

APPENDIX D. - ARCHITECTURAL DESIGN STANDARDS

EDITOR'S NOTE: Printed herein are the City of Hudson Architectural and Design Standards as set out by Ord. No. 99-58, adopted July 7, 1999; Ord. No. 00-172, adopted May 2, 2001; Ord. No. 02-127, adopted Sept. 4, 2002; Ord. No. 03-108, adopted Sept. 17, 2003; Ord. No. 05-82, adopted Aug. 17, 2005; and Ord. No. 05-143, adopted Nov. 16, 2005.

PART I: - PREAMBLE

Section I-1. - Purpose

Without limiting the generality of the Land Development Code, the City's interest in regulating the design of individual buildings and sites is determined in part by the extent to which they affect the "public realm" and the high quality character of the City. The City has a responsibility to maintain a high quality "public realm" and character. These Architectural Design Standards ("Standards") have been adopted in pursuit of these goals.

Section I-2. - Principles

Without limiting the generality of the Planning and Zoning Code, the purpose of these Standards is to protect Hudson's character and to preserve a high-quality built environment throughout Hudson. Five principles are given below. These principles are a summary of the values that people in Hudson found to be most important in establishing the character of the city. These principles are policies that provide the foundation of both the Standards and the architectural review process. The Architectural and Historic Board of Review (AHBR) shall look upon these principles as a framework for making discretionary decisions.

- a. *The creation and maintenance of the "public realm" takes precedence over individual buildings.*

The "public realm" is that space occupied both in physical and visual terms by the public. It is created by such elements as the parts of the building that are visible from the street, the front yard, the sidewalk, street trees and lighting, and the street itself.

The historic residential and institutional areas of the City strongly influence the character of Hudson. Although the architecture of this area is diverse, it is held together by a strongly defined "public realm". The Green is also part of the "public realm". In the historic village, the "public realm" is clearly delineated by the consistency of narrow streets, mature street trees, sidewalks and the setback of buildings. The rhythm of houses and side yards provides another dimension of unity. The "public realm" in all areas of Hudson needs to have similar delineation, although the particular dimensions and details are scaled to new kinds of buildings and lot patterns.

- b. *Buildings shall maintain a high level of architectural quality.*

Architectural quality does not refer to specific style or details, but to the general level of composition, materials, and design integrity. These Standards are not meant to encourage or discourage any particular style of building within Hudson. Quality building design is a complicated matter which needs to balance many competing requirements.

- c. *The site plan and building shall respect the land and the environment in which they are placed.*

An attractive city takes advantage of its natural setting. Buildings should be sited to minimize regrading and to take advantage of natural features, including mature trees. For the most part, environmental issues are covered by the City's Land Development Code.

- d. *There shall be architectural variety within a defined framework.*

The historic village displays a high degree of variety in its buildings. The overall environment is nonetheless coherent because of the strength of the urban framework and a general uniformity of building scale. Variety within this coherent framework enriches the "public realm".

- e. *New buildings and alterations shall respect the existing context and framework.*

The design of any building shall be judged in reference to its site and the character of its surroundings, not as an independent object. The site plan for all new buildings shall be prepared with a clear understanding of the framework that exists or is being created in a particular area, through development standards, zoning and other regulations.

Section I-3. - Coordination with zoning and development standards

The normal process of review for new building projects will require the applicant to satisfy zoning and development standards prior to being reviewed by the AHBR. Applicants are advised to review the Land Development Code. Many issues of design, especially siting, landscaping, direction of approach and building orientation may be determined under prior review.

PART II: - PROCEDURES

Section II-1. - Approval and Discretion of the AHBR

a. Proposals which the AHBR determines comply with the Standards shall be approved. Without limiting the discretion of the AHBR to make judgements rendered in accordance with these Standards, in no case shall an applicant be required to make changes to a proposal which are not supported by these Standards. The AHBR may offer additional advice and suggestions, at its discretion; however, such advice shall be clearly stated as such.

b. In making architectural review decisions, the AHBR shall rely on the Standards and, where it is unclear that a project fulfills the Standards, the AHBR shall refer to the principles enumerated in Section I-2.

c. The AHBR may waive any requirement of these Standards in order to approve a proposed project, if the AHBR finds that the project fulfills the five principles enumerated in Section I-2, and meets one of the following conditions:

(1) The project is an exceptional design, meaning that it is either especially creative or it is designed in response to unique situation, such as a very difficult site or an unusual program requirement.

or

(2) Exceptional and unique conditions exist that create a practical difficulty in complying with the requirements of these Standards. The AHBR should consider the factors enumerated in as defined in the Land Development Code in determining "practical difficulty".

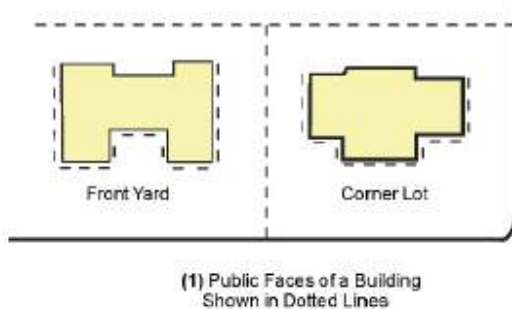
d. The AHBR shall review only those elements of the building which contribute to its exterior appearance, including the massing, roof, facade, signs, siting of the building, and landscaping. Building materials and colors should be compatible within the design scheme and to surrounding buildings.

(1) All sides of a building will be reviewed for compliance with these Standards, however, the public faces of a building may be held to a different standard. Public faces shall be defined as the front facade and the two sides adjoining the front facade. **(1)** Rear facades will not be subject to Standards which are specifically directed at public faces.

(2) All permanent signs shall comply with the Standards enumerated in Part V.

(i) Signs that exceed two (2) square feet in area shall be reviewed by the AHBR to ensure compliance with these Standards.

(ii) Signs that are two (2) square feet or less in area shall be reviewed by the Department of Community Development to ensure compliance with these Standards



e. Applicants shall, when required pursuant to this section, submit a Sign Plan for review and approval by the AHBR.

(1) A Sign Plan shall be required for all multi-occupant buildings and shall be submitted by the owner of a multi-occupant building whenever:

(i) A new multi-occupant building is constructed; or

(ii) An existing building is renovated, or remodeled and after the renovation or remodeling, there is more than one occupant that occupies the remodeled or renovated building; or

(iii) When a replacement sign is proposed for an existing multi-occupant building.

(2) The Sign Plan shall create a set of specific standards for sign design and placement on the proposed building, and on the site.

(3) The Sign Plan shall contain the following:

(i) Building sections and elevations drawn at an appropriate scale.

(ii) Computation of the maximum total sign area and the maximum area of signs for individual storefronts or building units affected by the Sign Plan.

(iii) An accurate indication on the elevation/section drawings of the location of each existing and proposed sign.

(4) The Sign Plan shall specify one or more standards for consistency among all signs on the multi-occupant building(s) included in the Sign Plan with regard to and in the priority of the elements listed below:

(i) Uniform sign placement and/or sign height;

(ii) Uniform size and/or shape;

(iii) Type of sign construction (materials) and letter components (i.e. sign panel vs. raised letters) and framing;

(iv) Type of lighting, and the type of lighting fixtures, if any;

(v) Uniform background colors or harmonious use of a limited range of complementary background colors, and/or harmonious use of a limited range of complementary colors for the sign lettering.

(5) The complexity of the Sign Plan shall be based on the level of variety/cohesiveness of the building architecture and the surrounding area. When a building exhibits a high degree of architectural uniformity, the Sign Plan should require a high degree of

consistency among sign elements and, therefore should specify standards for most or all of the elements set forth in subsection (4) above.

Section II-2. - Procedures for Building Type Standards

a. *Building types.* These Standards are organized around the idea of building types. A set of buildings which have similar massing and entrances are considered to be the same type. Buildings of the same type may be used for different purposes, such as apartments or office buildings. Types are also distinguished from the idea of "style". The same type of building may be many different styles.

b. *How to identify a type.* A building type is primarily identified by the number, shape, proportion, and relationship of the building masses. A secondary consideration is the location of the entrance(s). Architectural style, roof shape, material, building size, and land use are not indicators of type.

c. *Hudson Types.* In order to preserve the character of Hudson, all new buildings built in Hudson are required to conform to one of the Hudson types more specifically described in Section IV. **(2)**

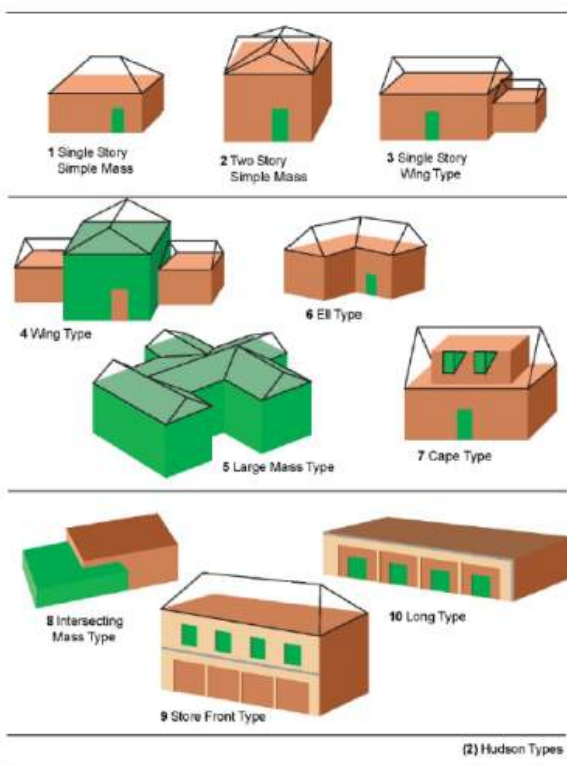
(1) Some building types are restricted for certain uses and in specific districts of Hudson. The Types/District Chart (Section II-3, below) lists these restrictions.

d. *Use of type in these Standards.* In preparing an application for review under these Standards, the applicant and the AHBR shall use the following procedure.

(1) Locate the project within its zoning district of Hudson.

(2) Determine what building types are allowed or prohibited in that district and under what conditions from **II-3. Types/District Chart.**

(3) Identify the building type that most closely resembles the building that will be altered or built. Once the type is identified, the building design will be subject to all applicable Standards in Part III and to the type Standards for that type which are enumerated in Part IV of these Standards.



Section II-3 - Type/Districts Chart

Types	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9	District 10
	<i>Suburban Residential Neighborhood</i>	<i>Rural Residential Conservation</i>	<i>Outer Village Residential Neighborhood</i>	<i>Village Residential Neighborhood</i>	<i>Village Core/Historic District</i>	<i>Western Hudson Gateway</i>	<i>Village Outer Commercial Corridor</i>	<i>Industrial/Business Park</i>	<i>Darrowville Commercial Corridor</i>	<i>Ravenna Road Corridor</i>
1. Single story/	Allowed for all uses	Allowed for all uses	Allowed for single family	Allowed for single family	Allowed for all uses*	Allowed for all	Allowed for all uses	Allowed for all uses	All uses except "street"	Allowed for all uses

simple mass type			detached only	detached only		residential uses			front buildings"	
2. Two story/ simple mass	Allowed for all uses	Allowed for all uses	Allowed for all uses	Allowed for all uses	Allowed for all uses*	Allowed for all uses	Allowed for all uses	Allowed for all uses	Allowed for all uses	Allowed for all uses
3. Single story/ wing type	Allowed for all uses	Allowed for all uses	Allowed for all uses	Allowed for all by-right residential uses except multi-family	Allowed for all uses*	Allowed for all uses	Allowed for all uses	Allowed for all uses	All uses except "street front buildings"	Allowed for all uses
4. Two story/ wing type	Allowed for all uses	Allowed for all uses	Allowed for all uses	Allowed for all uses	Allowed for all uses*	Allowed for all uses	Allowed for all uses	Allowed for all uses	Allowed for all uses	Allowed for all uses
5. Large mass type	Allowed for all uses	Allowed for all uses	Allowed for all uses	Allowed for commercial, office and multi-family	Allowed for commercial, office and multi-family*	Allowed for all uses	Allowed for all uses	Allowed for all uses	All uses except "street front buildings"	Allowed for all uses
6. Ell type	Allowed for all uses	Allowed for all uses	Allowed for all uses	Allowed for all uses	Allowed for all uses*	Allowed for residential uses	Allowed for all uses	Not allowed	Allowed for all uses	Allowed for all uses
7. Cape type	Allowed for all uses	Allowed for all uses	Allowed for all uses	Allowed for all uses	Allowed for all uses*	Allowed for all uses	Allowed for all uses	Allowed for all uses	All uses except "street front buildings"	Allowed for all uses
8. Intersecting mass type	Allowed for recreational and conditional uses only	Allowed for recreational and conditional uses only	Allowed for all uses	Allowed for recreational and conditional uses only	Not allowed*	Not allowed	Allowed for all uses	Allowed for all uses	Not allowed	Allowed for recreational and conditional uses only
9. Storefront type	Not allowed	Not allowed	Not allowed	Not allowed	Allowed for all other commercial or mixed uses, but see note*	Allowed for retail or office use within planned development only	Allowed for all uses	Allowed for all uses by-right	All uses except "street front buildings"	Allowed for retail or office use
10. Long type	Not allowed	Not allowed	Not allowed	Not allowed	Not allowed	Allowed for office use in planned development only	Allowed for all uses	Allowed for all uses	All uses except "street front buildings"	Not allowed

* The storefront type is the only allowed type on Main Street between Clinton and Park Lane.

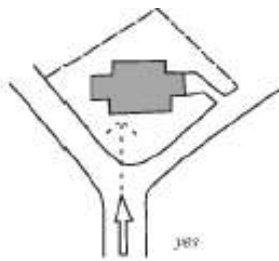
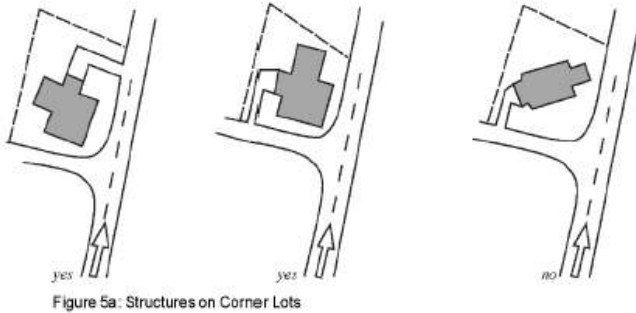
PART III: - DESIGN STANDARDS FOR ALL BUILDINGS

Section III-1. - General Standards for all buildings

All buildings, regardless of building type and historic status, shall conform with the following Standards.

a. *Responsibility to contribute to the public realm.* All buildings must contribute to the public realm in their design by presenting a well-designed public facade.

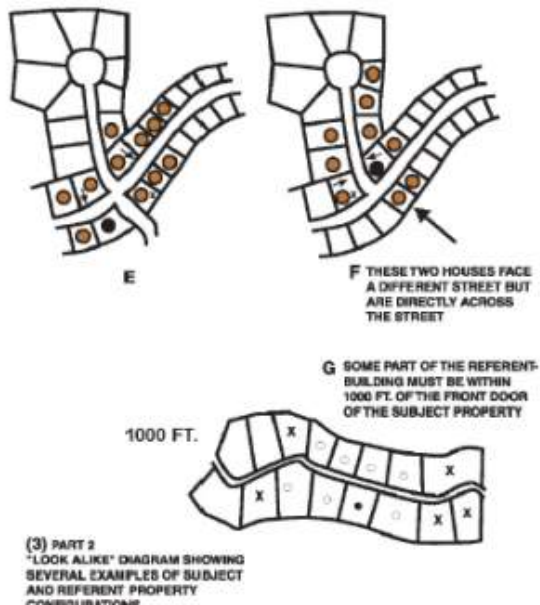
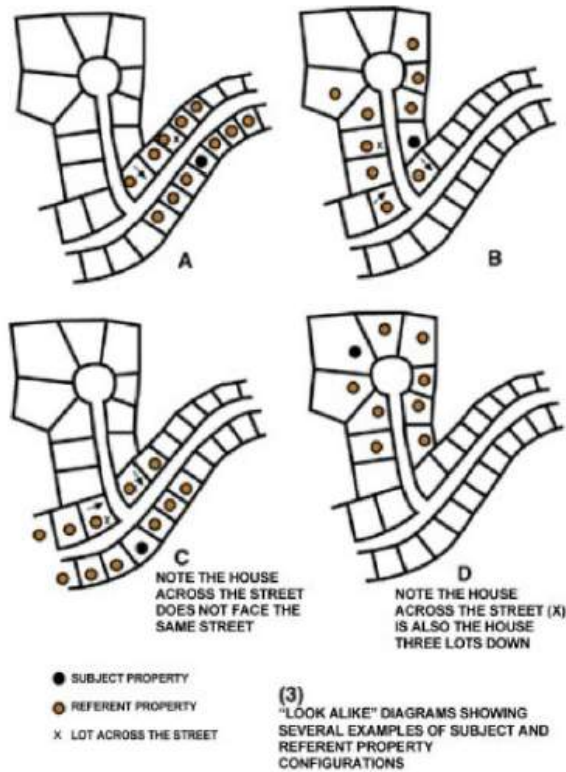
- (1) The front door or main entrance to a building shall be visible from the street. An entrance to a public building shall be clear and visible from the street and not obscured by building masses or fences.
- (2) Blank walls (without openings) are not allowed on public faces of any building. Trash and loading areas are allowed on side faces, if screened from the street.
- (3) The design and massing of the building should acknowledge the primary direction of approach, in areas where one has been defined.
- (4) Attached garages shall not face the street.
- (5) Principal Residential Structures on Corner Lots.
 - (i) The building shall face the corner if the approach to the corner places the lot directly in the line of sight. All other siting and orientation requirements shall apply.
 - (ii) An attached garage shall be sited so that its door is not visible from the primary direction of approach.



- (6) The overall design of the building and the site should take into account the general placement of signs so that all permanent signs and their associated lighting fixtures complement the appearance and architecture of the building and site.
 - (i) All new buildings and alterations to existing buildings should be designed to create appropriate and clearly identifiable locations for occupants' signs.
 - (ii) If a new or renovated building facade does not include a clearly identifiable location for a sign, the owner and AHBR will determine the appropriate location.
 - (iii) If a specific sign proposal is submitted with the building plans and is therefore available during the architectural review process, the sign proposal should be used as a guide for making the above determinations.
- b. *Requirements for variety.* Within a neighborhood or area, substantial variety in architectural style, types of ornament and detail, and materials is desirable.

- (1) Single family or two family residential buildings in proximity to each other on the street shall not look alike. The property being reviewed shall be compared to the buildings on the three lots on either side of it, and to the building on the lot facing it across the street, and to the two lots on either side of that building. **(3)** In cases where this description is not conclusive in determining the referent properties, the diagrams will prevail. Notwithstanding the above, the referent properties will not include any of the following:
 - (i) Properties which face onto a different street than the proposed property, unless they are actually adjoining or directly across a street (as in a corner situation). **(3C, and 3F)**
 - (ii) Properties where all parts of the house are outside a 1,000 ft. radius from the front door of the proposed house. **(3G)**
- (2) The following shall determine whether buildings "look alike".

(i) Buildings which are different in type (as described in Part IV of these Standards) do not, by definition, look alike. **(2)**



(ii) Buildings which are the same type must differ from one another in two of the following: A. wall material, B. architectural style, C. major features such as porches or turrets, D. organization and number of bays, E. wing configuration, or F. roof shape. These terms are defined in Appendix II.

(3) Except in the case of accessory buildings, historic buildings or buildings contributing to a historic district, no requirement of these Standards shall be interpreted to require a particular architectural style for any building.

c. *Architectural character.*

(1) The main building of an institutional use shall have an architectural character consistent with its public nature. It shall be easily distinguished from residential buildings.

(2) The architecture of a commercial building may not act as a recognizable logo for a national corporation or franchise. The building architecture is deemed to be a "logo" when the specific business occupying the proposed building could still be easily

identified if all the allowable signs were to be removed.

d. *Accessory buildings (large)*. Accessory buildings greater than 79 square feet in gross area shall bear the following relationship to the main structure of the property.

(1) No accessory building may be larger in ground floor footprint or taller than the main body of the building, except for agricultural uses. The Planning and Zoning Code further restricts height in most districts.

(2) Enclosed accessory buildings shall incorporate some elements similar to the main body, for example similar corner boards, window types, or materials.

(3) The roof of an enclosed accessory building should be the same roof shape as the roof of the main structure.

(4) Open garden structures such as pergolas and gazebos, and enclosed greenhouses which are primarily glass, shall not be subject to the above restrictions.

(5) All facades (including the rear) over ten (10) feet long shall have at least one window or door opening. Fenestration placement on the accessory structure shall be proportional to the house.

e. *Accessory buildings (small)*. Accessory buildings less than 79 square feet in gross area shall be screened from view from the public way to the extent possible on the site.

(1) Accessory buildings less than 79 square feet in gross area shall be screened from view from the public way to the extent possible on the site.

(2) Small accessory structures shall not be constructed of prefabricated metal or synthetic panels.

f. *Fences*.

(1) The finished side of all walls and boundaries must face the common property line boundary, or the public way.

(2) Except in District 8, only the following fence materials shall be allowed: wood (or vinyl closely resembling wood), wrought iron (or aluminum closely resembling wrought iron), stone, or brick. All other fence materials, including chain link and vinyl-clad chain link, are prohibited unless substantially screened from public view by landscaping or other means.

(3) Fence heights and materials shall be compatible with their site location and surrounding development. Fences in the front yard shall be more formal in design and lower in height when sited close to the street or sidewalk. Fences in the rear yard offer more flexibility with greater allowance for height and design.

g. *Details for New Residential Construction, Additions and Alterations*.

(1) All steps in front of doors must be the full width of the opening, regardless of whether all portions of the opening are functioning doors. All steps shall incorporate closed risers and double handrails, when handrails are proposed.

(2) All chimneys must match the foundation material. Fireplace vents, when incorporated, shall be located at the rear elevation.

(3) Exposed foundations and tie courses shall be of a consistent material on all elevations.

(4) All skylights must be flat, no bubble type.

(5) All decks and porches without a perimeter foundation exposing more than eighteen (18) inches between the fascia and the grade must be screened with compatible materials or landscaping unless a full story is exposed below.

(6) Exposed exhaust or vent pipes shall not be evident on any of the facades of the building.

(7) Utility meters and equipment shall be located at the side and rear elevation.

(8) Large expanses of blank wall are to be avoided. Fenestration placement should be at a maximum of approximately every 12 feet.

(9) Enclosed porches and additions on existing decks shall incorporate skirting material compatible with the structure.

h. *Mechanical Equipment*. All mechanical equipment must be screened from public view whether on the ground (with acceptable fencing or landscaping), or on the roof (with parapets). Mechanical roof screens are not acceptable. A Sight Line study must be submitted showing mechanical equipment is not visible from the centerline of surrounding streets and property lines.

Section III-2. - Alterations to existing properties - all types.

The character of Hudson is preserved by maintaining the integrity of buildings as they are altered.

a. *Alterations to non-historic buildings*. The following shall apply to all buildings which are not historic properties, as defined in Section III-2(b).

(1) In the case of an alteration to an existing property, an applicant must comply with the type design Standards in Part IV to the extent that they apply to the alteration itself.

(2) Applicants will be permitted to repair or replace existing non-conforming elements without bringing the element into conformance with the Standards, for example, shutters or windows may be replaced with essentially the same elements.

(3) If applicants propose to replace any element with another that is not the same (for example, aluminum windows for wood windows), the applicant will be required to conform fully with the Standards for those elements.

(4) Applicants may not be compelled to alter any part of the existing property which would otherwise not be affected by the proposed alteration.

(5) For existing buildings which do not conform to the type catalogue in Part IV, alterations will be allowed as long as they conform to the general principles enumerated in Section I-2, and they are compatible with the existing architectural style, materials, and massing of the building.

b. *Standards for historic properties, all districts.* Historic properties include those buildings which are contributing to historic districts and buildings which are designated as historic landmarks by the City Council. Other buildings which have historic or architectural significance may be also be reviewed as historic properties with the mutual agreement of the AHBR and the applicant.

(1) Historic landmarks or buildings within historic districts which are greater than fifty years old will not be reviewed according to the type Standards in Part IV. Such buildings will be reviewed according to the Secretary of the Interior's Standards for Historic Rehabilitation (see Appendix I) and National Park Service Preservation Briefs #14 and #16.

(2) In altering historic properties, the applicant is advised to refer to historic surveys and style guides which have been prepared specifically for Hudson, including the **Uniform Architectural Criteria** by Chambers & Chambers, 1977; **Hudson: A Survey of History Buildings in an Ohio Town** by Lois Newkirk, 1989; and **Square Dealers**, by Eldredge and Graham.

(3) Hudson's Historic District and Historic Landmarks contain a wealth of properties with well preserved and maintained high quality historic building materials. The preservation of these materials is essential to the distinguishing character of individual properties and of the district. Deteriorated materials shall be repaired where feasible rather than replaced. In the event that replacement is appropriate, the new material should be compatible in composition, design, color, and texture.

(i). Use of Substitute materials for Historic Properties (as defined in Section III-2. b.).

(a.) The AHBR shall review detailed documentation of the existing site conditions.

(b.) The AHBR shall request the patching and repair of existing materials.

(c.) If the repair or replacement of existing non-historic materials is requested, AHBR shall request removal of the non-historic material to expose the historic material so that it may be assessed.

(d.) If the AHBR concurs that the condition of the material requires replacement in some or all portions of the structure, like materials should be used. Substitute materials may be considered when the proposed materials do not alter the historic appearance of the structure, and the proposed materials are compatible in proportion, size, style, composition, design, color, and texture with the existing historic materials.

(ii). Use of Substitute materials for proposed additions to existing historic properties.

(a.) The placement of the addition shall be reviewed to determine its visibility from the public realm.

(b.) Substitute materials are acceptable provided they are compatible in proportion, size, style, composition, design, color, and texture with the existing historic materials.

(iii). New freestanding structures and non-historic properties: The use of substitute materials is acceptable provided they are compatible in proportion, size, style, composition, design, color, and texture of historic materials.

(iv). All applications are subject to Section II-1(c).

Section III-3. - Combination types

a. Occasionally a structure will be proposed which appears to be a combination of two types. An example of this is the typical office/warehouse building, which has a single story simple mass attached to a long type building. In this case, the applicant may request that the building be reviewed as if it were two separate, but attached buildings. The board may approve such a building if it meets all the following conditions:

(1) The separated parts would meet the requirements of these Standards if they were not attached to each other.

(2) The two parts bear some relationship to each other in materials, details or design of openings.

(3) If either part is an historic building, the combination building meets or exceeds the Secretary's Standards.

PART IV: - BUILDING TYPES STANDARDS AND CATALOGUE

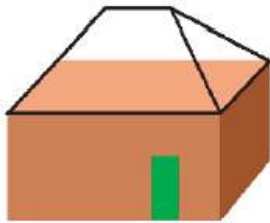
Applicants are advised to refer to Appendix II for definitions of mass, roof shape, wall materials, typical and special windows, projections, and regulating lines.

Section IV-1. - Single Story Simple Mass

a. *Identifiers.* This type has a simple mass main body and no subordinate wings, except for small wings which extend from the rear of the main body. The main body is a single story tall and it is rectangular in shape. There may be minor recesses or projections in the main body. (4)

b. *Mass.* The main body must be the largest visible mass.

(1) Rear wings may not be larger or taller than the main body of the structure, but they may be the same height.



(4) Single Story Simple Mass

(2) For new construction, an attached garage may be located in the main body of the building only if it is entered from back yard or side yard.

(3) In order to avoid very large, simple blocks of buildings, this type may not be used for new construction where the first floor plan is larger than 2,000 square feet in gross area.

c. *Roof.* The roof of this type may be the following: gabled, hip, or gambrel; and any orientation (i.e. front facing gable). Flat roofs may be used for this type in specific districts only (see Chart).

(1) Single roof planes covering over 1,000 square feet must be broken up by dormers, cross-ridges, minor roofs, chimneys or similar features.

d. *Materials.*

(1) The walls of the main body must be all one material, or an additional material may be used to call attention to the composition. For example a second material may be used on building projections gable ends, entrance recesses, or to emphasize the horizontal or vertical divisions of the building.

(2) The materials used in the main body must be applied consistently on that mass on all sides of the structure.

e. *Openings.* The openings (doors and windows) in a structure generally define the composition the structure.

(1) The main body may be symmetrical or asymmetrical, but must be designed to stand alone as a resolved composition.

(2) Doors and windows on the public faces of a building should be arranged so that they are regulated by a system of (invisible) parallel and perpendicular lines.

(3) The building shall have a typical window used for most windows.

(4) The main body may also have a special window type, to call attention to a special feature in the composition (e.g. centered over the door) or to use repetitively.

(5) Windows not on the public faces of a building may be arranged more informally and may vary in size.

f. *Details.* Details include window casings and surrounds, cornices, railings, corner boards, half timbers, foundation walls, special brick coursing, quoins, shutters, and downspouts and gutters.

(1) Details in the main body must be consistently applied throughout all sides of the main body.

(2) Exposed foundation walls may not be constructed of unparged concrete block or concrete.

g. *Projections.* For the purpose of reviewing openings, materials and details, bays and other projections from the facade shall be treated as if they were part of the mass to which they are attached.

(1) Roofs on projections should match the roof material of the building, and to the extent possible, shall be same kind of roof. Natural finish metals such as copper, terne coated steel, or lead may be substituted for any roofing material.

(2) Projections which extend out from the mass to which they are attached more than five feet will be treated as wings, except for open porches, and single story additions off the rear of multi-story dwellings. If the roof line of the addition intersects the roof line of the existing dwelling, then the addition shall be classified as a wing. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

(3) Materials used on an open porch or screen room need not be the same as other materials in the structure, but should be related to materials used in the details of the structure.

(4) Projections should be carried through to the foundation.

h. *Additions.* Additions to this type of building usually involve adding wings to the sides or the rear of the building.

(1) An addition of a side or rear wing to this type requires that the wing and its relationship to the main body comply with requirements for wings as stated in Section IV-3.

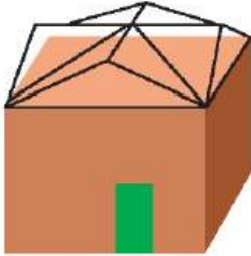
(2) Projections may be added to the main body as long as these follow the guidelines in Section IV-1 part g.

(3) Additions should be designed to be compatible with the main structure by incorporating materials and a foundation to match. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

i. *Alterations.* Alterations made to this type structure shall be allowed if the effect is to produce a structure which would be compatible with these guidelines.

Section IV-2. - Two Story Single Mass

a. *Identifiers.* This type has a single mass main body and no subordinate wings, except for small wings which extend from the rear of the main body. The main body is two stories tall. In most cases, there are no significant recesses in the mass of the main body but there can be projections. (5)



(5) Two Story Simple Mass

b. *Mass.* The main body must be the largest visible mass.

(1) Rear wings may not be larger or taller than the main body of the structure, but they may be the same height.

(2) In new construction, an attached garage may be located in the main body of the building only if it is entered from the side or rear yard.

(3) In order to avoid very large, simple blocks of buildings, this type may not be used for new construction where the first floor plan is larger than 2,000 square feet.

c. *Roof.* The roof of this type may be any kind: flat, gabled, hip, gambrel; and any orientation (i.e. front facing gable).

(1) Single roof planes covering over 1,000 square feet must be broken up by dormers, cross-ridges, minor roofs, chimneys or similar features.

d. *Materials.*

(1) The walls of the main body must be all one material, or an additional material may be used to call attention to the composition. For example a second material may be used on building projections gable ends, entrance recesses, or to emphasize the horizontal or vertical divisions of the building.

(2) The materials used in the main body must be applied consistently on that mass on all sides of the structure.

e. *Openings.* The openings (doors and windows) in a structure generally define the composition the structure.

(1) The main body may be symmetrical or asymmetrical, but must be designed to stand alone as a resolved composition.

(2) Doors and windows on the public faces of a building should be arranged so that they are regulated by a system of (invisible) parallel and perpendicular lines.

(3) The building shall have a typical window used for most windows.

(4) The main body may also have up to two special window types, to call attention to a special feature in the composition (e.g. centered over the door) or to use repetitively.

(5) Windows not on the public faces of a building may be arranged more informally and may vary in size, but not style.

f. *Details.* Details include window casings and surrounds, cornices, railings, corner boards, half timbers, foundation walls, special brick coursing, shutters, quoins, and downspouts and gutters.

(1) Details in the main body must be consistently applied throughout all sides of the main body.

(2) Exposed foundation walls may not be constructed of unparged concrete block or concrete.

g. *Projections.* For the purpose of reviewing openings, materials and details, bays and other projections from the facade shall be treated as if they were part of the mass to which they are attached.

(1) Roofs on projections should match the roof material of the building, and to the extent possible, shall be same kind of roof. Natural finish metals such as copper, terne coated steel, or lead may be substituted for any roofing material.

(2) Projections which extend out from the main body to which they are attached more than five feet will be treated as wings, except for open porches, and single story additions off the rear of multi-story dwellings. If the roof line of the addition intersects the

roof line of the existing dwelling, then the addition shall be classified as a wing. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

(3) Materials used on an open porch or screen room need not be the same as other materials in the structure, but should be related to materials used in the details of the structure.

(4) Projections on the ground floor should be carried through to the foundation. (diagram)

h. *Additions.* Additions to this type of building usually involve the wings or the rear of the building.

(1) An addition of a side or rear wing to this type requires that the wing and its relationship to the main body comply with requirements for wings as stated in Section IV-4.

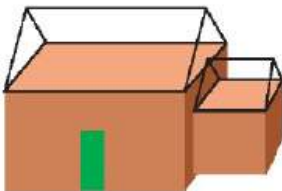
(2) Projections may be added to the main body as long as these follow the guidelines in Section IV-2 part g.

(3) Additions should be designed to be compatible with the main structure by incorporating materials and a foundation to match. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

i. *Alterations.* Alterations made to this type structure shall be allowed if the effect is to produce a structure which would be compatible with these guidelines.

Section IV-3. - Single Story Wing Type

a. *Identifiers.* This type has a main body and subordinate wings. The main body is a single story and centrally located in the structure and the front door is located in the main body. There are one or two wings which are smaller in size. There may be recesses and projections in the masses of the main body or wings. (6)



(6) Single Story Wing Type

b. *Mass.* The main body must be the largest visible mass.

(1) Wings may not be larger or taller than the main body of the structure, but they may be the same height.

(2) The front face of the main body must sit forward at least 18" from the front face of the wings.

(3) In new construction, an attached garage may be located in a wing or in the main body, but must be entered from the side yard or from the rear.

c. *Roof.* All roofs in all the wings must be of the same kind, but they may have a different pitch or orientation. Roofs shall not intersect a wall so as to cause a valley.

d. *Materials.*

(1) The walls of the main body must be all one material, or an additional material may be used to call attention to the composition. For example a second material may be used on building projections, gable ends, entrance recesses, or to emphasize the horizontal or vertical divisions of the building.

(2) The wings may have a different material for the wall than the main body, but no more than two materials for the walls may be used on the structure.

(3) The materials used in any mass must be applied consistently on that mass on all sides of the structure.

e. *Openings.* The openings (doors and windows) in a structure generally define the composition the structure.

(1) The main body may be symmetrical or asymmetrical, but must be designed to stand alone as a resolved composition.

(2) Wings usually have simple composition that is dependent on the main body.

(3) Doors and windows on the public faces of a building should be arranged so that they are regulated by a system of (invisible) parallel and perpendicular lines.

(4) The building shall have a typical window used for most windows.

(5) The public faces of the building may also have up to three special windows, to call attention to a special feature in the composition (e.g., a picture window located in the center of the main body) or to use repetitively. No more than one type of special window may be used in any mass, except the main body, which may have two types of special windows.

(6) Windows not on the public faces of a building may be arranged more informally and may vary in size, but not style.

f. *Details.* Details include window casings and surrounds, shutters, cornices, railings, corner boards, half timbers, foundation walls, special brick coursing, shutters, quoins, and downspouts and gutters, etc.

- (1) Details in the main body must be consistently applied throughout all sides of the main body.
- (2) Details in a wing must be consistently applied throughout the sides of that wing.
- (3) Details in the wings should be the same or subordinate to those in the main body. For example, a wing should not have an elaborate cornice if the main body has a simple one.
- (4) Exposed foundation walls may not be constructed of unparged concrete block or concrete.

g. *Projections.* For the purpose of reviewing openings, materials and details, bays and other projections from the facade shall be treated as if they were part of the mass to which they are attached.

- (1) Roofs on projections should match the roof material of the building, and to the extent possible, shall be same kind of roof. Natural finish metals such as copper, terne coated steel, or lead may be substituted for any roofing material.
- (2) Projections which extend out from the mass to which they are attached more than five feet will be treated as wings, except for open porches, and single story additions off the rear of multi-story dwellings. If the roof line of the addition intersects the roof line of the existing dwelling, then the addition shall be classified as a wing. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.
- (3) Materials used on an open porch or screen room need not be the same as other materials in the structure, but should be related to materials used in the details of the structure.
- (4) Projections should be carried through to the foundation.

h. *Additions.* Additions to this type of building usually involve the wings or the rear of the building.

- (1) An additional wing may be added to any mass of the building. This wing must be attached at the rear or side of the building and may not extend forward of the main body. Any added wing must follow the Standards set forth for wings in this building type.
- (2) Wings may also be extended. In this case, the original wing and its extension shall be considered one wing and shall be reviewed as such under these Standards.
- (3) Additions should be designed to be compatible with the main structure by incorporating materials and a foundation to match. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.
- (4) Projections may be added to any mass as long as these follow the Standards in Section IV-1 part g.

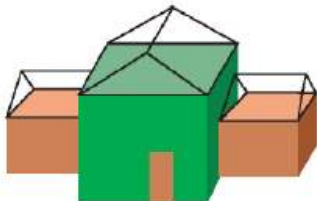
i. *Alterations.* Alterations made to this type structure shall be allowed if the effect is to produce a structure which would be compatible with these Standards.

Section IV-4. - Two Story Wing Type

a. *Identifiers.* This type has a main body and subordinate wings. The main body is two stories tall and centrally located in the structure and the front door is located in the main body. There are one or two wings which are smaller in size. Wings may be one or two stories. In most cases, there are no significant recesses in the masses of the main body or wings, but there can be projections from these masses. **(7)**

b. *Mass.* The main body must be the largest visible mass.

- (1) Wings may not be larger or taller than the main body of the structure, but they may be the same height.



(7) Two Story Wing Type

- (2) The front face of the main body must sit forward at least 18" from the front face of the wings.

(3) In new construction, an attached garage may be located in a wing or in the main body, but must be entered from the side yard or from the rear.

c. *Roof.* All roofs in all the wings must be of the same shape as the main body, but they may have a different pitch or orientation. Roofs shall not intersect a wall so as to cause a valley.

d. *Materials.*

(1) The walls of the main body must be all one material, or an additional material may be used to call attention to the composition. For example a second material may be used on building projections gable ends, entrance recesses, or to emphasize the horizontal or vertical divisions of the building.

(2) The wings may have a different material for the wall than the main body, but no more than two materials for the walls may be used on the structure.

(3) The materials used in any mass must be applied consistently on that mass on all sides of the structure.

e. *Openings.* The openings (doors and windows) in a structure generally define the composition the structure.

(1) The main body may be symmetrical or asymmetrical, but must be designed to stand alone as a resolved composition.

(2) Wings usually have simple composition that is dependent on the main body.

(3) Doors and windows on the public faces of a building should be arranged so that they are regulated by a system of (invisible) parallel and perpendicular lines.

(4) The building shall have a typical window used for most windows.

(5) The public faces of the building may also have up to three special windows, to call attention to a special feature in the composition (e.g., a picture window located in the center of the main body) or to use repetitively. No more than one type of special window may be used in any mass, except the main body, which may have two types of special windows.

(6) Windows not on the public faces of a building may be arranged more informally and may vary in size, but not style.

f. *Details.* Details include window casings and surrounds, cornices, railings, corner boards, half timbers, foundation walls, special brick coursing, quoins, shutters, and downspouts and gutters.

(1) Details in the main body must be consistently applied throughout all sides of the main body.

(2) Details in a wing must be consistently applied throughout the sides of that wing.

(3) Details in the wings should be the same or subordinate to those in the main body. For example, a wing should not have an elaborate cornice if the main body has a simple one.

(4) Exposed foundation walls may not be constructed of unparged concrete block or concrete.

g. *Projections.* For the purpose of reviewing openings, materials and details, bays and other projections from the facade shall be treated as if they were part of the mass to which they are attached.

(1) Roofs on projections should match the roof material of the building (unless both roofs are flat) and to the extent possible, shall be same kind of roof. Natural finish metals such as copper, terne coated steel, or lead may be substituted for any roofing material.

(2) Projections which extend out from the mass to which they are attached more than five feet will be treated as wings, except for open porches, and single story additions off the rear of multi-story dwellings. If the roof line of the addition intersects the roof line of the existing dwelling, then the addition shall be classified as a wing. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

(3) Materials used on an open porch or screen room need not be the same as other materials in the structure, but should be related to materials used in the details of the structure.

(4) Projections on the ground floor should be carried through to the foundation.

h. *Additions.* Additions to this type of building usually involve the wings or the rear of the building.

(1) An additional wing may be added to any mass of the building. This wing must be attached at the rear or side of the building and may not extend forward of the main body. Any added wing must follow the Standards set forth for wings in this building type.

(2) Wings may also be extended or made two-story. In this case, the original wing and its extension shall be considered one wing and shall be reviewed as such under these Standards.

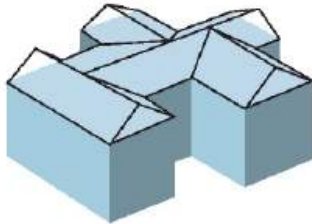
(3) Additions should be designed to be compatible with the main structure by incorporating materials and a foundation to match. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

(4) Projections may be added to any mass as long as these follow the Standards in Section IV-1 part g.

i. *Alterations.* Alterations made to this type structure shall be allowed if the effect is to produce a structure which would be compatible with these Standards.

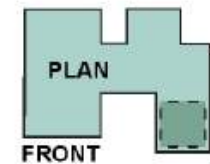
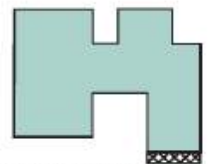
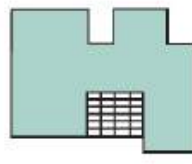
Section IV-5. - Large Mass Type

a. *Identifiers.* This type has a complex massing with several large masses attached to each other. It does not have a dominant (forward) main body, but may have one or more central masses to which other masses are attached. Most of the building is two stories tall. It may have more than one entrance, and several subordinate wings or projections. **(8)**

**(8) Large Mass Type**

b. *Mass.* This type may only be used for a structure which has a first floor greater in size than 2,500 square feet.

- (1) It may have more than one central mass of equal size. The building must be organized into small masses rather than one large block.
- (2) Wings may occur on any of the masses and be the same size or smaller in height than the central masses.
- (3) Wings may thrust forward from a central mass.
- (4) An attached garage may not be located within a wing or a central mass that is the most forward of all the masses. **(9)**

**(9) Garage Not Allowed in Most Forward Mass****(10) Porches May Not Extend From Most Forward Mass****(11) Additions May Not In-Fill Between Masses**

- (5) At least one entrance must face the street.

c. *Ro of.* The same roof shape must be used throughout the building for all roofs, except for turrets, towers and other unique masses, where a special roof may be used. Roofs may have different pitches and orientation. Roofs shall not intersect a wall so as to cause a valley.

d. *Materials.* Materials are the prime method for providing continuity in a large building.

- (1) There will be a single dominant material used for all the walls of the building. A second material may be used for accenting certain features, for example a second material may be used on building projections gable ends, entrance recesses, or to emphasize the horizontal or vertical divisions of the building.
- (2) The materials used in any mass must be consistently applied on that mass on all side of the building.

e. *Openings.* Window and doors are the major method for establishing the composition.

- (1) Doors and windows on the public faces of a building should be arranged so that they are regulated by a system of (invisible) horizontal and vertical lines. The horizontal lines should be the same throughout the building.
- (2) The building shall have typical window used for most windows.
- (3) Each mass may also have a special window type, to call attention to a special feature in the composition (e.g. centered over the door) or to use repetitively. No more than five different window types are allowed on the public faces of a building, including the typical window.
- (4) Windows not on the public faces of a building may be arranged more informally and may vary in size, but not style.

f. *Details.* Details include window casings and surrounds, cornices, railings, corner boards, half timbers, foundation walls, special brick coursing, quoins, and downspouts and gutters. A large mass type requires more detail and larger detail than other types.

- (1) Details in each mass must be consistently applied through all sides of that mass.
- (2) Each side of a mass must have openings or other significant details (such as interesting wall articulation) to avoid blank expanses of wall.
- (3) Exposed foundation walls may not be constructed of unparged concrete block or concrete.

g. *Projections.* For the purpose of reviewing openings, materials and details, bays and other projections from the facade shall be treated as if they were part of the mass to which they are attached.

(1) Roofs on projections should match the roof material of the building, and to the extent possible, shall be same kind of roof. Natural finish metals such as copper, terne coated steel, or lead may be substituted for any roofing material.

(2) Projections which extend out from the mass to which they are attached more than five feet will be treated as wings, except for open porches, and single story additions off the rear of multi-story dwellings. If the roof line of the addition intersects the roof line of the existing dwelling, then the addition shall be classified as a wing. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

(3) Materials used on an open porch or screen room need not be the same as other materials in the structure, but should be related to materials used in the details of the structure.

(4) Projections on the ground floor should be carried through to the foundation.

(5) Porches may not extend outward from the most forward mass of the building. **(10)**

h. *Additions.* Additions to this type of building usually involve the wings or the rear of the building.

(1) An additional wing may be added to any mass of the building.

(2) No addition to a building will be allowed which has the effect of creating one large block out of two or more smaller masses. The organization of the building into smaller masses must be maintained. **(11)**

(3) Additions should be designed to be compatible with the main structure by incorporating materials and a foundation to match. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

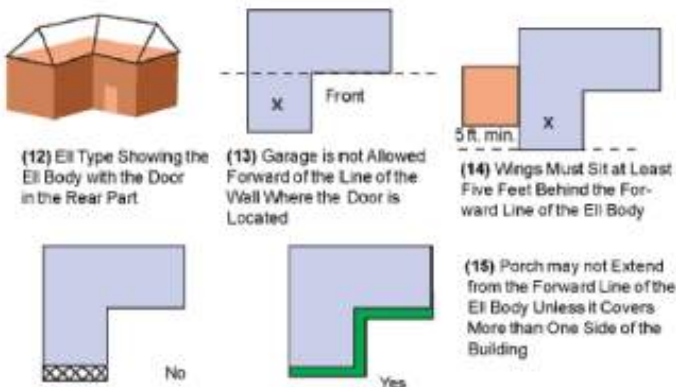
(4) Wings may also be extended or made two-story. In this case, the original wing and its extension shall be considered one wing and shall be reviewed as such under these Standards.

(5) Projections may be added to any mass as long as these follow the Standards in Section IV-5 part g.

i. *Alterations.* Alterations made to this type structure shall be allowed if the effect is to produce a structure which would be compatible with these Standards.

Section IV-6. - Ell Type

a. *Identifiers.* This type consists of a single mass in an "ell" (the "ell body"). It is sometimes difficult to distinguish from a wing type, but usually the entrance of an ell house is located in the part of the ell body furthest from the street. **(12)** The two parts of the ell body are the same in height and similar in size. The ell body is usually two stories tall, but it may be a single story.



Subordinate wings may also be present; these may be one or two stories. In most cases, there are no significant recesses in the masses of the ell body or wings, but there can be projections from these masses.

b. *Mass.* The ell body is treated as a single mass and it must be the largest mass.

(1) Wings may not be larger or taller than the ell body of the structure, but they may be the same height.

(2) An attached garage located in the ell body of the building or in a wing must be have its entrance no further forward than the wall which contains the entrance door to the ell body. **(13)**

(3) Wings which are subordinate to the ell body must be located at least five feet behind the front line of the most forward part of the ell body. **(14)**

c. *Roof.* All roofs in all the wings and the ell body must be of the same shape, but they may have a different pitch or orientation. Roofs shall not intersect a wall so as to cause a valley.

d. *Materials.*

(1) The walls of the ell body must be all one material. An additional material may be used to call attention to features such as building projections, gable ends, entrance recesses, or to emphasize the horizontal or vertical divisions of the building.

(2) The wings may have a different material for the wall than the ell body, but no more than two materials for the walls may be used on the structure.

(3) The materials used in any mass, including the ell body, must be applied consistently on that mass on all sides of the structure.

e. *Openings.* The openings (doors and windows) in a structure generally define the composition the structure.

(1) Doors and windows on the public faces of a building should be arranged so that they are regulated by a system of (invisible) vertical and horizontal lines.

(2) The building shall have a typical window used for most windows.

(3) The public faces of the building may also have up to three special windows, to call attention to a special feature in the composition (e.g., a picture window located in the center of the ell body) or to use repetitively. No more than one type of special window may be used in any mass, except the ell body, which may have two types of special windows.

(4) Windows not on the public faces of a building may be arranged more informally and may vary in size, but not style.

f. *Details.* Details include window casings and surrounds, cornices, railings, corner boards, half timbers, foundation walls, special brick coursing, quoins, and downspouts and gutters.

(1) Details in the ell body must be consistently applied throughout all sides of the ell body.

(2) Details in a wing must be consistently applied throughout the sides of that wing.

(3) Details in the wings should be the same or subordinate to those in the ell body. For example, a wing should not have an elaborate cornice if the ell body has a simple one.

(4) Exposed foundation walls may not be constructed of unparge concrete block or concrete.

g. *Projections.* For the purpose of reviewing openings, materials and details, bays and other projections from the facade shall be treated as if they were part of the mass to which they are attached.

(1) Roofs on projections should match the roof material of the building, and to the extent possible, shall be same kind of roof. Natural finish metals such as copper, terne coated steel, or lead may be substituted for any roofing material.

(2) Projections which extend out from the mass to which they are attached more than five feet will be treated as wings, except for open porches, and single story additions off the rear of multi-story dwellings. If the roof line of the addition intersects the roof line of the existing dwelling, then the addition shall be classified as a wing. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

(3) Materials used on an open porch or screen room need not be the same as other materials in the structure, but should be related to materials used in the details of the structure.

(4) Projections on the ground floor should be carried through to the foundation.

(5) No porch may extend from the most forward portion of the ell body, except for a wraparound porch which extends over more than one face of the ell body. **(15)**

h. *Additions.* Additions to this type of building usually involve the wings or the rear of the building.

(1) An additional wing may be added to the rear or side of the building. This wing must be attached to the ell body of the building. Any added wing must follow the Standards set forth for wings in this building type.

(2) Wings may also be extended or made two-story. In this case, the original wing and its extension shall be considered one wing and shall be reviewed as such under these Standards.

(3) Additions should be designed to be compatible with the main structure by incorporating materials and a foundation to match. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

(4) Projections may be added to any mass as long as these follow the Standards in Section IV-6 part g.

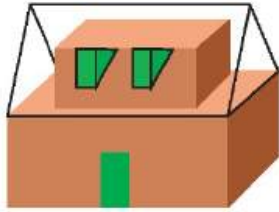
i. *Alterations.* Alterations made to this type structure shall be allowed if the effect is to produce a structure which would be compatible with these guidelines.

Section IV-7. - Cape type

a. *Identifiers.* This type has a main body and may have subordinate wings. The main body is one and half stories tall and centrally located in the structure and the front door is located in the main body. The half story does not exhibit extensive wall area, being mostly contained within the volume of the roof and lighted by dormers. Wings are smaller in size than the main body and are a single story. **(15a)**

b. *Mass.* The main body must be the largest visible mass.

(1) Wings may not be larger or taller than the main body of the structure, but they may be the same height.



(15a) Cape Type

(2) The front face of the main body must sit forward at least 18" from the front face of the wings.

(3) In new construction, an attached garage may be located in a wing or in the main body, but must be entered from the side yard or from the rear.

c. *Roof.* All roofs in all the wings must be of the same shape as the main body, but they may have a different pitch or orientation. Roofs shall not intersect a wall so as to cause a valley.

d. *Materials.*

(1) The walls of the main body must be all one material, or an additional material may be used to call attention to the composition. For example a second material may be used on building projections gable ends, entrance recesses, or to emphasize the horizontal or vertical divisions of the building.

(2) The wings may have a different material for the wall than the main body, but no more than two materials for the walls may be used on the structure.

(3) The materials used in any mass must be applied consistently on that mass on all sides of the structure.

e. *Openings.* The openings (doors and windows) in a structure generally define the composition the structure.

(1) The main body may be symmetrical or asymmetrical, but must be designed to stand alone as a resolved composition.

(2) Wings, if any, usually have a simple composition that is dependent on the main body.

(3) Doors and windows on the public faces of a building should be arranged so that they are regulated by a system of (invisible) parallel and perpendicular lines.

(4) The building shall have a typical window used for most windows.

(5) The public faces of the building may also have up to two special windows, to call attention to a special feature in the composition (e.g., a picture window located in the center of the main body) or to use repetitively. No more than one type of special window may be used in any mass, except the main body, which may have two types of special windows.

(6) Windows not on the public faces of a building may be arranged more informally and may vary in size, but not style.

f. *Details.* Details include window casings and surrounds, cornices, railings, corner boards, half timbers, foundation walls, special brick coursing, quoins, shutters, and downspouts and gutters.

(1) Details in the main body must be consistently applied throughout all sides of the main body.

(2) Details in a wing must be consistently applied throughout the sides of that wing.

(3) Details in the wings should be the same or subordinate to those in the main body. For example, a wing should not have an elaborate cornice if the main body has a simple one.

(4) Exposed foundation walls may not be constructed of unparged concrete block.

g. *Projections.* For the purpose of reviewing openings, materials and details, bays and other projections from the facade shall be treated as if they were part of the mass to which they are attached.

(1) Roofs on projections should match the roof material of the building (unless both roofs are flat) and to the extent possible, shall be same kind of roof. Natural finish metals such as copper, terne coated steel, or lead may be substituted for any roofing material.

(2) Projections which extend out from the mass to which they are attached more than five feet will be treated as wings, except for open porches, and single story additions off the rear of multi-story dwellings. If the roof line of the addition intersects the roof line of the existing dwelling, then the addition shall be classified as a wing. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

(3) Materials used on an open porch or screen room need not be the same as other materials in the structure, but should be related to materials used in the details of the structure.

(4) Projections on the ground floor should be carried through to the foundation.

h. *Additions.* Additions to this type of building usually involve the wings or the rear of the building.

(1) An additional wing may be added to any mass of the building. This wing must be attached at the rear or side of the building and may not extend forward of the main body. Any added wing must follow the Standards set forth for wings in this building type.

(2) Wings may also be extended. In this case, the original wing and its extension shall be considered one wing and shall be reviewed as such under these Standards.

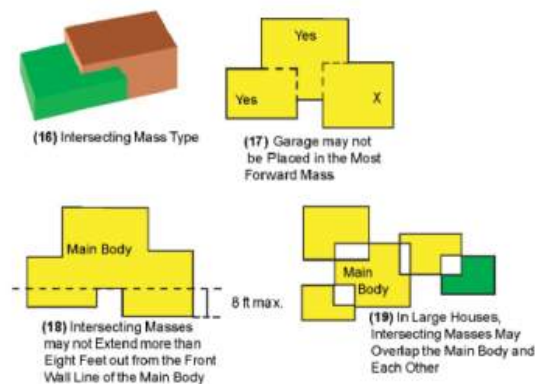
(3) Additions should be designed to be compatible with the main structure by incorporating materials and a foundation to match. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

(4) Projections may be added to any mass as long as these follow the Standards in Section IV-8 part g.

i. *Alterations.* Alterations made to this type structure shall be allowed if the effect is to produce a structure which would be compatible with these Standards.

Section IV-8. - Intersecting mass type

a. *Identifiers.* This type consists of two or more masses which appear to overlap. The main body is the largest mass and it acts as a kind of anchor to the building, that is, the smaller masses ("intersecting masses") all intersect and overlap it. It sometimes sits slightly behind one or two smaller intersecting masses. The main body and intersecting masses may be one or two stories tall. **(16)**



b. *Mass.* The main body must contain the front entrance and it must be the largest mass.

(1) Intersecting masses must be clearly lower in height than the main body.

(2) Attached forward facing garages are not allowed. Attached garages are not allowed in any intersecting mass which sits forward of the main body. Attached garages are allowed in the main body of the building if there are smaller intersecting masses which sit forward of the garage entrance and screen it from the street. **(17)**

(3) No intersecting mass may be positioned so that the line of its front wall is more than 8 feet forward of the front wall of the main body. **(18)**

(4) In this type of building, all masses overlap and none can be read as separate wings. All the intersecting masses must "overlap", in plan, the main body. In very large buildings with ground floor footprints greater than 2,500 square feet, an intersecting mass may overlap another intersecting mass rather than the main body. **(19)**

c. *Roof.* Roofs in all the intersecting masses must be the same shape as the main body.

(1) Roof intersections shall express the idea of intersecting masses.

(2) Roofs shall not intersect a wall so as to cause a valley.

d. *Materials.*

(1) The walls of the main body must be all one material, or an additional material may be used to call attention to the composition. For example a second material may be used on building projections, gable ends, entrance recesses, or to emphasize the horizontal or vertical divisions of the building.

(2) The intersecting masses may have a different material for the wall than the main body, but no more than two materials for the walls may be used on the structure.

(3) The materials used in any mass, including the main body, must be applied consistently on that mass on all sides of the structure.

e. *Openings.* The openings (doors and windows) in a structure generally define the composition the structure.

(1) Doors and windows on the public faces of a building should be arranged so that they are regulated by a system of (invisible) vertical and horizontal lines.

(2) The building shall have a typical window used for most windows.

(3) The public faces of the building may also have up to three special windows, to call attention to a special feature in the composition (e.g., a picture window located in the center of the main body) or to use repetitively. No more than one type of special window may be used in any mass, except the main body, which may have two types of special windows.

(4) Windows not on the public faces of a building may be arranged more informally and may vary in size, but not style.

f. *Details.* Details include window casings and surrounds, cornices, railings, corner boards, half timbers, foundation walls, special brick coursing, quoins, shutters, and downspouts and gutters.

(1) Details in the main body must be consistently applied throughout all sides of the main body.

(2) Details in a intersecting masses must be consistently applied throughout the sides of that mass.

(3) Details in the intersecting masses should be the same or subordinate to those in the main body. For example, an intersecting mass should not have elaborate window surrounds if the main body has simple ones.

(4) Exposed foundation walls may not be constructed of unparged concrete block or concrete.

g. *Projections.* For the purpose of reviewing openings, materials and details, bays and other projections from the facade shall be treated as if they were part of the mass to which they are attached.

(1) Roofs on projections should match the roof material of the building, and to the extent possible, shall be same kind of roof. Natural finish metals such as copper, terne coated steel, or lead may be substituted for any roofing material.

(2) Projections which extend out from the mass to which they are attached more than five feet will be treated as wings, except for open porches, and single story additions off the rear of multi-story dwellings. If the roof line of the addition intersects the roof line of the existing dwelling, then the addition shall be classified as a wing. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

(3) Materials used on an open porch or screen room need not be the same as other materials in the structure, but should be related to materials used in the details of the structure.

(4) Projections on the ground floor should be carried through to the foundation.

h. *Additions.* Additions to this type of building usually involve the intersecting masses.

(1) An additional intersecting mass may be added to the main body or to an intersecting mass which sits behind the main body. Any added mass must follow the Standards set forth for intersecting masses in this building type.

(2) Intersecting masses and the main body may also be extended or made two-story. In this case, the original mass and its extension shall be considered one mass and shall be reviewed as such under these Standards.

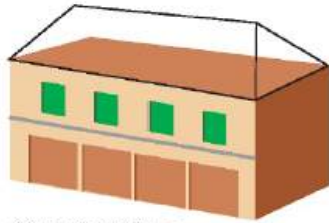
(3) Additions should be designed to be compatible with the main structure by incorporating materials and a foundation to match. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

(4) Projections may be added to any mass as long as these follow the Standards in Section IV-7.g.

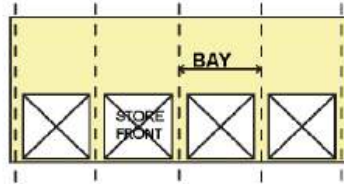
i. *Alterations.* Alterations made to this type structure shall be allowed if the effect is to produce a structure which would be compatible with these Standards.

Section IV-9. - Storefront Type

a. *Identifiers.* This type of building is a two story structure divided into structural bays. The storefront is the area which infills the structural bay on the ground floor. Each bay usually contains a single store, but stores may fill more than one bay and have more than one storefront. The upper floor usually is quite distinct in design from the lower floor. **(20)**



(20) Storefront Mass



(21) The Storefront Type is Divided into Vertical Bays

b. *Mass.* The building is a single mass.

(1) The mass is divided into structural bays of varying width from 20 feet up to 40 feet. If the building is narrower than 40 feet wide, it may be only a single bay wide. **(21)**

(2) The mass has no recesses except for storefront entries, but it may have bay window or other minor projections. For the most part, the building forms a continuous wall on both floors that does not step back from the building line.

(3) The building must be located on the front setback line of the property.

c. *Roof.* The roof of the building may be flat or gabled.

d. *Storefronts.* The storefront is defined as that part of the building that infills the structural bay on the front faces of the ground level. Storefronts face the street. If a building has a corner site, storefronts may extend on both street faces.

(1) Storefronts shall consist of (from the ground upwards): an opaque base, transparent glass, opaque header and a lintel. The following approximate dimensions shall apply: base- 1 to 2 feet high, transparent glass- to a height of 10 feet above grade, header- 1 to 2 feet high, lintel- one foot high. **(22)**

(2) At least 60% of the storefront area (calculated as the area inside the structural bay) shall be transparent.

(3) The base of the storefront shall be of a markedly different material than the wall of the building.

(4) Variety in the design of storefronts is desirable to create a lively and attractive pedestrian environment. There shall be no requirement that storefronts in one building use the same design elements.



(23) Windows on the Upper Wall Should Fit within the Bays

(24) Showing Locations of the Parts of the Storefront

(5) Signs and awnings, if used, shall fit entirely within the width of the storefront and below its lintel. Awnings shall maintain a minimum 7 foot clearance above the sidewalk. Awnings shall be retractable and made of canvas or other fabric on a metal frame. Awnings shall not be backlit. Awning colors shall be compatible with the sign and building colors.

e. *Building entrances*

(1) Storefront entrances shall be recessed a minimum of 3 feet from the face of the storefront.

(2) Storefront entrance doors shall be at least 80% transparent glass.

(3) Entrances to the upper floor(s) of the building shall be separate from the storefront.

(4) Entrances from parking areas behind the building are permitted, but may not be the primary entrances, except for an auto-oriented business such as a service station.

f. *Upper floor.* The street wall of the upper floors of commercial buildings shall be distinct from the ground floor.

(1) The placement of windows in the upper wall shall respect the structural bay divisions. No opening shall intrude into the implied division between one bay and the next. **(23)**

(2) Each building shall have a typical upper floor window. The upper floor may also have a single special window to call attention to a feature in the composition.

(3) A cornice shall top the wall, be a minimum of 18 inches high and protrude a minimum of 6 inches from the plane of the wall.

(4) Details and materials used in the upper floor shall be used consistently throughout the public faces of the building.

g. *Projections.*

(1) Projections, including balconies and bays, of up to two feet from the face of the building mass are allowed above the line of the ground floor.

(2) Rooftop mechanical units shall be completely out of view from the ground on all sides.

h. *Additions.*

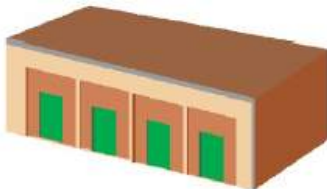
(1) Wings may be added to the rear of the building only. No wing may be greater in height than the main mass of the building. Wings which face a rear public parking area must have typical windows and materials which are the same as the upper wall of the public faces of the main body of the building.

(2) If there is room on the lot, the building may also be extended, by maintaining the front wall plane and maintaining all other design features of this type as described in these guidelines. The building extension may vary in appearance from the original building.

i. *Alterations.* Alterations made to this type structure shall be allowed if the effect is to produce a structure which would be compatible with these Standards.

Section IV-10. - Long Mass Type

a. *Identifiers.* Buildings of this type are constructed of a repetitive structure of load-bearing wall slabs or load-bearing columns with non-load-bearing infill. This repetitive structure provides the opportunity to break the overwhelming length of the building's walls down into smaller, repetitive pieces. These pieces, called bays, constitute the basic unit of the building's design. There are sometimes multiple entrances along the front (long side). The long type building may also have a continuous arcade. **(24)**



(24) Long Type

b. *Mass.* The mass of the building is a single block with multiple bays.

(1) The separation of one bay from another on the building's exterior shall be made visible through features such as openings, details, material changes, projections, or recesses.

(2) A long type building may be oriented so that the long side either faces the street or is perpendicular to the street.

c. *Roof.* This building may have any roof shape. In order to avoid long unbroken expanses of visible roof, roofs other than flat roofs must be broken up by dormers or cross gables, or by a change in roof height or orientation. Such feature must respect the vertical regulating lines created by the bays.

d. *Materials.*

(1) A single building material must be used on all building walls, and up to two additional materials may be used to emphasize different bays.

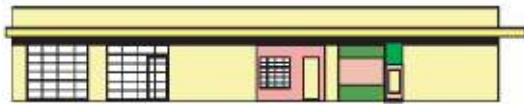
e. *Openings.*

(1) The bay openings may be used in a manner similar to storefronts, i.e. they may create openings which may be filled with a combination of door, wall and windows. In this case, the wall material inside the bay opening must be different than the wall material of the building. When used in this manner, the infill of the bay may be very different from bay to bay or it may have continuity of design. **(25)**

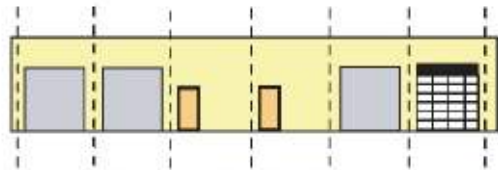
(2) Unless used as described in (1) above, the long building shall have not more than one typical window and two typical doors, including a standard overhead (garage) door and a standard entrance door. **(26)**

(3) The building may also have up to three special openings such as the main entrance lobby, or other special functions.

f. *Details.* Details include sign bands, cornices, railings, corner boards, foundation walls, special brick coursing, lightweight decorative attachments and downspouts and gutters.



(25) Long Type Used Like Storefront Bay [above]



(26) Long Type Used for Office/Warehouse

(1) Some details may vary from bay to bay in order to make the division between bays more prominent.

(2) Cornices, foundation walls and other continuous details must be carried through all public faces of the structure.

g. *Projections.* A long type building may have the following types of projections:

(1) A projection of up to four feet from the face of the building, which is used in a regular (rhythmic) manner to articulate the bays or opening in the building.

(2) A continuous arcade, up to eight feet deep, which may vary in height in response to the bays. Arcades may not be recessed in the building wall, but must extend out from the main building mass.

h. *Additions.* No additions made be made to the front of the building, except as a projection described in Section IV-10.g.

(1) Bays may be added to the structure. Such additions will comply with all the guidelines above.

(2) Additions may be made to the rear of the building if it is substantially out of public view.

i. *Alterations.* Alterations made to this type structure shall be allowed if the effect is to produce a structure which would be compatible with these Standards.

j. *Mechanical Equipment.* All mechanical equipment must be screened from public view whether on the ground (with acceptable fencing or landscaping), or on the roof (with parapets). Mechanical roof screens are not acceptable. A Sight Line study must be submitted showing mechanical equipment is not visible from the centerline of surrounding streets and property lines.

Section IV-11. - Townhome Type

a. *Identifiers.* This type has a single mass main body and no subordinate wings, except for small wings that extend from the rear of the main body or to the sides of dwelling units on the ends of the main body. The main body is two stories tall and divided into at least three structural bays by vertical common fire-resistant walls. Each bay contains a single dwelling unit. Each dwelling unit has its own front and rear access to the outside and no unit is located over another unit. In most cases, there are no significant recesses in the mass of the main body but there can be projections.

b. *Mass.* The main body must be the largest visible mass.

(1) Wings may not be larger or taller than the main body of the structure, but they may be the same height.

(2) The front face of the main body must sit forward at least 18" from the front face of the wings.

(3) An attached garage may be located in a wing or the main body of the building but it must be entered from the side yard or the rear.

(4) The mass has no recesses except for entries, but it may have bay window or other minor projections. For the most part, the building forms a continuous wall on both floors that does not step back from the building line.

c. *Roof.* The roof of the building may be gabled - side facing, gambrel - side facing, mansard, or hip. The roofs on wings must be of the same shape as the main body, but they may have a different pitch or orientation. Roofs shall not intersect a wall to cause a valley. To avoid long unbroken expanses of roof, roofs must be broken with cross gables, a change in roof height or orientation, or an offset of at least 18 inches.

d. *Materials.*

(1) The walls of the each dwelling unit must be one material, except that an additional material may be used to call attention to the composition. For example a second material may be used on building projections, entrance recesses, or to emphasize the horizontal or vertical divisions of the building.

(2) The materials used on a dwelling unit must be applied consistently on that dwelling unit on all sides.

(3) No more than three primary materials may be used on any building.

(4) A primary building material may change only at breaks in the building plane. Breaks in the building plane must be at least 18 inches.

(5) Wings must have the same primary material of the dwelling unit.

e. *Openings.* The openings (doors and windows) in a structure generally define the composition of the structure.

(1) The building must be designed as a resolved composition and each dwelling unit must be designed to stand alone as a resolved composition within the overall building.

(2) Doors and windows on the public faces of a dwelling unit should be arranged so that they are regulated by a system of (invisible) parallel and perpendicular lines.

(3) Doors and windows shall respect the structural bay divisions.

(4) Each building shall have a typical window used for most windows.

(5) Each dwelling unit may also have two special window types, to call attention to a special feature in the composition (e.g. centered over the door) or to use repetitively.

(6) Windows not on the public faces of a building may be arranged more informally and may vary in size, but not style.

(7) Wings usually have a simple composition that is dependent on the main body.

f. *Details.* Details include window casings and surrounds, cornices, railings, corner boards, half timbers, foundation walls, special brick coursing, shutters, quoins, and downspouts and gutters.

(1) Details on each dwelling unit must be consistently applied throughout all sides of the dwelling unit.

(2) Exposed foundation walls may not be constructed of unparged concrete block or concrete.

(3) Details in a wing must be consistently applied throughout the sides of that wing.

(4) Details in the wings should be the same or subordinate to those in the main body. For example, a wing should not have an elaborate cornice if the main body has a simple one.

g. *Projections.* For the purpose of reviewing openings, materials and details, bays and other projections from the facade shall be treated as if they were part of the mass to which they are attached.

(1) Roofs on projections should match the roof material of the building, and to the extent possible, shall be the same kind of roof. Natural finish metals such as copper, terne coated steel, or lead may be substituted for any roofing material.

(2) Projections which extend out from the mass to which they are attached more than five feet will be treated as wings, except for open porches, and single story additions off the rear of multi-story dwellings. If the roof line of the addition intersects the roof line of the existing dwelling, then the addition shall be classified as a wing. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

(3) Materials used on an open porch or screen room need not be the same as other materials in the structure, but should be related to materials used in the details of the structure.

(4) Projections of up to two feet from the face of the building mass are allowed above the line of the ground floor. All other projections on the ground floor should be carried through to the foundation.

(5) Rooftop mechanical units shall be completely out of view from the ground on all sides.

h. *Additions.* Additions to this type of building usually involve the wings or the rear of the building.

(1) An added wing must follow the standards set forth for wings in this building type.

(2) Wings may be extended or made two-story. In this case, the original wing and its extension shall be considered one wing and shall be reviewed as such under these standards.

(3) Additions should be designed to be compatible with the main structure by incorporating materials and a foundation to match. This guideline should not be construed to mean a masonry pier or continuous wall foundation is required upon the enclosure of an existing deck or porch.

(4) Projections may be added to any mass as long as these follow the standards set forth in part g.

i. *Alterations.* Alterations made to this type structure shall be allowed if the effect is to produce a structure which should be compatible with these standards.

PART V: - DESIGN STANDARDS FOR SIGNS

All permanent signs reviewed by the AHBR shall comply with the following Standards.

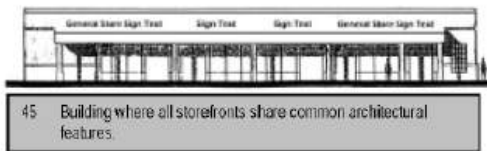
Section V-1. - Diversity/Cohesiveness of signs seen in a series.

Within a commercial area or development where multiple storefronts are situated side by side, the level of variety or cohesiveness in the design of signs that are seen in a series or sequence should be commensurate with the level of variety or cohesiveness presented by the architecture of the building(s):

a. Variety in the design of signs among different storefronts should be encouraged when the architecture of the building(s) suggests variety. For example, the downtown area consists of a number of different buildings each exhibiting its own unique design and character. Signs on these different buildings should reflect a similar amount of diversity. **(44)**



44
Environment where individual stores are articulated through varied architectural design.



45 Building where all storefronts share common architectural features.

b. Storefronts with common architectural elements should have signs that share continuity of design so that the placement and design of individual signs contribute to the cohesive appearance created by the common architectural elements. For example, a series of storefronts that, because of their architecture and design, have the appearance of a single building should have occupant signs that share common elements. **(45)**

c. *Sign Plans:* Owners of multi-occupant buildings shall develop Sign Plans in conformance with Section II-1.e. for the building and site to aid in determining the level of variety/cohesiveness required for signs.

Section V-2. - Placement of Signs on Buildings.

Signs should be designed and placed on buildings to be compatible with and complement the appearance of the building.

- a. All signs should be reviewed for their impact on the overall building facade.
- b. The sign and associated lighting fixtures should complement the architecture of the building on which it is placed and should be placed in an appropriate location on the building facade.
- c. If the building design does not clearly identify the appropriate placement for a sign panel **(46)(47)**, then individual letters are encouraged unless there is a clear location for adding panels, such as establishing one or more repetitive, common architectural features in order to create a repetitive sequence. **(48)**



47
Awkward placement of sign panels.



46
Building with no specific sign placement location; using sign affixed to a panel versus individual letters.

48
Building is better suited to sign comprised of individual letters.

d. When ever a new or renovated sign is proposed for an existing building:

(1) It may be determined that building alterations are needed in order for the proposed sign to be properly placed on the building facade.

(2) Any inappropriate and extraneous elements from past remodeling project(s) should be removed prior to the installation of the proposed sign to improve the clarity and design of the proposed sign and restore the intended character of the building.

- e. A sign should be confined within the fascia consistent with signs on adjacent buildings and shall not extend beyond the identified signable area on the building or over the edges of the sign panel.
- f. In multi-occupant buildings, signs for first floor occupants should not extend above the windowsill of the second story unless the establishment is also located on the second floor.
- g. Colors of the sign and the sign background should be compatible with the building's colors.

Section V-3. - Specific Standards for Window Signs, Projecting Signs, and Ground Signs



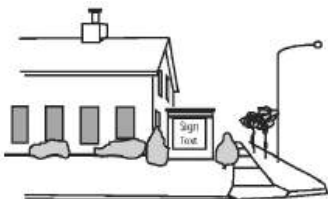
49
Transparent
window sign.

- a. *Projecting Signs.* The size of the lettering and graphics on a projecting sign should be appropriate for viewing by pedestrians.
- b. *Ground Signs.* The design and placement of ground signs and associated lighting fixtures should complement the overall visual appearance of the site:
- (1) Ground signs should be designed to relate to and share common design elements with the building and the sign(s) attached to the building.
 - (2) Whenever a building is located 30 feet or more from the street, its ground sign should be placed on a solid base



50 Signs on solid bases should be appropriately landscaped.

- (3) Approved year-round landscaping shall be used around the base of the sign to screen lighting fixtures and sources in compliance with the Land Development Code. **(50)**
- (4) When properly screened, the lower two (2) feet of the solid base of a ground sign may be exempt from the sign area calculation. **(50)**
- (5) Signs on structural supports separated from the ground by air are more appropriately located in front of buildings located closer to the street. **(51)**



51 Signs on structural supports should be used only when buildings are close to the street.

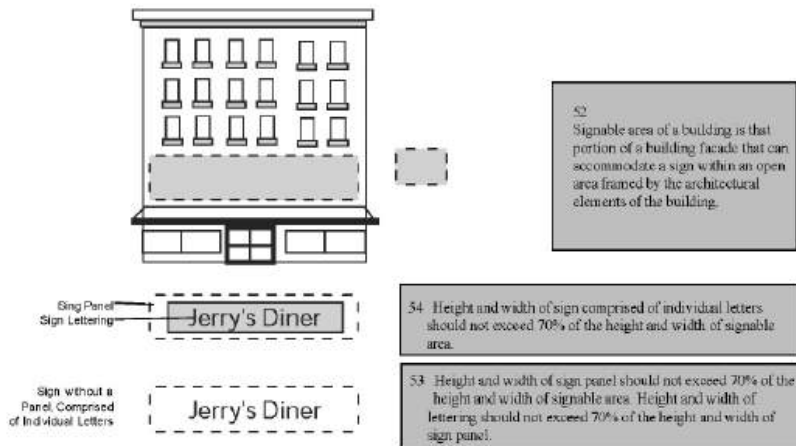
(6) Ground signs should be spaced or combined along the street frontage in a manner that ensures that one ground sign does not obscure the view of another ground sign.

(7) A ground sign that provides a directory of occupants for a multi-occupant building should have simplicity of design to compensate for the additional amount of information provided (i.e. utilize common elements such as the same background color, or other common elements, etc.)

Section V-4. - Overall Design of Signs (wall, awning, window, projecting and ground signs)

a. The size and shape of the sign shall be in proportion to the space the sign is to occupy:

(1) A sign (whether comprised of a panel or individual letters) should not exceed approximately 70% of the height and length of the signable area of the building. **(52)(53)(54)**



(2) The lettering within a sign panel should not exceed approximately 70 % of the height and length of the sign panel. **(53)**

b. Elements of the sign should create an overall cohesive design, reflect simplicity, avoid visual clutter and ensure legibility. Each sign should:

- (1) Be consolidated into a minimum number of elements, whether words, symbols, or graphics.
- (2) Have a simple shape,
- (3) Have appropriate contrast,
- (4) Be designed with a limited number of, and harmonious use of, colors.
- (5) Be constructed with a minimum number of materials.

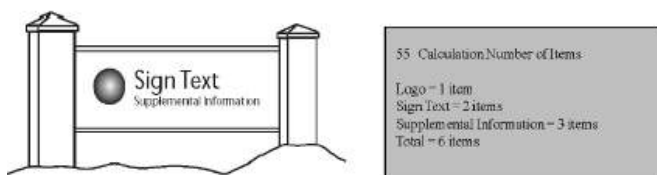
c. The message should be easy to read from the intended vantage point - public street, public sidewalk, or public parking lot - but not be out of scale with the building, site or streetscape.

- (1) The ratio of the message to the background should permit easy recognition of the message.
- (2) Lettering size should be the size needed to ensure the sign can be seen from the intended distance.

(3) The number of items of information displayed should be consistent with the amount of information that can be comprehended by the intended viewer.

(i) Generally 10 items or less of information per sign are a typical amount of information the average person can comprehend while driving. This is based upon the principle that the more readable the type face and the better the contrast between the letter and the back ground, the more readable and comprehensible the sign.

(ii) An item of information includes a symbol, geometric shape, logo, word, abbreviation or number, or a grouping of letters and numbers which together convey meaning. For signs combining different shapes, each shape may be considered an item of information. **(55)**



(4) Lettering and numbers less than three (3) inches in height should only be used when intended to be viewed from a vantage point on the interior of the site, such as after the vehicle has entered the site or by pedestrians.

(5) For awning signs, the sign graphics should be located on the portion of the awning fabric that hangs perpendicular to the horizontal plane of the ground, below the awning's support structures.

d. All plaques hanging from the same projecting sign supports should have a compatible size, shape and color so that the entire projecting sign has an overall cohesive design.

e. All wall signs, projecting signs, ground signs and wall signs mounted on a panel should have a compatible frame or border.

f. The aggregate exterior lighting used to illuminate any one sign face in a residential district should not exceed an initial lumen output of 2850 lumens (equivalent to a 150 watt incandescent A lamp).

Section V-5. - Sign Construction

All signs shall be framed, constructed, and erected so as to complement the overall appearance of the building and site as well as the overall appearance of the sign.

a. *Sign Graphics.* A sign's graphic elements shall be executed in a professional manner.

b. *General Sign Construction.*

(1) All signs shall be constructed, and erected in a professional and workmanlike manner.

(2) Signs shall be structurally sound and located so as to pose no threat to pedestrian or vehicular traffic.

c. *Materials.*

(1) Signs should be fabricated on and of materials that are of permanent quality, good durability and are complimentary to the building of which they become a part.

(2) Materials used should be those materials that weather well and reduce maintenance.

(3) Signs should have a matte finish, not have a glossy or reflective finish.

d. *Framing and Supports.*

(1) Visible frames or supports for freestanding or projecting signs should be:

(i) In scale with the size and character of the building;

(ii) Designed either as a key element of the sign or minimized so as not to detract from the sign.

(2) All signs attached to buildings shall be attached in a manner that preserves the historic integrity of the building.

(3) No part of any sign shall be revolving, oscillating or otherwise designed to move to attract attention.

Appendix 1: - Secretary of the Interior's Standards for Rehabilitation

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

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

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

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

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

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

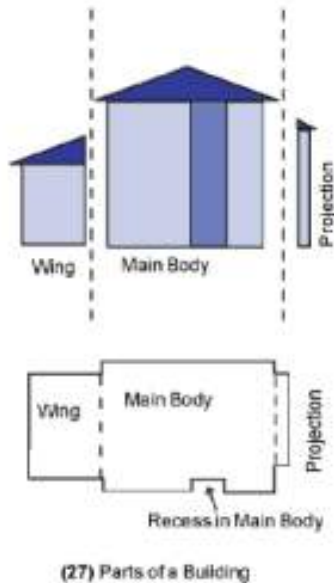
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

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

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Appendix 2: - Definitions

Masses. A mass of a building is any one of the following: the main body, an "ell body", a wing, an intersecting mass or a central mass. Masses are usually distinguished by their plan and should be identifiable by a change in the roof height or direction.



A *Main Body* is usually centrally located in the plan, is the largest (footprint and height) mass, and is different from all other masses in that it can be understood as a complete building if all the other masses were subtracted from it. (27)

A *Wing* is always attached to a *Main Body* and will not "stand alone" in composition. Its basic rectangular shape (minus protrusions) is attached, but not overlapped, on the *Main Body*. It is smaller in footprint or height than the *Main Body*. It usually has a separate roof. All faces of a wing must be wide enough to contain the typical window of the building. (Parts of a building which are not this large are projection, see below). (27)

An *intersecting* mass is distinguished from a wing in the plan of the building. The basic rectangle of an intersecting mass appears to overlap the main body or other masses. (19)

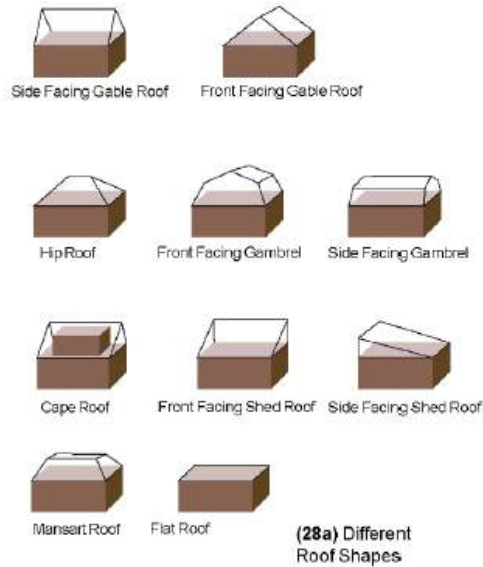
An "*ell body*" is found only in ell type buildings. It is a single mass with an ell shape and a roof that turns a corner, but is otherwise continuous (i.e., it has the same height, materials, and shape). (12)

A *central mass* is a mass found in large type buildings which is treated like a main body (it is larger than wings and centrally located, for example). Unlike a main body, there may be more than one central mass in a large type building.

Roof. All roof shapes are allowed in Hudson. For the purpose of distinguishing different roof shapes, the following shall be considered different from one another: (27a) A. Gable roof - front facing, B. Gable roof - side facing, C. Cape roof, D. Hip roof, Gambrel roof - front facing, E. Gambrel roof - side facing, F. Flat roof, G. Shed roof - front facing, H. Shed roof - side facing, I. Mansard roof. For the purposes of look alike, the roof shape on the main body of the building shall determine the orientation of the roof, i.e., whether the roof is front-facing or side-facing.

Materials.

Wall material. The walls of a building are all the solid surfaces which are perpendicular to the ground, including areas in roof peaks, but not including expressed structural columns, window and door surrounds, decorative rough timbers, cornice boards, and other details. (28) Materials which are the same but are a different color or texture shall not be considered different materials for the purposes of these Design Standards. For the purposes of these guidelines, the following are considered different materials from one another:



Standard face brick

Utility brick

Concrete block

Wood clapboard siding and vinyl or aluminum siding which imitates clapboard siding

Asphalt shingle siding

Wood shingle siding

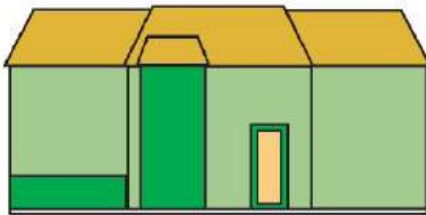
Wood siding which is not clapboard or shingle

Stone or stone-like material

Metal panels

Concrete: pre-cast, tilt wall or poured-in-place

Stucco or stucco-like material



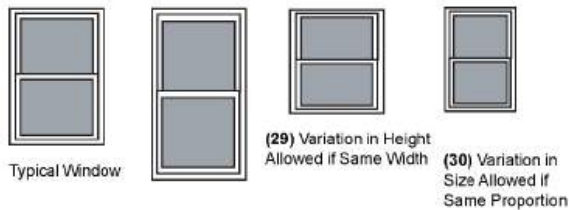
(28) A Second Material is used to Emphasize the Features in the Facade

Openings.

1. All buildings have a *typical window*. The definition of a typical window is the window in a building that is used most frequently. It may be any style and shape. Once a typical window has been designated as "typical", all windows which are not typical are called "special". The number of special windows is limited by the guidelines.

Some slight variations are allowed in typical windows.

Windows which are the same proportion and style as the typical window, but are larger or smaller, may be counted as typical windows. **(29)**



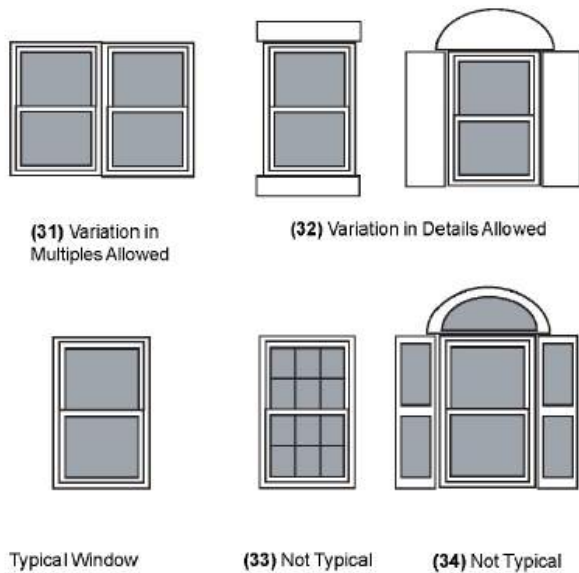
Windows which are the same width and style as the typical window, but are shorter or longer, may be counted as typical windows. **(30)**

Multiples of the typical window shall be counted as typical windows. **(31)**

Typical windows may have different types of attached details (for example: cornices, shutters) and still be considered typical. The details must be used consistently on all sides of that mass (for example, the same detail must be used on all typical windows on the ground floor). **(32)**

2. *Special windows.* Typical windows cease to be "typical" and must be counted as "special" when:

The internal divisions (for example, mullions) of the window are different than the typical window. **(33)**



The window has additional lights added to it, for example, a fan light or side lights. **(34)**



(35) The Regulating Lines of a Building are Invisible Lines that Control the Location of Major Features

The window is a different width and height than the typical window, and is not proportional.

Special windows may not be larger in overall area than four times a typical window.

For the purposes of defining "windows", sidelights and fan lights abutting a door or window shall not be considered special windows.

Regulating Lines.

Regulating lines are invisible horizontal and vertical lines which anchor the placement of openings and other elements of a building. They are an aid to composition. **(35)**

Openings may be centered on vertical lines, or they may be lined up against them.

Regulating lines do not need to be symmetrical, but they should have some demonstrable order.

Openings need not occur at all intersections of regulating lines.

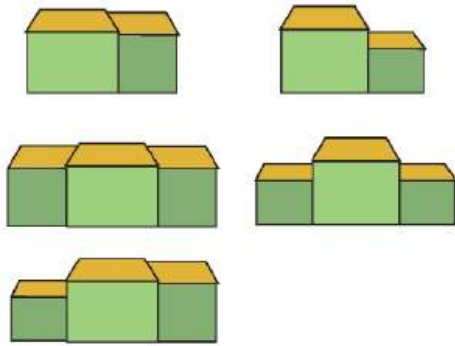
Details. Consistent use of details is required by the standards for most types. Examples of consistent use of details include: same cornice carried all around a single mass, window shutters used on all the upper level typical windows of a single mass, exposed foundation walls treated the same in a single mass. **(36)**



(36) Consistent use of Details on all Sides of a Mass, E. G. Windows Surrounds on all First Floor Windows of the Main Body

Projections. Projections are areas of a building plan which push out from the rectangular shape of the mass to which they are attached. Projections have some wall material and may have windows on any side. Projections which extend more than five feet from the mass to which they are attached are considered to be wings. Projections are normally treated as if they were a part of the mass to which they are attached.

Architectural Style. Most architectural styles are allowed in Hudson. However, some architectural styles normally have massing elements which may not be allowed in Hudson. For the purposes of these guidelines, the following are considered to be different styles from one another:



(38) Different Wing Configurations

Victorian

Queen Anne

Federal

Georgian

Greek revival

Tudor

Italianate

French Empire

Craftsman

Richardsonian

Prairie style

Ranch

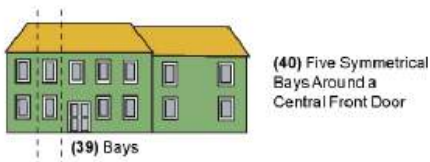
Modern (international style)

Post-modern

Contemporary

Eclectic

A good reference book for stylistic definition is the *Field Guide to American Houses*. Not all elements of a building need to conform to the style in order for that building to be classified as a particular style for the purposes of these guidelines.



At the discretion of the AHBR, eclectic or unclassifiable buildings which are extremely different in appearance from one another may be considered to be different styles.

Wing configuration. For the purpose of look alike, the wing configurations shown in **(38)** shall be considered to be different from one another.

Bay organization and number. A "bay", in a traditional design, is a section of a facade with a single window. **(39)** Buildings may be counted as having either a different number of bays or a different bay organization (not both).

For the purposes of look-alike, the following shall be considered different bay organization:

Symmetrical bays around a central front door. **(40)**

Symmetrical bays with an asymmetrical front door. **(41)**

Asymmetrical bays with centered front door. **(42)**

Asymmetrical bays and asymmetrical front door. **(43)**

The bay organization and number of the main body shall prevail in determining the bay organization of the building for the purpose of look-alike.

(Ord. 18-93. Passed 10-15-19; Ord. 19-173. Passed 3-3-20.)