
LEWISBURG
HISTORIC
DISTRICT
DESIGN GUIDELINES
MILLS GROUP

ACKNOWLEDGMENTS

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LEWISBURG

HISTORIC DISTRICT
DESIGN GUIDELINES

PREPARED FOR

LEWISBURG HISTORIC LANDMARKS COMMISSION

BY

MILLS GROUP, LLC.

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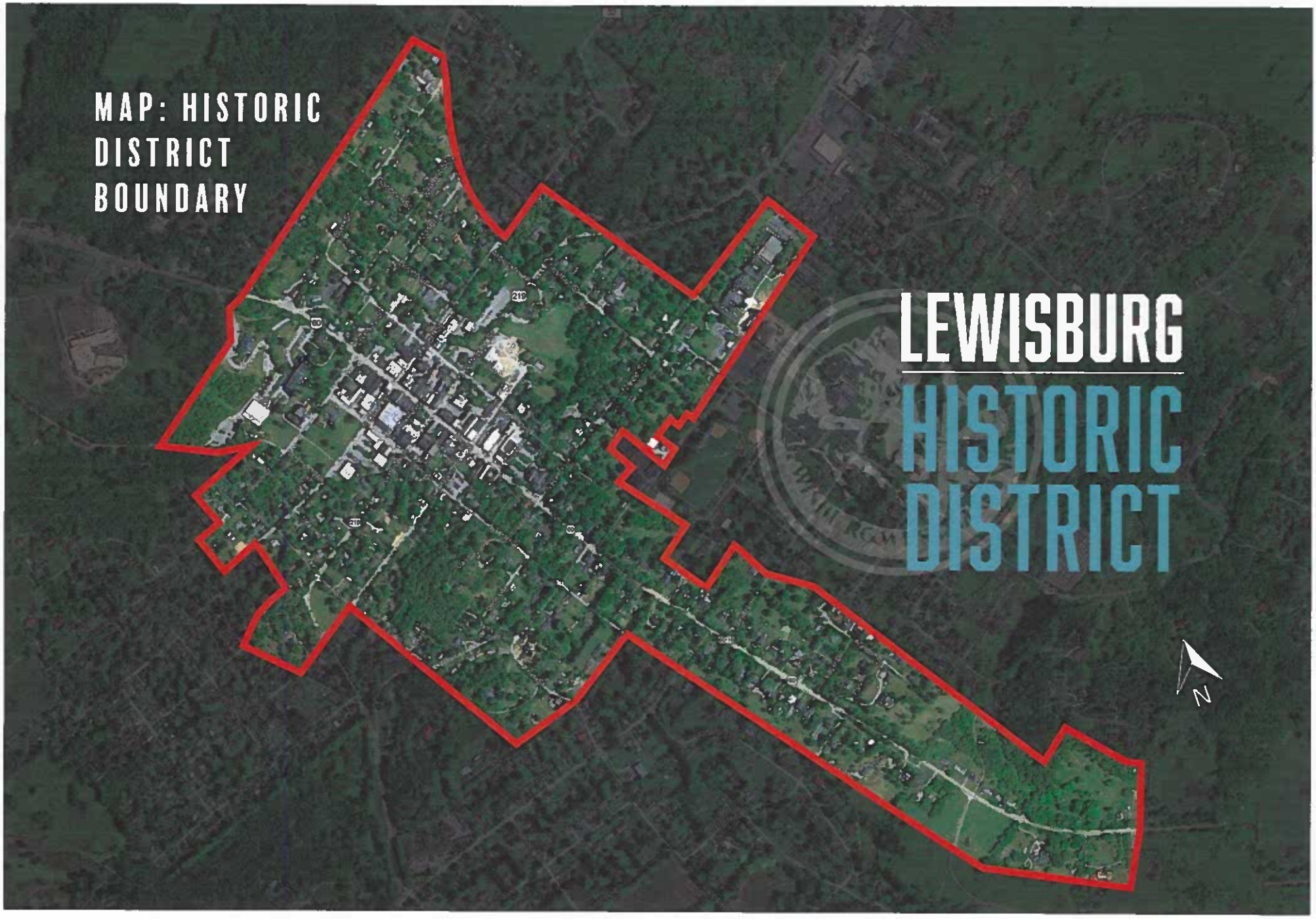


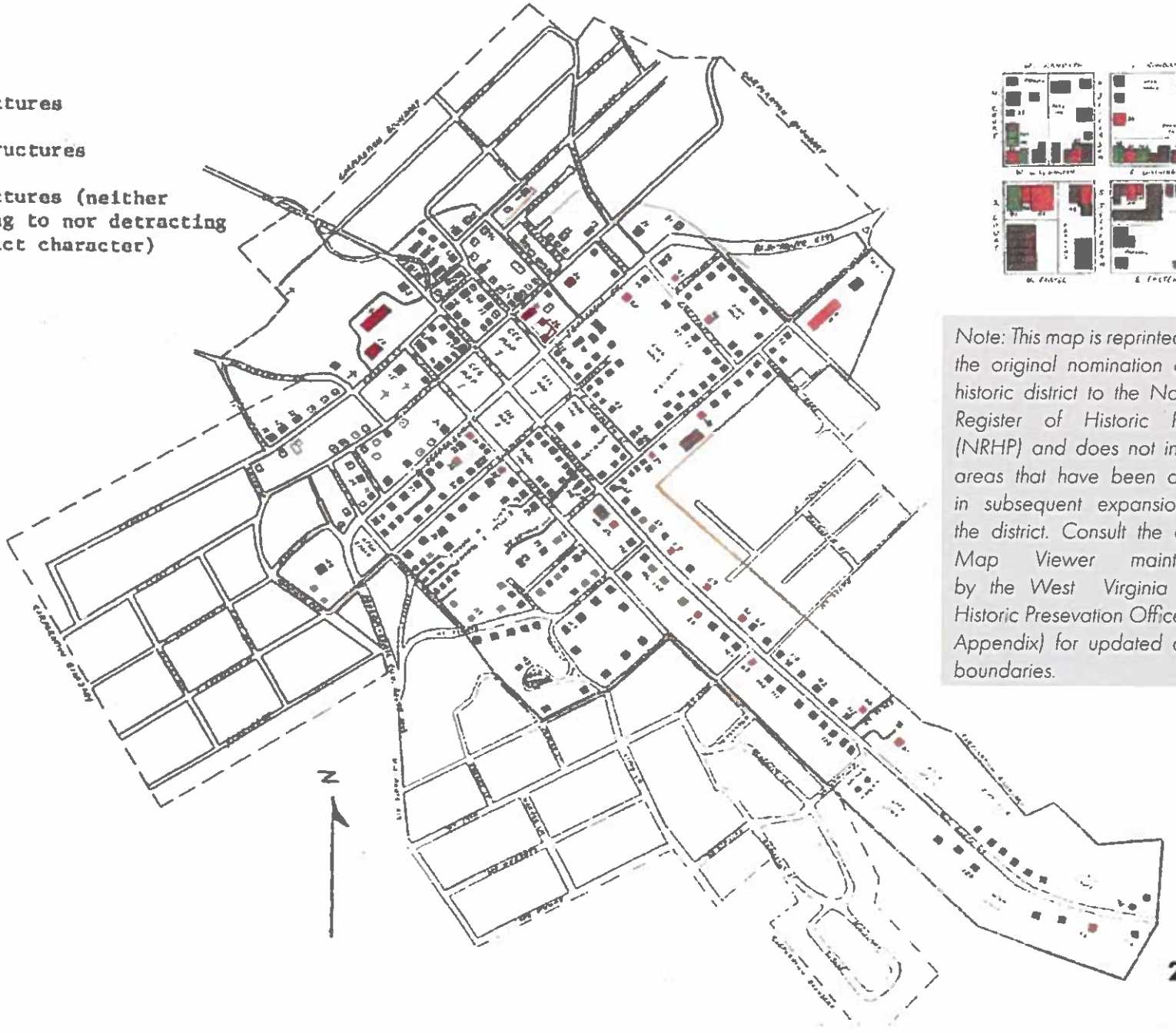
LISTED IN THE NATIONAL REGISTER OF HISTORIC PLACES JULY 7, 1978

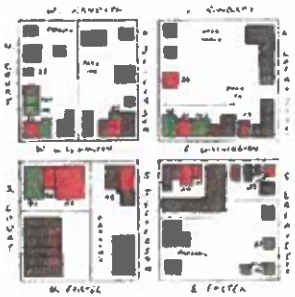
LEWISBURG HISTORIC DISTRICT

LEWISBURG, GREENBRIER COUNTY, WEST VIRGINIA

MAP: RESOURCE CLASSIFICATION

- Pivotal structures
- Secondary structures
- Neutral structures (neither contributing to nor detracting from district character)
- Intrusions
- Boundary
- † Cemetery





Note: This map is reprinted from the original nomination of the historic district to the National Register of Historic Places (NRHP) and does not include areas that have been added in subsequent expansions to the district. Consult the online Map Viewer maintained by the West Virginia State Historic Presevation Office (see Appendix) for updated district boundaries.

INTRODUCTION

PURPOSE OF DESIGN GUIDELINES

The Lewisburg Historic District Guidelines outline how to stabilize, restore, protect, and preserve contributing structures and the public view in the Lewisburg Historic District. They promote the development of attractive, pedestrian-oriented urban landscapes that enhance the visual character of the district. These Guidelines are based upon principles outlined in both the Code of the City of Lewisburg and The Secretary of Interior's Standards for the Treatment of Historic Properties.

These guidelines are not intended to prevent property owners from making changes to their property or from completing regular maintenance activities. Property owners are encouraged to conduct annual maintenance to preserve and protect existing materials. Instead, these guidelines are intended to assist property owners in making practical decisions that enhance the historic qualities of their properties and town.

These Guidelines Can:

- Explain and interpret general design criteria outlined in the local preservation ordinance.
- Help reinforce the historic character of the district while protecting its visual aspects.
- Indicate which design approaches are encouraged and/or discouraged by the community at large.
- Serve as a tool for property owners to use in making preliminary design decisions.

These Guidelines Cannot:

- Limit growth and development or regulate where these activities take place.
- Control how space within the interior of a building is used.
- Guarantee that all new construction will be compatible with a historic area.

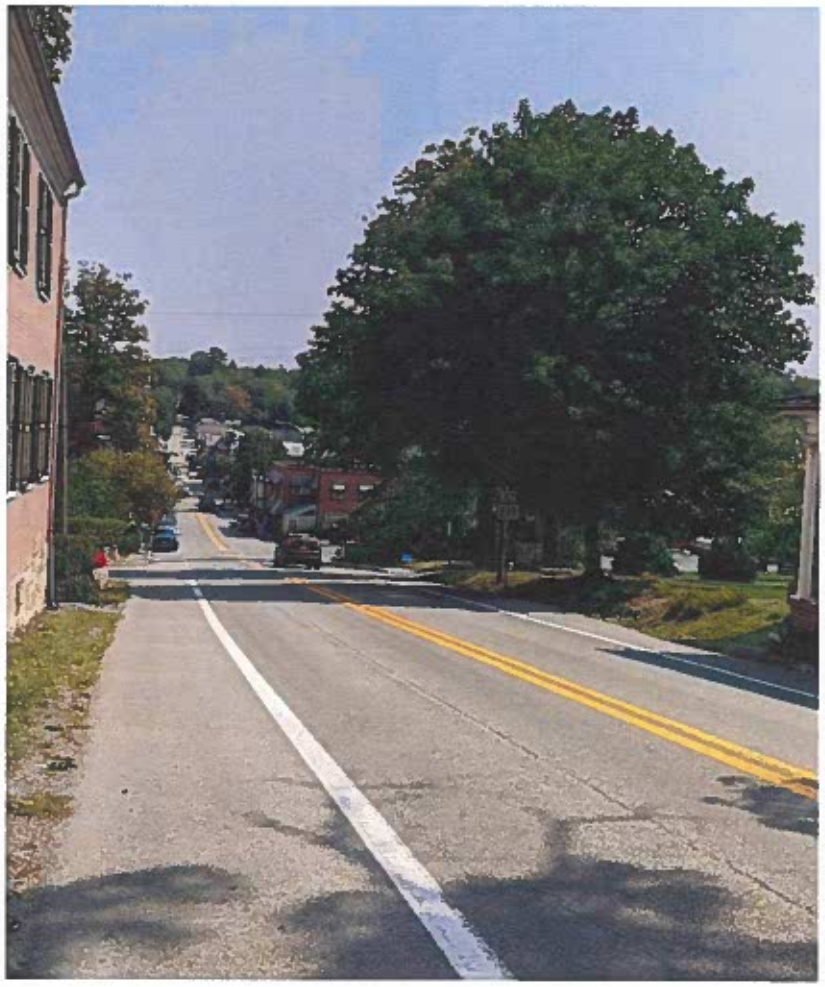
BENEFITS OF HISTORIC PRESERVATION

Rehabilitation of historic downtowns, with new construction of context-sensitive infill, have been shown to foster diversity, tourism, and the local economy.

Research conducted by the National Trust for Historic Preservation in Seattle, San Francisco and Washington, D.C. in 2014 showed that **"districts consisting of smaller, older, and mixed-vintage buildings support a greater diversity of residents, businesses, and jobs per square foot"** than newer neighborhoods.

Additionally, the study found that, in comparison to newer areas, **"older neighborhoods incubate and sustain the growth of the local economy, providing affordable, flexible space for a higher proportion of new businesses, women and minority-owned businesses, and non-chain businesses."**

From homes to streetscapes, the built environment provides the present with an invaluable primary source for information about the people and events that shaped our region. The preservation of these resources allows for continued interpretation by the community now and in the future. This relational continuity bestows a sense of local ownership. The natural process of public curation of this urban environment blooms with a particular character and culture that invites others into a shared and menaingful place.



INTRODUCTION

GRANTS FUNDED THROUGH WEST VIRGINIA DEPARTMENT OF CULTURE AND HISTORY

The West Virginia Department of Culture and History offers two types of matching grants for historic properties.

Development Grants:

- Matching grant for construction work related to preservation or rehabilitation of historic buildings that are already listed in the National Register of Historic Places (NRHP).
- Applications due March of each year

Survey and Planning Grants:

- Matching grant for pre-development work, including evaluations and reports identifying needed rehabilitation work. Can be used to nominate a historic place to the NRHP.
- Applications due October of each year

HISTORIC REHABILITATION TAX CREDITS

The state of West Virginia offer tax incentives to property owners located in historic districts who rehabilitate residential and/or commerical properties in accordance with the Secretary of the Interior's Standards for Rehabilitation. Thesel deductions require compliance to both exterior and interior standards. State tax credit can be carried forward up to ten years after the rehab project is completed for commercial HTCs and for up to five years after the project is completed for residential HTCs.* For more information on these programs, refer to the National Park Service and WV State Historic Preservation Office.

WHY PRESERVE HISTORIC RESOURCES?

For property owners within the Lewisburg Historic District, there are several benefits, including:

ECONOMIC

- Investment Protection – Historic district property owners and residents are assured that architectural character will be preserved.
- Property Value – Higher property values are maintained in historic districts and local businesses can use their status as contributors to the historic district as a marketing tool.

COMMUNITY

- Better Design – Studies show that historic districts embody a greater sense of community, employ more innovative uses of materials and technologies, and have greater public appeal.
- Education – Historic districts provide opportunities for public education on the origins and development of the community.

20%

FEDERAL TAX CREDIT

ON COMMERCIAL PROPERTIES

(4% PER YEAR OVER 5 YEARS)

25% COMMERCIAL

20% RESIDENTIAL*

STATE TAX CREDIT

(CLAIMED IN SINGLE YEAR)

Contact SHPO about attending a local tax credit workshops here in Lewisburg. (304) 558-0240.

INTRODUCTION

SUSTAINABILITY

Sustainable design involves making design decisions that lessen the impact of a construction project on the environment. Architect Carl Elefante of Washington, D. C. is quoted as saying that "the greenest building is the one that is already built," referring to the embodied carbon costs of demolition, trasnportaion, and the construction process.

Reusing an existing historic building reduces waste and "recycles" materials used in the initial construction—materials which generally have longer lifespans than many modern materials used for new construction. For example, historic windows constructed of tight-grained, old growth wood can last hundreds of years, while modern wood windows have an average lifespan of 30 years.

Increasing Energy Efficiency in a Historic Building:

- Take advantage of the patterns of door and window openings in structures built before the advent of air conditioning. Ensure that historic windows and transoms remain operable to promote cooling by cross-ventilation.
- Retain original covered porches to provide shade.
- Caulk, weatherstrip, and paint exterior doors to reduce drafts.
- Insulate attic, basement, and crawl spaces, where most of a home's heat loss occurs.
- Close fireplace dampers when not in use.
- Install storm doors and windows that do not obscure historic character.

INTRODUCTION

POLICIES UNDERLYING DESIGN GUIDELINES

City of Lewisburg Administrative Code, Chapter Five, Article 141 Historic Landmark Commission

Section 141.01 provides the following statement on historic preservation within the city:

This article is adopted in order to preserve individual historic landmarks and districts in the City of Lewisburg which reflect elements of its cultural, economic, political and architectural history. This article is designed to stabilize and improve property value in the district and to preserve individual historic landmarks and specific buildings, structures or sites in the district, which are deemed to be of historic or architectural value, to foster civic beauty, to strengthen neighborhoods, to strengthen the local economy and to promote the use of the district for the education, pleasure and welfare of the citizens of Lewisburg.

The article creates the Historic Landmark Commission (HLC) and outlines the group's powers and responsibilities. In addition to identifying significant historic resources, conducting educational outreach, and placing commemorative signage, the HLC is tasked to *Prevent and protect the Lewisburg Historic District from:*

A. Any new site element or landscape feature having adverse or negative impact on the setting or streetscape of the Historic District.

B. Changes in the Historic District which do not reinforce the characteristics of the individual elements, sites, structures, streets, or whole districts.

C. Any negative or adverse impact on the exterior appearance of the site, structure, adjacent and surrounding buildings.

Additionally, the article specifies that *(b) It shall be the duty of the Historic Landmark Commission to review any application to construct, alter, move, demolish or repair any individual landmark and any landmark, building, structure or site, or any sign thereon, within the Historic District and to approve or reject such application, if any such changes are visible or intended to be visible from an adjacent public way.*

Section 141.04 requires property owners conducting certain types of work to obtain a Certificate of Appropriateness. More information for property owners is provided on Page 37 of these guidelines.

Section 141.11 requires the HLC to develop and enforce Design Guidelines for all buildings in the Lewisburg Historic District.

The Secretary of the Interior's Standards

Established by the National Parks Service, the *Secretary of the Interior's Standards for Rehabilitation* provide general guidance on best practices for the treatment of historic properties.

All rehabilitation work conducted within the Lewisburg Historic District should conform to the *Secretary of the Interior's Standards and Guidelines for Rehabilitating Historic Properties.* According to the National Parks Service, the Standards are applied taking into consideration the economic and technical feasibility of each project.

The Secretary of the Interior's Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.

2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.

3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

9. New additions, exterior alterations or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

10. New additions and adjacent or related new construction will 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.

INTRODUCTION

WORKING WITH THE GUIDELINES

Exterior work on any building within the Lewisburg Historic District requires obtaining a Certificate of Appropriateness (COA) in order to obtain a Building Permit.

COAs are issued upon approval by the Lewisburg Historic Landmarks Commission. Interior work is not regulated by the HLC but may still require a Building Permit.

Contact the Lewisburg Planning and Zoning Officer early in the planning process to determine the required level of approval.

Some projects may be approved via administrative review with the City of Lewisburg.

Examples of work that may require a COA:

- Changing exterior materials or colors
- Adding or replacing windows
- Building a garage
- Constructing a swimming pool
- Installing a business sign

Submitting Your Application

1. Obtain a COA application from City Hall.

2. Research the history of your property to determine original appearance and identify any character defining features.

3. Submit the completed COA application to City Hall 15 days prior to the next scheduled HLC meeting--normally on the second Monday of the month.

4. Attend the HLC session in which your application is reviewed.

   a. Sometimes, unexpected questions can arise during these sessions that, without an adequate response, may result in a rejected application. If the HLC declines to approve the project, the applicant can seek relief from the Board of Appeals.

5. Submit an application for Building Permit to City Hall, along with the associated fee and the following materials:

   a. Copy of State Business License for every contractor or sub-contractor.
   b. Copy of City of Lewisburg Business License for every contractor and sub-contractor.
   c. Total value of improvement (labor + materials).
   d. Completed B&O tax form for all contractors.
   e. Contact information for all contractors.
   f. Signature of all contractors and property owner.

6. Repairs using like-for-like materials may be handled administratively. In addition, emergency work (such as patching a leaking roof) may be approved administratively.

RESEARCHING YOUR PROPERTY

Exploring the history of your house can be a fascinating and fulfilling project. Understanding your house and its history will provide insight into previous residents, the neighborhood, and the community at large. Consider starting with the following questions:

- When was the house built?
- Who was the architect and/or builder?
- What style is it? *See Historic Architecture of Lewisburg, p. 11*
- What did the house look like originally?
- Who was the original owner? The original occupants?
- What is the lot number associated with the property and on file at the county courthouse?

Greenbrier Historical Society

The Greenbrier Historical Society maintains an extensive collection of maps, photographs, and records related to properties throughout the county. The organization also maintains an digital edition of *The Greenbrier Independent*.

County Tax Assessor's Office

Generally, the title to a particular piece of property contains either a partial or full history of the house or other property that you may be researching. Tax records, which give the legal description of the property, will also be an important source of information. There may be some limitations on the availability of early records.

Sanborn Fire Insurance Maps

Created by the Sanborn Fire Insurance Company for the purposes of determining fire insurance liability in urban areas, these maps include detailed information on buildings and changes to buildings over time. These are generally on file with the city planner's office, and are also available at the West Virginia University Library.

Census Records

Census records, taken every ten years, can help to establish a history of ownership of a particular property, and may provide more information, including occupation, on past residents of the home. Census records are available online through Ancestry.com.

Historic Newspapers

Newspapers very often publish information on real estate transactions, urban development, and new construction. Back issues of local newspapers throughout the state are available at local libraries, Universities, and the WV State Archives, located in Charleston.

Preservation Studies

Many historic areas have undergone surveys in preparation for listing in the National Register of Historic Places. The WV State Historic Preservation Office (SHPO) maintains a record of these studies and Historic Property Inventory forms for each property within the study area. These resources can be viewed online with the WV SHPO Interactive Map Viewer.

Historic Photographs

The most likely source of photographic information will be from the past owners of the property. It is likely that this would be in the context of family photo or candid shots that just happened to have the interior or exterior of the property in the background. Historic newspapers, as well as books on the history of a particular area, may also be good sources of historic photographs. Finally, the WVU Library maintains an extensive collection of historic photographs from throughout the state.

INTRODUCTION

HISTORIC ARCHITECTURE IN LEWISBURG

Historic properties within the Lewisburg Historic District span a variety of styles, with most expressing characteristics of Federal, Greek Revival, and other early American styles. The nomination for the historic district defines five periods of construction in Lewisburg spanning the years 1755 to 1920, which correspond with the Federal, Greek Revival, Italianate, and Folk Victorian styles.

All buildings constructed more than 50 years ago are potentially significant and eligible for listing in the National Register of Historic Places. Good examples of Kit Houses, Craftsman, International, Minimal Traditional, and Ranch style buildings appear in the historic district and should be preserved according to these Guidelines to retain eligibility for listing.

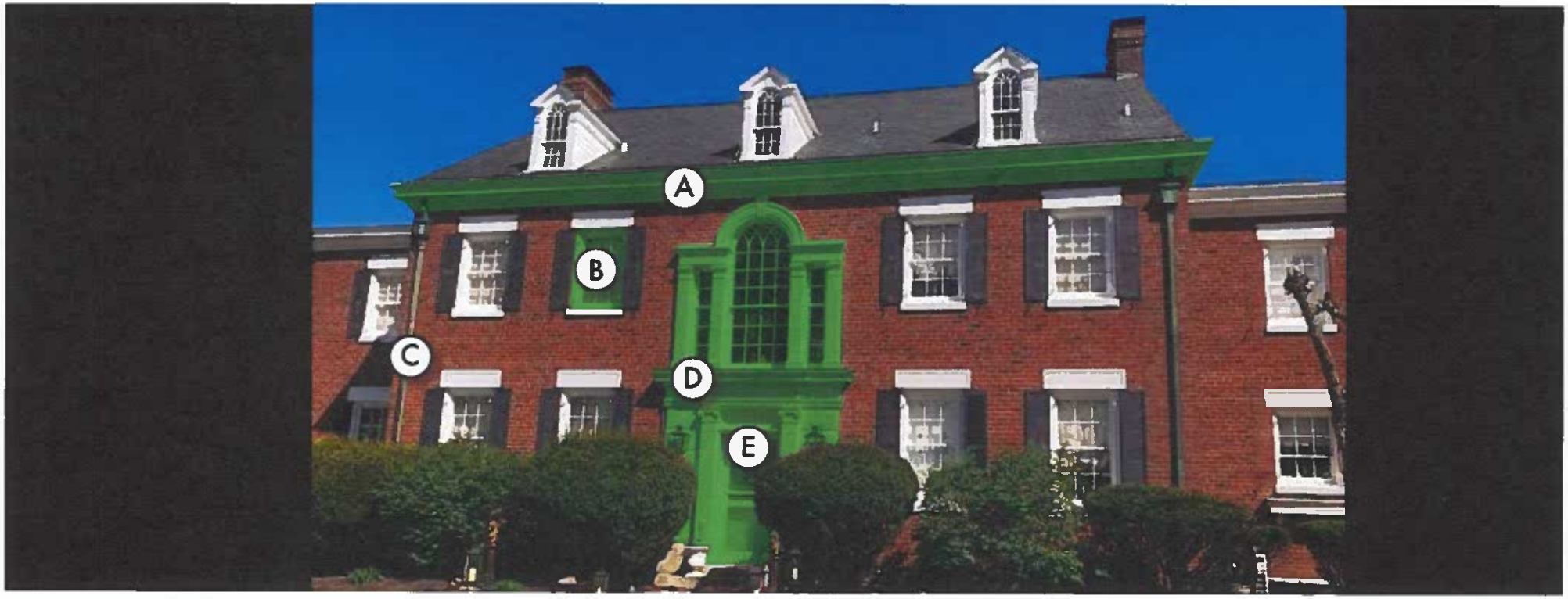
Understanding typical character defining features of historic properties can help property owners to determine which features should be preserved, repaired, or restored. The following style guide is based upon the styles presented in Virginia Savage McAlester's A Field Guide to American Houses, Second Edition, 2013. Significant or defining architectural features, along with typical materials for each style, are highlighted.

FEDERAL

1780 - 1840

174 Homeland Drive

The Federal style is inspired by the rigid symmetry and classicism of ancient Greek and Roman architecture. Residences of this type can feature a side-gabled or hipped roof, sometimes with a centered cross gable.



A. DECORATIVE CORNICE
B. DOUBLE-HUNG WINDOWS WITH 6 PANES PER SASH
C. SYMMETRICAL BAYS
D. DECORATIVE ENTRY SURROUND OR SMALL PORCH
E. ENTRY DOOR CAN HAVE FANLIGHT OR SIDELIGHTS

WALLS : STONE, BRICK, LOG, WOOD CLAPBOARD
WINDOWS : WOOD
ROOFING : ASPHALT & WOOD SHINGLES, METAL

GREEK REVIVAL

1825 - 1860

1546 Washington Street East

Like the Federal style, the Greek Revival style is based on the architecture of ancient Greece. These buildings are designed to resemble a classical temple and typically feature an elaborate, pedimented door surround or a full-height entry porch.

A. LOW-PITCHED GABLE OR HIPPED ROOF
B. HEAVY CORNICE OR BROAD EAVES
C. MULTIPANE DOUBLE-HUNG WINDOWS
D. ENTRY PORCH WITH CLASSICAL COLUMNS

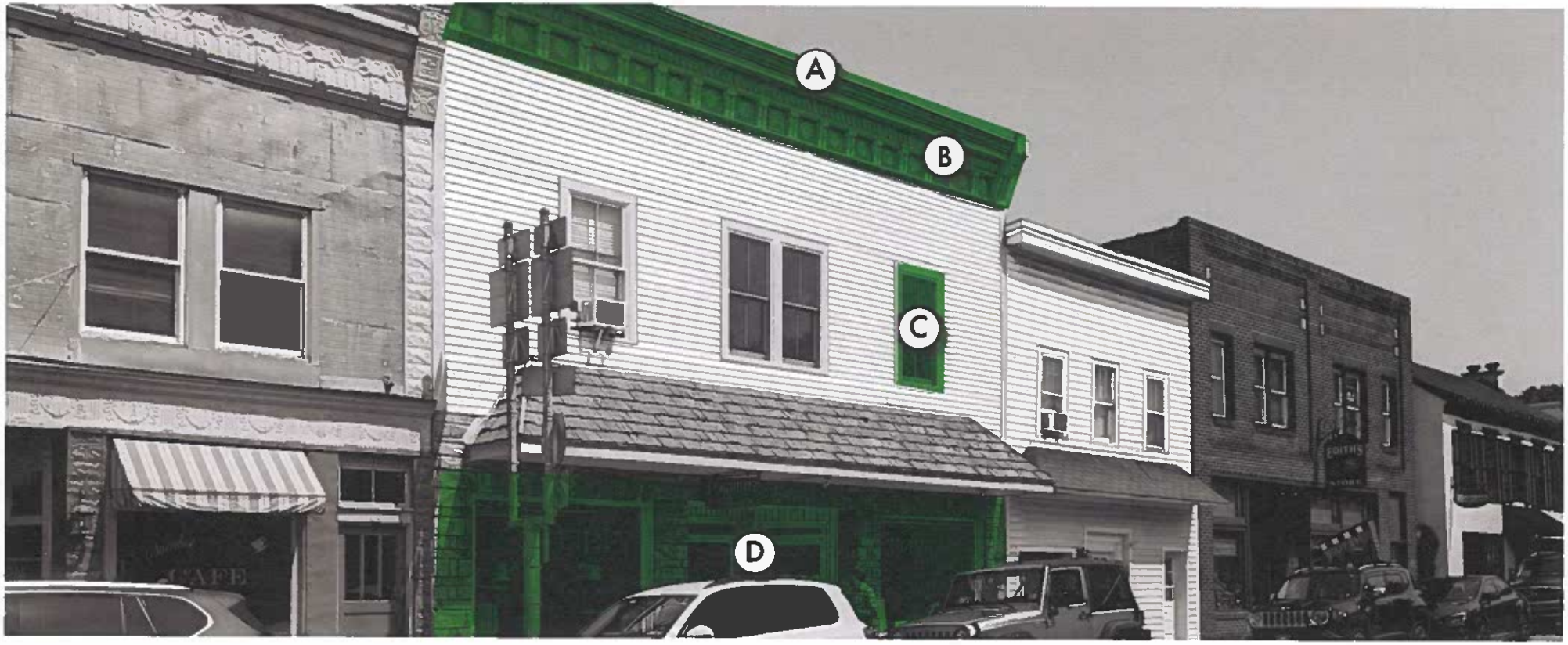
WALLS : STONE, BRICK, LOG, WOOD CLAPBOARD
WINDOWS : WOOD
ROOFING : ASPHALT & WOOD SHINGLES, METAL

ITALIANATE

1840 - 1885

1029 Washington Street East

Based on sixteenth-century Italian Renaissance architecture, the Italianate style was introduced in the United States as an alternative to Greek or Gothic Revival styles. Although most Italianate buildings feature a low-pitched hipped or flat roof, some examples have a front-gabled roof.



A. LOW-PITCHED HIPPED OR FLAT ROOF
B. WIDE OVERHANGING EAVES WITH BRACKETS
C. TALL, NARROW WINDOWS, SOMETIMES ARCHED
D. COMMERCIAL STOREFRONT AT STREET LEVEL

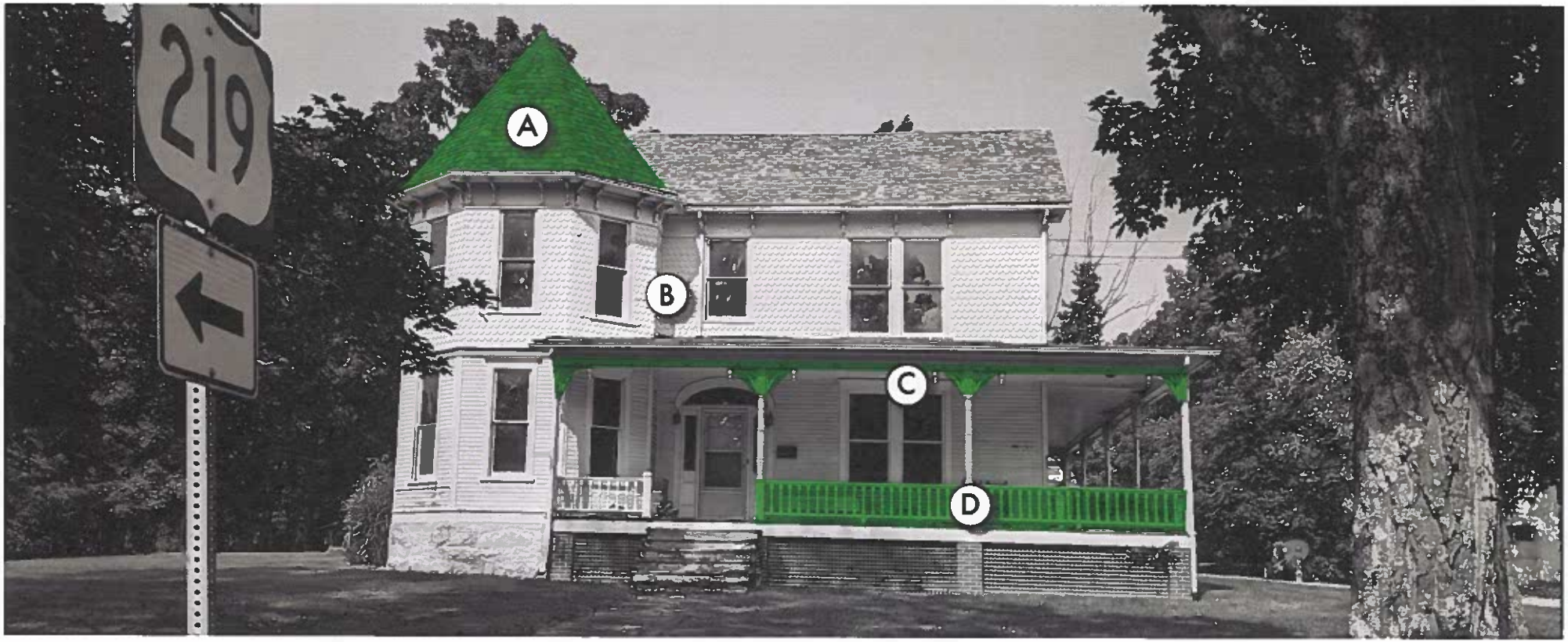
WALLS : BRICK, STONE, CLAPBOARD
WINDOWS : WOOD
ROOFING : FLAT BUILT UP ROOFING

FOLK VICTORIAN

1870-1920

1505 Washington Street East

With the railroad reaching Lewisburg in 1873, builders were able to capitalize on a broader availability of materials, including dimensional lumber and decorative spindlework. More elaborate examples of the style may be characterized as Queen Anne.



A. STEEPLY PITCHED GABLE OR HIPPED ROOF

B. ASYMMETRICAL FACADE

C. DECORATIVE EXTERIOR WOODWORK & MATERIALS

D. PARTIAL OR FULL-WIDTH PORCH

WALLS : WOOD CLAPBOARD, SHINGLES, BRICK

WINDOWS : WOOD, LEADED

ROOFING : ASPHALT OR WOOD SHINGLES, METAL

CRAFTSMAN

1905 - 1930

304 Court Street South

Originating in Southern California, the Craftsman style places an emphasis on low massing, exposed structural elements, and a mixture of exterior materials. Sometimes called Bungalows, these residences are generally only one or one and one-half stories.

A. LOW-PITCHED ROOFLINE, DORMERS COMMON

B. WIDE, OVERHANGING EAVES

C. BRACKETS AND EXPOSED STRUCTURAL ELEMENTS

D. FULL OR PARTIAL WIDTH FRONT PORCH

WALLS : WOOD CLAPBOARD, SHINGLES, BRICK

WINDOWS : WOOD

ROOFING : SHINGLES

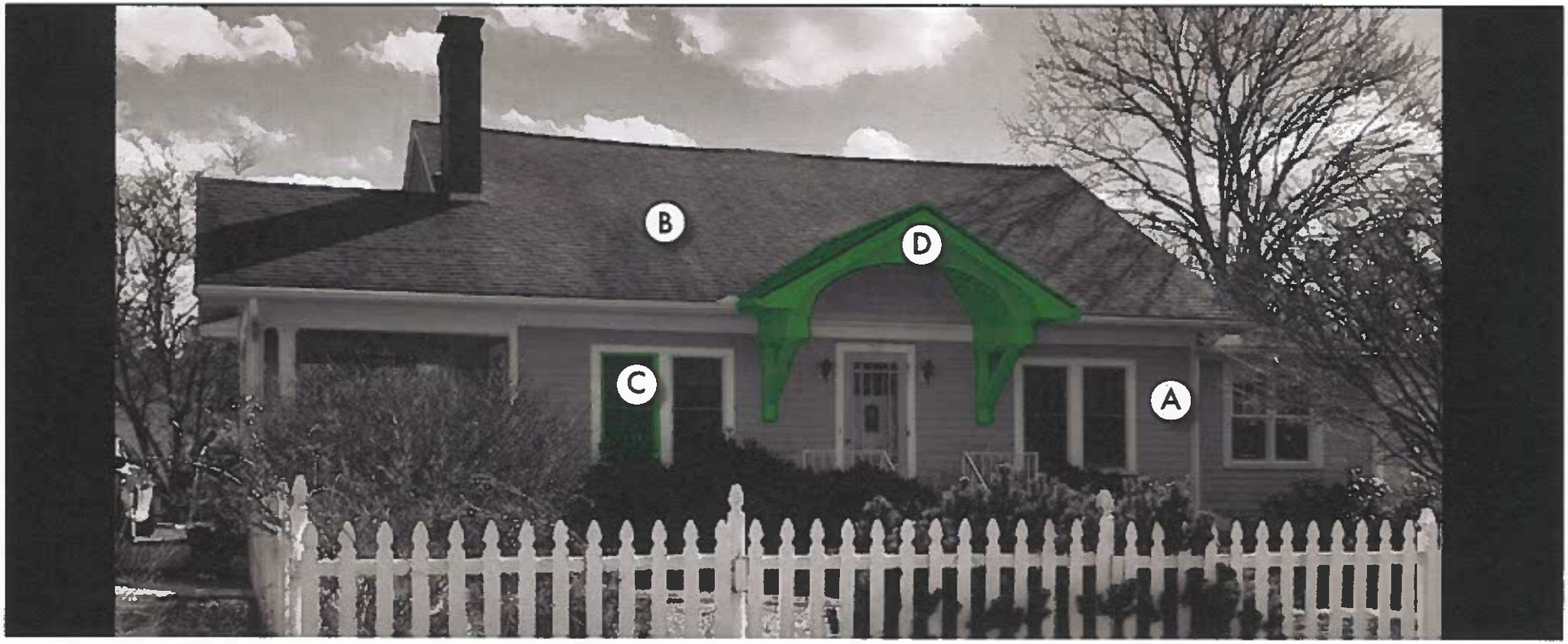
CHIMNEY : BRICK OR STONE

KIT HOUSES

1880 - 1960

322 Court Street South

In the early twentieth century, American manufacturers such as Sears, Roebuck & Co. and the Aladdin Company began selling prefabricated single-family houses that owners could order by mail and assemble on site. Today, extensive online databases of plans can help owners identify the model or plan name of their kit home.



A. WOOD FRAME CONSTRUCTION
B. STANDARDIZED SHAPES AND MASSING
C. DOUBLE HUNG OR CASEMENT WINDOWS
D. SMALL ENTRY PORCH

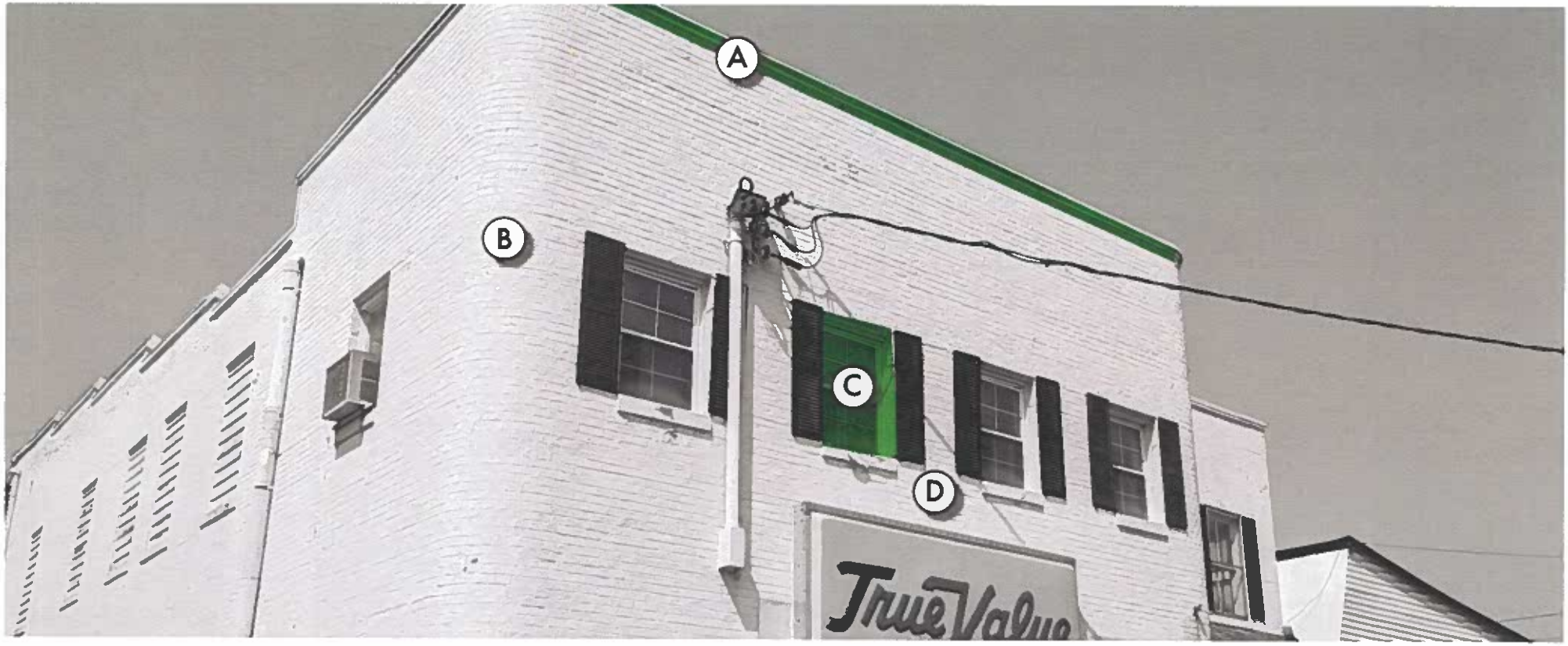
WALLS : WOOD CLAPBOARD, SHINGLES
WINDOWS : WOOD, STEEL CASEMENT
ROOFING : ASPHALT SHINGLES

INTERNATIONAL

1920 - 1950

775 Court Street South

Inspired by the modern movement originating at the Bauhaus, founded in Germany in 1919, and new, streamlined technology of the early twentieth century, International buildings place an emphasis on form and regularity while avoiding excess exterior ornamentation.



A. FLAT ROOF WITH MINIMAL COPING
B. USE OF SMOOTH, CURVILINEAR SURFACES
C. MINIMAL WINDOW DETAILING
D. REGULARITY BASED ON STRUCTURAL SYSTEMS

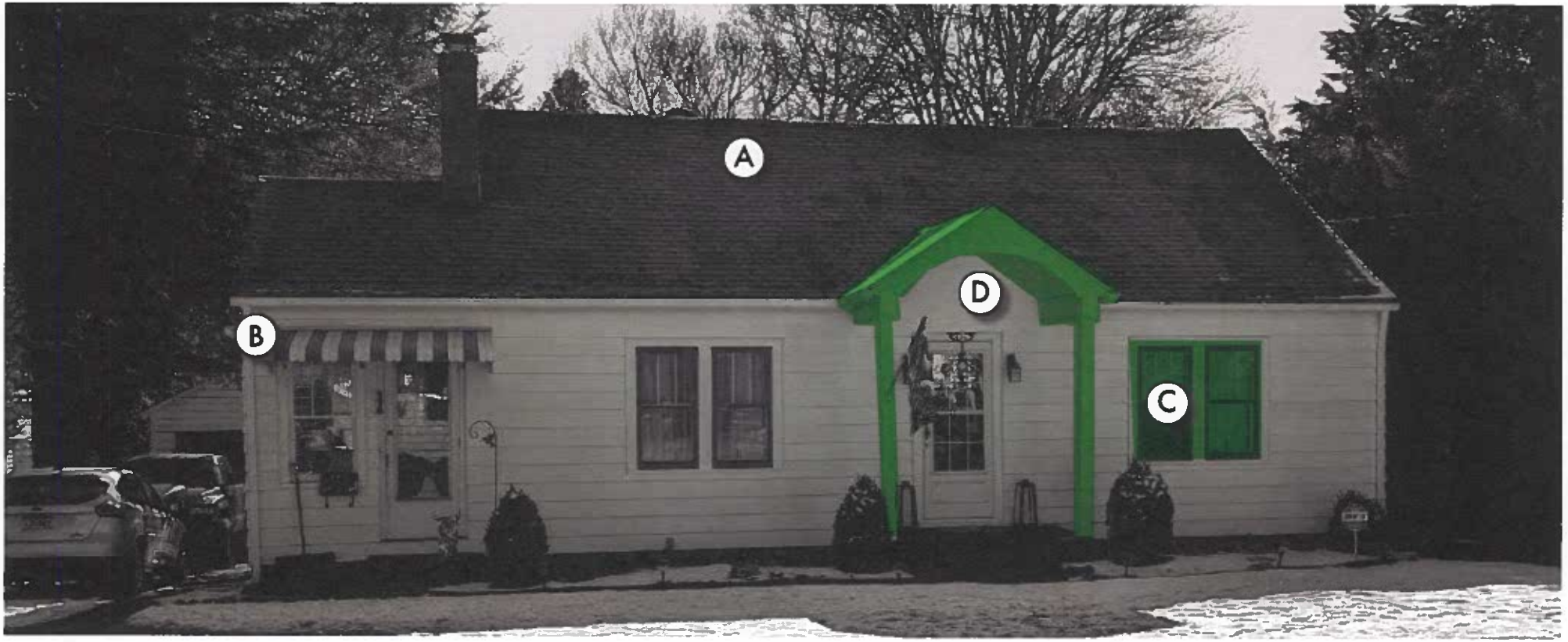
WALLS : BRICK, METAL, FRAME
WINDOWS : STEEL, CASEMENT OR DOUBLE HUNG
ROOFING : FLAT BULIT-UP ROOFING

MINIMAL TRADITIONAL

1935 - 1950

592 Court Street South

In 1940, the Federal Housing Administration published *Principles for Planning Small Houses*, which focused on efficient, compact living using readily available materials. Many veterans returning from World War II utilized GI Bill benefits to construct starter houses throughout the rapidly suburbanizing United States.



A. LOW OR MODERATE-PITCHED ROOF
B. MINIMAL EAVE OVERHANG
C. DOUBLE HUNG OR CASEMENT WINDOWS
D. SMALL ENTRY PORCH

WALLS : WOOD CLAPBOARD, PAINTED BRICK
WINDOWS : WOOD, STEEL CASEMENT
ROOFING : ASPHALT SHINGLES

RANCH

1945 - 1975
409 Echols Lane

Ranch style residences became the primary single family housing type in American suburbs during the mid-twentieth century. They commonly feature wide and low massing, deep overhanging eaves, and large picture windows.

A. LOW-PITCHED ROOF
B. WIDE OVERHANGING EAVES
C. PROMINENT PICTURE WINDOW
D. LOW, WIDE MASSING

WALLS : FRAME, SOMETIMES WITH BRICK VENEER
WINDOWS : STEEL, CASEMENT OR DOUBLE HUNG
ROOFING : ASPHALT SHINGLES

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LEWISBURG HISTORIC DISTRICT DESIGN GUIDELINES

CONTENT INDEX

GENERAL GUIDELINES

HISTORIC AND EXISTING BUILDINGS

NEW CONSTRUCTION

GENERAL GUIDELINES

ACCESSIBILITY

a. Whenever possible, persons with disabilities should have the ability to experience historic sites and spaces. Historic doors and entrances, walkways and interior corridors, stairs and elevators, public toilets, and other features may pose challenges to accessibility.

b. When adapting a historic property for accessibility, every effort should be made to minimize damage to character-defining features.

c. Whenever possible, the intended entry experience of historic sites should be maintained and preserved. The widening of historic door openings should be avoided. This may require the creation of an alternative accessible entrance. Where this is not possible, new doors and openings should be designed to be compatible with the existing historic materials and detailing.

d. Ramp construction should not result in damage or removal of original historic material and should be reversible. Ramps should be constructed of materials compatible with the existing structure and painted to match the main building's colors. Every effort should be made to locate ramps in areas that do not detract from the visual character of the building.

e. Wooden ramps should either be of simple design and configuration or designed to match an existing porch railing that has historic merit in terms of materials, dimensions and detailing. If located substantially in the public view, the ramp should be screened with landscaping when possible.

f. As ramps are to be built in a reversible manner of construction, they may be removed if they are no longer required. Ramps do not innately hold historic significance, and subsequent [property owners may dispense with them. They are temporary structures for a phase of the build's occupancy. They are not formal additions or adaptations.

Note: Refer to the most recent edition of the ADA Accessibility Guidelines, available online, for compliance. See also the Whole Building Design Guide, available online, on Providing Accessibility for Historic Buildings, for specific guidelines regarding routes and clearances, doors and hardware, interior public spaces, program access, restroom design, signage, and vertical accessibility.

ALTERNATIVE ENERGY DEVICES

a. Solar panels, wind turbines, and other alternative energy collectors and their associated apparatus should be installed so as to minimize the visual impact within the public view. These devices should be located on rear sections of the roof of a building, behind dormers, gables or in other areas not readily visible to the public. Landscaping is required to screen solar panels from the main road.

b. If freestanding, devices should be located in rear yards or on side façades of a building not readily visible to the public.

c. Refer to the most recent National Park Service guidelines regarding the installation of solar collectors on historic properties at https://www.nps.gov/tps/sustainability/new-technology/solar-on-historic.htm.

AWNINGS AND CANOPIES

a. In commercial settings, awnings are appropriate for traditional locations such as over windows and doors or attached to porches.

b. Awnings should be of canvas or similar woven material. Permitted signage on awnings should be only on the valance and should be painted on or woven into the fabric.

c. The placement of awnings should be so that they do not cover or conceal significant architectural details, such as decorative window moldings, and should be of colors that complement the associated building and surroundings.

d. External illumination of awnings may not be appropriate.

e. Awnings should fit the openings to which they are applied. Rectangular window and door openings should have straight-across shed type awnings, and awnings over arched windows should have curved or rounded awnings.

f. Awnings should be attached to historic buildings with care to prevent unnecessary damage to original details and materials.

g. Retractable awnings are preferred over fixed metal awnings except in cases where fixed awnings would be appropriate to the historic character.

GENERAL GUIDELINES

DECKS AND PORCHES

GENERAL GUIDELINES

a. Porches which are intact and totally or partially original should not be replaced but repaired as needed, adhering to original design features in scale and placement and using original materials whenever possible to match the original. If the original design is unknown and cannot readily be determined, the owner should employ a traditional design which is compatible with the architectural style of the particular building to which the associated porch is planned, using appropriate material and detailing.

b. New construction of porches should employ a traditional design compatible with the architectural style and period of the particular associated building.

c. Porches within the public view should not be enclosed with wood, glass or other materials which would alter the porch's open appearance. Porches may be screened if:

   I. The screen panels are placed behind the original features such as columns or railings.

   II. The screen panels do not hide decorative details or result in the removal of original porch materials.

   III. The structural framework for the screen panels is minimal, so that the open appearance of the porch is maintained.

d. Porches should not be altered by replacing wood floors or steps with a different material. Masonry porch floors or masonry patio and terrace surfaces may use poured concrete steps.

e. Open areas between porch foundation supports should be infilled as appropriate to the original design. If the original design is unknown, or if the porch is of new construction, these areas should be infilled with decorative wood framed skirting or vertical slats.

f. Wood construction is preferable for decks, which should be located at the rear of buildings or in other areas not substantially in the public view. The use of engineered wood is acceptable as it often fairs better than most readily available commercial lumber.

g. Decks should be stained or painted in accordance with the applicable manufacturer's instructions. Stains should be opaque, and paints should blend with the colors of the associated building. In some cases, unstained and unpainted wood may be acceptable.

h. Deck design should be kept simple, with traditionally styled wood railings and balusters that complement the design of the building.

DECKS AND PORCHES

COLUMNS AND RAILINGS

a. Porch columns and railings should be preserved and maintained. Where repair is required, the owner should use materials to match the original dimensions and detailing. If the original columns and railings have been removed or replaced, the porch should be restored to its original design, or if that is unknown and cannot readily be determined, to a traditional design compatible with the architectural style of the associated building.

b. Front porches may require new balusters (also called spindles) for the railing, in which case the replacements should be of appropriate size and design for the building's style and period.

c. The use of engineered wood is acceptable as it often fairs better than most readily available commercial lumber.

STAIRCASES AND STEPS

a. Porch staircases and steps original to a property should be retained in their original location and configuration. Wood, masonry, and concrete steps should be repaired with materials to match the original.

b. If the porch has a wooden floor, it should have wooden steps. However, in some cases, brick or concrete steps may also be appropriate.

c. Porch staircases and steps added to a building should have newel posts and balusters, stringers, treads and risers and any other details needed to match the original porch construction.

Note: Porch columns often deteriorate first at the bottom next to the porch floor, in which case the owner should consider removing and replacing the deteriorated area rather than replacing the entire column. Similarly, the deteriorated area also may be boxed in the case of square cross section porch columns or the deteriorated wood repaired with wood epoxy.

GENERAL GUIDELINES

DEMOLITION AND RELOCATION

DEMOLITION

a. Demolition of any original feature or portion of a building that is more than fifty (50) years old should be avoided.

b. Any building that contributes to the historic or architectural significance of the Historic District should not be demolished unless at least one of the following factors is present:

   1. Public Emergency: An emergency condition exists in which the public safety and welfare requires the removal of the building.

   2. Non-contributing: The building does not contribute to the historic or architectural character of the District.

c. Outbuildings, such as garages, that date fifty (50) or more years before the proposed date for demolition should be repaired or reconstructed whenever possible, rather than demolished.

RELOCATION

a. Subject to the provisions of City of Lewisburg ordinances, moving buildings into the Historic District may be acceptable if compatible with the District's architectural character in terms of style, period, height, scale, materials, setting and placement on the lot. Relocation of a building into the historic district should be evaluated using guidelines for new construction.

b. Buildings that contribute to the historic and architectural character of the district should only be relocated from their historic setting when the only alternative is demolition.

c. Relocated historic buildings within the historic district shall have their character defining elements and significant architectural features protected during the process and any damage will be repaired. Every effort should be made to save important masonry features, such as chimneys, and to rebuild them in the new location in their proper configuration.

d. Moving buildings such as garages, sheds, or other outbuildings from one location to another on the same lot is acceptable in lieu of demolition so long as the location will not obscure the view of an historic building. It is preferable that the new location not be substantially in the public view.

e. Mature trees and other significant vegetation should be protected on the new site, as well as on the old site. Landscaping consistent with the surrounding historic properties should be installed.

f. A marker or plaque giving the original location of the building and any other information pertinent to its move should identify a building that has been moved if it was a contributing structure in the historic district.

DRIVEWAYS, PARKING LOTS, AND PAVING

a. Driveways should not be replaced but repaired as needed, adhering to original design, materials and placement.

b. Driveways situated in front or side yards should be constructed of brick, concrete, narrow strip tracks of concrete, pea gravel or pea gravel embedded in concrete. Conventional or textured asphalt or concrete may be considered alternative appropriate materials.

c. Private-use parking areas preferably should be located in the rear yard of the premises nearer any existing alley than the principal building. If that is not possible and the parking area will be substantially in the public view, it is preferred that it be located no closer to the front of the lot than the front wall of the house or principal dwelling. Parking areas in public view should be screened with hedges, shrubs, or appropriate fences. Corner-lot parking areas should be edged with landscape screening along both primary and secondary streets.

d. Parking lots for commercial buildings, churches, apartment buildings, schools, and other establishments should be located in rear yards when possible.

1. If placement in a side yard is required, the parking lot should not be located any closer to the front of the lot than the front wall of the principal building.

e. Commercially used parking lots should be screened from public view with hedges, shrubs, trees or fences at their edges and employ appropriately planted medians and dividers within their boundaries.

1. Commercially used parking lots on vacant lots situated between buildings should have edge landscape screening aligned with the front façades of adjacent buildings.

2. Commercially used parking lots on corner lots should have edge landscape screening on both the primary and the secondary streets.

GENERAL GUIDELINES

FENCES

GENERAL GUIDELINES

a. Cast iron or other original fence material should be preserved and may be added to buildings if appropriate to the architectural period and style of the construction and in some instances may be appropriate for buildings of later vintage.

b. Chain link fences, concrete block fences and fences of louvered, basket weave, horizontal board, stockade or shadowbox design are not acceptable. Plastic or fiberglass fences are generally not appropriate.

c. Freestanding brick fences that obstruct visibility of primary buildings are not acceptable in front yards but may be installed in rear or side yards.

d. Traditional plantings such as hedges and shrubs are acceptable alternatives for fences.

e. The precursory city ordinances regarding fencing apply within the Lewisburg Historic District.

FRONT YARDS

a. Painted or stained fences of wood pickets, balusters or spindles are appropriate for front yards. Solid board fences that obstruct visibility of the premises are not appropriate for use in front yards and should be avoided.

b. Balusters or spindles should be no wider than 4 inches and be set between a top rail and a bottom baseboard and rail. If the wood pickets, balusters or spindles are more than 50% open, the height of the fence should not exceed 42 inches. If the wood pickets or balusters are 50% open or less, the height of the fence should not exceed 36 inches. However, if there is evidence to show that a fence of construction contrary to such limitations historically existed, any new fence should be constructed in accordance with the available evidence.

REAR YARDS

a. The same low fence design specified in Fences in the Front Yard is appropriate for rear yard fences, but privacy fences of wood boards or planks are also acceptable at this location.

b. Single row privacy fences of vertical flat top boards or planks of an appropriate height and width for the intended use are the most appropriate for the Lewisburg Historic District, but boards or planks topped with a lattice or picket designs are also acceptable. The finished side of such fences should face out toward the right-of-way.

c. Section 82 of the Lewisburg Zoning Ordinance permits screening to follow the lot line of the lot to be screened or be so arranged within the boundaries of the lot as to substantially hide from adjoining properties the building, parking, loading areas or other activity to be screened.

FIRE ESCAPES

a. Unless required by fire or safety codes, fire escapes should not be added.

b. So far as possible, fire escapes should be located out of public view.

c. Fire escapes placed on the exterior should be of traditional design with simple balusters and handrails. The use of painted wood is encouraged where it can meet applicable safety standards. Metal fire escapes may be employed if they have a traditional design and are substantially out of the public view. The use of unpainted pressure treated wood is discouraged.

GARBAGE COLLECTORS

a. Except as permitted by the City for periodic collection on the streets, areas used to store garbage collectors such as large dumpsters and trash containers should be situated at the rear of a building and screened from the public view by shrubbery or fencing.

b. A discrete wooden structure may surround residential trash containers and recycling bins and are permissible on the side or rear of buildings.

GRADE CHANGES

a. Grade changes should not change the character of the streetscape or the relationship of the buildings situated thereon and should not result in obscuring or concealing an historic building.

GENERAL GUIDELINES

HANDRAILS AND ENCLOSURES

a. Where handrails or other enclosures are necessary to accommodate an outdoor dining area, improve accessibility, or enhance safety, they should minimally impact the historic resource and its setting.

b. Railings should be simple and not visually obscure the historic resource from the public view.

c. All railings must be compliant with relevant building codes.

LANDSCAPING AND TREES

Canopies of mature trees lining the streets of Lewisburg's Historic District are an important and appreciated characteristic and should be protected. Likewise, landscaping should enhance the historic view rather than detract from it.

a. Tree pruning, clearing of overgrown bushes, vines and saplings do not require a permit. Landscape edging, flower, vegetable, and rock gardens do not require permits.

b. Mature trees in a healthy condition that contribute to the character of the Historic District should be maintained. Removal of healthy trees with trunks of more than 4" in diameter measured four feet from the ground requires a city permit.

c. Diseased or damaged trees of any size or those causing structural damage to buildings can be removed but a city permit is required for this action.

d. When replacing mature trees an effort should be made to use trees with the same or similar canopies and to use the same location unless this site contributed to the previous damage of the tree or surrounding structures. The site chosen should enhance the appearance and character of the historic streetscape. The natural topography should be maintained in order to enhance drainage and soil stability.

e. Trees and shrubbery should be pruned as often as necessary so that buildings and historic properties are not concealed, obscured, or damaged.

LIGHTING

COMMERCIAL

a. Original lighting fixtures should be retained and repaired whenever possible. If replacement of original fixtures is needed, a style similar to the original is preferred. Lighting fixtures on historic properties should usually be mounted on porch ceilings or adjacent to entrances.

b. New lighting added to commercial properties should be simple in design and may be either concealed or exposed. If exposed the fixtures should be appropriate to the style and period of the building. Down-lit fixtures are encouraged in all applications.

c. All lighting must comply with requirements of the National Fire Protection Association (NFPA-101) Life Safety Code Handbook.

FRONT YARDS

a. Lighting for security purposes (such as flood lights) should be mounted on façades not prominently in the public view, rather than on front façades.

b. Post-mounted fixtures may be installed if they are compatible with the style, scale and period of the associated building.

PORCHES AND EXTERIOR WALLS

a. Fixtures original to the associated building should not be replaced but repaired as needed, adhering to the original design features and using original materials whenever possible.

b. Non-original fixtures should be compatible with the style, scale and period of the building and mounted as appropriate to the style and design of the period.

c. Lighting for security purposes (such as flood lights) should be mounted on the rear or sides of the building rather than the front. When in public view, floodlights or foot lights should be small, simple in design and their number kept to a minimum.

d. Freestanding fixtures should be compatible with the style, scale and period of the associated building.

GENERAL GUIDELINES

MECHANICAL SYSTEMS

a. Mechanical systems should be located at the rear of buildings or otherwise out of the public view. If that is not practical, they may be located on the sides of buildings if screened with shrubbery, fencing, lattice panels or other acceptable means of screening. Flat roofs in commercial areas are another great place to afix mechanical systems, so long as they are set back from the facade.

b. Electrical conduits, gas meters, cable TV connections, satellite dishes and similar equipment may be located on the rear or sides of buildings if out of the public view and behind appropriate screening if locating these items at the rear of the structure is not practical.

PAINTING AND PAINT COLORS

a. Any owner wishing to repaint a building in a color scheme that duplicates existing paint colors may do so by securing a permit from the City of Lewisburg.

b. Owners wishing to repaint a building in a new paint scheme within the Historic District are encouraged to consider historical precedent and examples of use on similar structures when making paint color choices. A catalog of historic paint color collections is maintained by the City of Lewisburg for use by property owners.

c. High-quality paint is recommended to provide a long lasting finish.

d. In most instances, previously unpainted masonry or stonework should be left unpainted (see Masonry guideline).

e. The installation of murals, artwork, or patterned paint schemes is subject to HLC review.

RETAINING WALLS

a. Retaining walls of timbers, railroad ties or artificial stone should not be constructed at the front of buildings.

b. Retaining walls built more than fifty (50) years before application is made to change, repair, or alter such walls should not be removed or replaced with new materials. Rather they should be preserved or maintained whenever possible.

c. Retaining walls of new construction should be of concrete or in stone designs such as cut stone, random rubble, coursed rubble or cobblestones. Retaining walls of wood, timbers or brick are less appropriate but may in some instances be constructed. Brick facing of concrete or concrete block is acceptable.

SIDEWALKS AND WALKWAYS

a. Sidewalks or walkways of stone, brick, or other materials original to building or block should be preserved when they are in the public view.

b. New construction of sidewalks or walkways should be compatible in materials, details, dimensions and placement with adjacent sidewalks. However, brick or stone pavers or materials that replicate them, as well as textured or patterned concrete may be appropriate in some instances.

c. Sidewalks and walkways of asphalt, aggregate or pebble-surfaced concrete and like materials are generally not appropriate in areas subject to the public view.

d. As new technologies become available, they should be considered for repair or replacement of walkways.

e. Grade changes should not change the character of the streetscape or the relationship of the buildings situated thereon and should not result in obscuring or concealing an historic building.

f. Natural topography should be maintained in order to enhance drainage and soil stability.

GENERAL GUIDELINES

SIGNAGE

a. Signage within the Lewisburg Historic District is subject to City Sign Ordinance §611.2. Building Signs.

b. Signs that are more than fifty (50) years old at the time of desired action should be preserved, maintained and repaired if feasible.

c. In the case of buildings that are of contributing significance to Lewisburg's Historic District or that have received nomination to the National Historic Register and that are occasionally or permanently open to the public, signs designating the names of the structures as well as their historic significance may be erected. These signs may be attached to the structure as described for commercial establishments or, if this is not practical or visible, in some instances they may be freestanding.

d. The precursory city ordinances regarding fencing apply within the Lewisburg Historic District.

e. Historic Lewisburg Walking Tour signs bearing construction dates are permitted.

SWIMMING POOLS

a. Swimming pools should be located in rear or side yards and screened from public view by fencing or landscaping.

b. Mechanical equipment related to the operation of swimming pools should generally be located out of the public view and screened with shrubbery, low fencing or lattice panels or other acceptable means of screening.

c. Lighting for swimming pools should be beneath the surface of the water or at ground level.

TELECOMMUNICATION DEVICES

a. Satellite dishes, antennas, and other telecommunication devices should be installed out of the public view when possible.

b. Devices should be of the smallest practical size and if ground mounted, placed as close to the ground as possible and screened with landscaping, lattice panels or fencing.

TEMPORARY STRUCTURES AND TENTS

a. All commercial tents must have a permit and have proof of fire retardant resistance number. See the Lewisburg City Ordinance for more information on temporary structures.

b. Temporary structures in these guidelines include tents and shelters intended for seating or outdoor dining located at residences as well as commercial establishments that remain in place longer than 30 days. These tents should reflect and complement the colors, sizes, and architectural styles of the buildings in near proximity.

c. Other structures to be located temporarily within the Historic District, whether for commercial, non-profit, or residential purpose, should be of design, material, size, and color so as to complement the surrounding permanent structures at these locations. In no case shall they obscure from public view architectural details of historic buildings in the Historic District.

YARD FEATURES

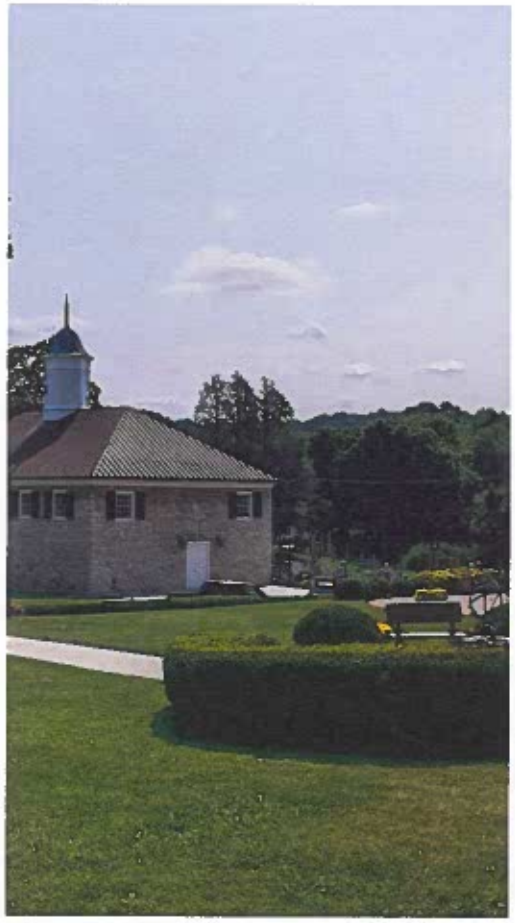
a. Historic yard features, such as pergolas, gazebos, and fountains, should be repaired and restored whenever possible.

b. Restoration of original fountains is encouraged; such restoration should incorporate original materials, size, color, and design whenever possible.

c. When any new structure, furnishing or object is added, it should be done in such a way that does not detract from or alter the historic character of the landscape. For example, installing a period gazebo that was never present in the cultural landscape.

d. Avoid creating a false historical appearance because the replaced feature is based on insufficient historical, pictorial and physical documentation.

e. Avoid introducing a new design that is incompatible with the historic character of the landscape. For example, replacing a stone wall with a statue.



HISTORIC AND EXISTING BUILDINGS

ADDITIONS

DESIGN

a. New additions should be compatible with the original building in scale, placement and design, taking into consideration roof shape, materials, color, location of windows, doors, cornice heights and other design elements.

b. Additions at the rear of buildings are acceptable but should be compatible with the original building in terms of size, scale, proportions, and rhythm of openings.

c. New additions should avoid imitating an earlier historic style or architectural period.

d. Additions should be differentiated from the original by the use of setbacks or other devices. An addition should not obscure the original form and proportions of the main structure or of other historical additions. It should be constructed on a smaller scale than the historic structure and not overpower it.

PRESERVATION

a. Construction should be carried out in a manner that avoids extensive removal or loss of historic materials and damage or destruction of significant original architectural features.

b. Construction should impact the exterior walls of the original building as minimally as possible using existing door and window openings for connecting the addition to the original building.

c. Additions that deftly utilize architectural hyphens to connect existing architectural massings are encouraged when possible.

ARCHITECTURAL DETAILS

a. Details include gingerbread, verge boards, eaves, brackets, dentils, terra cotta, cornices, moldings, trim work, shingles, columns, pilasters, balusters, clapboard, shingle and stucco surfaces and any other decorative or character-defining feature found on the building or structure.

b. Architectural details should not be removed or altered if original or historic to the building.

c. These features should be repaired rather than replaced and should not be covered or concealed with vinyl, aluminum or other artificial material.

d. Architectural features may be added if there is physical, pictorial or historical evidence that the additions to be added were original to the building. Any such addition must match the original in terms of materials, scale, location, proportions, form and detailing.

DOORS AND ENTRANCES

GENERAL GUIDELINES

a. Door features such as surrounds, sidelights, and transoms should not be removed or altered, nor should the original size of the door opening be enlarged, reduced, or shortened in height.

b. Doors should not be added where they did not originally exist unless needed to meet safety codes or to enhance the use of a property, in which case placement may be at the rear or side of the dwelling or otherwise substantially out of the public view.

c. All doors should be constructed of traditional design appropriate to the architectural style and period of the building concerned.

I. New Door Designs: Original doors at front or side entrances and substantially in the public view should not be replaced with new doors. However, doors that cannot be repaired should

be replaced with doors that match the design and materials of the original doors.

II. Missing Doors: Missing doors at front entrances or at side entrances substantially in the public view should be replaced with new doors appropriate for the style and period of the dwelling and similar in design to the original doors with regard to style, configuration, materials, glazing, and lights.

STOREFRONTS AND COMMERCIAL DOORS

d. Solid wood doors generally should not be installed on storefronts.

e. Where the original door design is unknown, doors should be replaced with plain wood doors in a single light glass area design. Solid paneled doors, decorative doors or doors based on a different historic period or architectural style generally are not acceptable on storefronts.

f. New doors should generally be constructed of wood and glass. However, metal doors of dark or bronze anodized finish and a wide style may be acceptable. Aluminum or other silver colored metals are generally not appropriate.

HISTORIC AND EXISTING BUILDINGS

DOORS AND ENTRANCES

SCREEN AND STORM DOORS

a. Original screen doors should be preserved and maintained.

b. Screen and storm doors should be correctly sized to fit the opening for which they are intended and, whenever possible, openings should not be enlarged, reduced or shortened for new door installation.

c. New screen doors may be of wood and either full-view or with structural members aligned with those of the original door.

d. Storm doors should be of wood. Metal storm doors of full-view design with baked-on enamel or anodized finishes in colors complementary to the building may be acceptable.

e. Use of vinyl screen is discouraged.

EXTERIOR WALLS

MASONRY

a. Materials original to the building should be preserved and maintained. The removal of historic masonry that alters the historic character of the building is discouraged.

b. Removal of paint from a masonry façade is permitted. However, the removal of historic paintings, murals, or markings that add to the historical character of the building is discouraged. Masonry should never be sandblasted or subjected to any kind of abrasive cleaning, including pressure cleaning with water at any pressure which exceeds 300 pounds per square inch. Note: Chemical cleaning of masonry is a job for an experienced practitioner. Most chemical cleaning is extremely dangerous to masonry, to the environment, and to the worker. This includes chemical removal of old paint layers which may contain lead.

c. Painting of unpainted masonry is discouraged. Waterproof coatings that act as vapor barriers should not be applied to masonry surfaces as they will cause, rather than prevent, damage to the masonry surface. Water repellent coatings may sometimes be permitted. Caution should be used in choosing a water repellent coating, as application could result in a surface that will collect and retain soil, add color or obscure the original color of the surface, or degrade substantially when exposed to natural elements. In all instances such coatings should be applied to a test area away from public view and allowed to cure before being assessed for appropriateness in a large application. Masonry should not be coated with silicone-based water sealants because such substances generally prevent interior moisture from evaporating through the walls and resulting in damage to the brick.

EXTERIOR WALLS

MASONRY, CONTINUED

d. Any repairs should be performed carefully to match brickwork and mortar historically appropriate to that building. If possible, the original mortar composition and color should be determined through sample testing. The type of brick, method of manufacture, hardness, color, and shape should be carefully matched. The ideal repair should be indistinguishable from the original brickwork.

e. Removal of old mortar should be done in a way that does not widen the masonry joints or damage the face of the brick. Deteriorated mortar should be removed by hand using a tuckpointer's rake and not a power tool, such as an electric saw with masonry blade.

f. The new mortar joints should match the old in style, width, depth, color and raking profile, and mortar should not be smeared across the face of the brick.

g. Repointing should never be done with Portland cement or other hard mortar compounds unless they are original to the building. Most pre-1920 buildings require soft lime mortars to match the original composition, but if the original composition cannot be determined, an historic formula such as one part lime to two parts of sand should be used.

NPS PRESERVATION BRIEFS RELATED TO MASONRY:

Preservation Brief #1: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings

Preservation Brief #2: Repointing Mortar Joints in Historic Masonry Buildings

Preservation Brief #38: Removing Graffiti from Historic Masonry

h. Masonry should not be cleaned unless there is major staining, accumulated dirt, moss, or paint build-up. Limited staining or dirt accumulation should be left alone.

HISTORIC AND EXISTING BUILDINGS

EXTERIOR WALLS

SIDING AND SHINGLES

a. Wood siding that is original to a building should be repaired rather than replaced. However, if replacement is necessary, the siding should be replaced with new siding to match the original siding in material, size, placement and design. Replacement shingles should likewise match the original shingles in material, size, placement, and design.

b. Wood siding original to a building should not be concealed beneath synthetic materials such as vinyl, masonite or aluminum. Similarly, it should not be concealed beneath wood based materials such as particle board, gyp-board or press board as such materials generally do not offer textures or designs that closely match original wood siding. Fiber cement siding may provide an acceptable alternative to original wood siding on parts of the structure not in the public view.

c. Synthetic sidings such as aluminum, asbestos or vinyl should be removed from wood siding, and the wood siding repaired to original appearance, caulked and painted. If the ghosts or outlines of decorative missing features are revealed by the removal of the synthetic siding, the missing features should be replicated, re-installed, or recorded through photographs or drawings for future replication.

d. For weather protection, insulation may be added so long as the installation does not alter or damage the siding. Insulating without an appropriate vapor barrier may do long term damage to the structure and is discouraged.

e. Asbestos shingles or siding original to a building should be kept stained or painted. If asbestos shingle siding has deteriorated or otherwise poses a health hazard, it may be removed and replaced with traditional wood or other permitted siding. The applicant is encouraged to follow applicable state and federal hazardous material guidelines for removal of any siding, which may contain hazardous materials (esp. asbestos or lead paint).

f. As new siding technologies become available, they may be considered for any of the above. Vinyl and alumnium siding are not permitted. However, if a homeowner has a property within the district that has one of these materials, it is permissible, but not required, to remove it and show the original cladding material, even if the vinyl or aluminum siding is over 50 years old.

g. Any owner wishing to repaint a building in a color scheme that duplicates existing paint colors may do so by securing a permit from the City of Lewisburg.

h. Owners wishing to repaint a building in a new paint scheme within the Historic District are encouraged to consider historical precedent and examples of use on similar structures when making paint color choices. A catalog of historic paint color collections is maintained by the City of Lewisburg for use by property owners.

i. High-quality paint is recommended to provide a long lasting finish.

j. In most instances, previously unpainted masonry or stonework should be left unpainted (see Masonry guideline).

k. The installation of murals, artwork, or patterned paint schemes is subject to HLC review.

EXTERIOR WALLS

STUCCO AND OTHER COATINGS

a. Stucco coatings that are original to buildings should be repaired rather than replaced. As much of the original stucco as possible should be retained. Repairs should match the original in strength, color, texture, and composition. If the original decorative scoring pattern is evident, it should be replicated in any new stucco application during repair.

b. The patina of historic stucco is an important feature and should be left unpainted.

c. Masonry should not be covered with stucco or like coating materials unless there is solid evidence that at the time of its original application it was, or over time it became, historically appropriate to the structure.

FACADES

Façades of commercial buildings include the exterior faces and any storefronts, bulkheads, and display windows that are visible from public ways.

a. Any portions of commercial or institutional façades that are original should not be replaced but repaired as needed, adhering to original design features and using original materials whenever possible. If the original design is unknown and cannot readily be determined, a traditional design of that period shall apply.

b. Storefronts and façades within historic buildings that have been altered within the last fifty (50) years of the date for proposed additional work should be reconstructed to an historical condition, based on pictorial or physical evidence of original location, design, size, configuration and materials. If the original design is unknown and cannot readily be determined, a traditional design of the historical period should be used.

c. Bulkheads and display windows that are original should not be replaced but repaired as needed, adhering to original design features and using original materials whenever possible. If the original design is unknown and cannot be determined, the following provisions apply:

   i. Missing Bulkhead: If any original bulkhead is missing it should be replaced by a bulkhead of traditionally appropriate materials.

   ii. Missing Display Windows: If any display window is missing, it should be replaced with traditionally scaled windows having large, clear glass lights and matching the original in divisions.

d. Bulkheads and display windows should have window mullions or framing of wood, copper, bronze or other historic metals, and should be similar in size and shape to the original design. Clear (not tinted) glass should be installed in display windows. Interior shades or blinds may be used.

HISTORIC AND EXISTING BUILDINGS

FOUNDATIONS

a. Foundations should not be replaced but repaired as needed, adhering to the original design features and using original materials whenever possible. If removal of part of a foundation is required to accommodate mechanical unit installation or other upgrades or repairs, the removal should be made at the rear or at some other façade not in public view.

b. Foundations should be cleaned, repaired, or repainted as needed. See Masonry guidelines in this document for details on repointing and masonry materials.

c. Foundations should not be concealed with concrete block, plywood panels, corrugated metal, vinyl or plastic panels or other non-original material.

d. Foundations of brick may be painted or stuccoed if past repointing was poorly crafted or if the mortar was mismatched.

GARAGES AND OUTBUILDINGS

a. When the structure(s) is/are original to the property or contributing to its historic character, these secondary buildings should be preserved, maintained and repaired as needed, adhering to the original design features and using original materials whenever possible.

b. Relocation to another part of the property should be avoided unless demolition is the only alternative.

c. Original doors and windows should be preserved, maintained and repaired as needed, adhering to the original design features and using original materials to the greatest extent possible. In some instances they may be retrofitted with appropriate hardware and custom garage door openers.

ROOFS

GENERAL GUIDELINES

a. Existing roofs should be retained in their original shape and pitch with original features such as cresting, chimneys, finials and cupolas. Where possible, retain original roof materials such as metal shingles, slate, or standing seam metal roofing.

b. Standing seam metal roofing shall utilize double crimped seams of approximately one (1) inch height. Ridge caps and ridge vents shall be avoided in residential applications and crimped seams shall be used at ridges. When replacing a standing seam metal roof, the width of the pan and seam height should be consistent with the original. Ideally, the original length of the pan should be duplicated, and seams should be hand-crimped.

c. A pre-painted standing seam metal roof application is permitted. If replacing a non-historic roof with a standing seam roof, use a pan with an approximate width of 17 inches and a height of one (1) inch. Paint color should reflect what is appropriate to the structure.

d. Structures may be re-roofed with substitute materials such as asphalt or composition shingles if the original roof materials are no longer present or if the retention and repair of the original roof material creates a demonstrable and extreme economic hardship. In Lewisburg, using a standing seam metal roof is most often the most appropriate selection for re-roofing vernacular style structures and is preferable to modern shingles.

e. Roofs of new shingles should approximate the original materials as closely as possible and be in colors appropriate to the architectural style of the property.

f. New dormers, roof decks, balconies, skylights, or other additions should not be introduced on the front of buildings. However, additions of this type may be added to the roof on the rear or sides if they will not be prominently in the public view.

g. Flat roofs should have soldered metal panels added as the surface material. However, rolled composition or EPDM rolled rubber roofing materials are acceptable if not in public view.

h. As new roofing technologies become available, they may be considered for any of the above.

HISTORIC AND EXISTING BUILDINGS

ROOFS

GUTTERS AND DOWNSPOUTS

a. In order to prevent water damage, gutters and downspouts should be designed to channel water at least four (4) to six (6) feet from the building through the use of downspout extensions and splash blocks.

b. When installed, gutters and downspouts should not result in the removal of existing eave features and should be located away from significant architectural features of the associated building. Gutter straps should be nailed under and not on top of the roofing material.

c. Repair of boxed or built-in gutters and downspouts is preferred, adhering to the original design features and using original materials whenever possible. Replacement gutters within the public view should feature a boxed or half-round, rather than a "K" or ogee, profile. Round downspouts are strongly recommended. If located out of the public view, ogee gutters of aluminum or vinyl are acceptable.

d. All of the metal gutters and downspouts are recommended and, ideally, should be maintained seasonally. The high-gloss pre-painted gutters are not an appropriate option.

CHIMNEYS

a. If original to the building, chimneys should not be removed, altered or covered with materials such as stucco.

b. When repairing, chimneys should be cleaned first and then repaired and repointed in accordance with the Masonry guideline to match the original chimney in materials, colors, shape, and brick pattern.

c. When rebuilding, in whole or in part, is the only option, it should be done to match the original chimney design and materials previously used.

d. Caps should be constructed of clay, slate, stone, cast stone, or precast concrete. In some instances, low-profile metal caps may be acceptable.

ROOFS

CORNICES

a. Original cornices should not be removed, concealed or covered but should be preserved and maintained in their original configuration. Any repairs should adhere to original design features and use original materials whenever possible.

b. When cornices are missing, they should be replaced on the basis of physical or pictorial evidence. If no such evidence exists, wood, fiberglass or sheet metal cornices in keeping with those found on other buildings of the same or similar style and period may be used.

SKYLIGHTS AND VENTS

a. Roofs requiring vents should have ridge vents rather than pot vents. If pot vents or mushroom caps are used, they should be sited on rear roof lines.

b. Vents and skylights original to the building should be preserved.

c. Skylights and vents should not be added where they would be visible from the front façade of the building but placed at rear roof lines or behind gables and dormers.

d. Skylights should have a low profile with the roof line, and their tops should be flat and not of convex or bubble design.

HISTORIC AND EXISTING BUILDINGS

WINDOWS

I. GENERAL GUIDELINES

a. Windows that are original size should be preserved in their original location, size and design with their original materials and number of panes.

b. Unless they are located out of the public view, windows that are not original should not be added to the primary or secondary façade of a building.

c. Windows should be repaired rather than replaced; an appropriate method of repair is by the use of wood epoxy. However, if replacement is necessary, the replacement window should match the window being replaced in both material and design.

d. Original windows of steel or aluminum should be repaired, but if repair is not feasible, replace with new windows appropriate to the period and style of the building. These new windows may be of sustainable materials such as aluminum provided that they are historically sensitive and undetectable.

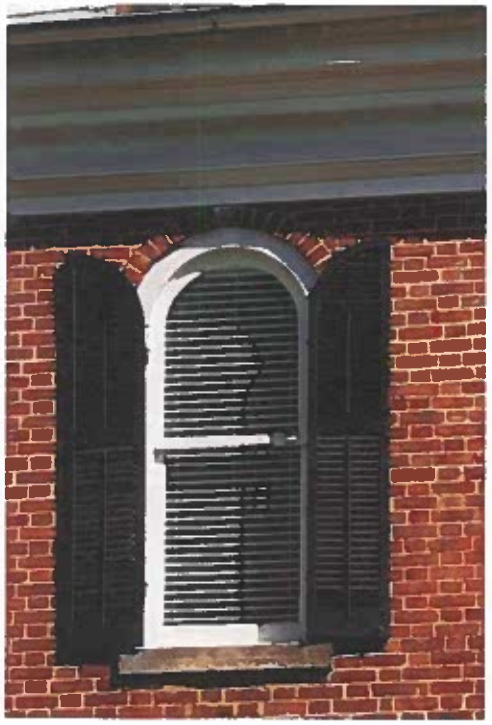
e. Replacement windows should have raised muntins mounted on the outside of the glass surface if appropriate to the design of the building. True divided light muntins are preferred but properly sized simulated divided lights or muntins permanently attached to the exterior surface of the window are acceptable.

f. Vinyl windows should not be used to replace older, original windows. They may only be used in the case where this material might have been available at the time of construction.

PRESERVATION BRIEFS RELATED TO WINDOW RESTORATION:

Preservation Brief #9: The Repair of Historic Wooden Windows

Preservation Brief #13: The Repair and Thermal Upgrading of Historic Steel Windows



WINDOWS

II. COMPLETE REPLACEMENT OF ORIGINAL WINDOWS

Original or historic wooden sash should be repaired and restored. Removal of original or historic sash is discouraged. The applicant must provide documentation to the HLC that repair of such windows is not practically or economically feasible before replacement will be approved. Replacement windows will be approved only if they are appropriate to the period and style of the building and match the existing in material, size, design, and location. Window surround details, including sill, lintel and casings must be retained if possible, or replaced in kind, including material, dimensions, profiles, and decorative elements.

Note: See Appendix for List of Manufacturers of Replacement Windows, Sash Kits, and Interior Storm Windows

III. PARTIAL REPLACEMENT OF ORIGINAL WINDOWS

If it is determined that the window frames (jambs, head, and sill) are in good condition but the windows sash(s) require replacement because the sash have deteriorated to the point of disrepair, the HLC may approve a replacement sash kit, provided that it replicates the historic true-divided wooden sash in material, size, muntin pattern and profile, and all other visual aspects; consistent with the period and style of the building. Window surround details including molding must be retained or replaced in kind, including materials, dimensions, profiles, and decorative elements.

IV. GLAZING REPLACEMENT

If the applicant is seeking window replacements or replacement of window sash to increase the thermal efficiency of the existing windows, the HLC may consider the retrofitting of the existing sash with double-pane glass if the new sash maintains the historic profile and configuration. Applicants are also encouraged to consider thermal window inserts.

V. NEW WINDOWS ON CONTRIBUTING BUILDINGS

The addition of new windows on primary and highly visible elevations of buildings contributing to the historic district is not allowed. New windows may be added to other elevations provided that they do not detract from an original or architecturally significant arrangement, pattern, or rhythm of windows.

V. WINDOWS ON NON-CONTRIBUTING BUILDINGS

For replacement of windows on buildings not contributing to the historic district, windows should reinforce the character-defining features of the building, the character of the historic buildings within its immediate setting, and streetscape.

The addition of new windows on buildings not contributing to the significance of the historic district is permitted, provided that the location, number, and design of the new windows are appropriate to the age and style of the building and its immediate surroundings.

WINDOWS

V. REPLACEMENT OF NON-ORIGINAL WINDOWS

For replacement of windows that are not original or historically significant, thermal (double-paned) windows may be approved. However, if the majority of windows on an elevation or building are original or historically significant, replacement of non-historic windows should follow Section I in order to unify the appearance of windows on the building. New windows should be appropriate to the period and style of the house and not replicate inappropriate replacement windows. Window surround details including moldings must be retained or replaced in kind including material, dimensions, profiles, and decorative elements.

VI. CRITERIA FOR REPLACEMENT WINDOWS

1. Material: Exterior cladding on replacement windows will be permitted, provided it has a factory-applied finish that simulates a painted surface or is otherwise paintable.

2. Muntin pattern: Must be consistent with the style of the building.

3. Muntin profile: The three-dimensional profile of the muntin must be as historically accurate as possible and should be between 5/8" and 7/8" wide, depending on the period and style of the building.

4. Muntin attachment: The exterior and interior applied muntin must be integral to the sash frame to ensure durability. Spacer bars between the panes of glass must be included to further replicate the appearance of a true divided light.

5. Glass: Only non-tined, non-reflective, and non-obscuring Low-E or energy efficient glass can be used.

6. Screens: In order to avoid obscuring the window pattern from the exterior, half screens should be utilized where feasible. New technology which provides for screens that are more transparent (such as Andersen Windows' TruScene insect screen) should be used where possible.

7. Surroundings and Casings: Historically significant surrounds and moldings must be preserved during the window replacement process. Where missing, such details should be restored, provided there is adequate documentation or evidence of their original appearance.

WINDOWS

DECORATIVE GLASS

a. Original decorative glass windows should be preserved in their original location, size and design and with their original materials and glass pattern.

b. Original decorative glass windows should be repaired rather than replaced, preferably by a glass specialist if extensive repairs are needed.

c. Decorative glass windows that are not original should not be added to the façade of a building within the public view.

SCREENS AND STORM WINDOWS

a. Screens shall be correctly sized to fit the window openings, including openings for arched windows.

b. Screens should be constructed of either wood or aluminum colored to compliment the windows and designed to fit within the window frames without overlap. Screen window panels should be of either a full view design or have the meeting rail match that of the window behind.

c. Preferably, storm windows should be of wood, but aluminum colored to compliment the windows is also acceptable. Storm windows should be of full-view design or with central meeting rails at the same location as that of the underlying windows. Storm windows should likewise be sized and shaped to fit their respective window openings. Interior functioning storm windows are recommended.

d. Storm windows with built-in lower screens are acceptable.

HISTORIC AND EXISTING BUILDINGS

WINDOWS

SHUTTERS

a. If original to the building, window shutters should be preserved, maintained and repaired as needed, adhering to original design features and using original materials whenever possible. Missing shutters should be replaced with wood shutters of identical or substantially similar size and design. Wood shutters should be of louvered or paneled wood constructed to cover the respective window openings when completely closed.

b. Unless there is physical, photographic or other evidence that the building originally had shutters, they should not be added.

c. Stock aluminum, vinyl or other plastic or metal window shutters are not appropriate as they generally have dimensions or textures that are not appropriate because of material and size. They, therefore, are considered incompatible with historic buildings.

d. New or replacement shutters should be installed with shutter dogs and hinges of the period and not attached to the building with bolts or screws.

PRESERVATION BRIEFS RELATED TO SHUTTERS AND EXTERIOR MATERIALS:

Preservation Brief #10: Exterior Paint Problems on Historic Woodwork

Preservation Brief #47: Maintaining the Exterior of Small and Medium Size Historic Buildings

ALIGNMENT AND SETBACK

a. New construction within the historic district should reinforce the visual characteristics of the existing district.

b. Primary buildings should maintain, not disrupt, the existing pattern and rhythm of surrounding historic buildings along the principal street on which the property fronts.

c. New infill should be designed to be compatible with historic patterns of development in Lewisburg, including uniform building orientation and façade alignment.

d. Where historic buildings create a uniform street wall along the sidewalk edge, new buildings shall conform to this alignment.

e. Front and side yard setbacks should respect the setbacks found along the block on which the building is sited.

f. Primary entrances should be oriented toward the street and clearly identifiable. Rear entries and associated parking lots may be appropriate in some locations.

g. Recessed entries should be considered for commercial storefronts, as is the standard throughout much of the district.

h. The historic landscape and mature trees should be preserved on lots where it does not interfere with the new construction's footprint. Stripping the lot of all vegetation is not acceptable.

ARCHITECTURAL COMPATIBILITY

a. Architectural details give a building texture and define its scale, such as cornices, arches, parapet walls, window and door patterns. These details should be used in new construction to help make a building compatible with surrounding structures.

b. Carved limestone blocks or other traditional means may be used to identify and indicate the year of construction or other information of historic interest.

NEW CONSTRUCTION

MASSING AND HEIGHT

a. The height, massing, and proportions of new buildings should be compatible with adjacent buildings.

b. Roof forms should be consistent with adjacent and nearby buildings.

c. Windows and storefronts should be of size and proportion consistent with adjacent and nearby buildings.

d. Traditional separations between storefronts and upper façades should be maintained and consistent with those existing in adjacent or nearby buildings.

e. Vertical divisions maintain the feeling of traditional building widths and should be maintained. Combining lots is not preferred in Lewisburg as it disrupts the historical town planning system.

MATERIALS

a. The predominant building material in the commercial area is brick or stone with wooden storefronts having recessed doorways and large glass windows. Most upper stories are residential and so have sash windows. New commercial construction should, if possible, incorporate these elements.

b. Aluminum and vinyl siding are discouraged on new construction.

c. While wood construction is preferred for windows, the use of aluminum clad windows is acceptable so long as the dimensions and profiles are compatible with historic window openings. Dark tinted windows or windows with reflective glass and coatings should not be used if they are in the public view.

d. The details, texture and type of building materials employed in the construction should be compatible with

the architectural style and period of the building being constructed, and such materials applied in a manner consistent with traditional construction methods.

e. New construction should create the appearance of historic foundations, most of which were made of stone, brick or cast concrete. Poured concrete, concrete block, split faced concrete block and pattern molded concrete are acceptable foundation materials if finished with stucco or other finishes to provide a textured surface.

MATERIALS

f. Brick Dwellings: If the new construction is of brick, the brick should closely match typical mortar and brick color tones and bond coursing found in Lewisburg's historic buildings and along the block in which the new construction is situated. White or light mortars should be avoided because they provide too much contrast with typical dark brick colors.

g. If the new construction is of frame, the preferred exterior material is either wood or some material similar to original materials used in the area such as clapboard, shingle and stucco. Use of fiber cement siding may be considered acceptable for new construction.

NEW OUTBUILDINGS

a. Outbuildings should be smaller in scale than the principal building.

b. The design, as well as materials used, should be simple but reflect the general character of the associated building and Lewisburg's Historic District.

c. Outbuildings should be built at traditional locations for outbuildings, including those at or near rear lot lines, those adjacent to alleys and those at the backside of the building. (See §9-208.)

d. Garages should be placed at the back of the lot with access from the alley. Garages facing the front of the property are not appropriate when there is alley access, as the alley is considered part of the public view.

e. Traditional materials are preferred, however, fiber cement or composite alternatives with a traditional appearance may also be acceptable.

f. Either solid paneled doors or those with windows should be used for garages. Doors with exterior, visible facings of vinyl, aluminum or steel should not be used. Multiple garage doors are acceptable but each should be of single-car width only. Wood paneled, or steel garage doors with wood facings, overhead roll-up doors are acceptable for new garages.

APPENDIX

CONTACTS

Lewisburg City Hall
942 Washington Street East
Lewisburg, WV 24901
(304) 645-2080
http://lewisburg-wv.com/

Greenbrier Historical Society
814 Washington St. West
Lewisburg, WV 24901
(304) 645-3398
https://www.greenbrierhistorical.org/

Preservation Alliance of West Virginia
421 Davis Avenue, #4
Elkins, WV 26241
(304) 345-6005
https://www.pawv.org/

West Virginia State Historic Preservation Office
1900 Kanawha Blvd East
Charleston, WV 25305
(304) 558-0240
http://www.wvculture.org/shpo

West Virginia SHPO Map Viewer
https://mapwv.gov/shpo/viewer/index.html

APPENDIX

ACCESSIBILITY AND ADA

U.S. Access Board

(202) 272-0080

https://www.access-board.gov/

ADA Accessible Guidelines

https://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-ada-standards/background/adaag

ADA Guide for Small Towns

https://www.ada.gov/smtown.htm

ONLINE RESOURCES

WVU History On View

Online archive of historic photos from the West Virginia & Regional History Center

https://mapwv.gov/shpo/viewer/index.html

National Park Service

Technical Preservation Services: *Information on Historic Rehabilitation Tax Credits, historic surplus property, and sustainability*

https://www.nps.gov/tps/index.htm

Preservation Briefs: *Historic context, step-by-step instructions, and best preservation practices for a wide variety of historic materials*

http://www.nps.gov/history/hps/TPS/briefs/presbhom.htm

National Trust for Historic Preservation

Non-profit offering annual grants for historic preservation related programs

https://savingplaces.org/

APPENDIX

WINDOW REPLACEMENT GUIDE

BRIEF HISTORY OF WINDOWS

Windows, their size, pattern, and location, are one of the most significant character-defining features of an historic building. The appearance of windows evolved as technologies and tastes evolved.

Early Development (1600-1700)

Houses built during the earliest period of development in America until the early eighteenth century had relatively few small casement (side-mounted) windows with small diamond-shaped lites (panes) of glass.

Eighteenth Century (1700-1800)

Double-hung windows (one movable sash atop another) were first used in the eighteenth century and allowed for larger openings which were often aligned symmetrically across a façade. The panes of glass were now rectangular but still small, typically 7"x 9". Each window sash usually had 9 or 12 panes of glass (typically referred to as 12/12 or 9/9), with relatively thick wooden muntins (wood pieces that hold the glass panes in place).

Nineteenth Century (1800-1900)

By the early nineteenth century, larger panes of glass became available and construction techniques progressed allowing for more elegant 6/6 sash with 8"x10" to 10" x 14" panes and thinner muntins (5/8"-7/8" wide). These windows were commonly used for Federal and Greek Revival houses. During the Victorian era, technology progressed to allow even larger sash with only two panes (2/2) which necessitated thicker muntins (7/8" wide), and other windows with more fanciful patterns.

Window surrounds (the manner in which windows are framed into the façade or primary elevation) also play an important character-defining role for historic windows. Eighteenth century window casings were simple and protruded from the facade plane. In the 19th century, window casings became more decorative, sometimes employing ornamental trim or a pediment on the lintel of Greek Revival houses or brackets supporting the sill on Victorian-era houses. Each historic building should be analyzed to understand the component parts that comprise its window systems.

WINDOW REHABILITATION SPECIALISTS

For a current listing of companies specializing in historic window and other rehabilitation work, visit the "Consultants and Contractors" page maintained by the Preservation Alliance of West Virginia (see Contacts).

APPENDIX

LIST OF MANUFACTURERS OF REPLACEMENT WINDOWS, SASH KITS, AND INTERIOR STORM WINDOWS

A. ALL-WOOD REPLACEMENT WINDOWS

Kolbe

- Heritage Series – Available in Awning, Casement, Double Hung, and Specialty

Jeld-Wen

- Custom Wood Double Hung – Available in Awning, Bay, Bow, Casement, Double Hung, Fixed, and Sliding Configurations:
- W-4500 Wood Windows – Available in Awning, Bay, Bow, and Casement Configurations

Lincoln

- Natural All Wood Windows – Available in Traditional Double Hung, Radius Top Double Hung, and Quantum Double Hung
- Double Hung Primed Wood Windows

Loewen

- Wood and Custom Wood Windows

Marvin

- Wood Ultimate Double Hung
- Wood Ultimate Double Hung Magnum

Monarch

- Majestic Wood – Available in Awning and Casement

Pella

- Architect Series Reserve Wood Windows – Available in Awning, Casement, Double Hung, and Single Hung
- Architect Series Traditional Wood Windows – Available in Awning, Bay, Bow, Casement, Double Hung, Single Hung, and Fixed

Ply Gem

- Builder Series 100 Wood Window – Available in Double Hung

Weather Shield

- All-Wood Windows – Available in Double Hung, Single Hung, Casement, Awning, Sliding, and Special Shapes

NOTE: The above list of Window Manufacturers and Windows, Manufacturers of Sash Kits, and Interior Storm Window Suppliers does not constitute an endorsement by the Lewisburg Historic Landmarks Commission. It does not guarantee that their products will meet your standard of quality or cost-effectiveness.

APPENDIX

LIST OF MANUFACTURERS OF REPLACEMENT WINDOWS, SASH KITS, AND INTERIOR STORM WINDOWS

B. CLAD-WOOD REPLACEMENT WINDOWS

Brosco

- Clad Wood Window Units – Available in Double Hung and Picture
- Windsor Revive Wood Clad Windows – Available in Casement, Awning, and Double Hung

Jeld-Wen

- W-2500 Clad Wood Windows – Available in Awning, Casement, Double Hung, and Fixed

Kolbe

- Ultra Series - Available in Casement, Awning, Double Hung, Sliding, and Specialty

Marvin

- Ultimate Series - Available in Double Hung

Pella

- 450 Series Clad Wood Windows – Available in Double Hung

Quaker

- Classic Fit Series Wood Windows – Available in Double Hung, Picture, and Single Hung

C. NON-WOOD REPLACEMENT WINDOWS FOR NON-ORIGINAL WINDOWS

Andersen Company

- Renewal by Andersen Composite Windows – Available in Double Hung, Casement, Bay and Bow, Picture, Sliding, Specialty, and Awning
- A-Series Fibrex Windows – Available in Double Hung, Awning, Casement, and Picture

Brosco

- Windsor Legend Cellular PVC Windows

Crown Windows

- Crown M-1400 Historic Aluminum – Available in Double Hung

APPENDIX

LIST OF MANUFACTURERS OF REPLACEMENT WINDOWS, SASH KITS, AND INTERIOR STORM WINDOWS

Efco Corporation

- Historic Replication Windows

Graham Architectural Products

- Historic Replication Windows

Quaker

- Historical Series Aluminum – Available in Single Hung, Picture, Triple Hung, Awning, and Casement

D. ALL-WOOD SASH REPLACEMENT KITS

Lincoln
- Double Hung Natural Wood Replacement Kit

Marvin
- Tilt Pac Double Hung Sash Replacement System

Weather Shield
- All Wood Double Hung Sash Replacement Kit

E. COMPOSITE AND CLAD WOOD SASH REPLACEMENT KITS

Brosco
- Double Hung Replacement Sash Kit

F. INTERIOR STORM WINDOWS

Allied Window
- Invisible Storm Windows

Indow
- Interior Storm Windows

Innerglass Window Systems
- Custom Glass Interior Storm Windows

APPENDIX

SEASONAL MAINTENANCE CHECKLISTS

BUILDING INSPECTION CHECKLIST

SPRING

MILLS GROUP HISTORIC BUILDING MAINTENANCE TOOLS

The longer days and warmer temperatures of spring, along with frequent rains in many regions, create a perfect opportunity to assess the watertightness and overall condition of your building. Early spring is a good time to contact professionals about **masonry** work, **roofing**, **window** repairs, and **termite** damage.

INSPECTED

DATE:

INSPECTOR

EXTERIOR WALLS	N	Y
Uneven or bulging wall surfaces	☐	☐
Plant growth	☐	☐
Wood rot or termites	☐	☐
Stained or damp spots	☐	☐
Salt damage near foundation	☐	☐
Cracked masonry units	☐	☐
Missing sections of mortar	☐	☐
Cracking sealants at penetrations	☐	☐

ROOF	N	Y
Cracked or missing roof covering	☐	☐
Moss growth or ponding water	☐	☐
Warped flashing at connections	☐	☐
Splitting or sagging gutters	☐	☐
Splitting or detached downspouts	☐	☐
Water near foundation at grade	☐	☐

CHIMNEY	N	Y
Plant growth on or in chimney	☐	☐
Cap dislodged or deteriorated	☐	☐
Cracks in masonry or mortar	☐	☐

WINDOWS & DOORS	N	Y
Deteriorated seals	☐	☐
Damage to glass or putty	☐	☐
Wood deterioration	☐	☐

INTERIOR	N	Y
Excess water in basement	☐	☐
Stained or damp wall surfaces	☐	☐
Cracked plaster	☐	☐
Floor damage	☐	☐

TO-DO:

- ☐ Clean out gutters and downspouts
- ☐ Patch and re-hang any damaged gutters
- ☐ Divert water from downspouts 12" from walls
- ☐ Cut vegetation back from walls and roofs
- ☐ Sweep debris from low-sloping roofs
- ☐ Gently clean stained exterior wall surfaces
- ☐ Gently clean windows and sills inside and out
- ☐ Clean salt residue from interior floors
- ☐ Change air filters in HVAC equipment

BUILDING INSPECTION CHECKLIST

SUMMER

MILLS GROUP HISTORIC BUILDING MAINTENANCE TOOLS

Warm, dry days of summer give homeowners a great opportunity to complete exterior repairs while continuing to monitor the condition of indoor areas. Summer is a good time to complete work that requires curing time, such as metal or wooden **window** repairs, **masonry** restoration, and **painting**.

INSPECTED

DATE:

INSPECTOR

EXTERIOR WALLS	N	Y
Plant growth	☐	☐
Cracked masonry units	☐	☐
Missing sections of mortar	☐	☐
Cracking sealants at penetrations	☐	☐
Rust on metal elements	☐	☐
Cracking or peeling paint	☐	☐

ROOF	N	Y
Cracked or missing roof covering	☐	☐
Moss growth or ponding water	☐	☐
Peeling painted elements	☐	☐
Rusted metal elements	☐	☐
Water near foundation at grade	☐	☐

WINDOWS & DOORS	N	Y
Deteriorated seals or putty	☐	☐
Damage to glass	☐	☐
Wood deterioration	☐	☐
Rusted metal elements	☐	☐
Peeling paint	☐	☐

CHIMNEY	N	Y
Plant growth on or in chimney	☐	☐
Cracks in masonry or mortar	☐	☐

INTERIOR	N	Y
Cracked wall surfaces	☐	☐
Cracked or discolored wall paint	☐	☐
Deteriorating finish on interior trim	☐	☐

TO-DO:

- ☐ Cut back and remove vines from walls
- ☐ Cut vegetation back from walls and roofs
- ☐ Remove and replace cracked sealants
- ☐ Scrape, sand and repaint wood elements
- ☐ Scrape and paint rusted metal elements
- ☐ Repaint walls and trim as needed
- ☐ Contact a professional for window restoration
- ☐ Contact a professional for masonry restoration

APPENDIX

SEASONAL MAINTENANCE CHECKLISTS

BUILDING INSPECTION CHECKLIST

AUTUMN

MILLS GROUP HISTORIC BUILDING MAINTENANCE TOOLS

Autumn is an ideal time to begin preparing for the next few months of winter weather, and a little preparation can save building owners a lot of headache around the holidays. Check and install weatherstripping around **doors** and **windows**, and don't forget to get your **fireplace** ready for winter.

INSPECTED

DATE

INSPECTOR

EXTERIOR WALLS	N	Y
Plant growth	☐	☐
Cracked masonry units	☐	☐
Missing sections of mortar	☐	☐
Stained or damp spots	☐	☐

ROOF	N	Y
Cracked or missing roof covering	☐	☐
Moss growth or ponding water	☐	☐
Warped flashing at connections	☐	☐
Splitting or sagging gutters	☐	☐
Splitting or detached downspouts	☐	☐
Water near foundation at grade	☐	☐
Blocked vents (check from attic)	☐	☐

CHIMNEY	N	Y
Plant growth on or in chimney	☐	☐
Cracks in masonry or mortar	☐	☐
Debris in flue or firebox	☐	☐

WINDOWS & DOORS	N	Y
Damage to frame or sill	☐	☐
Drafty seals at windows or doors	☐	☐

INTERIOR	N	Y
Excess water in basement	☐	☐
Stained or damp wall surfaces	☐	☐
Insulation missing from pipes	☐	☐

TO-DO:

- ☐ Clean out gutters and downspouts
- ☐ Patch and re-hang any damaged gutters
- ☐ Divert water from downspouts 12" from walls
- ☐ Cut vegetation back from walls and roofs
- ☐ Sweep debris from low-sloping roofs
- ☐ Gently clean stained exterior wall surfaces
- ☐ Install weatherstripping at doors and windows
- ☐ Install exterior storm windows
- ☐ Contact a professional chimney sweep
- ☐ Change filters in HVAC equipment

BUILDING INSPECTION CHECKLIST

WINTER

MILLS GROUP HISTORIC BUILDING MAINTENANCE TOOLS

Buildings in the mid-Atlantic work hard to protect their occupants in the winter. Once your building has been prepared for colder temperatures, quick and easy interior projects can continue through the season to make the most of the increased time spent indoors.

INSPECTED

DATE

INSPECTOR

EXTERIOR WALLS	N	Y
Uneven or bulging wall surfaces	☐	☐
Salt damage near foundation	☐	☐
Cracked masonry units	☐	☐
Missing sections of mortar	☐	☐
Cracking sealants at penetrations	☐	☐
Cracks or gaps in wood elements	☐	☐

ROOF	N	Y
Cracked or missing roof covering	☐	☐
Ponding water	☐	☐
Warped flashing at connections	☐	☐
Splitting or sagging gutters	☐	☐
Splitting or detached downspouts	☐	☐
Water near foundation at grade	☐	☐

CHIMNEY	N	Y
Cap dislodged or deteriorated	☐	☐
Cracks in masonry or mortar	☐	☐

WINDOWS & DOORS	N	Y
Deteriorated weatherstripping	☐	☐

INTERIOR	N	Y
Excess water in basement	☐	☐
Stained or damp wall surfaces	☐	☐
Damage to wall surfaces	☐	☐
Cracks in tile grout	☐	☐
Floor damage	☐	☐
Cracked seals at plumbing fixtures	☐	☐
Squeaky door hardware	☐	☐

TO-DO:

- ☐ Gently clean interior windows and sills
- ☐ Clean salt residue from interior floors
- ☐ Re-caulk plumbing fixtures
- ☐ Patch damage to interior walls
- ☐ Clean and oil door hardware and hinges

APPENDIX

GLOSSARY

Demolition by Neglect – the destruction of a building or structure caused by the failure to perform maintenance over a period of time.

Americans with Disabilities Act (ADA) – the ADA is a civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including public and private places that are open to the general public.

ADA Accessibility Guidelines (ADAAG) – the ADAAG contains scoping and technical requirements for accessibility to buildings. The ADAAG cover requirements in changes to buildings in historic districts listed in the National Register of Historic Places.

Air Infiltration – the flow of air into a building from the outside through cracks or holes in the exterior surfaces of the building.

Alligatoring – the splitting of a film of paint in a pattern resembling an alligator's skin.

Alteration – any physical changes to an existing structure.

Balustrade

Apron – the facing panel, sometimes ornamented, below the floor of a porch, of the panel below a window sill.

Arch – a curved structural element that spans an opening.

Architectural Glass – opaque colored glass used as an exterior facing. Usually in store fronts from the mid-twentieth century. Also known as Carrara glass.

Architrave – the lowest group of moldings on an entablature.

Awning – a roof-like covering placed over a door or window to provide shelter from the elements, historically constructed of fabric, but also made of metal and plastic in modern times.

Baluster – a small, column-like element that supports a hand rail in a balustrade, may be simple or decorative.

Balustrade – a railing on a stair, porch, or other structure, compose of upper and lower rails and a series of balusters in between.

Bargeboard – a decorative board, typically one of a pair, placed at the edge of the eaves of a gable. See also *rake board*.

APPENDIX

GLOSSARY

Bay window – a window unit that projects outward from the wall of a building and usually has a foundation of its own.

Board and batten – a type of wooden siding composed of vertical boards that are covered at the joints with narrow boards (called battens).

Bond/bonding pattern – the pattern in which bricks or stones are arranged in the formation of a wall.

Bracket – a general term for an architectural feature, typically treated with scrolls or ornament, projecting from a wall and intended to support a weight, such as a cornice, etc.


Bulkhead

Bulkhead – the panel at the base of the display windows of a storefront.

Capital – the top section of a column, often decorative.

Casement – a window sash that opens by swinging in or out to one side.

Caulking – a flexible material used to seal cracks and fill joints between materials, intended to prevent leakage and/or to provide waterproofing.

Certificate of Appropriateness – the approval statement, recommended by the Historic Architectural Review Board and approved by Borough Council, that certifies the appropriateness of a particular request for the construction, alteration, reconstruction, repair, restoration, demolition, or razing of all or part of any building within an historic district, following a determination of suitability according to applicable criteria, and that authorizes the issuance of a building permit for such request.

Chalking – a powdering of the surface of paint caused by natural aging.

Character-defining feature – any distinguishable architectural element or characteristic that distinguishes a building or other resource, assists in classifying it as a particular type, style, form, etc., and distinguishes it from other resources.

Chimney – a structure that encloses one or more flues for the conveyance of smoke to the outside of the building, especially the part of the structure that rises above the roof, but also the part may rise along the side wall of a building.

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GLOSSARY

Clapboard – an exterior horizontal wood siding applied so that the thicker edge of each board overlaps the thinner edge of the board below.

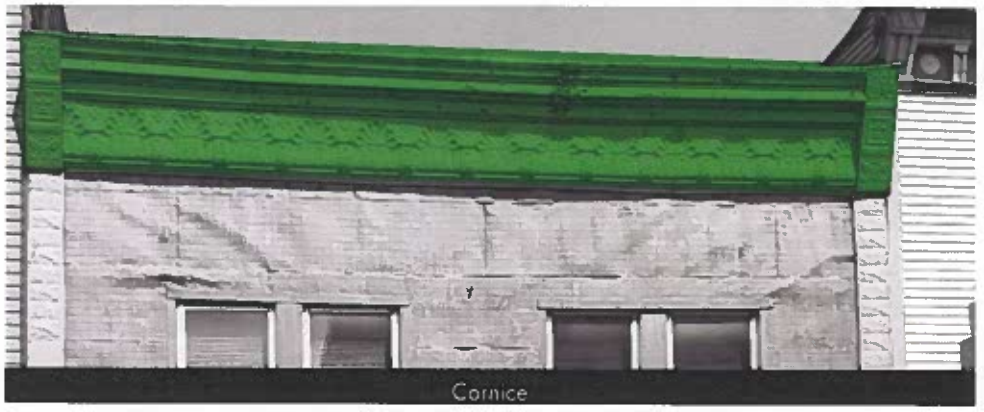
Classical – relating to the style of ancient Greek or Roman art or architecture, or of derivatives of those styles.

Column – a vertical architectural element intended to support a load and usually composed of a base, shaft, and capital, often reflecting classical detailing.

Compatible – describing an alteration that maintains or restores the historic and significant features and appearance of a building, and does not detract from surrounding resources, thereby maintaining a sense of visual harmony in the building and between the building and neighboring buildings.

Compatible substitute – a new material used to replace an old material, the new material being similar to the old in all aspects of appearance and agreeable to the existing material in physical and chemical properties.

Contributing Building – a site, structure, or object that adds to the historic architectural qualities, historic associations, or archeological values for which a Historic District is significant because a) it was present during the period of significance, and possesses historic integrity reflecting its character at that time, or b) it independently meets the National Register criteria.


Cornice

Coursed Rubble – stonework consisting of roughly shaped blocks of stone laid in more or less regular horizontal courses.

Corbel – an outward stepping of bricks, stones, or other masonry units used decoratively or to support an overhanging element.

Corner board – a narrow, vertical board installed at the corner of a wood frame structure, against which the horizontal siding abuts.

Cornice – projecting moldings forming the top band of an entablature, or a similar horizontal ornamental molding at the top of a prominent

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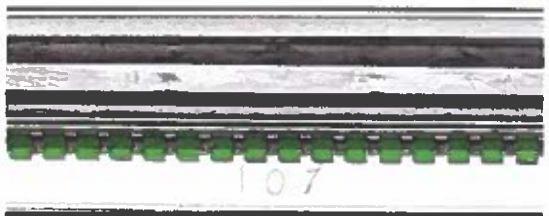
GLOSSARY



Dentils

architectural element, such as a wall, window, or door.

Crazing – a condition of fine, jagged interconnected breaks or cracks in the top layer of paint, caused when thick paint becomes excessively hard and can't respond to changing weather conditions.

Cross gable – a type of rook composed of two gables that intersect at right angles.

Crown – a decorative molding at the top of a window, door, or other element.

Cupola – a small structure projecting from a roof, originally intended to provide light, ventilation, or view, but may be strictly decorative.

Delamination – the separation of layers of a material.

Demolition – the intentional destruction of all or part of a building or structure.

Dentils – a series of small, toothlike projections that alternate with blank spaces, used for decorative effect in cornices and other moldings.

Deterioration – the loss of the original sound condition of a material, structure, etc., typically due to weathering, lack of maintenance, and/or human activity.

Dormer – a window that projects from a sloping roof.

Downspout – a vertical pipe-like element that conducts water away from a rood, typically connected to a gutter.

Dusting – the condition that occurs in masonry when the outer layer of the masonry has fallen off, and the softer, inner core is being rubbed away.

Eaves – the underside of the portion of a roof that extends beyond the face of the wall.

Efflorescence – a spotty white haze appearing in a horizontal pattern in brick, created by salts that are deposited after water that has been carried into the walls evaporates.

Elevation – one of the walls of a building.

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GLOSSARY

Energy efficient – describing a building or an element of a building that provides resistance to the flow of heat, or that requires little energy to operate.

Entablature – the long horizontal structure above the capital of a column, consisting of a cornice, a frieze, and an architrave or a similar grouping used in other locations, as above a door or window.

Exterior Features – the architectural style, design, and general arrangement of the exterior of an historic structure, including the nature and texture of building material, and the type and style of all windows, doors, light fixtures, signs or similar items found on or related to the exterior of an historic structure.

Façade – the front wall of a building, of any decorated wall of a building.

Fanlight – an arched window above a door or other window.

Feature – a single, distinguished part of a greater whole, as a single architectural element of a building.

Finial – a slender, vertical ornamental element usually positioned at the top of a roof or gable.

Finish – the texture, color, smoothness, reflectivity, and other visual properties of a surface.

Fish scale shingles – shingles with rounded ends.

Flashing - sheet metal placed over the joints in a roof to prevent leakage.

Form – the shape of a building or object, which contributes to character or appearance.

Foundation – the masonry base of a building that rests directly on the earth and supports the structure above.

Frame – the woodwork surrounding a door or window in a wall, to which the door or window is attached.

Frieze – the flat, middle portion of the entablature, or any similar decorative, horizontal element on a building.

Front gable – a building form in which the gable end of the roof faces the street.

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GLOSSARY

Gable end – in a building with a gable roof, an end of the building that includes the triangular gable.

Gable roof – a simple pitched roof with sides inclined at the same angle, meeting at a peak in the center of the structure.

Galvanized – describing a material that is protected from rust with a coating of zinc.

Gambrel – a roof composed of a shallow-pitched slope above a more steeply-pitched slope.

Glazing pattern – the arrangement of panes in a window or door.

Grade – the height of the surface of the ground.

Gutter – a channel attached to the eaves of a building to carry rainwater away from the rood, typically attached to a downspout.

Head – the top horizontal member of a window or door frame.

Hipped roof – a roof that slopes inward from all exterior walls.

Historic District – a significant concentration, linkage, or continuity of sites or structures united historically, architecturally, archaeologically, or culturally, by plan or physical development. An historic district shall include all property within its boundaries as defined and designated by the Town Council, approved and registered with the WV Department of Culture and History, and the U.S. Department of Interior.

Historic Preservation – a broad range of activities intended to stabilize and conserve the built environment.

Historic Rehabilitation – the process of returning a historic building and/or property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the building and/or property that are significant to its historic, architectural, and cultural values.

Gable end

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GLOSSARY

Hood Molding – decorative trim, usually metal, wood, or stone, located over a door or window opening.

Insulation – a material used to reduce the transmission of sound or heat.

Integrity – a descriptive term applied to materials, finishes, sites, or buildings that retain their historic substance and appearance.

Jamb – a vertical member at each side of a doorframe, window frame, or door lining.

Landmark – any site or structure designated by the Town Council that is of exceptional historic, cultural, archaeological, or architectural significance.

Lattice/Latticework – open screening formed by the overlapping of thing strips of wood.

Lintel – a horizontal structural element spanning a window of door opening.

Louver – a series of angled slats in a framework, incorporating spaces to admit air, often used to fill window openings.

Maintenance – work that does not alter the exterior fabric or features of a landmark, site or structure and has no material effect on the historical, archaeological, architectural or cultural significance of the historical landmark, site or structure.

Mansard – a roof composed of two pitches, the lower pitch steeper than the upper pitch, which may be nearly flat.

Masonry – any of a variety of material, including brick, stone, mortar, terra cotta, stucco, and concrete, used for building construction.

Massing – the overall composition, including the size, expanse, shape and bulk, of the major volumes of a building, that contribute to the building's appearance, especially when the building has major and minor elements.

Molding – a long decorative trim of any of a variety of profiles, used to ornament buildings and building elements.

Mortar – a composition of sand, water, lime, and/or Portland cement, and possibly other materials, used to bond masonry units together.

Mullion – the vertical member that separates windows or doors set in a series in a single opening.

Multipane – describing a window whose sash are composed of more than one pane of glass.

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GLOSSARY

Muntin – the small element that separates the individual panes of glass in a multipane sash.

National Register of Historic Places (NRHP) – the honorific, non-restrictive federal listing of properties (individual buildings as well as historic districts) that have been officially determined to be historic at either the local, state, or national level of significance.

New Construction – construction that is characterized by the introduction of new elements, sites, building, or structures or additions to existing buildings and structures in historic districts.

Newel – the post, often ornamental, that supports the handrail at the top and bottom of a stairway.

Non-contributing Building – a site, structure, or object that does not add to the historic architectural qualities, historic associations, or archeological values for which a property is significant because a) it was not present during the period of significance, b) due to alterations, disturbances, additions, or other changes, it no longer possesses historic integrity reflecting its character at that time or is incapable of yielding important information about the period, or c) it does not independently meet the National Register criteria.

Novelty Siding – weatherboard siding with any of a number of decorative profiles, such as German siding.

Ordinance – a municipally adopted law or regulation outlining specific rules regarding a variety of issues, but often pertaining to the use of land, property, buildings, etc.

Oriel – a bay window located above the first floor level .

Orientation – the placement of elements on a building or the placement of a building on a site, taking into consideration size, distance, setback, alignment of features, the location of the street, and the situation of other nearby buildings.

Outbuilding – a structure separate from and secondary to the main building on a property, including but not limited to garages, carriage houses, summer kitchens, ice houses, sheds, and barns.

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Panel – a flat surface surrounded by moldings or recessed from the adjacent surface and sometimes ornamented.

Parapet – a wall that projects above a roof.

Pediment – the gable end of a roof or portico, often triangular or segmental in shape, and located above the cornice in classical architecture; a similar feature above doors and windows.

Physical Evidence – remaining historic fabric and/or features of a building that should be used as the basis for designing or recreating new elements.

Photographic Evidence – historic photographs or illustrations that provide information on the historic appearance of a building and that can be used as the basis for designing or recreating new building elements appropriate to the historic character of the building.

Pilaster – a flat architectural element resembling a column attached to a wall.

Pitch – the slope of a roof or other element.

Pointing – the process of using mortar to bond masonry units together to form a wall.

Porch – an exterior structure attached to a building, with its own roof and a floor, and open on all sides, may be large or small, plain, or decorative.

Portico – a covered porch or walkway supported by columns, typically located at the entrance to a building.

Poultice – any of a variety of compositions applied to masonry surfaces to assist in the removal of stains.

Preservation – the stabilization of a building or a material to protect it from deterioration.

Primary Elevation/Primary Façade – an exterior wall of a building that receives special architectural treatment or ornament, often the wall that contains the entrance or any wall facing a major street.

Primer – a specially formulated coating that creates a protective film on a surface to allow good adhesion of the topcoat.

Priming – preparing a surface, or applying a first coat of paint before the finish coat(s).

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GLOSSARY

Proportion – the relationship of the size, shape, and location of one part of a building to another part, of one part of a building to the whole building, of or one building to a group of buildings.

Protect – to safeguard the condition and character of a building or a property and its component parts, typically achieved through consistent maintenance.

Protective surface coating – a layer of material applied to a surface specifically for the purpose of shielding the surface from the elements or other potential factors of deterioration.

Rake board, see also *bargeboard*

Public Street, Alley, or Way – any thoroughfare for travel that is open to the public, by foot of by vehicle, typically considered in relation to the buildings or parts of buildings that can be seen from it.

Rafter – one of a series of roof beams that supports the roof sheathing.

Rail – a horizontal framing member of a door or window.

Railing – a barrier and/or hand support typically consisting of vertical members supporting a horizontal member.

Rake board – trim piece along the edge of a gable. See also *bargeboard*.

Reconstruction – the process of reproducing, by new construction, the exact form and detail of a vanished structure, or part thereof, as it appeared at a specific period of time.

Rehabilitation – the act or process of returning a property or building to usable condition through repair, alteration, and/or preservation of features significant to its historical, architectural and cultural values.

Reinforce – to strengthen an architectural element by adding material and/or supporting elements in an attempt to save as much historical material as possible as opposed to replacement.

Renovation – the process of repairing and changing an existing building for modern use, so that it is functionally equal to a new building.

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GLOSSARY

Repair – the process of rehabilitation that warrants additional work beyond simple maintenance. Repair includes patching, piecing in, splicing, consolidating or otherwise reinforcing materials according to recognized preservation methods.

Replace – to remove a building element, material, or feature and install a different element in its place, thereby removing historic fabric from a building.

Repoint – the process of removing deteriorated mortar and applying new mortar to restore the strength and appearance of a masonry wall.

Resin – a solid or semisolid organic material that provides paint with its film-forming character.

Restoration – the process of returning a building and/or property as nearly as possible to irs condition at a specific period of time in its history using the same construction materials and methods as the original.

Retain – to keep a historic building element in place and/or in use, as opposed to removing the element and replacing it with a new element.

Reversible – describing an alteration or restoration technique that can be removed or otherwise undone in the future, without damaging the original historic fabric of the resource.

Rhythm – an ordered repetition of elements composing the exterior walls of a building and giving the building its character; or the repetition of buildings or building elements on a street.

Ridge – the upper edge of two sloping surfaces.

Rising damp – the condition that exists when suction pulls groundwater into a masonry wall from the bottom up.

Roof material pattern – primarily the shape and configuration, but also the color, texture, and other visual properties of shingles, tiles, or other material used to cover a roof.

Roof shape – the overall form of the structure that covers a building, typically identified by the placement, number, form, size, and angle of the component slopes of that structure, and by the method by which the slopes are joined.

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Sash

Routine maintenance – the regular upkeep of all elements of a building or property.

Sandblast – the use of sand, propelled by a blast of air or steam, to remove dirt, paint, or other materials from a wall surface, typically harmful to historic materials due to the loss of parts of the historic material along with the dirt or paint.

Sash – the unit that holds the window glass

Scale – the perceived size of a building or building element relative to the forms and elements around it.

Secretary's Standards – shorthand for The Secretary of the Interior's Standards and Guidelines for Rehabilitation. Used by many government agencies and individuals undertaking rehabilitation projects to evaluate whether the historic character of a property is preserved in the process of rehabilitation.

Setback – the distance required between a building and the property line.

Sheathing – the covering placed over the rafters as a base for the shingles or other finishing material.

Shed roof – a roof with a single slope.

Shingle – a type of roof covering consisting of small units produced in standard sizes and a variety of materials and shapes to convey a variety of appearances, lain in overlapping courses to prevent water infiltration.

Shutter – one of a pair of small, hinged doors that covers a window or other opening, may be louvered (fitted with a series of slats) or solid (fitted with raised or recessed panels).

Side gable – a building form in which the gable end of the roof does not face the street.

Sidelight – a slender, vertical window adjacent to a door or larger window, often divided into multiple panes and typically used in pairs, separated by the door or larger window.

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Siding – the nonstructural exterior wall covering of a frame building.

Significant detail/element/feature – a detail, element, or feature that is essential to an understanding of the value and character of a historic structure or property.

Significance of later changes – over time, some changes to historic buildings may achieve significance in their own right, displaying features or characteristic of styles or types that are later than that of the original building, but which have recognized value on their own.

Sill – the horizontal element at the base of a door or window opening, or at the bottom of a timber-framed wall.

Site – all elements on a property surrounding but not directly related to the building. These may include landscaping, driveways and sidewalks, fences and retaining walls, among other things.

Slope – an inclined surface.

Solid to void ratio – the relationship in size between the solid parts of a wall, and the openings in the wall, including door and window openings.

Spalling – the flaking of brickwork or stone due to the freezing and thawing of a wall, chemical reaction, or building movement.

Spindle – a wooden element that has been turned on a lathe, typically used in railings and decorative elements.

Spindle work – a series of spindles.

Storefront – the street level front of a store, including windows to display merchandise, an entrance or entrances, signs, etc.

Streetscape – the overall view of a street and its component elements, including the street, sidewalk, buildings, signs, traffic lights, street furniture, landscaping, etc., and also including less tangible factors such as rhythm, solid –to-void ratio, changes or consistency in building height, changes or consistency in setback, etc.

Stringcourse – a decorative, projecting horizontal molding, typically used to separate parts of a wall surface.

Substrate – a material on top of which other material is installed.

Swag – ornament designed to look like draped foliage or fabric.

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GLOSSARY

Synthetic – referring to a manufactured material introduced in modern times, not available historically , and used as a replacement for historic material.

Terne – a corrosion resistant combination of lead and tin.

Texture – the visual and tactile qualities of the structure of a surface.

Tooling pattern – the shape and profile for a mortar joint.

Topcoat – a coating whose formula us weaker than primer, but which contains more pigment.

Transom – a window located above a door, a storefront window, or another window, sometimes operable.

Truss work – an ornamental treatment, typically used in gables, resembling the structure of wooden trusses.

Turned – an element that has a circular cross section produced by turning of a lathe.

Valance – the decorative horizontal element below the lintel of the porch roof .

Valley – the angle formed where two downward sloping roof surfaces meet at the bottom.

Ventilation – the process of supplying fresh air to interior spaces.

Vernacular – representing popular traditional local building practices.

Water blast – the use of propelled water to remove dirt, paint, or other material from a wall surface, typically harmful to historic materials if applied at too strong of a pressure due to the loss of parts of the historic material along with the dirt or paint.

Weather stripping – a long piece of material applied to an exterior door or window to seal the joint between it and the surrounding frame, used to decrease air and water infiltration.

Weep hole – an opening that allows moisture to drain to the outside of a building, typically used in storm windows.