

Chapter IV: Guidelines for Historic Properties

The Design Guidelines for Historic Properties that follow shall apply to all contributing properties in the South Main Street Historic District. The city's Historic Landmarks Preservation and Architectural Review Board will use the Guidelines for Historic Properties in formal reviews of proposed changes to historic properties. They are also for use by property owners and their architects when developing designs for alteration and strategies for rehabilitation and repair of historic features.

Site Planning & Site Features

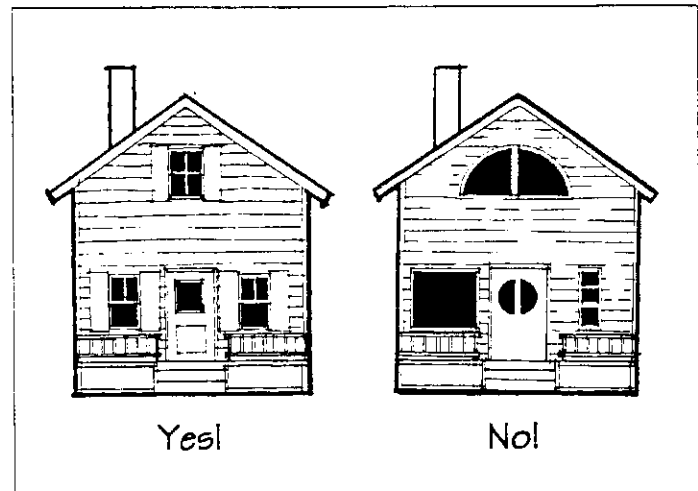
Existing original site features include building setbacks, walkways, fences and gardens. These features are important elements that create a setting for a historic building and often contribute to its significance. In a district, site features can be significant character-defining elements. The Guidelines in this section address the treatment of broad-scale design issues that are related to the basic arrangement of streets and lots and the manner in which buildings are sited on lots.

- 4.1 Maintain the historic relationship of the structure to its site and the street when adding or altering site elements.**
- Historic buildings shall remain oriented parallel to the lot lines, maintaining the traditional pattern of the District.
 - Avoid destroying the perception and definition of public and private space, such as front yard edge, front yard and side yard.
- 4.2 Orient primary entrances towards the street.**
- 4.3 Preserve original landscape features, such as walkways, fences, street trees, special plantings and other ornamental site features, when feasible.**
- Respect existing original site features in planning other alterations.
- 4.4 Repair deteriorated site features; if necessary replace them with similar features.**
- 4.5 Select replacement or new materials and features that are compatible with the existing character of the site.**
- Replace original landscape features such as street trees whenever possible.
 - Maintain the location and proportion of other features that must be replaced.

Building Form, Mass and Scale

The form, mass and scale of a building are among the most important design issues in the District. The traditional scale of the commercial district dominates much of the neighborhood and this enhances the "pedestrian friendly" character of the street. The form, mass and scale seen currently in the District lends itself to a visual continuity which shall be preserved.

- 4.6 Maintain the historic building form, mass and scale.**
- Simple rectangular solids are historically appropriate.
 - Employ preventive maintenance measures to ensure the continuance of this historic character.
- 4.7 Maintain the historic solid-to-void ratio seen traditionally in the District.**



Maintain the historic solid-to-void ratio seen traditionally in the District.

Roofs

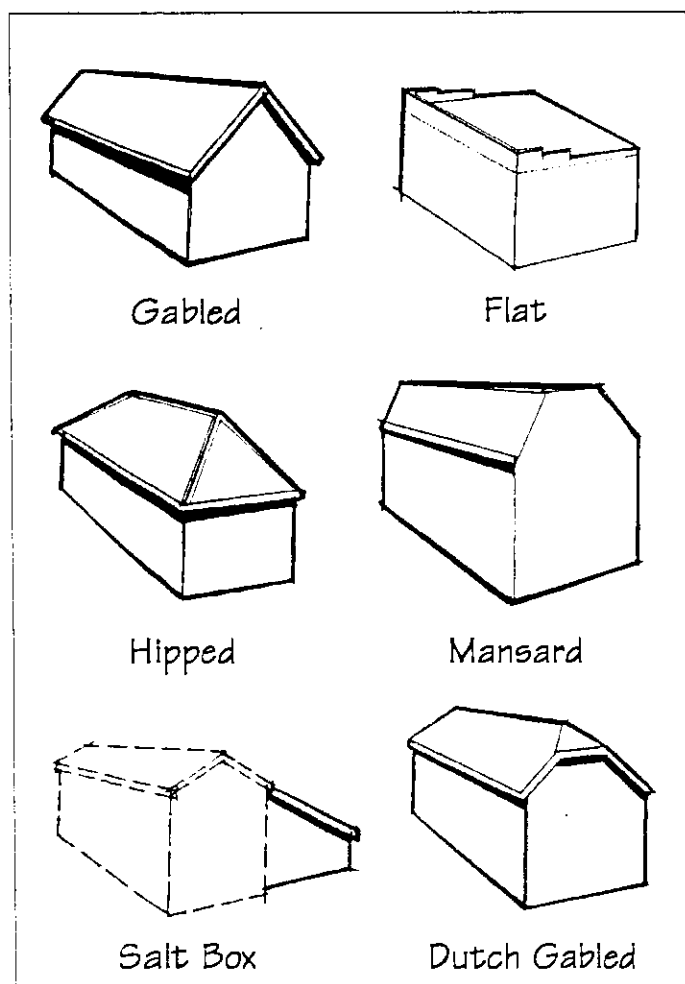
Typical roof shapes for historic buildings in South Main are gabled, and hipped, as well as flat for some commercial buildings. In some cases roofs may include several of these types plus dormers, as well as broadly overhanging eaves, thereby creating deep shadows.

4.8 Preserve original roof forms.

- a. Avoid altering the angle of the roof.
- b. Maintain the perceived line and orientation of the roof to the street.
- c. Retain and repair roof detailing such as brackets, cornices, parapets, bargeboards and gable-end shingles.
- d. A skylight should not be installed on the front portion of a roof. Flat skylights mounted flush with the roof may be considered on other, less visible sides. Bubbled or domed skylights are prohibited on any portion of a structure.

- 4.9 **Preserve original roof materials when feasible.**
 - a. Avoid removing historic roof material that is in good condition. Some historic materials are very durable and may not need replacement.
 - b. Where replacement is necessary, use materials similar to the original. Low profile asphalt shingles, for example, are appropriate replacements for wood shingles.
 - c. Maintain a color similar to that seen historically. Gray, black and brown are typical of many historic roof materials. Consider the neighborhood context for color.
 - d. Roofing materials shall be in keeping with those employed historically.
 - e. A specialty material such as tile or slate should be replaced with a matching material whenever feasible.

- 4.10 **Using down spouts and gutters that are in character with those employed historically, on the specific style, is required.**



Typical roof forms in St. Charles

Architectural Details:

Preservation, Treatment & Replacement

Original materials and features, as well as the distinctive form, scale and siting of a structure, contribute to its character and should be respected and preserved whenever feasible. Preserve the distinguishing qualities and characteristics of the structure and its site using the simplest means possible. It is important that the property retain a high percentage of original features to retain its integrity.

Preservation & Treatment. When planning a rehabilitation project, follow this sequence: First, if a feature is intact and in good condition, **maintain** its as such. Second, if the feature is deteriorated or damaged, **repair** it to its original condition. If it is not feasible to repair the feature, then **replace** it with one that is similar in character (materials, detail, finish) to the historic one. Replace only that which is beyond repair. If the feature is missing entirely, reconstruct it from appropriate evidence. These principles are defined in more detail in the Guidelines that follow.

4.11 Preserve the historic design character of the building.

- a. Do not try to change its style or make it look older than it really is by applying details that are not a part of its history.

4.12 Minimize alteration of historically significant features.

- a. First, maintain historically significant features that are intact. Then, repair those features that are deteriorated. Finally, replace only those features that are beyond repair.

4.13 Protect and maintain historically significant stylistic elements.

- a. Distinctive stylistic features or examples of skilled craftsmanship shall be treated with sensitivity. The best preservation procedure is to maintain historic features from the outset so that replacement or repair is not required.
- b. Protection can include the maintenance of historic material through treatments such as rust removal, caulking, limited paint removal and re-application of paint.



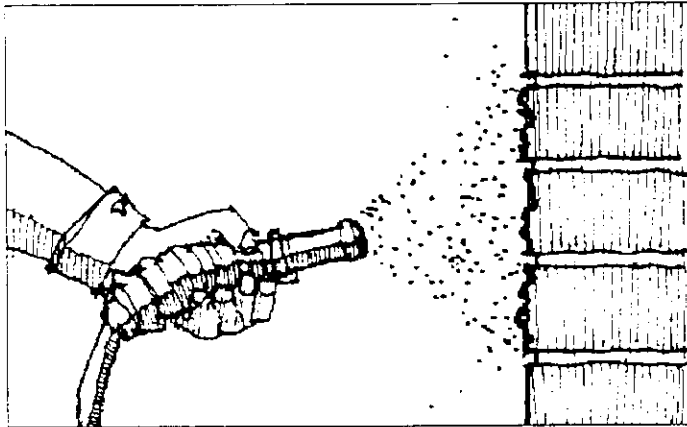
Protect and maintain historically significant stylistic elements.

4.14 Historically significant materials and features shall not be altered or removed.

- a. Examples of historically significant architectural features are porches, turned columns, brackets and jig-saw ornaments. The overall building or roof form is also significant.
- b. Preserve original doors, windows and porches in their original condition when physical conditions permit.
- c. Preserve original wall and siding materials when physical conditions permit.

4.15 Use the least destructive procedures for cleaning, refinishing and repairing historically significant materials.

- a. Many procedures can actually have an unanticipated negative effect upon building materials and result in accelerated deterioration or a loss of character.
- b. Harsh paint removal methods, such as sandblasting, are inappropriate because they will damage the historic finish of the material.
- c. Also see technical rehabilitation literature published by the National Park Service and available through the Department of City Development, City of St. Charles



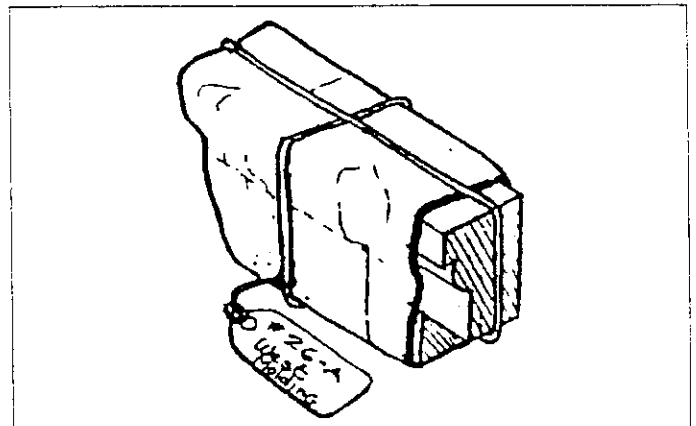
Harsh paint removal methods, such as sandblasting, are inappropriate because they will damage the historic finish of the material.

4.16 Repair historically significant building features when their physical condition permits.

- a. Deteriorated architectural features shall be repaired rather than replaced, when their condition permits.
- b. Rather than remove the element, patch, piece-in, splice, consolidate or otherwise upgrade the existing material, using recognized preservation methods when physical conditions permit.
- c. If disassembly of an original element is necessary for its repair or restoration, use methods that minimize damage to the original materials and replace the disassembled components in their original configuration.

4.17 When disassembly of a historic element is necessary for its restoration, methods that minimize damage to the original materials shall be used.

- a. For example, it may be necessary to remove an historic window to repair it.
- b. Always devise methods of replacing the disassembled materials in their original configuration.
- c. When disassembly of an historic feature is required in a restoration procedure, document its location so that it may be re-positioned accurately.



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Replacement or Substitution. In the event replacement is necessary, match the new material with that being replaced in design, color, texture and other visual qualities.

4.18 Replacement of missing elements may be included in repair activities.

a. Use the same kind of material as the original. A substitute material is acceptable if the form and design of the substitute itself conveys the visual appearance of the original material. The finish should match the original in appearance as closely as is possible.

4.19 Replace missing historically significant features in kind.

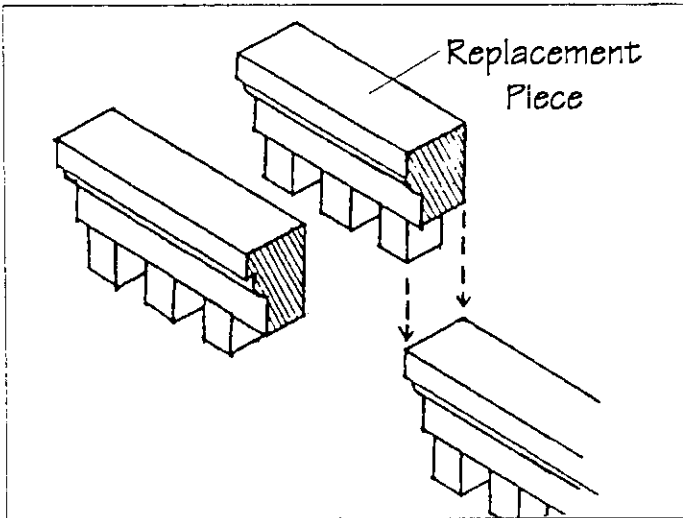
- a. Replace only those portions of a historic building or structure that are beyond repair.
- b. If alternate materials must be used, they shall match the originals in appearance as closely as possible.
- c. If later covering materials exist that have not achieved historic significance, removing them is strongly encouraged. Asphalt siding that covers original wood siding, for example, may be removed, as may vinyl siding.

4.20 Base the replacement of missing historically important elements on accurate information about original features.

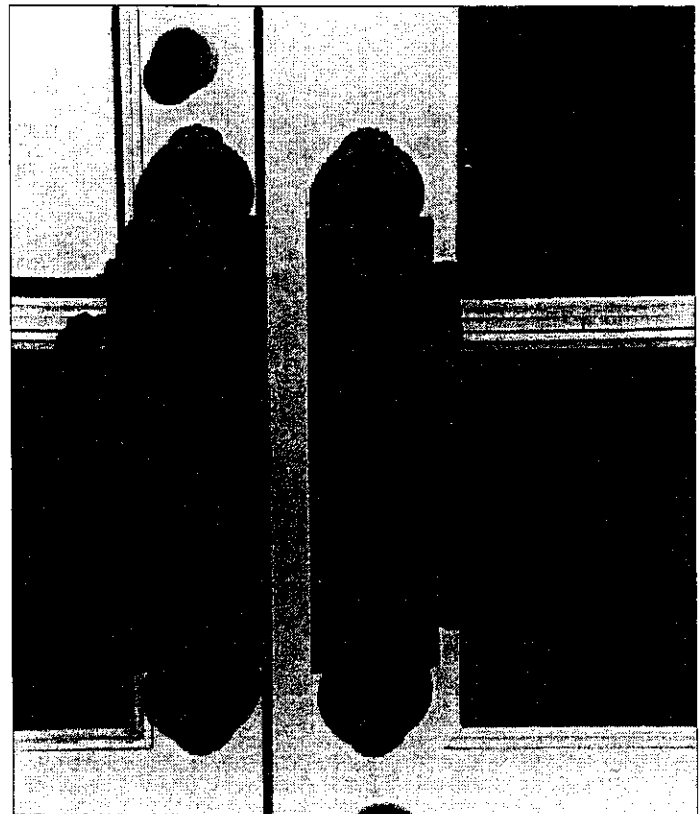
- a. The design should be substantiated by physical or pictorial evidence. This will avoid creating a misrepresentation of the building's genuine heritage.
- b. Overall, a high percentage of the materials and features of the property should be historic ones, in order to retain the integrity of the resource as an historic property.
- c. Use only materials and details similar in character to those employed historically on compatible buildings.
- d. Conjectural "historic" design for replacement of a feature that cannot be substantiated by written, physical or pictorial evidence is inappropriate.

4.21 When reconstruction of a historically important element is impossible, developing a compatible new design that is a simplified interpretation of the original is an appropriate option.

- a. Relate the new element to comparable features in general size, shape, scale and finish.



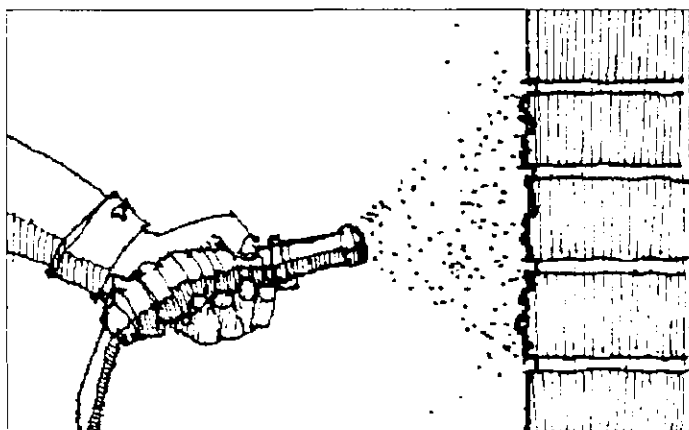
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Doors and their features are common elements seen along South Main Street which should be preserved where feasible.

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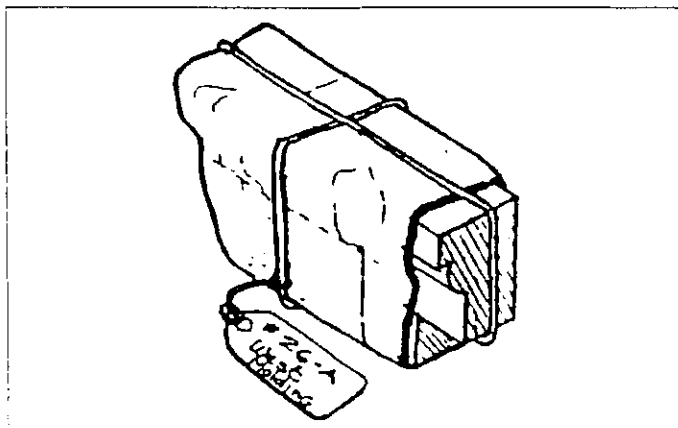
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- a. Deteriorated architectural features shall be repaired rather than replaced, when their condition permits.
- b. Rather than remove the element, patch, piece-in, splice, consolidate or otherwise upgrade the existing material, using recognized preservation methods when physical conditions permit.
- c. If disassembly of an original element is necessary for its repair or restoration, use methods that minimize damage to the original materials and replace the disassembled components in their original configuration.

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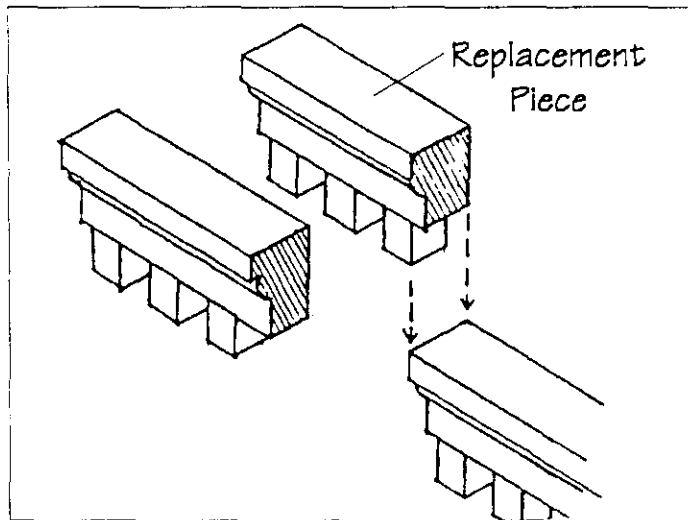
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- a. Replace only those portions of a historic building or structure that are beyond repair.
- b. If alternate materials must be used, they shall match the originals in appearance as closely as possible.
- c. If later covering materials exist that have not achieved historic significance, removing them is strongly encouraged. Asphalt siding that covers original wood siding, for example, may be removed, as may vinyl siding.



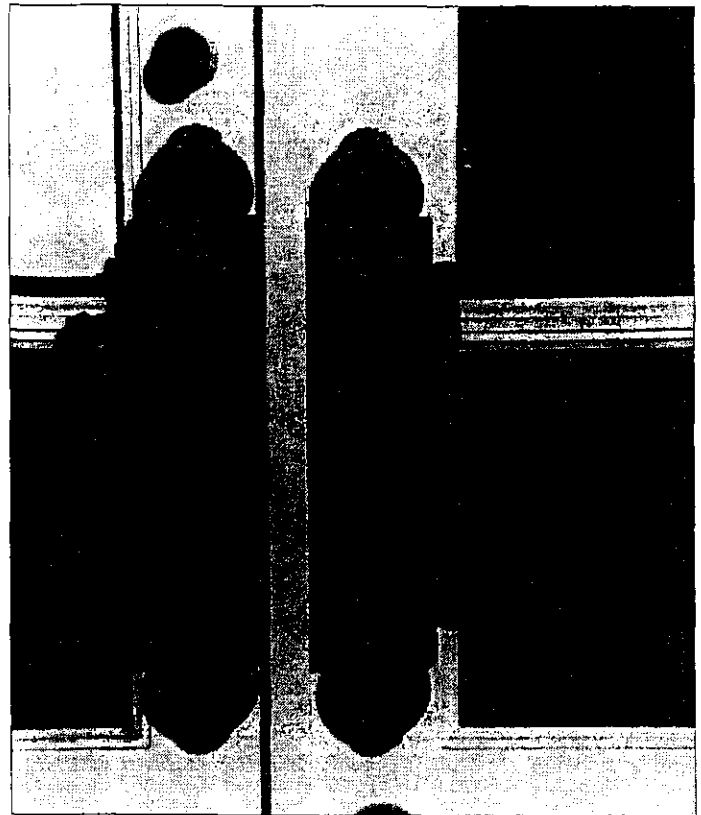
Where replacement is required, one should remove only those portions that are deteriorated beyond repair.

4.20 Base the replacement of missing historically important elements on accurate information about original features.

- a. The design should be substantiated by physical or pictorial evidence. This will avoid creating a misrepresentation of the building's genuine heritage.
- b. Overall, a high percentage of the materials and features of the property should be historic ones, in order to retain the integrity of the resource as an historic property.
- c. Use only materials and details similar in character to those employed historically on compatible buildings.
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4.21 When reconstruction of a historically important element is impossible, developing a compatible new design that is a simplified interpretation of the original is an appropriate option.

- a. Relate the new element to comparable features in general size, shape, scale and finish.



Doors and their features are common elements seen along South Main Street which should be preserved where feasible.

Materials

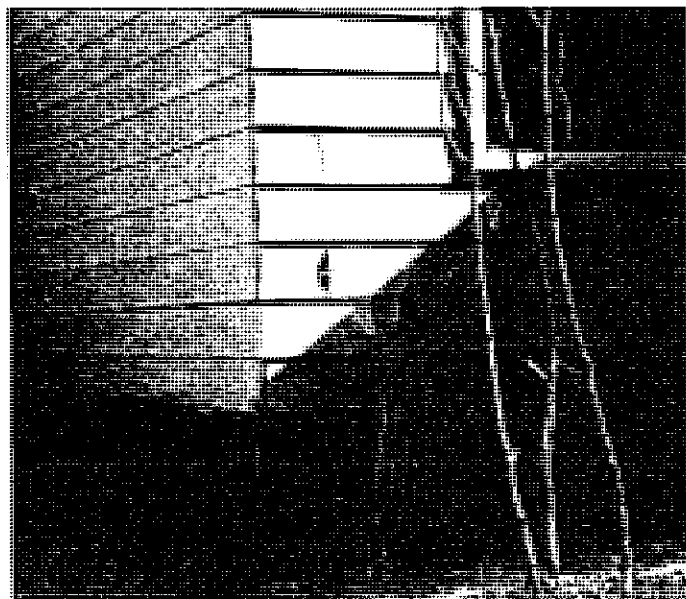
Repair rather than replace original materials. Brick is the most common material for historic buildings in South Main; however, stone and wood were also used. Some replacement materials may be used, but these should constitute a low percentage of the overall building materials. Greater flexibility in the selection of materials may be considered for additions and new construction.

4.22 Use the gentlest possible procedures for cleaning, refinishing and repairing original materials.

- a. Perform a test patch. Many procedures can actually have an unanticipated negative effect upon building materials and result in accelerated deterioration or loss in character. For example, harsh paint removal methods can damage the protective finish of the material.
- b. Obtain product literature and information on appropriate techniques and new technologies. The City has such literature on file.

4.23 Consider removing later covering materials that have not achieved historic significance; examples include vinyl, aluminum, or asphalt siding, or permastone.

- a. Once the siding is removed, repair original materials.
- b. Removal of other materials such as permastone must be tested to assure that the original material will not be damaged.



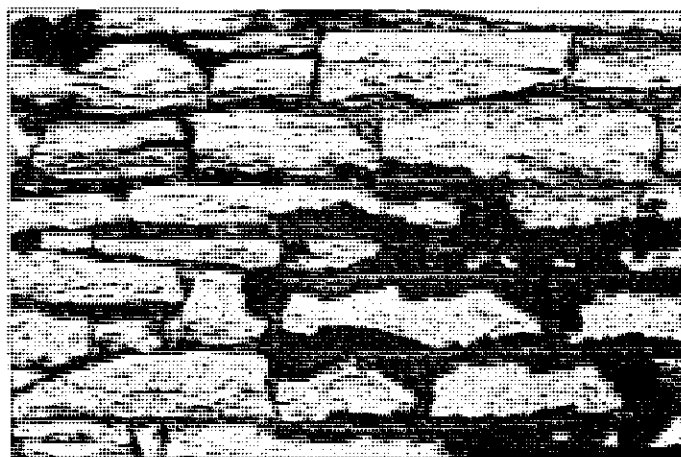
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4.24 Covering original materials with a new material is inappropriate.

- a. Avoid aluminum or vinyl siding. Such materials can cause the original siding to deteriorate more rapidly.
- b. Original materials shall not be covered with permastone or other masonry-like materials.

4.25 A replacement material shall appear similar in character to that used historically.

- a. When replacing damaged portions of original masonry or wood siding, the new material shall match the original in size, finish and appearance.
- b. Substitute materials may be used for replacing individual building elements, but shall not be used for the primary building material.



Material repair and/or replacement should be done in such a manner as to appear similar to methods used historically. This is a bad example of mortar repointing.

Street Facades

The ability of the pedestrian to understand the history of the District from the street should not be confused. Despite a structure's current use, it should retain most of the character-defining features which make it a contributing property to the District. Generally speaking, these important architectural elements need to be preserved whenever possible. Commercial buildings should, for the most part, all relate to the street and the pedestrian in the same manner. There are, however, several instances where commercial buildings in the District will differ. Street facades of Federal-influenced, Victorian commercial and Victorian residential buildings converted to a commercial use all have elements which make them unique and which should be maintained.

4.26 Preserve the historic character of the street facade, when it is intact.

- a. This will maintain the interest of the street to pedestrians, by providing goods and activities to be seen through the first floor windows.
- b. In some instances, storefront glass is used. If the storefront glass is intact, preserve it. If the original is arched, this should be preserved. If it is a rectangular plate glass opening, then this should be preserved.
- c. Historic storefronts shall not be altered or obscured.

4.27 If the street facade is already altered, restoring it to the original design is preferred.

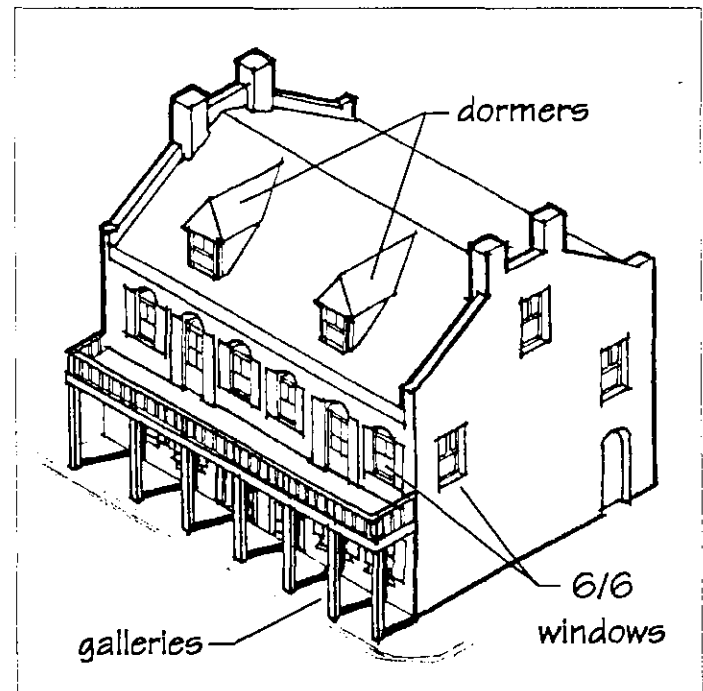
- a. If evidence of the original design is missing, use a simplified interpretation of similar storefronts.
- b. Design the storefront to provide interest to pedestrians.

Federal-influenced commercial buildings

The Federal-influenced buildings along South Main, which make up the majority of structures, all have features specific to their style and period. Avoid confusing current Federal-influenced buildings with characteristics from other styles. Typically, the Federal-influenced structures along South Main Street had 6 over 6 double-hung windows, galleries, dormers and side gabled roofs.

4.28 A renovation to a Federal-influenced structure shall maintain the character-defining elements of the building type.

- a. Windows normally will be 6/6 double-hung with operable shutters.
- b. Retain galleries where appropriate.
- c. Primary entrances should be single wide doors with transom and sidelights.
- d. Do not add dormers unless historically accurate to the style of a building.
- e. A large expanse of glass is inappropriate on a Federal-influenced vernacular building.



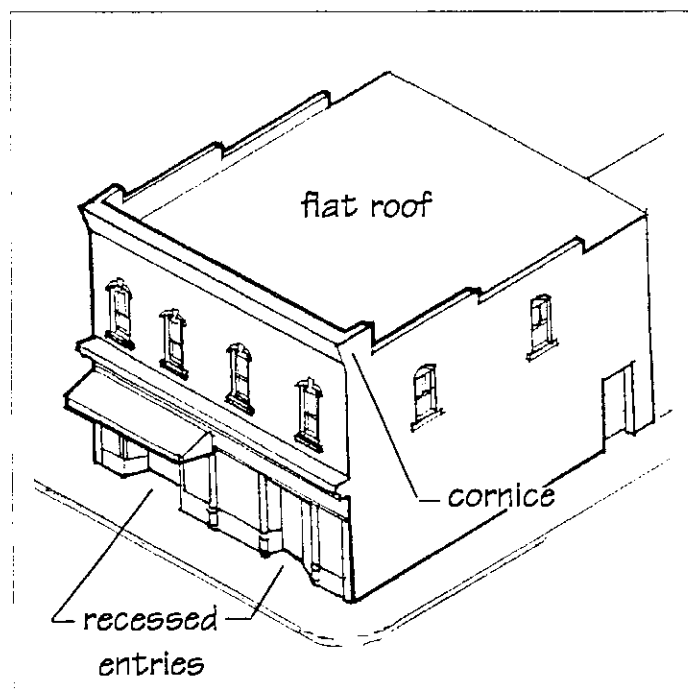
A renovation to a Federal-influenced structure should seek to maintain the character-defining elements of the building type.

Victorian commercial buildings

The Victorian commercial buildings along South Main were the predecessor to the 20th century commercial storefronts seen throughout North Main Street. These structures have many new elements not typically seen in South Main Street and they should be preserved whenever feasible. These features include the ornate cornice, the display windows, the recessed entries and the flat roof.

4.29 When renovating a Victorian commercial structure, maintain the character-defining elements of the street facade.

- a. Entries should be recessed.
- b. For first floors, incorporate large expanses of glass for display purposes. Opening may, however, be divided into multiple lights.
- c. Retain cornices and midbelt cornices where feasible.
- d. A steeply pitched roof is inappropriate.



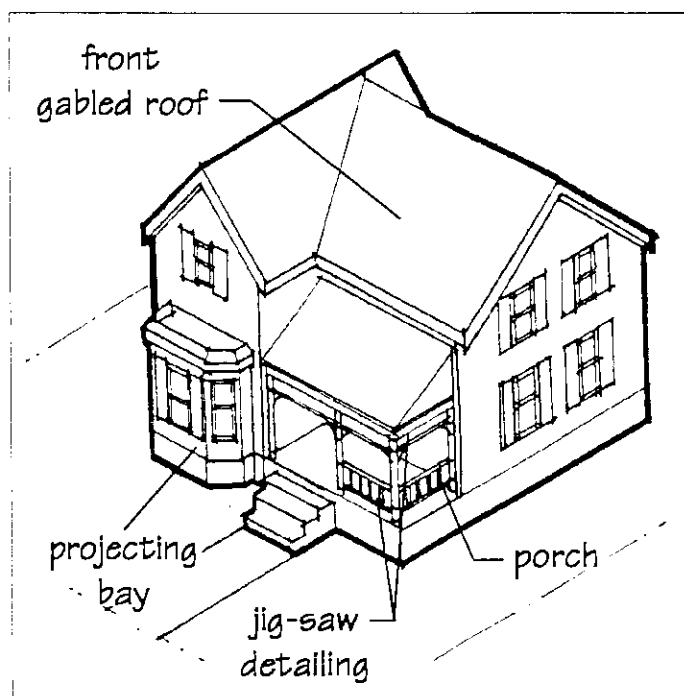
A renovation to a Victorian commercial structure should seek to maintain the character-defining elements of the building type.

Victorian residential buildings

The Victorian residential buildings, some which have been converted to a commercial use, need to retain their residential character. Signage and inappropriate additions to the main facade are two important issues which commonly destroy this residential character. Retaining any features common to the Victorian era, such as the front yard, irregular massing, porches, ornate detailing, front gabled roofs and projecting bays, will assist in maintaining the historic character.

4.30 When renovating a Victorian residential structure, maintain the character-defining elements of the street facade.

- a. Maintain brackets, turned posts and other special details.
- b. Front yard setbacks should not be cluttered with inappropriate commercial signage or products.
- c. Residential character should be maintained despite possible commercial use.
- d. Maintain windows and projecting bays shall not incorporate larger expanses of glass or other recent commercial structure innovations.



A renovation to a Victorian residential structure should seek to maintain the character-defining elements of the building type.

Doors and Entries

Doors, which are often important character-defining features of historic structures, give scale to buildings and provide visual interest to the composition of individual building facades. Some doors are associated with specific architectural styles. For example, glass paneled doors with stained glass are used in a variety of period designs. Many historic doors are noted for their materials, placement and finishes. Because an inappropriate door can severely affect the character of a historic house, avoid radical alteration to an old door and to choose a new door that is appropriate to the design of the house.

Door Features

Important features include the door and its frame, the sill, head, jamb and any flanking windows or transoms.

Door Types

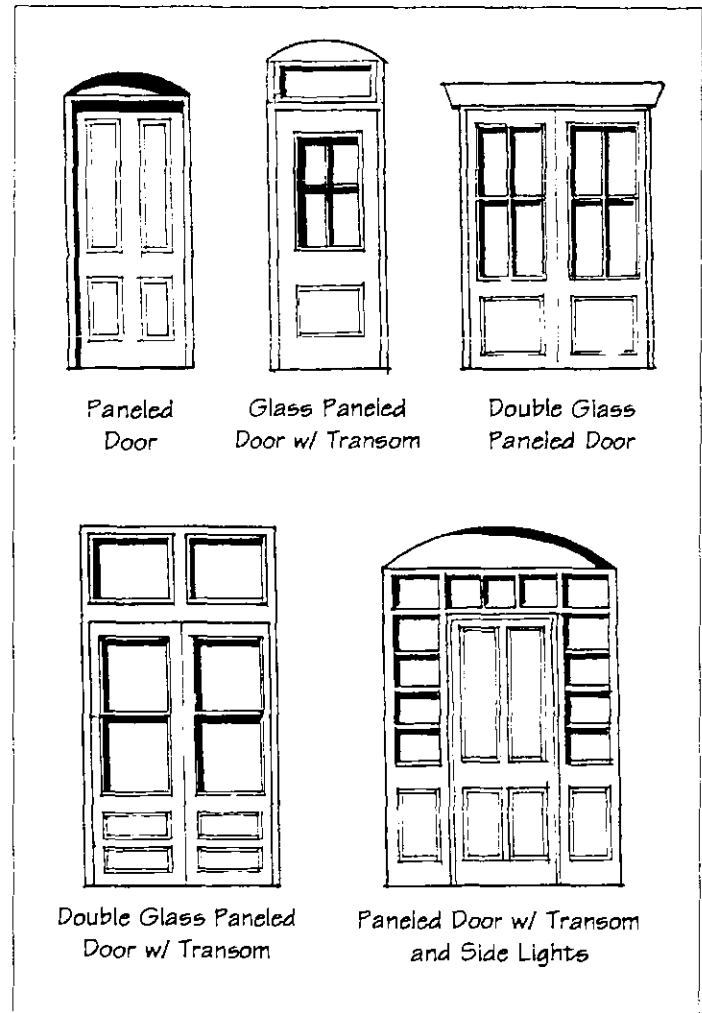
Door types found on historic structures along South Main include:

- **Doorway with transom and sidelights** - Typically a wooden door flanked by sidelights and topped with a rectangular transom.
- **Double doors** - Comprised of two slender doors that swing out; these doors usually have sashes.
- **Glass paneled door** - This type of door has a wide sash of glass in the upper portion of the door. Many Victorian era houses have glass paneled doors that are embellished with turned wood details and etched or stained glass.
- **Paneled door** - Wooden door with raised panels.

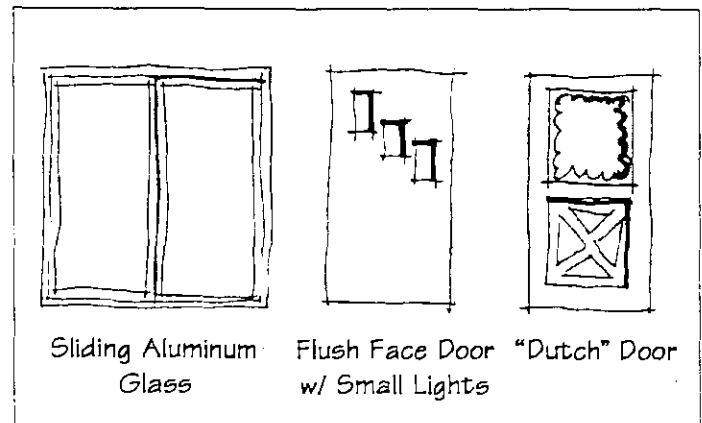
Maintenance Issues of Historic Doors

Because a historic door is typically constructed of a thick plank of wood and is often sheltered by a porch, it tends to be long-lasting. However, most problems that occur result from a lack of maintenance and from swelling and warping due to climatic changes. A door also may be worn and sagging as a result of weathering and constant use. As a result, some historic doors do not properly fit their openings and allow moisture and air into the house.

Water damage and the assault of sunlight are major concerns. Condensation during winter months also can cause problems with glass panels and sashes on doors. Damage occurs when the painted or finished layer is cracked or peeling. Decay may make operation of the door difficult and, if left untreated, can result in significant deterioration of door components. In most cases, doors are not susceptible to damage if a good coat of paint or varnish is maintained.



Typical door types in St. Charles.



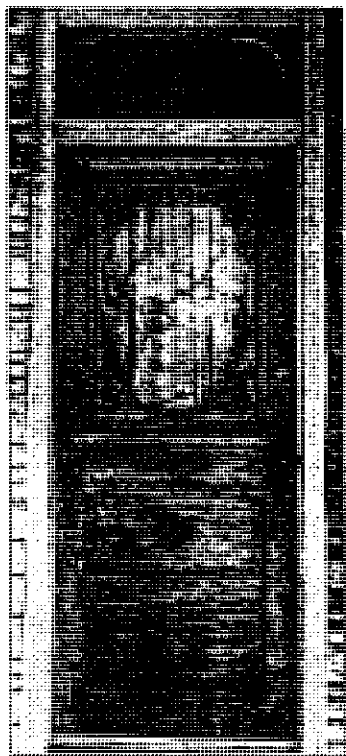
Inappropriate door types for South Main Street.

Repair of Historic Doors

In many cases a historic door merely needs to be re-hung. This treatment is required rather than replacing the door altogether. Often repairing a historic door is necessary, in which case, repairing it rather than replacing it is suggested. In most cases it is in fact easier and more economical to repair an existing door rather than to replace it. This is required by the HLPARB because the original materials contribute to the historic character of the building. Even when replaced with an exact duplicate door, a portion of the historic building fabric is lost. Such treatment should be avoided. When deciding whether to repair or replace a historic door, consider the following:

First, determine the door's architectural significance. Is it a key character-defining element of the building? Is the front door in a position on the primary facade such that it is visible? Is the design of the historic door indicative of the architectural style or type of the house? If the answer to one or more of these questions is "yes," then preservation is the best approach.

Second, inspect the door to determine its condition. Is the door hanging wrong or does it lack proper hardware and framing components that make it functional? If so, replacing these elements is appropriate. Check the door to see that it opens and closes smoothly and that it fits in its jamb. Some problems may be superficial ones, such as peeling paint, deteriorated detailing or broken sashes. These are issues that can be remedied without altering the historic character.



Repairing a historic door is preferred to replacing it.

Third, determine the appropriate treatment for the door. In many cases the door may not fit the door jamb or threshold as it should. In this case the hinges and the threshold of the door should be tightened or refit to allow smooth opening and closing of the door. Shaving or undercutting the door to fit the door frame is not recommended as a solution.

Surfaces may require cleaning and patching. Some components may be deteriorated beyond repair. Patching and splicing in new material for only those portions that are decayed should be considered in such a case, rather than replacing the entire door. If the entire door must be replaced, the new one should match the original in its general appearance and should be in character with the building style. When rehabilitating a historic door it is important to maintain original doors, jambs, transoms, window panes and hardware where feasible.

Energy Conservation

In some cases, owners may be concerned that an older door is less efficient in terms of energy conservation. In winter, for example, heat loss associated with an older door may make a room uncomfortable and increase heating costs. In fact, most heat loss is associated with air *leakage* through the space below the door and through glass panes in the door, if it has any.

The most cost-effective energy conservation measures for a typical historic door is to install weather stripping along the door frame, to fit the door to the jamb and threshold and to caulk any window panes. These measures will dramatically reduce heat loss while preserving historic features.

Replacement Doors

While replacing an entire door assembly is discouraged, it may be necessary in some cases. When a door is to be replaced, match the new to the appearance of the original. In replacing a door, one should be careful to retain the original door opening location, door size and door shape. In addition, one should consider the design of the door, choosing a replacement that is compatible with the style and type of the building.

A frequent concern is the material of the replacement door. In general, using the same material as the original is required. If the historic door was wood, then using a wood replacement is the best approach.

Finally, when replacing a historic door, it is important to preserve the original door frame when feasible. This is important in keeping the size and configuration of the original door.



Preserve a historically important door when physical conditions permit. Preserve all significant features of a historic door, including: frames, sills, heads, jambs and moldings.

- 4.31 Preserve a historically important door when physical conditions permit.**
 - a. Preserve all significant features of a historic door, including: frames, sills, heads, jambs and moldings.
 - b. If necessary, replace an original door with a design and finish similar to that found historically.
- 4.32 Protect a historically important wood door with paint, varnish or other protective finishes.**
 - a. Repair a door frame by patching, splicing or reinforcing it.
 - b. Avoid removal of historic materials.
 - c. If replacement is necessary, replace in kind, to match the original.
- 4.33 Changing the position of historically important doors is inappropriate.**
 - a. Avoid adding additional doors to facades that are visible from the street.
- 4.34 Maintain the original proportions of a historically important door.**
 - a. Altering the opening to accommodate a larger or smaller new door is inappropriate.
- 4.35 When replacing a historically significant door, use a design similar to those found historically on comparable buildings.**

Windows

Windows are some of the most important character-defining features of most historic structures. They give scale to buildings and provide visual interest to the composition of individual facades. In fact, distinct window designs help define many historic building styles. Windows often are inset into relatively deep openings or they have surrounding casings and sash components which have a substantial dimension that cast shadows that contribute to the character of the historic style. Because windows so significantly affect the character of a historic structure, the treatment of a historic window and the design of a new one are therefore very important considerations.

Window Features

The size, shape and proportions of a historic window are among its essential features. Many early windows in South Main were vertically-proportioned, for example. Another important feature is the number of "lights," or panes, into which a window is divided. Typical windows for many structures along South Main Street were of the "six-over-six" type (6/6). The design of surrounding window casings,

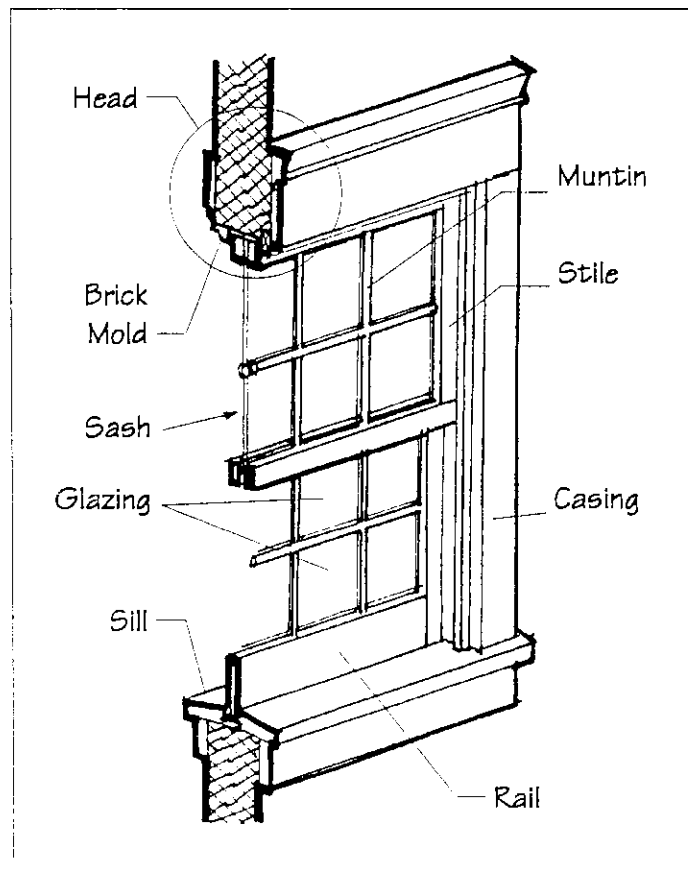
the depth and profile of window sash elements and the materials of which they were constructed are also important features. Most early windows were made of wood although some historic metal casement windows are found. In either case, the elements themselves had distinct dimensions, profiles and finishes.

The manner in which windows are combined or arranged on a building face also may be distinctly associated with a building style. For example, doors were often flanked with a 6/6 window on either side. These window locations would then correspond to window locations on the second story. All of these features are elements of historic window designs that must be preserved.

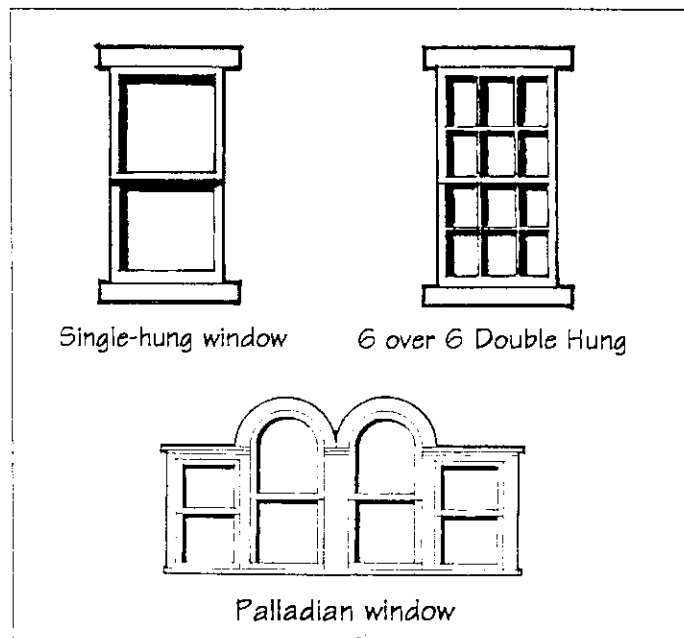
Window Types

Window types typically found in historic structures in South Main include:

- **Double hung** - Two sash elements, one above the other. Both upper and lower sash slide within tracks on the window jambs.
- **Fixed** - The sash does not move.
- **Single hung** - Two sash elements, one above the other. Only the lower sash moves.
- **Ornamental or specialty windows** - Unusual shapes, such as a Palladian window; or a distinct glazing pattern, such as a diamond-shaped, multi-pane window, occur on Victorian-influenced houses in South Main. These may be fixed or operable.



Typical window components for most historic double-hung windows.



Typical windows types for historic buildings in St. Charles.

Deterioration of Historic Windows

Properly maintained, original windows will provide excellent service for centuries. Most problems that occur result from a lack of maintenance. The accumulation of layers of paint on wood sash may make operation difficult. Using proper painting techniques, such as removing upper paint layers and preparing a proper substrate, can solve this problem.

Water damage and the ultra violet degradation caused by sunlight also are major concerns. If surfaces fail to drain properly, water may be introduced. Condensation during winter months also can cause problems. Damage occurs when the painted layer is cracked or peeling. Decay results that may make operation of the window difficult, and if left untreated, can result in significant deterioration of window components. In most cases, windows are not susceptible to damage if a good coat of paint is maintained.

Repair of Historic Windows

Whenever possible, repair a historic window, rather than replace it. In most cases it is in fact easier, and more economical, to repair an existing window rather than to replace it, because the original materials contribute to the historic character of the building. Even when replaced with an exact duplicate window, a portion of the historic building fabric is lost and therefore such treatment should be avoided. When considering whether to repair or replace a historic window, consider the following:

First, determine the window's architectural significance. Is it a key character-defining element of the building? Typically, windows on the front of the building and on sides designed to be visible from the street, are key character-defining elements.

Second, inspect the window to determine its condition. Distinguish superficial signs of deterioration from actual failure of window components. Peeling paint and dried wood, for example, are serious problems, but often do not indicate that a window is beyond repair. What constitutes a deteriorated window? A rotted sill may dictate its

replacement, but it does not indicate the need for an entire new window. Determining window condition must occur on a case-by-case basis, however as a general rule, a window merits preservation, with perhaps selective replacement of components, when more than 50 percent of the window components can be repaired.

Third, determine the appropriate treatment for the window. Surfaces may require cleaning and patching. Some components may be deteriorated beyond repair. Patch and splice in new material for only those portions that are decayed, rather than replacing the entire window. If the entire window must be replaced, match the new one with the original in appearance.

Energy Conservation

In some cases, owners may be concerned that an older window is less efficient in terms of energy conservation. In winter, for example, heat loss associated with an older window may make a room uncomfortable and increase heating costs. In fact, most heat loss is associated with air *leakage* through gaps in an older window that are the result of a lack of maintenance, rather than a loss of energy through the single pane of glass found in historic windows. Glazing compound may be cracked or missing, allowing air to move around the glass. Sash members also may have shifted, leaving a gap for heat loss.

The most cost-effective energy conservation measures for most historic windows are to replace glazing compound, repair wood members and install weather stripping. These steps will dramatically reduce heat loss while preserving historic features.

If additional energy savings are a concern, consider installing a storm window. This may be applied to the interior of the window.

4.36 Preserve the functional and decorative features of a historically important window when physical conditions permit.

- a. Such features may include frames, sash, muntins, mullions, glazing, sills, heads, jambs and moldings.
- b. Repair frames and sash by patching, splicing or reinforcing when physical conditions permit.
- c. If replacement is necessary, replace in kind, to match the original.
- d. Refer to technical information available at the Department of City Development.

4.37 Preserve a historically important window design on primary facades.

- a. Changing the position of historic windows is inappropriate.
- b. New windows added to facades visible from the street are not permitted.
- c. Preserve historic stained glass where it exists.



Preserve historic stained glass where it exists.

4.38 Maintain the historic number of panes in a window.

- a. If a window historically had multiple panes, replacing it with a large, single pane is inappropriate.

4.39 Maintain historically important window proportions on primary facades.

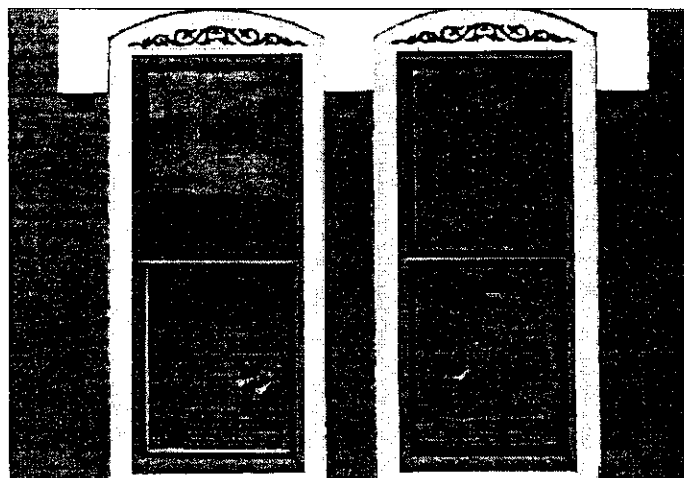
- a. The general proportion of historically important windows shall be preserved.
- b. Enclosing the historic opening to accommodate smaller windows is not permitted.

4.40 When a replacement window is necessary, use materials like those seen historically.

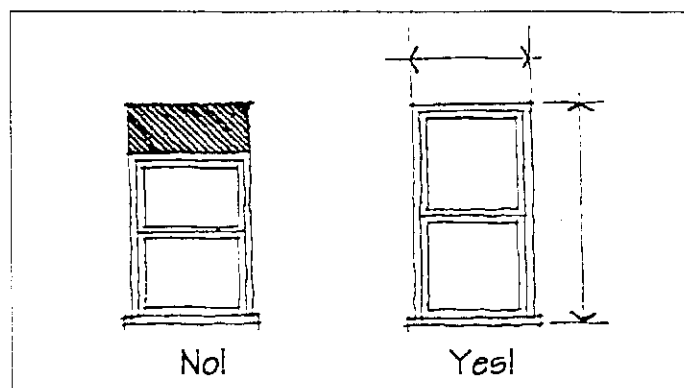
- a. Replacing a historically significant wood window with another wood window is preferred. However, other materials may be considered if the appearance is similar to that of the significant wood window in dimension, profile and finish.

4.41 Install storm windows on the interior.

- a. Interior storm windows will not alter the perceived character of the original window as seen from the public way.



Install storm windows on the interior of historic windows, or where they do not interfere with the historic character of the building.

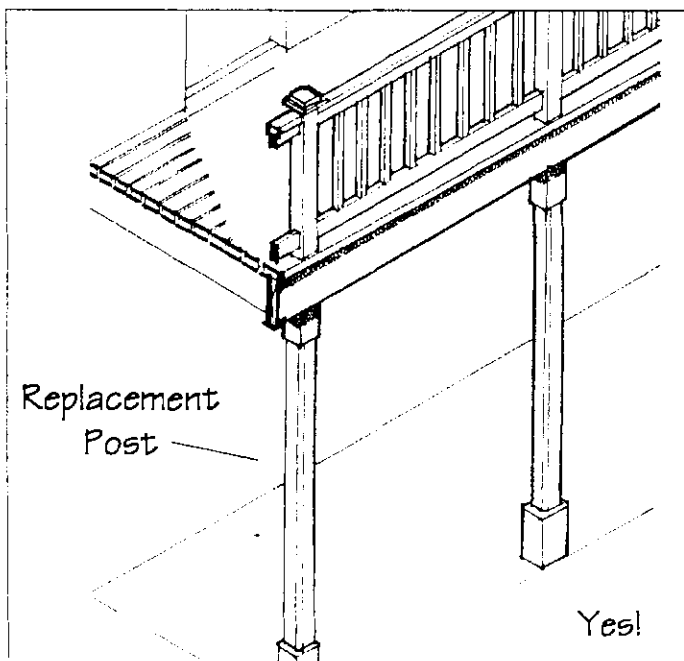


Maintain historically important window proportions on primary facades.

Balconies and Galleries

The balconies and galleries seen on the primary facades of many buildings throughout South Main Street have become integral parts of the visual continuity of the District. Historically, these balconies and galleries were seen on the Federal-influenced vernacular buildings, although several have been recently added or reconstructed.

- 4.42 A historically important balcony shall be preserved when physical conditions permit.**
- Replace missing posts and railings when necessary. Match the original proportions and spacing patterns of balusters.
 - Using "wrought iron" posts and railings on historic balconies is appropriate in some instances.
- 4.43 If balcony replacement is necessary, reconstruct it to match the original in form and detail.**
- Use materials that are similar to the original.
 - Decorative elements that are not known to have been used on the structure, or others like it, are inappropriate.
 - The replacement design will only be allowed if it is based on documented evidence.
- 4.44 Balconies and galleries should only be maintained or restored if they were original to the structure.**
- Documented evidence must be provided to make any alterations to or to remove a balcony or gallery.



Replace missing posts and railings when necessary. Match the original proportions and spacing patterns of balusters.

Porches

A porch is often one of the most important character-defining elements of the primary facade of a historic house. While preservation of all existing original porches is recommended, it is particularly important that front porches be preserved.

- 4.45 A historically important porch shall be preserved when physical conditions permit.**
- Replace missing posts and railings when necessary. Match the original proportions and spacing patterns of balusters.
- 4.46 If porch replacement is necessary, reconstruct it to match the original in form and detail.**
- Use materials that are similar to the original.
 - Decorative elements that are not known to have been used on the structure, or others like it, are inappropriate.
 - The replacement design will only be allowed if it is based on documented evidence.
- 4.47 Do not enclose a historic front porch with opaque materials.**
- Enclosing a porch with any material, such as screening, is inappropriate.
 - A porch shall remain open to the air.
- 4.48 A porch must only be maintained or restored if it was original to the structure or if it has gained significance.**
- Documented evidence must be provided to make any alterations to or to remove a porch.
 - See discussion about significance on page 4 in the Introduction.



Do not enclose a historic front porch. A porch should remain open to the air. Compare the character of the enclosed porch on the left to that of an original porch on the home to the right.