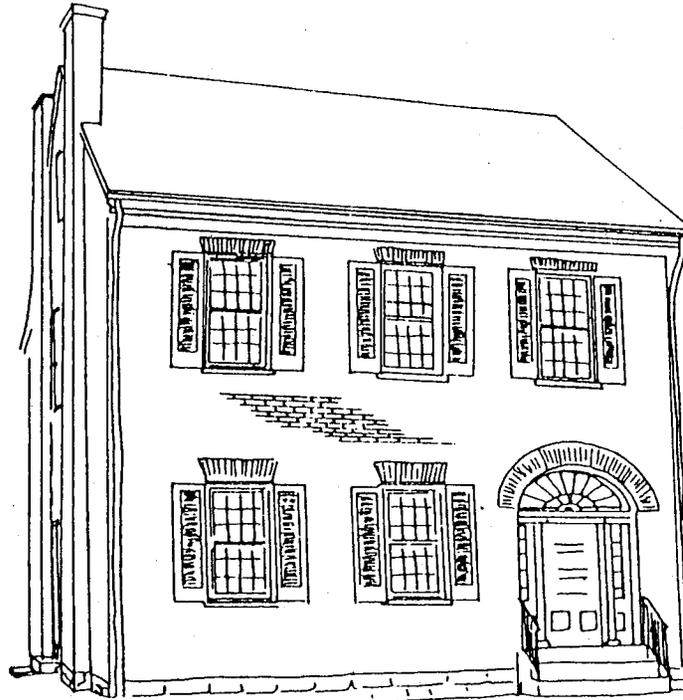
### **#93) DEMOLITION OF HISTORIC BUILDINGS SHOULD NOT TAKE PLACE**

#### Normally Required

- a. Demolition of historic buildings and structures should not take place. Demolition may only be approved if one or more of the following conditions are met:
- If a building has lost its architectural and historical integrity and importance and its removal will not result in a more negative, less appropriate visual effect on the district.
  - If the denial of the demolition will result in an unreasonable economic hardship on the applicant as determined by the Historic Zoning Commission.
  - If the public safety and welfare requires the removal of a structure or building.
  - If the structural instability or deterioration of a property is demonstrated through a report by a structural engineer or architect. Such a report must clearly detail the property's physical condition, reasons why rehabilitation is not feasible, and cost estimates for rehabilitation versus demolition. In addition to this report there should be a separate report which details future action on the site.

## ARCHITECTURAL STYLES - FEDERAL STYLE, ca. 1800 - 1840

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**Plan** - Rectangular or Square.

**Roof** - Gable and Hipped.

**Chimney** - Both interior and exterior.

**Entrance** - Paneled wood doors with sidelights and fanlight transoms.

**Windows** - Numerous small lights such as twelve-over-twelve or nine-over-nine rectangular wood sash, sometimes in tripartite arrangement.

**Materials** - Brick in Flemish or Common bond, weatherboard siding on frame buildings.

**Porches** - Few original porches remain with most porches added in the late 19th century. Some dwellings such as the Eaton House and Clouston Hall appear to have been built without a porch on the primary facade.

**Details** - Decorative lintels or pediments over windows, dentils or modillion blocks at roof eaves.

## ARCHITECTURAL STYLES - GREEK REVIVAL STYLE, ca. 1830 - 1870

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**Plan** - Rectangular or square.

**Roof** - Gable and Hipped.

**Chimney** - Both interior and exterior.

**Entrance** - Paneled wood doors with sidelights and rectangular transoms.

**Windows** - Rectangular nine-over-nine, six-over-six or other combination of small lights.

**Materials** - Brick in Flemish or Common bond, weatherboard siding on frame buildings.

**Porches** - Large full height porches with square or round columns in Doric, Ionic, and Corinthian orders. The second floor of porches often have railings with square or round balusters.

**Details** - Decorative lintels over windows, dentils or modillion blocks at roof eaves.

## ARCHITECTURAL STYLES - QUEEN ANNE STYLE, ca. 1880 - 1905

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**Plan** - Irregular.

**Roof** - Gable and Hipped.

**Chimney** - Both interior and exterior with decorative corbelling.

**Entrance** - Ornate milled designs with large glass lights, sidelights, and transoms.

**Windows** - One-over-one rectangular sash, use of stained or beveled glass.

**Materials** - Weatherboard siding, wood shingles in gables, eave vergeboard and milled panels.

**Porches** - Full width, sometimes extending on two to three facades in "wraparound" fashion, use of milled columns, balusters, and friezes.

**Details** - Often extensive use of milled panels, wood shingles, eave vergeboard, and decorative brick.

## ARCHITECTURAL STYLES - COLONIAL REVIVAL STYLE, ca. 1895 - 1930

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**Plan** - Rectangular, square, sometimes irregular.

**Roof** - Hipped with hipped or gable dormers.

**Chimney** - Both interior and exterior with corbelled brick detailing.

**Entrance** - Single light glass and wood designs, framed by pilasters and engaged columns, large transoms and sidelights, use of beveled or leaded glass.

**Windows** - One-over-one rectangular sash, sometimes use of Palladian window designs.

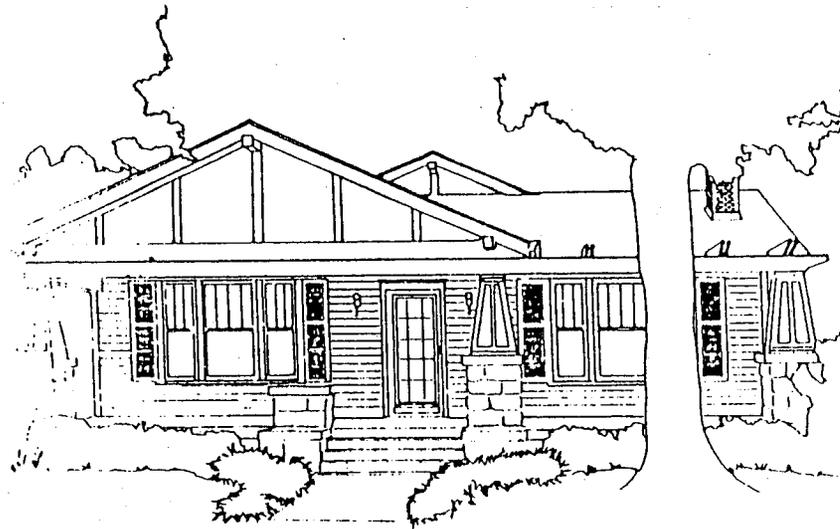
**Materials** - Weatherboard siding, wood shingles in gables.

**Porches** - Full width with Colonial influenced columns such as Doric, Ionic, Corinthian, and Tuscan orders, milled or square balusters, eave details such as modillion blocks and dentils.

**Details** - Eave modillion blocks, dentils, in Neo-Classical designs large porticos on primary facade, oval shaped attic windows.

## ARCHITECTURAL STYLES - BUNGALOW STYLE, ca. 1910 - 1940

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**Plan** - Rectangular or square with horizontality emphasized.

**Roof** - Low hipped with or low gable, sometimes with dormers on each facade.

**Chimney** - Both interior and exterior with corbelled brick detailing, also use of stone and concrete.

**Entrance** - Multi-light glass and wood designs, use of beveled or leaded glass.

**Windows** - Three-over-one rectangular sash with the upper sash having vertical divisions, often parried or grouped together.

**Materials** - Weatherboard siding, shiplap siding, wood shingle siding, use of brick veneer in various shades and textures.

**Porches** - Full width shed or gable designs with tapered frame posts on brick or stone piers, square balusters, large eave brackets.

**Details** - Wood shingles in the gables, large knee brace brackets at eaves, exposed eave rafters.

## ARCHITECTURAL STYLES - COMMERCIAL BUILDINGS, ca. 1875 - ca. 1910

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**Plan** - Rectangular.

**Roof** - Flat or sloping roof.

**Storefront** - Large display windows on frame or brick bulkheads, transoms above display windows, display windows and entrances divided by cast iron or brick piers.

**Entrance** - Often recessed arrangement with large single light glass and wood paneled door and transom above.

**Windows** - Two-over-two or one-over-one sash. Windows from the late 19th century were often arched while those on buildings from the early 20th century were rectangular in design.

**Materials** - Storefronts were usually of wood and glass with cast iron or brick support elements. Upper facades were of common bond brick. Sheet metal used at cornices and as hood molding over windows.

**Details** - Decorative brick bonding patterns, sheet metal cornices, corbelled brickwork at rooflines, sometimes beveled or prism glass in storefront transoms.



## ARCHITECTURAL STYLES - COMMERCIAL BUILDINGS, ca. 1910 - 1930

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**Plan** - Rectangular.

**Roof** - Flat or sloping roof.

**Storefront** - Large display windows on frame or brick bulkheads, transoms above display windows, display windows and entrances divided by cast iron on brick piers. concrete.

**Entrance** - Often recessed arrangement with large single light glass and wood paneled door and transom above.

**Windows** - Two-over-two or one-over-one sash. Windows from the late 19th century were often arched while those on buildings from the early 20th century were rectangular in design.

**Materials** - Storefronts were usually of wood and glass with cast iron on brick support elements. Upper facades were of common bond brick. Sheet metal used at cornices and as hood molding over windows.

**Details** - Decorative brick bonding patterns, sheet metal cornices, corbelled brickwork at rooflines, sometimes beveled or prism glass in storefront transoms.



## APPENDIX A - LOUDON, TENNESSEE - ITS HERITAGE AND ARCHITECTURE

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What is now the City of Loudon was formerly known as Blair's Ferry. The Carmichaels and the Blair's owned the land directly across the river, their division line being close to the south right-of-way line of the river bridge.

James and William Blair purchased their land in 1816. In 1817 the County Court of Roane County granted Blair the right to operate a ferry across the Tennessee River. This permit was renewed to James Blair in April 1819, and in July 1820, this County Court ordered that James Blair have control of the banks of the Tennessee River where he was operating his ferry until the lands in the Hiwassee District were sold.

For a period of time Path Killer (a Cherokee Indian) was a joint operator with James Blair of this ferry. James Blair kept all tolls on traffic crossing the river from East to West, or Loudon side, and Path Killer kept all tolls on traffic originating on the Loudon side. In the winter of 1819 or spring of 1820 Path Killer purchased a ferry boat for operations.

This ferry continued operation by the Blair family from its beginning in 1817 until the river bridge at Loudon was made a free bridge in 1947, when it ceased to run. In July, 1955, the last of the Blair Ferry Company holdings, being a small strip of land at the old ferry landing across the river from Loudon, were sold.

There was a road crossing the river at this ferry, which tradition says was the old Indian trail. In an early report in the County Court of Road County there is a reference that this road ran from Philadelphia to Campbell's Station.

### GROWTH SLOW

In 1822 or 1823 the Presbyterians organized the first church in Loudon, its location being at what is now Steekee Cemetery. A few years later the Baptists organized and in 1850 the Methodists. In 1822 J.W. Robinson established a grist mill on Sweetwater Creek three miles south of Loudon. Both J.W. Robinson and James Johnston established cotton gins. In 1824 James Johnson had a saw mill on Steekee Creek three miles south of Loudon.

The first post office at Blair's Ferry opened in 1833 with Hugh Blair as the first Postmaster, and James Johnston followed as the second Postmaster.

These conveniences did not greatly increase the population. By the census of 1841, taken by Roane County, there were only 82 white males over 21 years of age in the entire civil district in which Blair's Ferry was located.

**BIG BOOM**

The big growth in the population started about 1851. The coming of the railroad and settlement of the land titles brought many to Loudon.

In 1851 Wiley Blair subdivided land into lots and named the community Blairsville. In 1852 Wiley Blair conveyed a 4/5ths interest in 260 acres where Loudon stands, including the same interest in the ferry and a strip of ground 150 feet wide across the river for the ferry landing, to S.M. Johnston and T.H. Calloway - retaining to himself the one-fifth interest and excluding the ground where his home was located. This location is the block bounded by Atlanta, Church and Ferry Streets.

The town site was surveyed and mapped, with approximately 275 lots. As mapped out the town site was bounded by the river. Steekee Creek, the lots just north of the present main line of the Southern Railroad and First Avenue. First Avenue is the street now beside the Methodist Church.

Until the spring of 1855 when the railroad bridge was completed, Loudon was the terminal of the East Tennessee and Georgia Railroad, with "cars" as the trains were called in those days; going to Dalton, Georgia, where connections were made with trains to Macon, Rome, Augusta and Savannah.

The boat dock and river depot were built in the early part of 1853. Flat boats unloaded at the dock and passenger boats stopped. Six passenger boats made regular stops. These boats ran to Chattanooga, Knoxville, Dandridge, Morganton and Clinton. Flat boats brought grain, flour, dried fruits, bacon, eggs, and butter here to be shipped South. Buyers from Southern cities came to bid and purchase these products, competing with local merchants who also purchased for Southern trade.

During this boom period from 1851 to 1855 six institutions of learning advertised in the Loudon Free Press.

Leuty's Hotel was the main stopping place and arrivals of more than 100 a week were registered at this hotel. The guests, other than Tennesseans, stopping at the hotel were from such distant points as Baltimore, Washington, St. Louis, Cincinnati, and Boston. Georgia Welch & Company erected an iron rolling mill, and E.C. Peet started manufacturing agriculture implements.

**WAR BETWEEN THE STATES**

Until the summer of 1863 Confederates had control of Loudon. As Rosencrans started moving from Middle Tennessee to Chattanooga to engage Bragg at Chattanooga and Burnside moved from Kentucky to capture Knoxville, the Confederate General Buchner was ordered from Knoxville to Chattanooga to join Bragg. Buchner took his forces over the railroad bridge at Loudon and then burned it.

After the battle of Chickamauga, Longstreet started moving toward Knoxville and transported an army of about 20,000 men by railroad to Sweetwater. From Sweetwater the force marched to Loudon and crossed the Tennessee river at Huff's Ferry on November 14 and 15, 1863. Longstreet took over Loudon and started rebuilding the bridge. On December 3, 1863, the Confederates started abandoning Loudon, burned the railroad bridge and ran three locomotives and 48 cars into the river. The forces of W.T. Sherman and Longstreet skirmished around Loudon December 4 and 5, 1863, and after December 5th Loudon remained under control of the Federals.

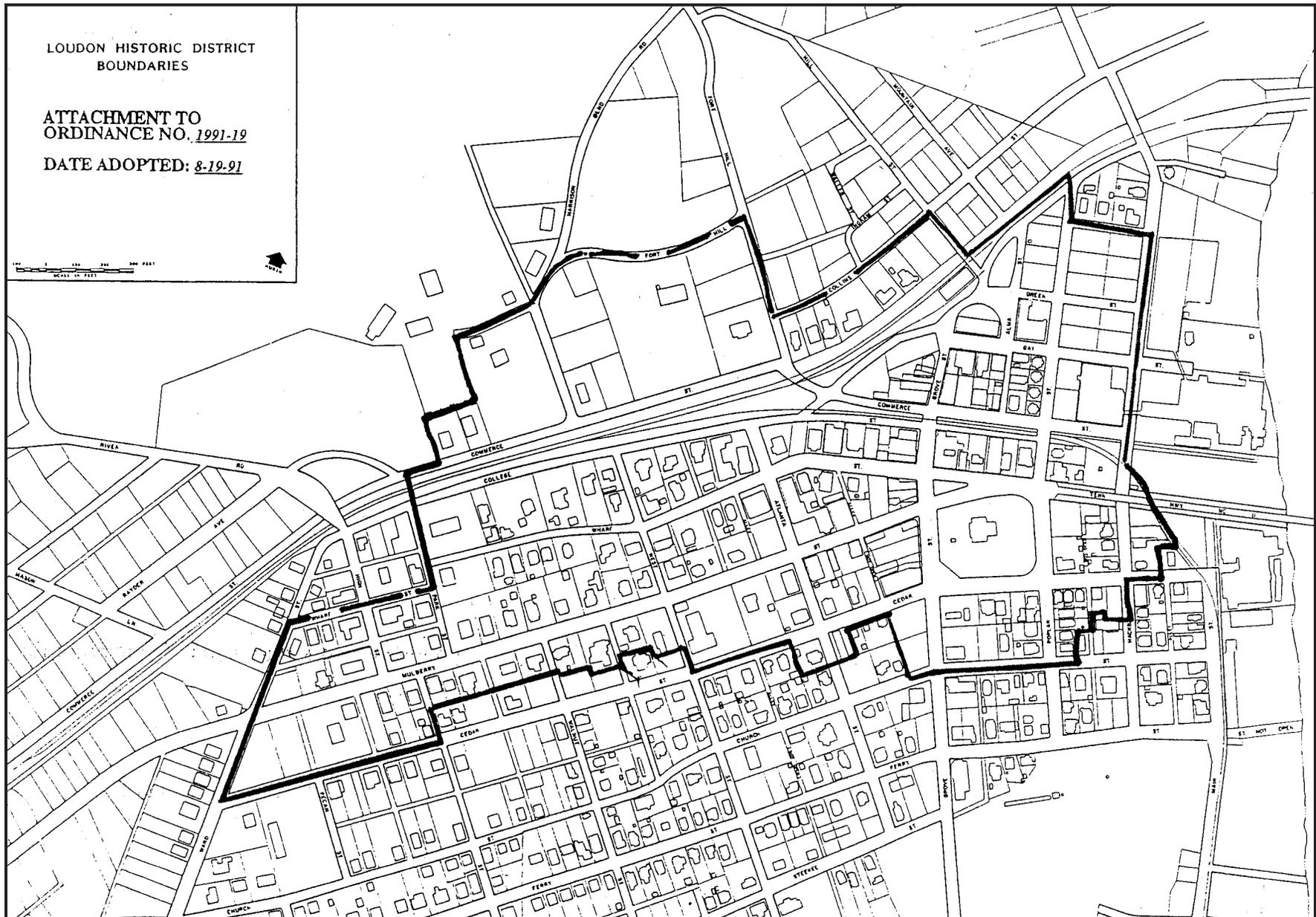
## INCORPORATION

The first and second attempts to incorporate the City of Loudon failed. But some tragic events made an impact on the town that would have lasting overtones. Like many other towns, it had growth in population to the point where sanitation and pure water supplies were posing pressing problems. Loudon was to face the problem of a typhoid fever epidemic, its cause was defined as germs breeding in outside privys and typhoid germ-contaminated water. Incorporation was seen as a possible solution for these problems.

But Loudon was to face another tragedy, the fire of 1925 which did thousands of dollars in damage to the business section of the town. The rapid spread of the fire and the excessive damage was contributed to the lack of a water supply or equipment capable of keeping the fire under control. The arguments were, that had the town been incorporated it could well have had the water supply and equipment necessary to control this disastrous fire.

As a result of this and other influencing factors, the present incorporation of Loudon was enacted in the year 1928.

# APPENDIX B - LOUDON, TENNESSEE - LOCAL HISTORIC DISTRICT



## APPENDIX C - SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

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The Standards that follow were originally published in 1977 and revised in 1990 as part of Department of Interior regulations (36 CFR Part 67, Historic Preservation Certifications). They pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior of historic buildings. The Standards also encompass related landscape features and the building's site and environment as well as attached, adjacent or related new construction. The Standards are to be applied to specific, rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken in the gentlest means possible.
8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

## APPENDIX D - GLOSSARY OF TERMS

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**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.

**Apron** - A decorative, horizontal trim piece on the lower portion of an architectural element.

**Arch** - A curved construction of wedge-shaped stones or bricks which spans an opening and supports the weight above it (see flat arch, jack arch, segmental arch and semi-circular arch).

**Attic** - The upper level of a building, not of full ceiling height, directly beneath the roof.

**Baluster** - One of a series of short, vertical, often vase-shaped members used to support a stair or porch handrail, forming a balustrade.

**Balustrade**- An entire rail system with top rail and balusters.

**Bargeboard**- A board which hangs from the projecting end of a gable roof, covering the end rafters, and often sawn into a decorative pattern.

**Bay** - The portion of a facade between columns or piers providing regular divisions and usually marked by windows.

**Bay Window** - A projecting window that forms an extension to the floor space of the internal rooms; usually extends to the ground level.

**Belt course** - A horizontal band usually marking the floor levels on the exterior facade of a building

**Board and batten** - Siding fashioned of boards set vertically and covered where their edges join by narrow strips called battens.

**Bond** - A term used to describe the various patterns in which brick (or stone) is laid, such as "common bond" or "Flemish bond."

**Bracket** - A projecting element of wood, stone or metal which spans between horizontal and vertical surfaces (eaves, shelves, overhangs) as decorative support.

**Bungalow** - Common house form of the early twentieth century distinguished by horizontal emphasis, wide eaves, large porches and multi-light doors and windows.

**Capital** - The head of a column or pilaster.

**Casement window** - A window with one or two sashes which are hinged at the sides and usually open outward.

**Certified Local Government** - Any city, county, parish, township, municipality, or borough or any other general purpose subdivision enacted by the National Preservation Act Amendments of 1980 to further delegate responsibilities and funding to the local level.

**Clapboards** - Horizontal wooden boards, thinner at the top edge, which are overlapped to provide a weatherproof exterior wall surface.

**Classical order** - Derived from Greek and Roman architecture, a column with its base, shaft, capital and entablature having standardized details and proportions, according to one of the five canonized modes: Doric, Tuscan, Ionic, Corinthian, or Composite.

**Clipped gable** - A gable roof where the ends of the ridge are terminated in a small, diagonal roof surface.

**Colonial Revival** - House style of the early twentieth century based on interpretations of architectural forms of the American colonies prior to the Revolution.

**Column** - A circular or square vertical structural member.

- Common bond** - A brickwork pattern where most courses are laid flat, with the long "stretcher" edge exposed, but every fifth to eighth course is laid perpendicularly with the small "header" end exposed, to structurally tie the wall together.
- Corbel** - In masonry, a projection, or one of a series of projections, each stepped progressively farther forward with height and articulating a cornice or supporting an overhanging member.
- Corinthian order** - Most ornate classical order characterized by a capital with ornamental acanthus leaves and curled fern shoots.
- Cornice** - The uppermost, projecting part of an entablature, or feature resembling it. Any projecting ornamental molding along the top of a wall, building, etc.
- Cresting** - A decorated ornamental finish along the top of a wall or roof, often made of ornamental metal.
- Cross-gable** - A secondary gable roof which meets the primary roof at right angles.
- Dentils** - A row of small tooth-like blocks in a classical cornice.
- Doric order** - A classical order with simple, unadorned capitals, and with no base.
- Dormer window** - A window that projects from a roof.
- Dougle-hung window** - A window with two sashes, one sliding vertically over the other.
- Eave** - The edge of a roof that projects beyond the face of a wall.
- Elevation** - Any of the external faces of a building.
- Ell** - The rear wing of a house, generally one room wide and running perpendicular to the principal building.
- Engaged column** - A round column attached to a wall.
- Entablature** - A part of a building of classical order resting on the column capital; consists of an architrave, frieze, and cornice.
- Facade** - The face or front elevation of a building.
- Fanlight** - A semi-circular window usually over a door 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 windows on a building.
- Finial** - A projecting decorative element, usually of metal, at the top of a roof turret or gable.
- Fishscale shingles** - A decorative pattern of wall shingles composed of staggered horizontal rows of wooden shingles with half-round ends.
- Flashing** - Thin metal sheets used to prevent moisture infiltration at joints of roof planes and between the roof and vertical surfaces.
- Flat arch** - An arch whose wedge-shaped stones or bricks are set in a straight line; also called a jack arch.
- Flemish bond** - A brick-work pattern where the long "stretcher" edge of the brick is alternated with the small "header" end for decorative as well as structural effectiveness.
- Fluting** - Shallow, concave grooves running vertically on the shaft of a column, pilaster, or other surface.
- Foundation** - The lowest exposed portion of the building wall, which supports the structure above.
- Frieze** - The middle portion of a classical cornice; also applied decorative elements on an entablature or parapet wall.
- Gable** - The triangular section of a wall to carry a pitched roof.
- Gable roof** - A pitched roof with one downward slope on either side of a central, horizontal ridge.
- Gambrel roof** - A ridged roof with two slopes on either side.
- Ghosts** - Shadows of architectural features, such as porches, that no longer exist.

- Greek Revival style** - Mid-nineteenth century revival of forms and ornament of architecture of ancient Greece.
- Hipped roof** - A roof with uniform slopes on all sides.
- 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.
- Ionic order** - One of the five classical orders used to describe decorative scroll capitals.
- Infill** - New construction where there had been an opening before, such as a new building between two older structures; or block infill between porch piers or in an original window opening.
- Jack arch** - (see Flat arch).
- Keystone** - The wedge-shaped top or center member of an arch.
- Knee brace** - An oversize bracket supporting a cantilevered or projecting element.
- Lattice** - An openwork grill of interlacing wood strips used as screening.
- Lintel** - The horizontal top member of a window, door, or other opening.
- Mansard roof** - A roof with a double slope on all four sides, with the lower slope being almost vertical and the upper almost horizontal.
- Masonry** - Exterior wall construction of brick, stone or adobe laid up in small units.
- Massing** - The three-dimensional form of a building.
- Metal standing seam roof** - A roof composed of overlapping sections of metal such as copper-bearing steel or iron coated with a terne alloy of lead and tin. These roofs were attached or crimped together in various raised seams for which the roof are named.
- 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.
- Multi-light window** - A window sash composed of more than one pane of glass.
- Muntin** - A secondary framing member to divide and hold the panes of glass in multi-light window or glazed door.
- Neoclassical style** - Early twentieth century style which combines features of ancient, Renaissance, and Colonial architecture; characterized by imposing buildings with large columned porches.
- Oriel window** - A bay window which emerges above the ground floor level.
- Paired columns** - Two columns supported by one pier, as on a porch.
- Palladian window** - A window with three openings, the central one arched and wider than the flanking ones.
- Panelled door** - A door composed of solid panels (either raised or recessed) held within a framework of rails and stiles.
- Parapet** - A low horizontal wall at the edge of a roof.
- 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 square pillar attached, but projecting from a wall, resembling a classical column.
- Pitch** - The degree of the slope of a roof.
- 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 hydraulic cement used to bind mortar. Mortar or patching materials with a high Portland cement content should not be used on old buildings. The Portland cement is harder than the masonry, thereby causing serious damage over annual freeze-thaw cycles).
- Preservation** - The act of maintaining the form and character of a building as it presently exists. Preservation stops deterioration and stabilizes the structure.
- Pressed tin** - Decorative and functional metalwork made of molded tin used to sheath roofs, bays, and cornices.
- Pyramidal roof** - A roof with four identical sides rising to a central peak.
- Queen Anne style** - Popular late nineteenth century revival style of early eighteenth-century English architecture, characterized by irregularity of plan and massing and a variety of texture.
- Quoins** - A series of stone, bricks, or wood panels ornamenting the outside of a wall.
- Reconstruction** - The accurate recreation of a vanished, or irreplacably damaged structure, or part thereof; the new construction recreates the building's exact form and detail as they appeared at some point in history.
- Rehabilitation** - The act of returning a building to usable conditions through repair, alteration, and/or preservation of its features.
- Restoration** - The process of accurately taking a building's appearance back to a specific period of time by removing later work and by replacing missing earlier features to match the original.
- Ridge** - The top horizontal member of a roof where the sloping surfaces meet.
- Rusticated** - Roughening of stonework of concrete blocks to give greater articulation to each block.
- Sash** - The moveable framework containing the glass in a window.
- Segmental arch** - An arch whose profile or radius is less than a semi-circle.
- Semi-circular arch** - An arch whose profile or radius is a half-circle the diameter of which equals the opening width.
- Sheathing** - An exterior covering of boards of other surface applied to the frame of the structure. (see siding).
- Shed roof** - A gently pitched, almost flat roof with only one slope.
- Sidelight** - A vertical area of fixed glass on either side of a door or window.
- Siding** - The exterior wall covering or sheathing of a structure.
- Sill** - The bottom crosspiece of a window frame.
- Spindles** - Slender, elaborately turned wood dowels or rods often used in screens and porch trim.
- Stabilization** - The essential maintenance of a deteriorated building as it exists at present, establishing structural stability and a weather-resistant enclosure.
- Stucco** - An exterior finish usually textured, composed of portland cement, lime, sand, and water.
- Streetscape** - The over facade, not of a single structure, but of the many buildings which define the street.
- Surround** - The encircling border or decorative frame, usually at windows or doors.
- Swag** - Carved ornament on the form of a cloth draped over supports, or in the form of a garland of fruits and flowers.
- Transom** - A horizontal opening (or bar) over a door or window (see overlight).
- Trim** - The decorative framing of openings and other features on a facade.
- Turret** - A small slender tower.
- Veranda** - A covered porch or balcony on a building's exterior.
- Vergeboard** - The vertical face board following and set under the roof edge of a gable, sometimes decorated by carving.
- Vernacular** - A regional form or adaptation of an architectural style.

**Wall dormer** - Dormer created by the upward extension of a wall and a breaking of the roofline.

**Water table** - A projecting horizontal ledge, intended to prevent water from running down the face of a wall's lower section.

**Weatherboard** - Wood siding consisting of overlapping boards usually thicker at one edge than the other.