

Town of East New Market

Historic District Design Guidelines



East New Market High School Senior Apartments

Adopted by Town of East New Market
Historic District Commission
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I. INTRODUCTION

I.1 Purpose of the Guidelines

Out of concern for the public appearance of their communities and for the purpose of preserving their heritage, protecting property values, and encouraging civic pride; many towns and cities across the United States have adopted historic preservation ordinances and corresponding design guidelines. Design guidelines specifically address protecting and rehabilitation of historic structures. In these jurisdictions, historic preservation commissions or similar entities are charged with reviewing construction applications. The commission's primary goal is to protect the unique qualities of their historic district while ensuring that the buildings in that district are maintained and do not fall into decay. In the Town of East New Market, this review entity is the Town of East New Market Historic District Commission.

These guidelines provide the following purposes:

- Provide the Historic District Commission (HDC) and property owners with guidance on appropriate methods for the upkeep and rehabilitation of the town's historic buildings;
- Assist in the design of new construction in the historic district, including new buildings or additions to existing structures;
- Ensuring that change is appropriate to East New Market's unique character; it is important to mention that these guidelines do not seek to prevent change from occurring;
- Property owners can use the guidelines to assist in identifying effective and appropriate treatments and to better understand what the HDC will or will not approve.

The HDC uses these Historic District Design Guidelines and applies the *Secretary of the Interior's Standards for Rehabilitation*. These guidelines and standards are used to evaluate the appropriateness of the changes to an individual property and to the historic district as a whole.

I.2 How to Use the Guidelines

This publication is intended to serve as a comprehensive guide to the wide range of construction projects that have already taken place and/or will potentially take place within the Town of East New Market's Historic District. Due to the length of these guidelines, the best way to begin is by searching through the Table of Contents for a topic that matches your project or interest.

Chapter I is an Introduction that explains the multiple **purpose of the guidelines**, accompanied by a brief explanation describing **how to use the guidelines**.

Chapter II provides a description of the **Historic District** and the **Historic District Commission (HDC)** that reviews permit applications in the District. Additionally, it defines the meaning of routine maintenance and a **general explanation of projects that will and will not be approved**. Section II.4 addresses the *Secretary of the Interior's Standards for Rehabilitation*, which discusses the foundation for these and all other guidelines used by historic districts around the United States. Chapter II concludes with a compilation of **frequently asked-questions**.

If your project or interest involves the **repair or rehabilitation of an existing structure**, then look to Chapter III, which deals with individual components of historic structures and corresponding guidelines on how each of these components can be restored and maintained. This chapter covers the characteristics and problems with different types of building materials (e.g. masonry, wood, and metals) followed by discussing the issues associated with various building elements (e.g. doors, windows, and siding).

Chapter IV reviews projects involving **new construction and new additions to existing buildings** by addressing specific design elements and accessory buildings like garages and small sheds.

The Historic District and Commission Procedures

II

II.1 The Town of East New Market Historic District and the Historic District Commission

The United States Department of the Interior, National Park Service, included the Town of East New Market, Maryland, in the National Register of Historic Places on October 1, 1975. As of this date, the Mayor and Town Council of East New Market established a Historic District parallel to the National Register Designation, as depicted in the Appendix of these guidelines.

In order to provide for the preservation and protection of the Historic District, the Mayor and Town Council of East New Market adopted a Historic District Ordinance establishing the East New Market Historic District Commission. In addition to specifying certain duties and responsibilities of the Historic District Commission, this ordinance enabled the Historic District Commission to adopt "all rules and regulations necessary to carry out its functions under this ordinance". These Historic District Guidelines are hereby established under the authority of the Historic District Ordinance.

II.2 Projects not Reviewed by The HDC

Nothing in this document shall be taken or construed to prevent work and repairs on any structure coming under the heading of "ordinary maintenance". According to the Town's HDC Ordinance, ordinary maintenance is defined as, "That which does not alter the exterior features. Exterior features include architectural style, design and general arrangement of the exterior, the color, nature and texture of building material, type and style of all windows, doors and light fixtures, signs and similar items found on or related to the exterior, or that which has no material effect on the site, specifically to include: repair or replacement of roofs, gutters, sidings, external doors and windows, trim, lights and other appurtenant fixtures with like materials of like design. It shall also include landscaping except for removal of significant healthy trees, paving repairs with like materials and repainting."

II.3 Projects Reviewed by The HDC

All work not considered "ordinary maintenance" may be subject to review by the HDC. Please check with Town Staff regarding this matter.

II.4 Secretary of the Interior Standards

The Town of East New Market Historic District Commission will utilize the *Secretary of the Interior's Standards for Rehabilitation* as the basis for evaluating proposed changes within the Historic District. Initially developed in 1976, and later revised in 1983 and 1992, they underlie all decisions of the HDC; so they are important for every property member to understand. "Rehabilitation" is defined as "the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient temporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values." The ten *Standards* are:

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 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 constructive techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic structures 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.
7. Chemical or physical treatments, such as sand blasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, should be undertaken using the gentlest mean possible.
8. Significant archeological resources affected by the project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be taken.
9. New additions, exterior alterations, and 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 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.

II.5 Frequently Asked Questions (FAQs)

1. Is my property located within the Historic District and subject to these Guidelines?

A map delineating the boundaries of the district is included in the Appendix. If you have difficulty using this map to determine whether your property is in the district, or if you are located on the boundary, please see the Town Office for assistance. All properties within the boundary are subject to review under these guidelines.

2. My project is on the exterior of a structure, but it can't be seen from the road or the public way. Do I need HDC approval?

Yes. All exterior changes other than those that qualify as ordinary maintenance require approval from the HDC.

3. My project concerns only the interior of my house. Do I need approval from the HDC?

No. The Town's HDC Ordinance only concerns building exteriors. However, if you wish to claim the Historic Preservation Tax Credit from the state of Maryland, the

Maryland Historical Trust must review interior changes. Since the tax credit is currently 20% of project costs, a tax credit application can pay real dividends.

4. If the Town of East New Market HDC approves my application, does this mean that I qualify for the State's Historic Preservation Tax Credit?

No. Tax credit applications are subject to an entirely separate application and review by the Maryland Historical Trust. The Trust will review both interior and exterior changes, and may use slightly different standards than the Town of East New Market. For this reason, applicants are encouraged to first apply for tax credit approval, before requesting a permit from the Town of East New Market HDC.

5. Does "ordinary maintenance" require HDC approval?

No. However, please be sure that the work you are planning falls within the definition of ordinary maintenance. Nothing in this document shall be taken or construed to prevent work and repairs on any structure coming under the heading of "ordinary maintenance".

6. If my application is refused, what resource do I have?

Any person or persons, firm, or corporation, including the Town of East New Market, aggrieved by a decision of the Historic District Commission shall have the right of appeal concerning decision to the Circuit Court of Dorchester County and still a further appeal may be taken to the Court of special Appeals of the State of Maryland.

7. My building isn't that old; doesn't this mean that exterior changes need not be reviewed by the HDC?

No. All structures within the Historic District are subject to the review process, and a building need not be "old" to be significant or to have an impact upon the character of the area in which it is located, and the Historic District as a whole.

8. I want to build a new structure on my lot – does a new building require approval?

Yes. The Town's HDC Ordinance requires new construction to fit in with the existing streetscape and neighboring buildings. In addition, new construction involves ground disturbance, which may require archeological investigation.

9. I own a building that looks beyond repair; can I demolish it without approval?

No. Any demolition of part of a structure, entire structure, addition or outbuilding requires HDC review and approval. Requests to move a structure are handled in the same fashion.

10. This permit process sounds complicated. Do I need an architect or consultant in order to get approval?

The majority of all applications to the HDC are handled without representation by a professional architect or consultant. Using these guidelines and asking questions at the Town Office, in most cases, will provide the property owner with sufficient information to proceed with an application. On a small-scale, projects can be designed by the homeowner, and most applications are approved. On the other hand, larger projects (e.g. new buildings, additions) are more complicated and may require professional assistance.

11. What are the penalties for violations of the Historic Area Zoning Ordinance?

The Town Administrator is required to take appropriate action to end violations and may halt any work that is not in accordance with the HDC's approval. Violations may subject the property owner and any agent, architect, builder, person, or corporation connected with the violation to a fine of up to \$25.00 per offense. Each day that violation continues may be considered a separate offense.

Rehabilitation and Maintenance of Existing Structures

III

III.1 Introduction

This chapter deals with the individual components of historic structures and provides guidelines on how these components can and should be restored and maintained.

The guidelines will first examine the *types of materials* used in the historic buildings of the Town: **masonry, wood, and architectural metals**. The guidelines will then address *individual building elements* including **siding, doors, windows, shutters, porches, roofs, and cornices and trim**. If you are of the opinion that repair or replacement of an element on your building is

required, please read through the relevant sections on both material and building element. Furthermore, please check with the Town Hall to determine if approval from the HDC is required.

Regardless of the concern, there are three basic rules to be remembered when working on older structures:

1. Retain as much of the original materials, details, and design as possible.
2. For any modern elements that are introduced, make sure that they are appropriate and will not spoil the features that provide and promote the structure's character.
3. Do not attempt to make a structure look older than it is by using details belonging to an earlier or different style.

Also listed in this section are rehabilitation techniques that will assist the property owner in making sound preservation decisions. These decisions will hopefully be based on a better understanding of the variables that affect the task of revitalizing and maintaining any historic property.

III.2 Masonry

III.2.1 Typical Materials and Characteristics

Brick and Stone

Early brick was hand-formed and fired from local clays, but later brick was commercially made. Especially from the late 19th and 20th centuries, the commercially made brick was more regularly formed and also harder. For these reasons, when replacing brick, try to match it as closely as possible.

When replacing old stone in a foundation of wall, it is also important to try to match the original materials as closely as possible as well. *For more information, see Preservation Brief 2 – Repointing Mortar Joints in Historic Masonry Buildings, published by the National Park Service and available online at <http://www.nps.gov/hps/tps/briefs/brief02.htm>.*

Mortar

Buildings constructed prior to about 1910 used a soft, lime-based mortar, and did not use Portland cement. When repointing a building that has this older lime mortar, it is important to avoid high proportions of Portland cements and to use mortar that matches the older material in texture, strength, and hardness.

If harder mortars are applied to softer brick or stone, and next to softer mortar, this non-resistant material will respond to the inevitable atmospheric changes such as temperature and humidity. All moisture collected will be held in the softer materials causing the expansion and contraction of the materials due to natural freezing and thawing cycles. This will result in disintegration of the masonry.

It is also important to match the color of the original mortar as closely as possible, making repairs less visible. Color is affected by various elements in the mortar mix such as lime and sand. Sometimes, early builders used other unique additives in the mortar mixture as well. In order for rehabilitation to be successful, it is essential to have an understanding of such conditions. Additional information on repointing will be found below in section [III.2.5](#).

Bonds

The method of bonding (the orientation of bricks or stones in the wall) and the size and shape of mortar joints are other important characteristics of the masonry. A successful rehabilitation project must match these characteristics.

Mortar Joints

Mortar joints on brick and stone can take a variety of forms. Generally speaking, mortar joints were thicker on older walls due to the irregularities in hand-formed brick. As bricks became more uniform, thinner joints could be used. In order to disguise the thickness of early joints and to make them appear more regular, a groove was sometimes scribed or tooled through the center of the joint. Rehabilitation projects should strive to match the original treatment. For older brick buildings, there should be great care taken to not damage the brick, especially the outer surfaces, as this will expose the softer core to decay.

The golden rule for masonry, as with other materials in a building, is to identify and preserve the character-defining elements. When features are too damaged to be retained, replacement should be done in kind, matching the original as closely as possible.

III.2.2 Cleaning

Unless undertaken for the specific purpose of halting deterioration or to remove graffiti and stains, the cleaning of historic masonry is discouraged. The stripping of painted masonry surfaces may not be appropriate if these surfaces were previously painted for aesthetic or practical reasons.

When performed, cleaning must be accomplished using the gentlest means possible to avoid damaging the surface of the masonry. High-pressure washing is not appropriate and discouraged since it can force water into a wall causing deterioration to both the masonry and

the mortar joints. The use of low-pressure water (garden hose pressure or under 600 p.s.i.), mild detergent, and soft natural bristle brush is the recommended starting point. This will act to remove surface and general street grime, although it may not remove stains or graffiti. All non-masonry surfaces should be protected prior to cleaning.

Chemical cleaning should be considered only after mild cleaning methods have failed to produce acceptable results. Serious consideration should be given to allowing stains to weather away naturally. In no event should sodium hydroxide, muriatic acid or lye be used on historic brick, nor should acidic cleaners be used on historic marble or limestone. Strong chemical solutions are not appropriate and will not be approved.

Cleaning tests, whether using simple or complex methods, should be applied to an area of sufficient size, in an inconspicuous location of the building. These areas will help determine the degree of cleaning necessary to clean but not to damage the surface of the masonry. They also serve as a means to evaluate the skills of the contractor performing the work.

Finally, sandblasting, including dry and wet grit or other abrasives, is never an acceptable cleaning method because it erodes the surface of the masonry and accelerates deterioration. The outer surfaces of the brick and of much stone are harder than the interior material; exposing the soft interior can greatly speed deterioration. Sandblasting is inappropriate and will not be approved.

III.2.3 Paint

Where possible, the original color and texture of masonry surfaces should be retained. Painting previously unpainted masonry structures, or applying stucco and concrete veneers such as Formstone to previously uncoated structures, is not appropriate and will not be approved. Paint should not be indiscriminately removed from masonry surface, as some brick surfaces were originally intended to be painted. The low-fired and porous masonry of the pre-20th century was often painted to prevent water penetration. Therefore, it is inappropriate to remove paint from a building that was historically painted and it will not be approved.

III.2.4 Masonry Repairs

The repair of historic masonry, beyond simple repointing, may be necessary if the structural integrity of a wall has been weakened from the movement or from the surface deterioration of masonry units. Repair may entail the limited placement of masonry units which match size, color, and texture of the extensively damaged or missing units.

III.2.5 Repointing

“Repointing” is the replacement (or touching up) the mortar in a masonry wall. Deciding to repoint is often related to an obvious sign of deterioration. Some of these signs may include, but are not limited to failing mortar, cracks in the mortar joints, loose bricks, damp walls or damaged plasterwork. The true cause of the deterioration should be determined prior to beginning any repointing work. Leaking roofs and gutters, differential settlement of the building, capillary action causing the rising damp, or extreme weather exposure are situations that should all be addressed and dealt with immediately.

Before beginning and work, examine the profile of an existing mortar joint to determine the type of joint used. Close observation of both the vertical and horizontal joints will reveal the sequence and method of tooling, which affects the finished appearance of the wall. When repointing, the mortar used must match the color, texture, strength, joint width, and joint profile of the existing historic masonry.

The removal of the existing deteriorated mortar should be completed by hand, using a hammer and cold chisel. Remove the old mortar to a depth of one-half inch to one and one-half inches and spray away small loose particles with a light, quick stream of water. The use of power tools, including grinders and circular saws, are inappropriate and will not be approved.

For most buildings constructed in the 1800s, a good starting point is a repointing mortar mix containing one part hydrated lime mixed with two parts (by volume) sand of historic color and enough water for a workable mix. In order to modify this mixture if necessary, add a small amount of white Portland cement. This modification will aim to improve drying and workability. The Portland content should not exceed 20% of the combined volume of lime and cement. Mortar mixed with a high percentage of Portland cement should not be used on buildings constructed prior to 1900 and will not be approved.

The color of the repointing mortar should match the weathered interior portions of the historic mortar that have remained unweathered. The easiest way to check the match is to make a small sample of the proposed mix and allow it to cure. That sample is then broken open and those broken surfaces are compared to the unweathered interior portions or the historic mortar. Furthermore, if the available sand does not produce an acceptable color match, then the use of modern mortar pigment may be necessary as some historic mortars did in fact use such additives. Additional information on repointing can be found in the National Park Service’s *Preservation Brief 2*, available online at <http://www.nps.gov/hps/tps/briefs/brief02.htm>.

When the time comes to choose a contractor or mason, the best way to award the contract would be for this individual to demonstrate his or her skill in a test panel. This would

include a small demonstration section of joint preparation and repointing in which he or she has actually done on historic masonry. The test panel should be carefully selected as it should include all types of problems to be encountered on the job. Usually a three foot by six foot area can be tested in an inconspicuous yet readily accessible place.

III.2.6 Sealants

The use of sealants is discouraged, except in cases where exceptional conditions warrant their use. Although sealants have seen improvements in recent years, there is potential for discoloration and other changes in appearance. These potential changes require that very careful testing be completed to assure that there will be no detrimental impact. Therefore, requests to use sealants will be judged on a case-by-case basis.

III.2.7 Prevention

Most damage to masonry is a direct result of water penetration. Water can cause expensive damage as it freezes and expands inside of the walls or by causing destructive chemical reactions. Prevention is cheaper than repair, so it is vital to keep roofs, gutters, and downspouts in good repair.

III.3 Wood

Many of the oldest surviving buildings in East New Market were constructed almost entirely of wood. Even some brick structures have interior wood framing and utilize exterior wood trim for cornices, door surrounds, windows, porches, and stairways. Contributing significantly to the character of the building is the type of wood used, the way in which it was cut and molded, and the manner in which it was applied; each of which have varied over time.

In general, all original character-defining wood elements should be identified, retained, and preserved. Some of these character-defining wood elements include, but are not limited to, clapboards and other wood siding, brackets and trim, cornices, porches, windows, shutters, doors and frames, and more. Removal or modification of such character-defining wood elements enhances the destruction of irreplaceable features, and the removal or modification will not be approved.

III.3.1 Repair or Replacement

Wood elements should be kept in good repair and be well maintained. Wood elements should be protected from damage by water, insects, and weather. An adequate painting schedule, keeping gutters and downspouts in good repair, and inspection and remediation for

insect damage are specific measures that must be taken in order to keep wood elements protected and in good repair.

When character-defining wood elements are missing, it may be appropriate to recreate these elements if there is existing historical, pictorial, or physical documentation. If such documentation does not exist, a compatible approach using contemporary materials would provide the best solution. The use of alternate materials shall be reviewed on a case-by-case basis by the HDC.

III.3.2 Painting

Exterior paint acts to provide important protection to wood. It provides a shield against moisture penetration, which is the greatest enemy of wood. Moisture damage does not only threaten the siding and trim of a building where the paint is typically applied, but it also damages the framing. Adopting a regular painting schedule is essential in the short term, and long term protection of the wood. If proper procedures are followed, a good paint job should last for more than ten years.

All wood elements on a structure must be finished, either painted or stained with an opaque stain.

The National Park Service has published a useful guide, *Preservation Brief 10* in their Technical Preservation Brief Series. This is available online at <http://www.nps.gov/hps/tps/briefs/briefs10.htm>.

III.3.3 Wood Siding

Wood siding should be retained and repaired. If retaining and repairing are not feasible and replacement becomes necessary, the siding should match the original in terms of material, size, type, profile, and application. As with repair and replacement of other features, the HDC will review the use of alternative materials on a case-by-case basis.

III.3.4 Pressure-treated Lumber

The use of pressure-treated lumber as a finish material on buildings, whether for repair or replacement, has been demonstrated as not cost-effective. It also is not aesthetically appropriate except when used on non-exposed framing. Generally, treated wood has lower quality containing high moisture content and many knots. This results in a higher susceptibility to warping, splitting and checking. If treated wood is left exposed then it must also be painted or stained to ensure its longevity as well as an appropriate appearance. Pressure-treated wood should be allowed to weather for one year prior to painting. Good quality paint or stain on

untreated lumber suitable for exterior use will be just as effective as a protectant, with the other problems inherent in pressure-treated wood. The use of pressure-treated wood shall be reviewed on a case-by-case basis.

III.4 Metal

Many of Maryland's commercial buildings from the turn of the 20th century utilized cast iron in storefront facades. Many buildings used smaller cast iron components, sheet metal, or iron fencing as iron was used in a variety of other ways as well. More recent influences have introduced different metals such as porcelain steel, stainless steel, and aluminum to the Historic District.

III.4.1 Character Defining Elements

As with the case of many other character-defining components, all character-defining metal components should be identified, retained, and preserved. These components include, but are not limited to tie-rods, railings, fences, standing-seam or metal shingled roofs, window hoods, and storefront elements. Removal of character-defining metal elements will destroy irreplaceable features, therefore, will not be approved.

III.4.2 Repair or Replacement

In regards to metal features, repair is preferred over replacement. Replacement is appropriate only when the original material is damaged beyond repair. Period replacements may be available from architectural salvage firms, or replicas may be found in architectural restoration catalogs. To match the existing materials, replacement pieces can be fabricated from sheet metal if necessary. Intricate details can be reproduced in materials such as fiberglass.

During repair or replacement of metal elements, physical contact between two different types of metals should be avoided. Touching of two different types of metals can trigger a harmful chemical reaction leading to rapid corrosion.

Additional information is available in the National Park Service's *Preservation Break 27*, available online at <http://www.nps.gov/hps/tps/briefs/brief27.htm>.

III.4.3 Painting

Using historically appropriate colors is highly encouraged. Furthermore, the methods used to clean metal surfaces must follow these guidelines. If repainting, all loose, flaking, and peeling paint should be removed. Any rust should be removed as well. When removing paint

or rust, sandblasting is not an appropriate method due to the irreparable damage it causes to the historic fabric.

In order for metal features to be better preserved and to ensure that a paint job will last longer, it must be properly primed. If the primer and finish paints are compatible with one another, the metal will be better preserved and the paint job will last longer. Also, the joints between metal panels should be caulked and filled to avoid water penetration.

III.5 Siding

The siding or exterior surfacing of East New Market's buildings has been done in a variety of ways such as wood clapboard, wood shingles, asbestos or other types of artificial shingles, stucco, and vinyl or aluminum siding. Siding produced more than 50 years ago, used during original construction, was generally made with tight-grained hardwoods that hold up extremely well. The later commercially available wood siding sold today is not nearly as stable, with the exceptions of redwood and knot-free cedar.

III.5.1 Repair or Replacement

The preservation of historic siding materials should start with a routine maintenance program that should involve the least amount of work needed to preserve the materials and features of the building. Maintenance of a frame building would involve caulking and painting. Where paint is extensively cracking or peeling, it should be removed and re-applied using a protective paint.

Replacing effective or repairable historic siding material is never recommended. If the extent of deterioration or damage of the historic material is beyond repair, then replacement will be necessary. Replacement in kind is always the preferred approach to replacement. Every effort should be made to replicate the material being replaced and its unique characteristics, such as shape, profile, reveal and texture.

III.5.2 Resurfacing

Resurfacing is not appropriate on building frames with brick veneer, artificial stone, asbestos or asphalt shingles, and vinyl or aluminum siding. If a structure had previously been resurfaced using inappropriate materials, the HDC encourages the removal and repair of underlying surfaces. In order to determine the feasibility, a small area should be tested prior undertaking removal of inappropriate siding. As these previously applied materials gain age and near the end of their useful life, their replacement should be with materials more appropriate to the original historic character of the structure.

III.5.3 Aluminum and Vinyl Siding

Aluminum and vinyl siding act to conceal or obscure character-defining elements, therefore, are not appropriate in the Historic District. They also increase deterioration of buildings through rot from moisture infiltration and from the fasteners used, which penetrates the earlier sheathing.

Aluminum and vinyl siding must be painted eventually as well. Once this stage is reached, the repainting frequency must be in tandem with the frequency of wood repainting. Since the color of these siding materials varies from batch to batch, and since it weathers over time, it is very difficult to replace section unobtrusively.

Siding is often advertised as a cost-saving measure, although the hidden costs from the possible deterioration frequently make it less cost-effective. In addition, it offers little to no long-term gain over the cost of painting. Lastly, applying such siding ultimately results in the loss of unique qualities of a building, often resulting in reduced property value.

III.5.4 Composite Siding

On occasion, the use of modern synthetic or composite materials is considered to be compatible with the architectural character of the sites and structures within the Historic District. These materials are considered when use is limited to additions, new construction, or on non-contributing buildings are facades. Requests for installation of modern synthetic or composite materials will be reviewed on a case-by-case basis.

Composite siding shall not be used in the covering or replacing of viable historic exterior sheathing. It should also not be used for repairs of features of a historic building such as gables, bays, dormers, and open or enclosed porches.

III.6 Doors and Windows

III.6.1 Doors

Retaining the building's original doors should happen whenever possible. Deteriorated doors can be temporarily removed and refinished, cracks and holes can be filled, surfaces can be re-laminated, hinges can be repaired or replaced and rotted frames can also be replaced. Any of the door's original hardware should be retained and repaired whenever possible.

Several replacement alternatives exist for when the present door is too deteriorated or is not original. A similar exterior door from a side or rear entrance could be removed and installed in the front. Salvage yards act as a good source for doors of the same time period and

profile. A custom door can be milled to the exact specifications of the old door. If a new door must be purchased, an attempt must be made to duplicate as closely as possible the size, proportion, shape, materials and number of panels of the original door.

III.6.2 Screen and Storm Doors

During the milder months, screen doors allow solid doors to be left open. This allows limited security and insect protection for the occupants, while allowing air and light into the entry-hall. When considering the installation of screen doors, much care should be taken since some architectural styles were not designed to incorporate them.

When installing a screen door select a simple wooden door with as much open screen area as possible to minimize the interference with the appearance of the primary door. Paint should be the same color as the primary door to lessen contrast. Lastly, keep the screen door the same size as the main door.

The same general considerations also apply for storm doors. They should not obscure the primary door or change the character of the entry. Storm doors should also have a large opening and should be painted to match the primary door. A recommended solution is a full-view wood or metal combination storm and screen door, with interchangeable inserts for the winter and summer seasons.

III.6.3 Windows

Windows act as one of the most important and character-defining features of a structure. Most often, historic windows are double-hung. The number of lights (or panes) in a window sash varies as it is a function of the architectural style of the structure. Introduced in the late 1800s were two-over-two and one-over-one sash windows. This led to creating more light for the interior of the building.

Whenever possible, the original windows should be retained. Their defining elements should be repaired rather than replaced. In general, windows manufactured prior to World War II were made with tight-grained hardwood components that last longer than later, mass-produced windows, which utilized newer, more open-grained woods. Approval of window replacement applications by the HDC is more likely to occur when windows are less than 50 to 70 years old. Replacement of older windows is less likely to be approved because older windows do not deteriorate nearly as quickly as newer windows.

Prior to assuming that replacement of a sash or an entire window is necessary due to rapid deterioration, there should be close examination to identify and determine if only some parts need repair or replacement. In many cases, the sash can be re-glazed and the sill can be

repaired by one of three methods. The method of repair is dependent on the severity of deterioration.

1. If the sill or sash contains numerous holes and cracks, treat the sill or sash for one day with a wood preservative containing pentachlorophenol, then paint it liberally with linseed oil and finally patch all the holes and cracks with putty.
2. If the sill or sash has begun to rot, use marine epoxy to stop the spread of the rot and then apply an epoxy filler to smooth out the surface.
3. If the deterioration is severe apply several layers of epoxy wood filler to build up the surface. Allow each layer to dry thoroughly between applications, sand, then prime and paint. Where necessary, frame and muntin sections can also be replaced with pieces that are milled to match the original components.

If the entire window frame is so deteriorated that it cannot be saved, the replacement window should match in size, shape, design, and number of light divisions as the original. For replacement window muntins, the width and profile should closely match those of the original muntins. Window openings should not be blocked down or reduced in size to accommodate a smaller, standard replacement window. Likewise, substitution with a different style is not appropriate.

Six-over-six and other multi-light sashes should only be used when appropriate to the architectural style of the structure. Snap-in muntins are not recommended as they simulate the appearance of true-divided lights in vinyl and clad windows. Using mirrored or tinted glass is also not appropriate and should therefore be avoided.

Some residential buildings have transom windows located over the entrance door. These should be preserved and defining elements such as trim should be repaired rather than replaced. If replacement is necessary, it should be consistent with the original window.

III.6.4 Lead Paint

Homeowners have had to contend with new state and federal regulations during rehabilitation as the dangers of lead paint have become more widely recognized. This often prompts requests for complete removal and replacement of the windows in a building for lead abatement processes. This is a drastic measure that is not recommended and can be avoided through several different methods.

A variety of new encapsulate paints and coatings have been developed to contain lead paint and prevent exposure. Lead paint is most likely to create a hazardous dust at friction points, and this can be controlled with sash liners. If paint is deteriorating and must be stripped or removed, lead exposure can be controlled through wet sanding, controlled sanding, and the

use of low temperature heat guns and chemical strippers. Another possibility is to have window sashes removed for sanding off site under controlled circumstances. Care should be taken to avoid spreading lead dust throughout the house during any rehabilitation project, and proposed federal regulations may make it necessary to hire specially trained and certified professionals.

Additional information on lead paint abatement can be found in the National Park Service's *Preservation Brief 37*, which can be found on-line at <http://www.nps.gov/hps/tps/briefs/brief37.htm>. The Department of Housing and Urban Development (HUD) offers additional resources at http://portal.hud.gov/hudportal/HUD?src=/program_offices/healthy_homes/healthyhomes/lead. The Dorchester County Health Department also can provide information and literature, including current HUD recommendations.

III.6.5 Shutters

Historic structures are often equipped with shutters which serve to protect the building from weather and provide extra security by keeping the shutters closed. When replacing or adding shutters to a building, be sure that they are installed so that, if fixed, they appear to actually function. If the shutters are functional, they should be sized so that they would fill the window cavity. Shutters should never be attached to the window frame with hinges, not screwed or nailed into the adjacent wall surface. Non-wood shutters are not appropriate for historic houses and will not be approved.

It is inappropriate to install shutters in locations where they did not historically exist. If replacement becomes necessary, the replacement should match the original in size, scale, detail, thickness, and hardware. There are several manufacturers of reproduction wood shutters and hardware that can be consulted on-line, or other sources such as the *Old House Journal*.

III.6.6 Storm Windows

The first step in reducing heat loss through windows should be installing or replacing damaged or inadequate window weather stripping or caulking. The installation of exterior storm windows can also assist in energy conservation and is preferred over replacement. Exterior storm windows permit the retention of existing historic wooden windows and dramatically reduce their maintenance needs. A wooden sash with exterior aluminum storm window can perform just as well as a two-pane replacement unit and is far more cost-effective to install.

Triple track exterior or interior windows are recommended. These should have a finish that matches or complements the color of the historic frame. The meeting rails of the storm sash must align with those of the existing windows. Care should be taken not to allow the storm window to conceal details of the sash window. Interior storm windows are recommended in cases where exterior storm windows would significantly detract from the appearance of the building.

III.7 Roofs

There is a range of roof shapes, pitches, and sheathing types that have been used in the Historic District. Roofs are a critical essential element in defining building style, therefore, it is not appropriate to alter or obscure them. The roof's shape is often a feature that contributes tremendously to the building's historic character.

The original roof design should be preserved and the original roofing materials retained unless deteriorated beyond the point of repair. The HDC will provide assistance in making this determination.

When partially re-roofing; deteriorated roof coverings should be replaced with new materials that match in composition, size, shape, color and texture. Along with the materials, the form should be the same as well. When entirely re-roofing, the new materials should not differ so that the appearance is altered. The new materials should not differ in terms of composition, size, shape, color, and texture.

Wood shingles are only appropriate if there is pictorial, historical, or physical evidence that they once existed and were used on the historic building. They also may be appropriate if they were typical of a certain style. Functional and decorative features such as cupolas or lanterns, dormers, cresting, finials, weathervanes, and chimneys should also be preserved.

There may be certain circumstances where modern alternative products may be appropriate being that they are compatible in appearance. An example of such a circumstance would be on non-character defining portions of a building or in areas that are not visible from the public way. These types of shingles will be reviewed on a case-by-case basis.

Alterations or modifications that effectively change, damage, or destroy a roof's defining historic characteristics are not appropriate. The installation of new additions such as skylights, antennas, satellite dishes, and mechanical equipment should take place so that they are screened and/or cannot be seen from the public view. Bubble-shaped, faceted, or dome skylights are not appropriate and should be avoided altogether. Flat, sloped skylights may be approved on a case-by-case basis for elevations on non-contributing buildings that are

not character-defining, in new construction or additions where the skylights will not have a negative effect on the streetscape. Materials and color should be compatible with the existing materials.

The maintenance on roofs on historic properties can be costly and require frequent inspections. However, there is no substitute for the durability and appearance of slate and patterned or seamed tin. These materials can be seen as an asset that contributes to property value, therefore, should be valued by the property owner.

III.8 Porches

A common characteristic of older residential structures is covered entrances. These range from bracketed hoods to porches which wrap around one or more sides of the structure. It was during the late 19th century when large porches became popular and were often added to older homes.

The structure of the porch itself includes the landing area and other elements, which support the roofed open area. Ornamentation, size, scale and placement help to define the character of most porches. Examples of ornamentation are turned or sawn wooded balusters, fretwork and columns.

Efforts should be made to retain as much of the original porch as possible. If replacement is necessary then it should be built to its original configuration. The usual set back distance and overall width of the porch should also be maintained.

Originally, most porches were constructed of wood and supported by brick piers, and these materials should be incorporated during rehabilitation efforts. Replacement with inappropriate materials would destroy the historical integrity of the structure while interrupting the rhythm of the existing streetscape as well. Undertaking a slow rebuilding project using original materials is preferred rather than using unsuitable materials.

Common features of many porches are lattice screens that have been installed between the support piers. Lattice, during most historic periods, would have been installed with battens running horizontally and vertically rather than running in a diagonal pattern, and is the approach that is presently preferred. The use of high quality wood is recommended over pressure-treated wood and composite or vinyl materials. If properly maintained and cared for, high quality untreated wood will outlast pressure treated wood. Treated wood tends to warp easily, while also containing knots and other irregularities. Treated wood is only appropriate for framing and other applications where it will not be exposed to view.

Porches must be kept painted or stained. New porches and porch repairs must be painted right away to ensure the porch's longevity and appropriate appearance.

III.9 Commercial Buildings

The Town of East New Market's historic commercial core is concentrated at the intersection of State Route 14 and State Route 16. Like their residential counterparts, these commercial buildings reflect the changing styles that were popular in different time periods. Their storefronts are a character-defining element of the buildings and District as a whole. It is for these reasons why preservation is worthy.

The rehabilitation guidelines in preceding sections apply equally to commercial properties, but commercial architecture differs in form. Character-defining elements include bulkheads, piers, display windows, transoms, entrances, friezes, and parapets. The defining elements should be identified, retained, and preserved.

III.9.1 Bulkheads

A bulkhead is the base that supports the storefront window, and they were constructed of a variety of materials. Intact bulkheads should be preserved, and repair is always preferable to replacement. If replacement does become necessary, the original should be replicated as closely as possible. Plywood or rough wood paneling requires more frequent maintenance and should not be used to replace the original bulkheads. Vinyl, aluminum, composite materials, and imitation brick or stone are not appropriate and should be avoided.

III.9.2 Piers

Above the bulkhead is vertical piece that frames window or door openings. This is called a pier, and they were often designed as a flat column or pilaster. Intact piers should be preserved, and the defining elements should be repaired rather than replaced. When replacement is necessary, it should be done with materials and techniques that match the original as closely as possible. It is inappropriate to cover or obscure piers with unsympathetic materials such as plywood, rough or sawn wood, imitation stone, vinyl or other synthetic materials.

III.9.3 Display Windows

Display windows usually extend from the bulkhead up to the transom, and are framed by piers. They are often essential character-defining elements in a storefront, unless they were added late in the building's existence. Display windows should usually be preserved, along with defining elements and materials such as trim, reveals, and muntins. If replacement of a display

window becomes necessary, the new window should match the original in size, material and configuration. Display windows should never be partially or fully filled, blocked off, or concealed. Glass block is not compatible with the original function and design or display windows.

III.9.4 Transoms

A transom is a window or series of windows located above a door or display window, and they are usually made of glass. Transoms, along with their character-defining elements such as trim and material, should be preserved. When replacement becomes necessary the replacement transom should match the original in all character-defining aspects, and be consistent with existing transom windows. Depending upon the date and construction style of the building, stained, or lead glass may be inappropriate, therefore, might not be approved. Transom windows should be preserved, and defining elements should be repaired rather than replaced. If replacement is necessary, the new window should be consistent with the original.

III.9.5 Entrances

Entrances can be flush with the façade or recessed to provide shelter from the elements. If the entrance was originally recessed, retention of this feature is recommended. Other elements of an entrance like columns, pilasters, and above-door entablatures, should also be preserved and repaired, rather than replaced. If replacement becomes necessary, materials and form should be as close to the original as possible. Major alterations to entrances are unlikely to be approved. However, the HDC does recognize that modern needs and uses may sometimes require alterations. Therefore, these are handled on a case-by-case basis. Doors that are flush with the sidewalk should be avoided.

III.9.6 Doors

Original doors also contribute greatly to the character of historic buildings, therefore should be identified, preserved and repaired. If the extent of deterioration requires replacement, it should match the original as closely as possible. If a modern door is to be replaced, pictorial, historical, or physical evidence should be used to identify the original door type. If there is no existence of such evidence, the style should be appropriate to the building's style and function. Hardware should also match the original or be compatible, and commercial buildings should utilize glass panels to fit with their function and provide visual access to the interior. Steel-covered hollow core doors have a poor finish appearance and often cannot be found in sizes and styles appropriate for historic buildings. Storm doors should not obscure the details of the original door and should be of an appropriate style.

III.9.7 Friezes

A frieze is a horizontal band, frequently combined with a cornice, the sets off horizontal divisions in a façade. Friezes often set the ground floor storefront apart from an upper story, or they may provide a decorative element to the parapet. First floor friezes often were used for signs, and this practice is encouraged. Intact friezes should be maintained. Obscuring or removing all or part of a frieze is inappropriate and will not be approved. The use of incompatible materials such as aluminum, vinyl, or other synthetic materials on friezes is inappropriate. If a frieze is missing, a replacement can be installed based on pictorial, historical, or other reliable evidence. Awnings (if appropriate) should be installed below the frieze, rather than on or into it.

III.9.8 Parapets

A parapet is a low protective wall that extends above the roof of a building. Existing parapets should be preserved, repaired, and restored. Water damage is a primary cause of damaged parapets, so maintenance of flashing and coping is important, along with regular painting and sealing. Repairs should match the original as closely as possible, and replacement should be considered only if repair is not feasible. Replacements should be based on sound evidence and match the original as closely as possible.

III.10 Accessory or Auxiliary Buildings

Garages, sheds, and other small accessory structures were common historically. These are usually associated with residential structures and they contribute to the overall character of a property and district. More modern accessory structures may also be important elements of a property, such as patios.

Accessory buildings that contribute to the principal structure or the character of a property of the District are significant in their own right and should be preserved. Also worthy of preservation are their sitting, orientation, design, scale, materials of construction, and detailing. Deteriorated accessory buildings and their distinctive features and details should be repaired if necessary. This should be done using the same materials, or ones that are similar to the originals in scale, form, color, and texture. If missing accessory buildings or those deteriorated beyond repair are to be replaced, they should be replaced with new ones that are compatible with the principal structure in sitting, scale, proportion, fenestration, materials and colors. Proposed changed to modern accessory structures or non-significant elements must likewise be compatible with the character of the property and the Historic District.

III.11 Lighting

If original light fixtures are still present, they should be preserved and repaired. If not present, period lighting should be installed only if there is sound evidence supporting its use on the original structure. Fixtures should be appropriate to the style and scale of the building and the element to which it is attached. New fixtures should be attached to the mortar of masonry buildings to avoid damage to the historic masonry.

All exterior architectural lighting must be reviewed and approved by the HDC, including street and sidewalk lights. Due to their harsh light, stadium vapor lamps should be avoided. Incandescent lights are preferred due to their warmth, effect on color, and non-glaring qualities. Lighting should not adversely affect neighboring buildings, pedestrians, or automobile traffic. In general, low levels of lighting are more appropriate than higher one. Furthermore, existing or historic lighting colors and intensities should be matched whenever possible.

III.12 Mechanical Equipment and Accessories

III.12.1 Heating and Cooling Equipment

Heating and cooling equipment has components that are often installed on the exterior of a building, and therefore they can have both visible and audible impacts. Installation can also have an impact on the historic fabric of structures. The installation of all exterior mechanical equipment must be reviewed and approved by the HDC. It should be installed in such a way that it does not damage or destroy a building's character-defining elements or fabric. Rooftop mechanical equipment must be installed in such a way that it is not visible from the public way. If this is not possible, it must be screened in from view using appropriate and sympathetic materials. Window air conditioning units are discouraged and should be avoided on the front elevations of buildings. They should be located on the sides or rear of a structure and screened from view whenever possible. Heat pumps and other HVAC units that are placed on the ground should be located to the sides or rear of a property and screened from view. When determining placement, it is also recommended to consider the effects of equipment noise on neighbors.

III.12.2 Satellite Dishes and Antennas

Satellite dishes, radio antennas, and television antennas require approval by the HDC prior to installation. The Commission strongly discourages their use in visible areas as these additions are incompatible with the District's character. If they must be used then it must be done as unobtrusively as possible, as the smallest possible equipment should be installed.

Satellite dishes will not be approved on the front elevations of buildings. If placement must occur on another significant elevation then it should be screened with fencing materials or vegetation. Rooftop antennas should be mounted as far back from the roofline as possible. Other ordinances may also apply, so applicants should consult with the Town Office

III.12.3 Utilities

Wherever possible, underground placement of electrical, telephone and cable services is encouraged. Where underground placement is not possible, side or rear replacement is preferred. Utility boxes such as gas and electric meters or cable boxes should be installed on secondary facades rather than on primary facades. Visible boxes should be painted to match the building.

III.12.4 Energy Efficiency and Renewable Energy Systems

The goal of all energy efficiency improvements is to reduce energy consumption and lower greenhouse gas emissions. Prior to deciding which retrofits to implement, the owner should get an energy audit from a certified energy efficiency contractor. An energy audit will determine where a house is losing energy and provide a prioritized list of recommended retrofits that will yield the most energy savings. Retrofits can include installing additional attic insulation, stopping air infiltration through exterior walls, repairing leaky window sashes, installing storm windows, and upgrading existing heating and cooling equipment to more energy efficient models. **The recommendations provided in an energy audit should be followed before any energy generating technologies are pursued.** The National Trust for Historic Preservation has developed a section of their web pages to weatherization, which can be found at:

<http://www.preservationnation.org/informationcenter/sustainablecommunities/sustainability/green-lab/>.

The installation of equipment or systems that (1) reduce energy use and/or (2) generate energy onsite for a property in the Historic District is generally encouraged. Pursuant to the first two Secretary of the Interior's Standards, **the HDC requires that the historic character of the property shall be retained and preserved. The removal of historic materials or alteration of the features, spaces or landscapes that characterize a property shall be avoided.** Installation of any renewable energy systems or ancillary equipment should avoid or minimize visibility from the public way. For more information of sustainability and historic preservation, see the National Trust's website at:

<http://www.preservationnation.org/information-center/sustainablecommunities/sustainability/green-lab/>.

III.13 Signs

This section is intended primarily for historic areas which are commercially zoned. Generally, signs should be compatible with the character of the neighborhood and blend with the character of the structures on or near which they are placed. The following guidelines will be used in evaluating permit applications for signs:

- Signs should not conceal architectural detail, clutter the building's image, or distract from the unity of the façade, but rather should complement the overall design.
- Sign materials should complement the materials of the related building and/or the adjacent buildings. Surface face design elements should not detract from or conflict with related structure's age or design.
- Panel and hanging signs should have a molding applied around the edges to help in resisting deterioration and fading of the sign.
- No façade should be damaged in the application of signs. On masonry buildings, fasteners must be installed only in mortar joints, not in the masonry itself.
- Internally illuminated cabinet signs, neon "Open" signs, and flashing or blinking lights are not permitted in the Historic District.
- Building directories are encouraged for multi-tenanted buildings, rather than individual signs for each business.

East New Market has additional sign provisions, within the Town's Zoning Ordinance – Section 25, with requirements that vary by zoning district. These are available at the Town Office, and all applications must also meet these requirements.

III.14 Access to the Disabled

Providing disabled access to commercial buildings in the Historic District is mandated by the federal Americans with Disabilities Act (ADA). It can be quite a challenge to create handicapped access while preserving the aesthetics of a historic building.

ADA requirements should be met with the least amount of damage to the historic fabric and distinctive elements. The HDC recognizes the importance of equal access and encourages creative solutions to these challenges. The National Park Service's *Preservation Brief 32*, available online at <http://www.nps.gov/hps/tps/briefs/brief32.htm>, provides much useful guidance in complying with ADA requirements. Basic questions about ADA requirements can be obtained from the Department of Justice's website at <http://www.ada.gov/> or by calling the toll-free hotline. 800-514-0301.

New Construction and Additions

IV

IV.1 Introduction

The careful and thoughtful design of any new construction in East New Market's Historic District is of the utmost importance because it must harmonize with the character of the neighborhood and also be compatible with existing structures. A lack of attention to general design, to details, and to the context within which the building will be placed can have severe adverse impacts for the area. As a result, proposals for new construction receive serious scrutiny.

The following guidelines are not intended to require particular architectural features or dictate architectural style. Instead, they are very general in nature and are intended to identify a range of design options that will encourage development compatible with the existing character of the district.

Contemporary designs and materials executed in a manner sensitive to the district are strongly encouraged. Economic feasibility and durability of proposed improvements, in addition to aesthetic harmony, should be primary concerns. The primary principle behind new construction is that it should recall historic themes, style, scaling, and detailing, without trying to precisely duplicate any one building or specific element. The challenge is to design a building or addition that is clearly a product of the present, while at the same time being sensitive to existing design traditions and neighboring buildings.

The following factors should be taken into account when planning and designing new construction. They apply both to entirely new structures and additions to historic buildings.

IV.2 Design Elements

IV.2.1 Style

East New Market's Historic District is comprised of buildings of a wide range of styles. No single style is mandated for new construction although designs should complement and reflect the architectural heritage of the town. New construction should avoid the introduction of historic styles that are not commonly found in the District, and it should also avoid a false sense of history through the precise duplication of other historic buildings.

IV.2.2 Rhythm

The relationship between the width and height of the façade of a building should be visually compatible with adjacent buildings. Additionally, the relationship of the new building to the open spaces between it and adjoining buildings should be visually compatible with the spacing of adjacent buildings. When one moves past a sequence of buildings, one experiences the proportion of the width to height of the buildings as well as a rhythm of recurrent building masses to the open space between them. New construction designs should analyze existing patterns or rhythms and incorporate them into the project.

IV.2.3 Height

The height of a proposed building should be visually compatible with adjacent buildings, both in the number of floors, the height of each floor and the height of the roof.

One of the most distinguishing features of any historic neighborhood is the strong horizontal line established by the structure's cornices. It is important that this line be introduced into the design solution for new construction, thus ensuring continuity from one building to the next. It is not necessary to duplicate an adjoining structure in terms of height but, instead, to maintain the appearance or feel of a strong horizontal line between the dwellings. There should not be more than a 10% difference in a visual field where the majority of buildings are similar in height. An exception would be in a visual field where there are original buildings of varied height. Porches, first floor elevations, and the number of stories should also be relatively consistent with adjacent buildings.

IV.2.4 Scale

Scale may be defined as the relative sizes of architectural elements compared to each other, to the building as a whole, and to the observer. The size of a building and its mass will have a relationship to open spaces, windows, doors, porches, and balconies. On larger structures, for example, windows and doors tend to be somewhat larger. For new construction, these relationships should be compatible within the building and with other buildings in a visually related field. Scales for buildings vary according to style, and some of those scale issues were discussed in Chapter I of these Guidelines. East New Market is, above all, a town for pedestrians, and new buildings should maintain that human scale.

IV.2.5 Mass

Mass may be defined as the enclosed volume formed by a building's exterior. Mass can be different for different parts of a building. East New Market's commercial buildings, for example, have a dominant mass along Main Street and Railroad Avenue, with smaller masses of

varying heights in the rear. A new structure that reversed this sequence of massing would look out of place. New construction should instead try to maintain the pattern of primary and secondary masses.

IV.2.6 Materials, Texture, and Color

Relationship of materials, texture, and color of the façade of a building should be visually compatible with the predominant materials used in buildings to which it is visually related. Variety in the use of architectural materials and details adds to the intimacy and visual delight of the district. When first confronted with this variety, it is easy to overlook the overall thread of continuity provided by the relatively limited palette of materials available to earlier builders. This continuity is threatened by inappropriate building materials available in the current market place. The materials and details of new construction should relate to the materials and details of existing adjacent buildings.

Chapter III includes a detailed review of the types of building materials most commonly found in the Historic District, while Chapter I discusses historic trends and styles. These sections provide information that will be useful in preparing sympathetic new designs.

IV.2.7 Roof Shapes and Materials

Roof profiles are an important element in defining the architectural character of an area. Various roof styles were described in Chapter I. The shape and orientation of a new building's roof should be visually compatible with the buildings to which it is visually related. Many structures in the District have dormer windows, and it may be desirable to incorporate these into a new building. This can be appropriate, but dormers must be of appropriate scale and not dominate the roof slope and elevation. The pitch of dormers should repeat that of the main roof. Shed dormers are likely to be appropriate only on secondary elevations.

As discussed in Chapter III, skylights can disrupt the continuity of a roofscape along a street and they must therefore be designed with care. If they are necessary, it is advisable to locate them on secondary facades where they are not visible from the public way. They also should be carefully integrated into the overall design, so that they do not stand out. Dome or bubble-shaped skylights are not appropriate and will be approved only on a case-by-case basis. The total skylight area should not exceed 10% of the corresponding floor area, and the proportion of skylight units should be comparable to those of façade openings.

IV.2.8 Windows and Doors

The proportion, size, detailing, and number of windows and doors in new construction should relate to those of existing adjacent buildings. Fenestration patterns (the patterns of

solids and voids on a building's façade) contribute significantly to the rhythm of a streetscape. The fenestration pattern on new construction should mimic that of adjacent buildings.

Many windows in historic neighborhoods have a vertical orientation, with a proportion of between two and three to one (2:1 or 3:1, height to width). This varied with different architectural styles, but openings of existing buildings generally show a vertical orientation that should be maintained in new construction.

Individual windows can be square or horizontal if the rest of the building conveys the appropriate directional emphasis. Façade openings of the same general size as those in adjacent buildings are encouraged, but the size and orientation of a building's openings also can be used to help define a building's bulk and mass. A tall building can be made to appear shorter by using horizontal openings, while the converse also is true; a short building can appear taller when given vertical openings.

Wooden double-hung windows are traditional and should be the first choice when selecting new windows. When ordering new windows, it is important to consider the directional emphasis of the muntins.

New construction within the commercial part of the District should incorporate into the design a strong storefront element. The facades of such buildings also should follow the existing pattern of distinguishing between the street level storefront and the upper levels. Side and rear elevations of new construction also should be carefully designed, harmonizing both with the primary façade and with neighboring buildings.

IV.2.9 Spacing, Setback, and Location

The spacing between individual buildings varies throughout the Historic District. A new building's relationship to adjacent structures should be consistent with the spacing along that portion of the block. Existing building widths also can provide a guide for dividing the façade of a larger building into a series of smaller and more compatible components. The location for a proposed structure, including its distance from the road or sidewalk (setback) and distance from other buildings (spacing) must be appropriate.

In the commercial part of town, most building fronts are placed directly on the sidewalk, and new structures should maintain the setback common to that block face. Elsewhere, especially in residential areas, existing buildings may be set farther back from the street. In these areas, new structures should maintain a setback similar that of existing buildings. If there are good reasons for increasing or decreasing the setback from the street edge, the variance should not be more than five percent of existing street to façade setback of adjacent buildings. Reduced setbacks may also be acceptable at corners.

IV.2.10 Site Features and Landscape

Fences, landscaping, and other site features should be compatible with the surrounding streetscape, both in design and materials. Sidewalks and curbs must conform to Town standards, and paving materials and design of driveways and parking areas must be appropriate to the Historic District. New driveways, parking areas, and garages should be designed so that they are not visible from the public way; if this is not possible, they should be screened with appropriate plantings.

The landscaped setting in which a structure is placed helps to define the streetscape and establish its mood and character. The patterns and types of trees, shrubs, and flowers (possibly window boxes) should provide sufficient privacy and at the same time enhance, not hide, the appearance of the structure.

Trees act as natural air conditioners to cool streets, yards, and buildings in summer and admit the sun's warmth in winter. The location of plantings should be carefully chosen. Select the types of trees that grow well on the property – whether sunny, partly sunny, a narrow lot, etc. It is always wise to check with a nursery for advice.

IV.3 Accessory Building

Garages, sheds, and other small accessory structures are common historically and may be proposed as new construction. Such accessory buildings are usually associated with residential structures, and they contribute to the overall character of a property and the district. More modern accessory structures such as decks, patios and pools also may be proposed, but must be compatible with these guidelines and the character of the Historic District.

If possible, new accessory structures or construction should be located so they cannot be seen from a public right-of-way. If this is not possible, they should be sited as unobtrusively as possible. Accessory structures should meet all of the other design criteria for new construction and should be compatible with the size, shape, design, and materials of the principal building on the property. They should not obscure the view of the principal building or compete with or diminish it in any way.

IV.4 New Additions

All of the guidelines outlined above in this chapter apply to additions to existing buildings, but several additional issues should be noted.

Because a new exterior addition to a historic building can damage or destroy materials and change the building's character, it should be constructed in a manner that preserves significant materials, features, and historic character. Avoid constructing an addition on a primary or other character-defining elevation to ensure the preservation of significant materials and features. Make sure that the size, scale, massing, proportions, and design of the new addition are compatible with the historic buildings to ensure that its form is not expanded or changed to an unacceptable degree.

Place the new addition on an inconspicuous side or rear elevation so that the new work does not result in a radical change to the form or character of the historic building. The Commission recommends setting an addition back from the historic building's wall plane so that the form of the historic building can be distinguished from the new work. A new addition should be planned in a manner that provides some differentiation in material, color, and detailing so that the new work does not appear to be a part of the historic building.

Decks, patios and pools also must be compatible with these guidelines and the character of the Historic District. Those built with pressure treated lumber are not recommended (please refer to Section III.3.4 above), nor are decks that would obscure, alter, or otherwise compromise the character of a significant building or building elevation.

VI. Appendix (Next Page)

- East New Market Historic District Map