City of Charlotte
Historic District Design Guidelines
Public Workshop #3

November 17, 2016

Frazier Associates

Project Understanding

6 Local Historic Districts

Historic Districts & Design Review Since 1976

Established Process & Well Developed Procedures

Needs for Amended Guidelines:

- Reorganize outline with user-friendly format
- Update & expand content as needed
- Include consistently designed graphics
- Process should include ample stakeholder/public input

Process

Input

- Stakeholders and Neighborhoods
  - On-line survey
  - Public Workshop in January
  - March Workshop
- Historic District Commission
  - Survey
  - Workshop
- Staff
  - Draft Guidelines
  - Final Guidelines

Stakeholders & Neighborhoods: Online Survey

215 Respondents

Historic neighborhoods are important to Charlotte's quality of life.

- Agree – 98%
- Disagree – 2%

More should be done to preserve Charlotte's history.

- Agree – 98%
- Disagree – 2%

More neighborhoods should be designated as historic districts.

- Agree – 79%
- Disagree – 21%

Stakeholders & Neighborhoods: Online Survey

How satisfied are you with preservation efforts in historic districts?

- Satisfied – 8%
- Somewhat satisfied – 40%
- Not satisfied – 47%
- Not sure – 5%

The Administrative (staff) design review process is clear and consistent.

- Agree - 5%
- Somewhat agree – 26%
- Disagree – 31%
- Don't know – 38%

The full Commission design review process is clear and consistent.

- Agree - 1%
- Somewhat agree -23%
- Disagree – 34%
- Don't know – 42%

Stakeholders & Neighborhoods: Online Survey

The City Council and Mayor appoint 12 members to the Historic District Commission. This number is:

- Just right – 63%
- Too large – 19%
- Too small – 18%

The current design guidelines allow a balance between preservation and growth.

- Agree – 4%
- Somewhat agree -29%
- Disagree – 45%
- Not sure – 22%

Stakeholders & Neighborhoods: Online Survey

What are your top issues to address in historic districts?

- New construction (122) (range from need to be more strict to need for more flexibility)
- Too much demolition (118)
- Building footprint size too large (71)
- Building height too tall (66)
- Tree canopy (56)
- Large additions (53)

Stakeholders & Neighborhoods: Online Survey

Secondary Issues

- Substitute materials (37)
- Open space (37)
- Window replacement (15)
- Fences (9)
- Painting brick houses (6)

Stakeholders & Neighborhoods:
Public Workshop #1

Agenda

- Broke into Groups
- Distributed Questionnaires
- Completed Questionnaire & Discussed by Group
- Selected Three Most Important Issues
- Chose a Spokesperson
- Presented Issues to Group

Stakeholders & Neighborhoods:
Public Workshop #1

Guidelines Issues

- Additions & New Construction Are Too Large, Out of Scale (4)
- Traditional Materials vs. Simulated & Recycled Materials (3)
- Problem of Continuing Demolition & Loss of Character (2)
- Better Definitions of Contributing & Noncontributing Buildings
- New House Height Should Relate to Block, Not Just Neighbor
- Should Guidelines be Specific or Performance-based?
- New Construction Impact on Removal of Tree Cover
- Negative Visual Impact of Cell Phone Poles

Stakeholders & Neighborhoods: Public Workshop #1

Administrative Issues

- Inconsistent Review (4)
- Lax Enforcement (3)
- More Public Education Needed (3)
- Review Takes Too Long
- Confusion Between Zoning & HDC Powers
- Confusion for New Applicants: Admin or HDC Review
- Need More Historic Districts: Commercial and Mid-Century Modern

Group Discussion:
Breakout by Neighborhoods

1. Guidelines Contents: Any Additional Items?
2. Neighborhood Character: Streets, Sidewalks, Landscaping, Open Space, Lighting, Utilities, Signage
3. Site Layout: Lot Sizes, Parking, Landscaping, Utilities
4. Architectural Character: Styles, Size, Stories, Proportions, Materials,
5. Preservation Problems/Issues
6. Design Review Problems/Issues

Historic District Commission: Survey

What additional topics need to be covered in the guidelines?

- New building height
- Size & design of additions
- Use of new materials
- Placement of mechanical units
- Solar panels: design & placement
- Awnings: attachment & reversibility

Historic District Commission: Survey

What are the most challenging types of review projects?

- New construction
- Demolition
- Additions
- New garages
- Window replacement
- Siding replacement

Staff: Key Issues for Guidelines

- Reorganize format
- Add info on architecture
- Create clearer guidelines/less subjectivity
- Quantify guidelines where possible
- Add a graphic to outline review process
- Add more illustrations with less text
- Address conflicts with zoning code
- Revisit guidelines for additions and new construction
- Address standards for accessory dwelling units
- Address multi-family & non-residential buildings
- Address alleyways
- Add a glossary

Summary of Key Issues

New Construction

Additions

Demolitions

Materials

Review Process

What Guidelines Do

1. Provide guidance as client makes plans
2. Give much more detailed guidance
3. Result in more appropriate changes in district
4. Help resolve specific design concerns
5. Assist in understanding of district character
6. Improve quality of new developments
7. Protect current property values in the district
8. Increase awareness of district(s) vision
9. Review demolition requests

What Guidelines Don't Do

1. Increase new construction or rehab activities
2. Improve maintenance
3. Regulate amount/location of new development (zoning does that)
4. Regulate colors or interior design
5. Ensure highest quality design
6. Have sufficient impact if property owners are not made aware of them
7. Prohibit demolition or change

Guidelines Chapters

1. Introduction
2. Historic District Review Process
3. Historic Districts & Architecture
4. Rehabilitation of Building Elements
5. Building Materials
6. New Construction
7. Additions
8. Private Sites

Appendices

Defining Basic Terms

1. Preservation: the maintenance and repair of existing historic materials and retention of building's form as it has evolved

2. Rehabilitation: need to alter a historic property to meet continuing or changing uses while retaining the property's historic character and its context

Defining Basic Terms

3. Restoration: depicts a property at a particular period of time & removes evidence of other periods.

4. Reconstruction: re-creates vanished portions of a property for interpretive purposes.

5. Renovation or remodeling makes changes to the property without necessarily maintaining historic character

Design Review Process

Charlotte Historic District Commission (HDC) Plan Review Process

Step 1. An application for a Certificate of Appropriateness (COA) is submitted to staff. A project may be an Administrative Approval (minor works) or, it may require a full Commission review (major works).

Administative Approval

Project plans reviewed by straff and the Certificate of Appropriateness issued.

Historic District Commission Review

1. Project is placed on the agenda for review.
2. Notices are mailed to adjacent property owners and interested parties.
3. The project review includes a presentation, public comments and deliberation by the Commission.
4. After deliberation the Commission will make one of the following decisions: **Full approval, Approval with Conditions or Denial**. The Commission may also continue the hearing at a future meeting.

Full Approval
Certificate of Apprporateness issued.

Approval with Conditions
Applicant submits revised plans to HDC staff for Certificate of Appropriateness issuance.

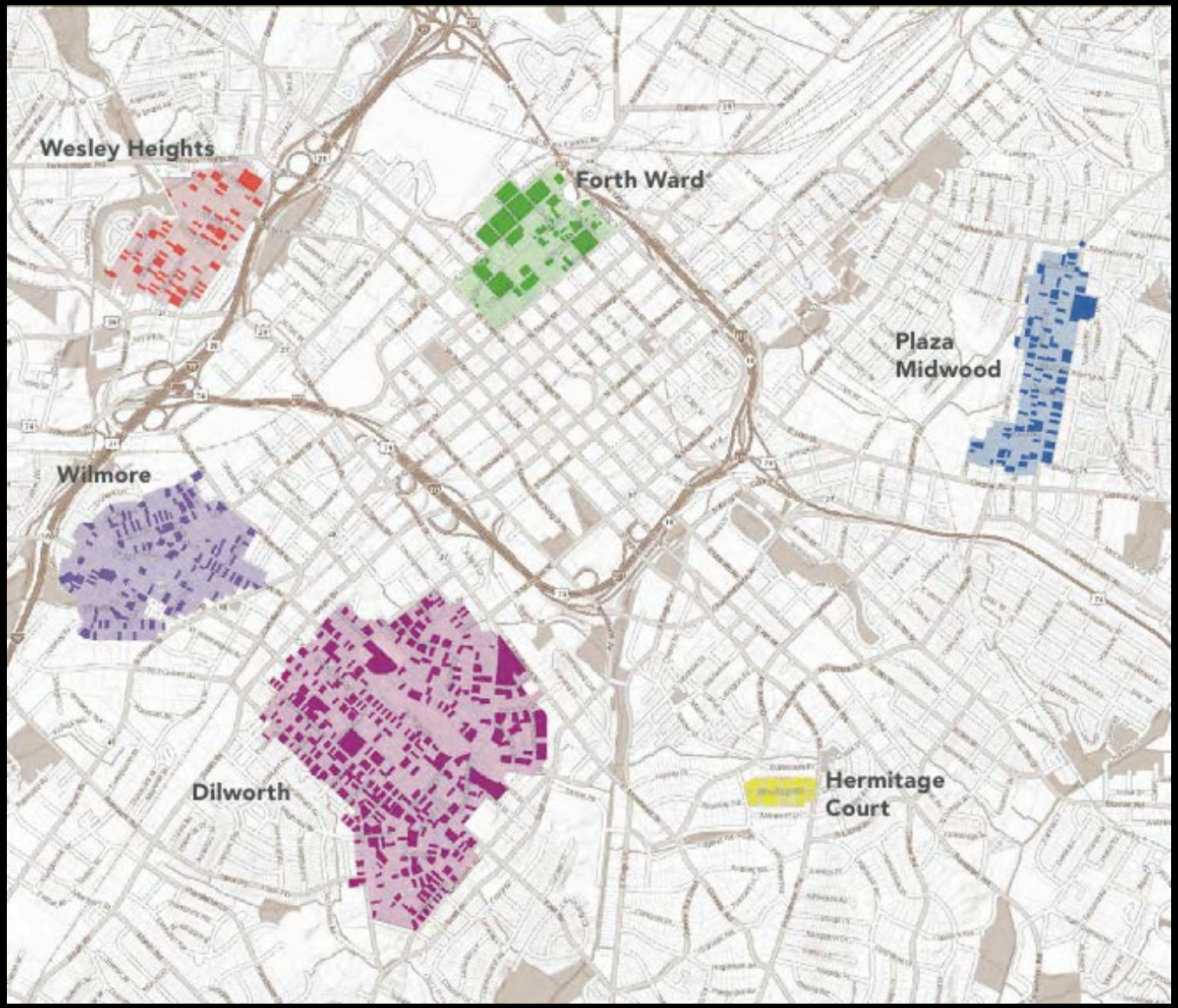
Denial
Application cannot be resubmitted for 6 months unless a substantial change to the plans are made. Application process starts over

Continuance
The application will be reviewed at a future meeting.

Post Approval
1. Property owner, contractor and architect meet with staff to review the approved plans.
2. The HDC plan reviewer schedules field review(s) at various stages.
3. Plan reviewer and zoning enforcement perform final inspection.

Design Guidelines

Historic Districts & Architecture



Historic Districts

WILMORE LOCAL HISTORIC DISTRICT

(Designated 2010)

Wilmore, located to the southwest of downtown Charlotte, was developed as a streetcar suburb in the early years of the twentieth century. Wilmore mirrors the single-family bungalows and wide curvilinear streets and sidewalks of Dilworth, and shared the streetcar line from the center of town with this sister neighborhood.

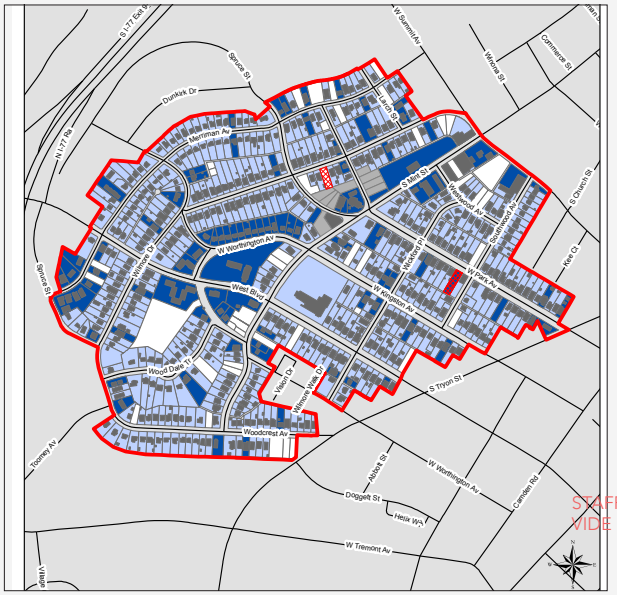
The early history of the area that became Wilmore included its long use as farmland. It also contained parts of Blandville, one of several African American villages that lay just outside the town of Charlotte, and The Rudisill Gold Mine, one of the most productive of the mines that fueled the country's first gold rush in and around Charlotte.

In 1906, developer F. C. Abbot and the Southern Realty Company purchased the land that would become Wilmore from several owners. Abbot combined the names of two of those former owners, the Wilson and Moore families, to create the name "Willmore" for the new planned suburb just south of rapidly growing Charlotte.

Wilmore has a large inventory of smaller scaled, one-story dwellings arranged on compact lots in uniform rows.

Wilmore contains a wide range of styles and materials in its buildings, with the majority exhibiting the low overhanging roofs, full-width front porches and craftsman details typical of the Bungalow style. Although it is primarily a single-family neighborhood, Wilmore is also home to numerous duplexes, apartment buildings and churches, as well as commercial and industrial buildings.

Wilmore has a similar development pattern to Dilworth between South Tryon Street and South Mint Street. The street pattern is a traditional grid with West Kingston Avenue serving as the broad main street through the neighborhood. Older dwellings in Wilmore are more modest in scale, with traditional Bungalow houses lining the streets. The southern section of the neighborhood has a mix of Cottage and Bungalow style dwellings along curvilinear streets with longer blocks than the older section.



Architectural Styles

Architectural Styles

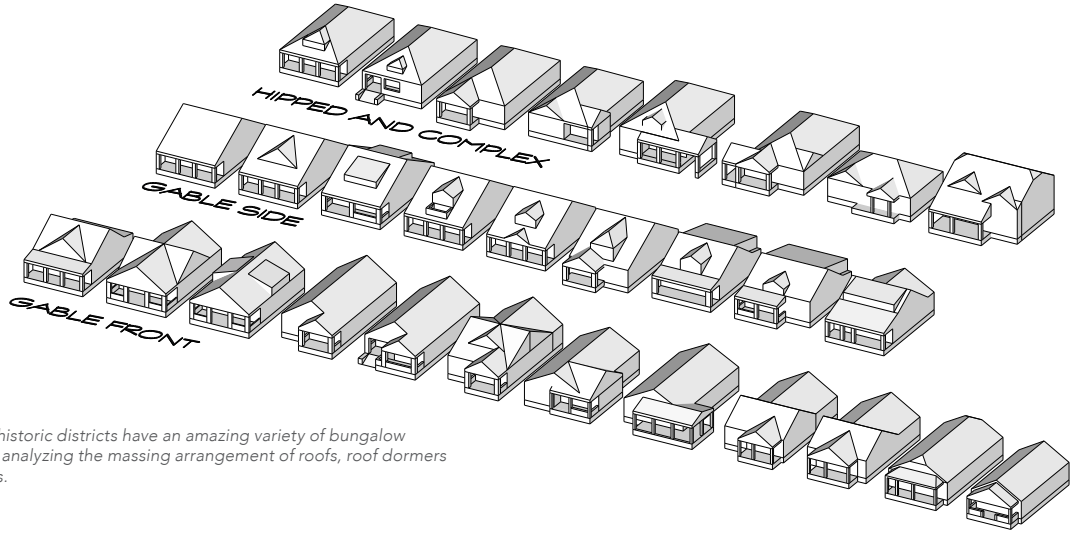
Architectural Styles

BUNGALOW (1915-1940)

This typically one-and-a-half-story residential dwelling can be found in several variations throughout the Charlotte historic districts. This house form was often sold in pre-fabricated packages. One of the more common variations is the sweeping side-gable form with a massive roof that contains a large dormer that extends over a front porch. Other variations include cross-gable and hipped roof forms. Roof overhangs are usually deep and contain large simple brackets and exposed rafter ends.

Windows may be in pairs, and there are frequently side bays. Front porch supports usually have short, squat proportions. Materials are often combined on bungalows and may include brick, shingles, stucco, wood, stone, and combinations of the above. The selection of materials and the decorative details often relate to the stylistic version of the bungalow design.

Architectural Styles



Charlotte's historic districts have an amazing variety of bungalow forms when analyzing the massing arrangement of roofs, roof dormers and porches.

A typical smaller bungalow with its front porch contained within the cross gable roof. Note side porte cochere.

This rare example of a duplex bungalow is unique for its brick clidding and its unusual clipped gable roof forms.

This traditional bungalow has a side gable roof with a shallower pitched section covering the front porch.

Rehabilitation of Building Elements

REHABILITATION OF BUILDING ELEMENTS 4

This chapter discusses the elements that comprise a historic building. It is followed by Guidelines for Rehabilitation of Existing Materials. By reading these chapters together, you will have the tools necessary to plan a historic rehabilitation project. The actual guidelines are numbered and arranged in a hierarchy progressing from retain, to repair, to replace.

Included with the guidelines are links to the appropriate *Preservation Brief*(s) (National Park Service publications) that provide more detail about proper treatment of historic elements and materials.

This section begins with general guidelines regarding practical energy retrofits for historic residential buildings that do not negatively impact historic elements and materials.

Elements addressed in this section include:

- Foundations
- Roofs
- Gutters
- Chimneys
- Porches
- Front Doors and Entrances
- Trim Windows
- Shutters
- Light Fixtures

TECHNICAL INFORMATION

Architectural Character - Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character

National Park Service Preservation Brief #17

http://www.nps.gov/tps/how-to-preserve/briefs/17-architectural-character.htm

Rehabilitation of Building Elements

- Energy Conservation
- Foundations
- Roofs
- Gutters
- Chimneys
- Porches
- Front Doors and Entrances
- Trim
- Windows
- Shutters
- Light Fixtures

Energy Conservation & Heat Loss

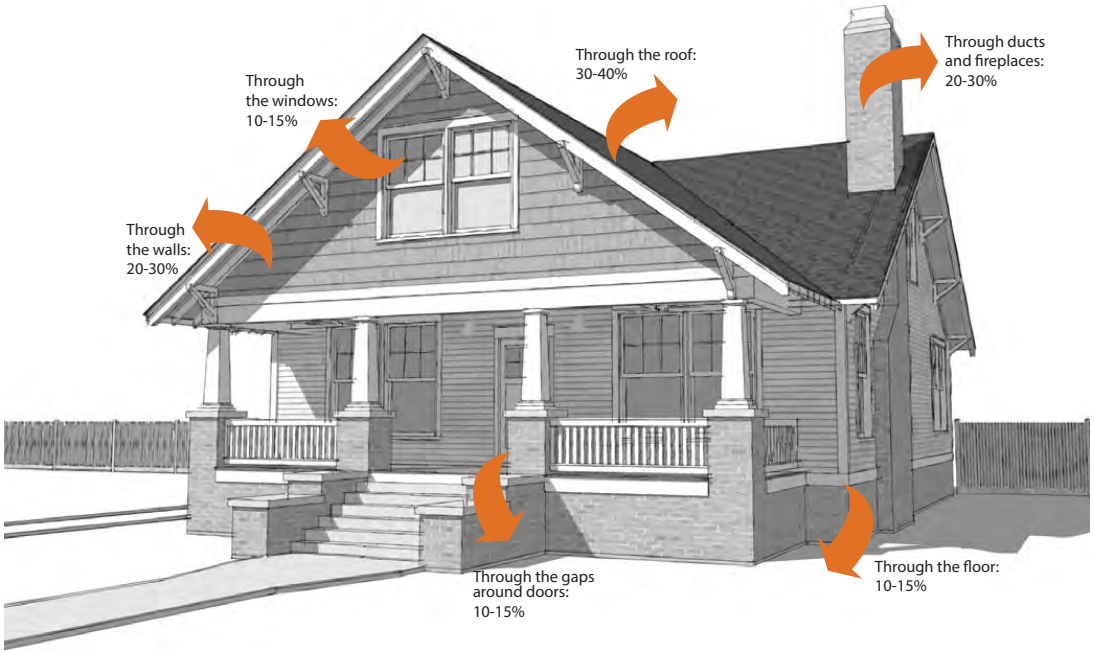
ENERGY CONSERVATION AND HEAT LOSS IN HISTORIC HOMES

By understanding the way a house loses heat, it is possible to reduce energy costs without a large investment of time or money.

Listed here are a number of projects to reduce heat loss that can easily be completed by most homeowners and result in significant energy savings.

Energy audits can be a useful tool for owners of historic homes in order to identify where heat loss occurs and where conservation measures should be instituted. Go to http://www.energy.gov/public-services/homes/home-weatherization/home-energy-audits for more information.

Historic exterior elements, such as porches, transoms, shutters, awnings, and trees also play a role in energy conservation and should be retained and maintained.



TECHNICAL INFORMATION

1. Insulation

   Most heat loss occurs through the attic, not through windows. Adding 3.5 inches of insulation to the attic has three times the impact of replacing single pane windows with the most energy-efficient replacement windows.

2. Weatherstripping

   Install weatherstripping around the edges of exterior doorways, on window rails, and when space allows, between window sash and jamb.

3. Sash Locks

   Install locks on the meeting rail to assure a tight fit between the upper and lower sashes of windows.

4. Caulking and Putty

   Caulk joints/seams around the edges of window frames to avoid moisture penetration. Replace deteriorated glazing putty and repaint to create a weather-tight seal.

5. Storm Windows and Doors

   Installing storm windows and doors can save energy and provide increased comfort by reducing air leakage. Replacement of original, character-defining doors and windows are not allowed in the historic district.

Windows

WINDOWS

Windows are one of the major character-defining features on most buildings and because of the variety of architectural styles and periods in the historic district, there is a corresponding variation of windows. Their frames, sills, lintels, sashes, panes, decorative caps, and shutters contribute to their distinctive physical character.

They may occur in regular intervals or in asymmetrical patterns and there may be a variety of types within the design of the building. Windows add light to the interior of a building, provide ventilation, allow emergency egress and are a visual link to the outside.

The demands of modern energy efficiency and security standards, along with marketing campaigns from window manufacturers, have lead some owners of older buildings to consider replacement windows. The following information will help owners better evaluate the actual need for replacement windows.

TECHNICAL INFORMATION

National Park Service Preservation Brief #09
The Repair of Historic Wooden Windows
www.nps.gov//history/hps/tps/briefs/brief09.htm

Windows range from single light, such as the Foursquare on the left to six-over-six light found on Colonial Revival houses on the right.

Bungalows with the Craftsman style influence usually have multi-light over single light windows such as the two composite window examples above.

Dormer windows typically are a defining feature of many bungalow and colonial revival designs; the three-part composite gable window is a distinctive feature in the example on the right.

Building Materials

- Wood
- Stucco
- Masonry
- Metal
- Paint

Materials

WOOD

The availability and flexibility of wood has made it the most common building material throughout much of America's history. Because it can be shaped easily by sawing, planing, and carving, wood is used for a broad range of elements, including cornices, brackets, shutters, posts and columns, railings, doors, windows and trim.

In addition, wood is used in major elements, such as framing, siding, and shingles. The main objective is to keep wood free from water damage, rot and wood-boring pests. Properly maintained wood can last decades and even centuries.

TECHNICAL INFORMATION

National Park Service Preservation Brief #10: Exterior Paint Problems on Historic Woodwork

www.nps.gov/history/hps/tps/briefs/brief10.htm

National Park Service Preservation Brief #9: The Repair of Historic Wooden Windows

www.nps.gov/history/hps/tps/briefs/brief09.htm

GUIDELINES

For Wood:

1. Retain wood as one of the dominant framing, cladding and decorative materials.
2. Retain wood features that define the overall character of the building.
3. Repair rotted or missing sections rather than replacing the entire element.
4. Use new or salvaged wood, epoxy consolidants or fillers to patch, piece or consolidate parts.
5. Match existing historic materials and details.
6. Replace wood elements only when they are rotted beyond repair. Do not use cementitious, vinyl, aluminum or fiberglass siding to replace original irreparable wood siding.
7. Match the original in material and design or use surviving material.
8. Base the design of reconstructed wood elements on pictorial or physical evidence from historic sources.
9. Do not use synthetic siding, such as vinyl or aluminum to cover existing wood.
10. Do not use high-pressure power washing to clean wood siding as the pressure may force moisture behind the siding where it can lead to paint failure and rot.
11. Do not caulk under individual siding boards or windowsills as this action may seal the building too tightly and can lead to moisture problems within the frame walls and cause paint failure.

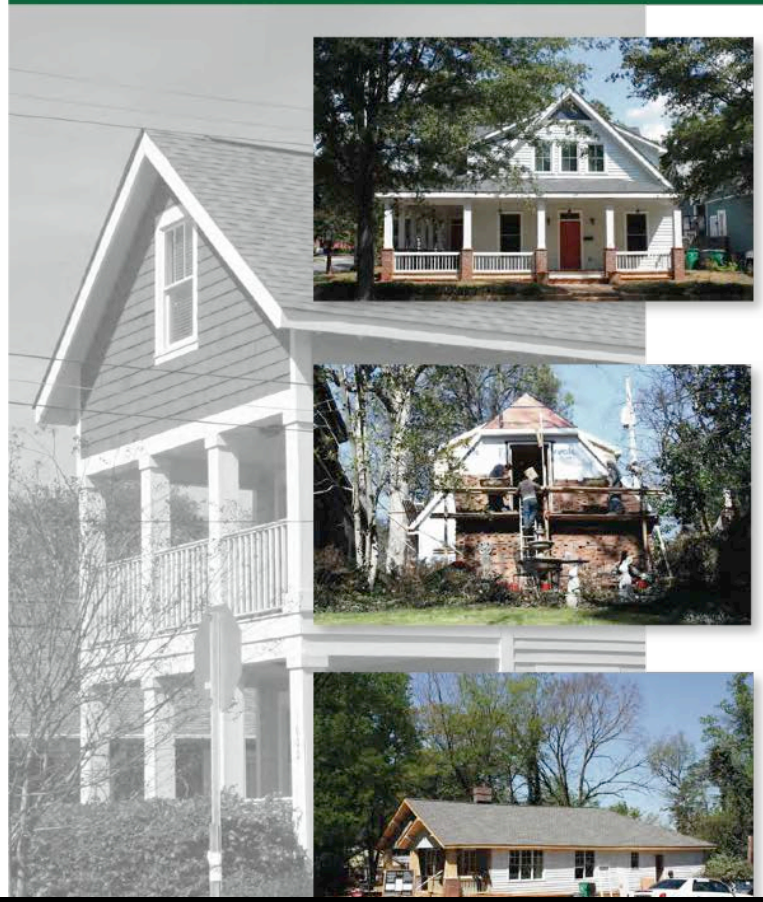
Wood is used extensively for siding and trim (top), trim on masonry buildings (center) and shingle siding (bottim). The wide variety of size and detail is dependant on the style of the building.

New Construction

- Setback
- Spacing
- Orientation
- Massing & Complexity of Form
- Height & Width
- Scale
- Directional Expression
- Foundations
- Roof Form & Materials
- Cornices & Trim
- Doors & Windows
- Porches
- Materials

New Construction

NEW CONSTRUCTION 6

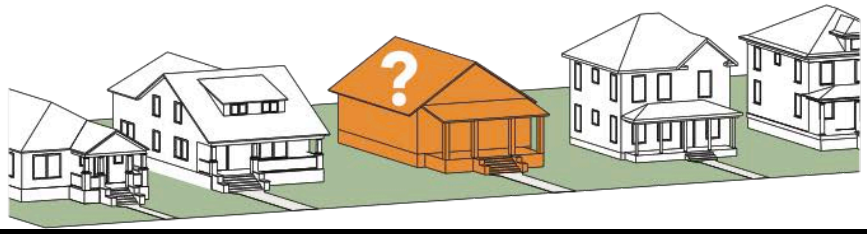


Charlotte's historic districts' distinctive character is derived not only from architectural style but also from the nature of the street created by building setback, spacing, mass and height as well as the landscape quality. This street character and the surrounding properties are considered to be the context for any new building. As such, the block in which the new site is located should be carefully studied when designing a new infill dwelling. This context should include both sides of the subject street.

The Charlotte Historic District Commission will not specify a particular architectural style or design for new construction projects. The scale, mass and size of a building are often far more important than the decorative details applied. However, well designed stylistic and decorative elements, as well as building materials and landscaping, can give new construction projects the attributes necessary to blend in with the district, while creating a distinctive character for the building.

The criteria in this section are all important when considering whether a proposed new building design is appropriate and compatible. All criteria should be taken into consideration in the design process with the goal to ensure that the new design respects its historic neighboring buildings.

Zoning along the edges of some areas of the historic districts allows larger, multi-family buildings. Designing these structures to minimize their impacts on neighboring historic dwellings is a challenging exercise. Scale-reducing techniques such as dividing the elevation elements into smaller bays, varying building planes, breaking up roof masses, using multiple materials and taking clues from nearby historic buildings are essential to reducing the negative impacts of these larger structures.



New Construction: Setback

SETBACK

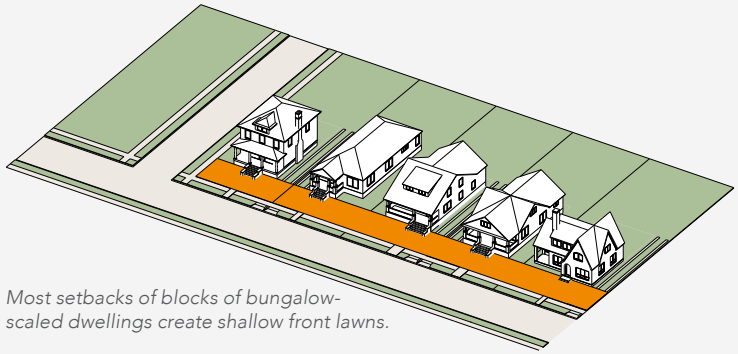
Setback is the distance between the building wall and the property line or right-of-way boundary at the front of the lot.

GUIDELINES

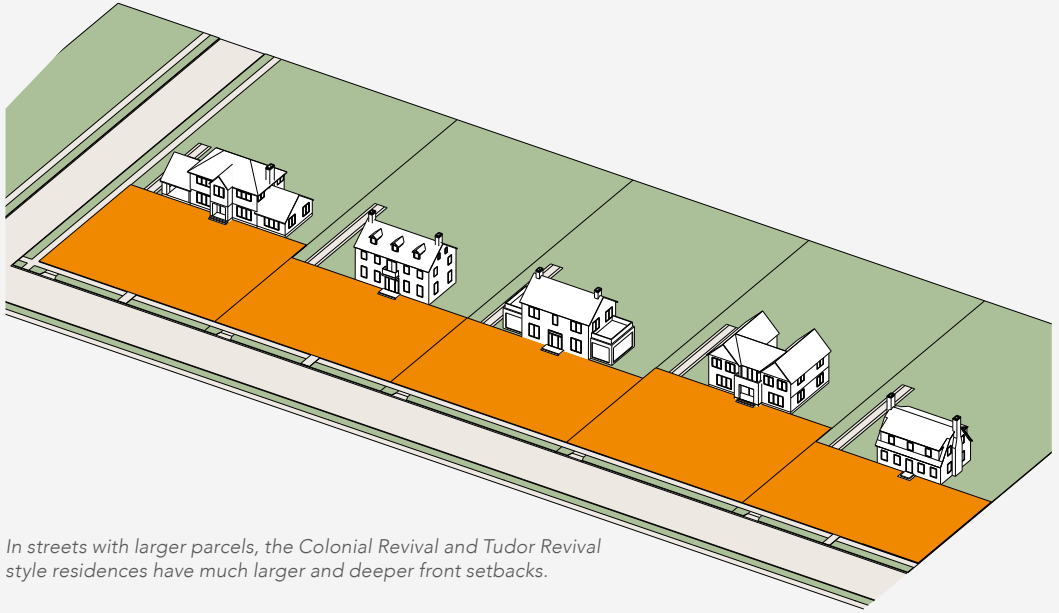
For Setbacks:

1. Relate the setback of any new construction and additions to the setback of the existing historic buildings in the immediate surroundings of the proposed new construction. Generally speaking, setback should be within 10% of adjacent setbacks.
2. Defer to the setback of the historic buildings for sites located between two distinctive areas of setback, such as between new commercial and traditional residential uses.

NOTE: Applicants should consult with HDC staff to determine if an individual property is in an area where the historic urban development pattern is being restored or where the Charlotte Zoning Ordinance may be in conflict with this guideline.



Most setbacks of blocks of bungalow-scaled dwellings create shallow front lawns.



In streets with larger parcels, the Colonial Revival and Tudor Revival style residences have much larger and deeper front setbacks.

New Construction: Spacing

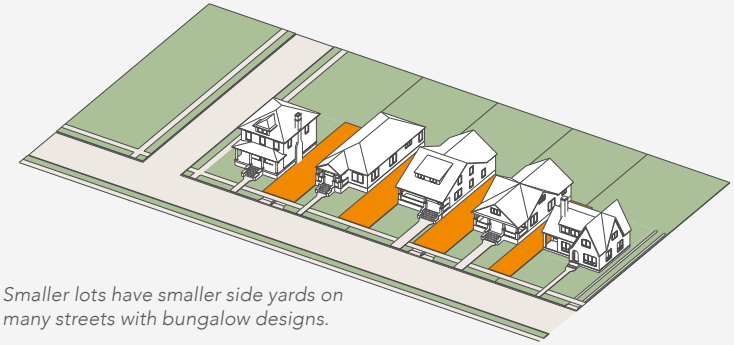
SPACING

Spacing refers to the side yard distances between buildings.

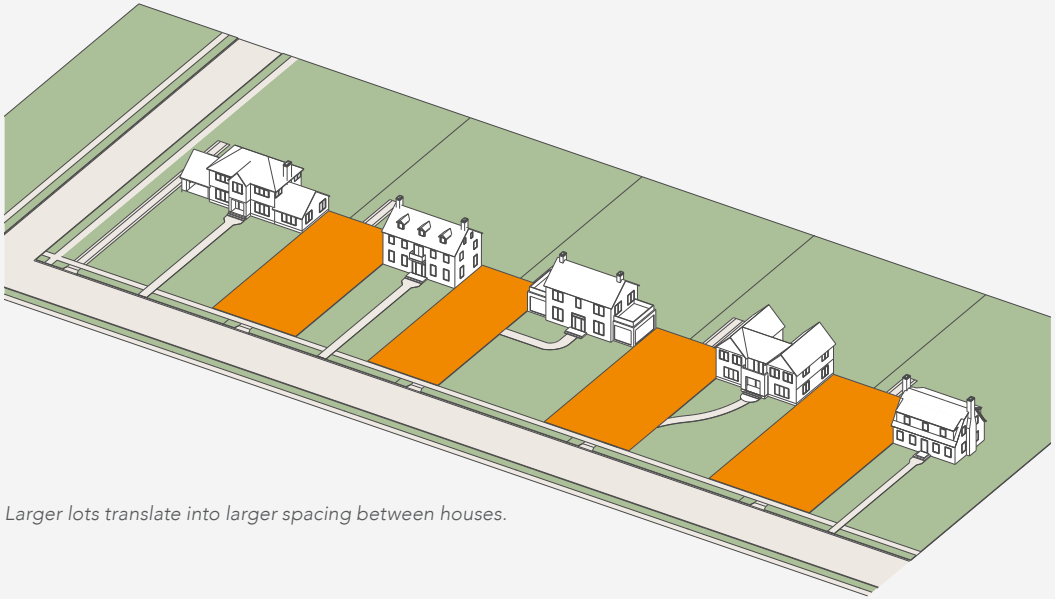
GUIDELINES

For Spacing:

1. Space new construction according to the historic precedent in the immediate surroundings of the proposed new construction. This includes sites adjacent to as well as across the street from the proposed new construction. Consult with HDC staff regarding applicable zoning regulations



Smaller lots have smaller side yards on many streets with bungalow designs.



Larger lots translate into larger spacing between houses.

New Construction: Orientation

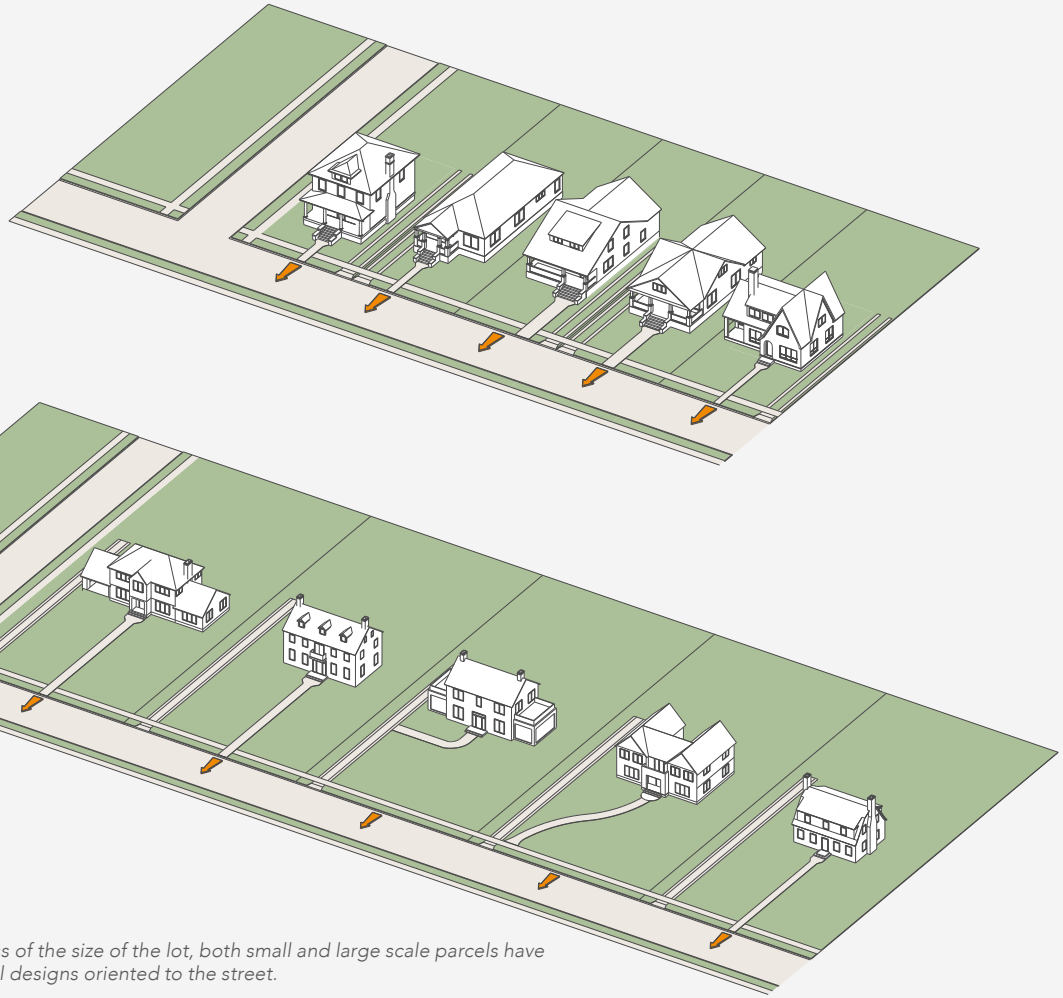
ORIENTATION

Orientation refers to the direction in which the front of the building faces.

GUIDELINES

For Orientation:

1. Orient the front entrance of new houses to the street.
2. Orient the primary elevation to the primary street if the building is to be constructed on a corner lot.

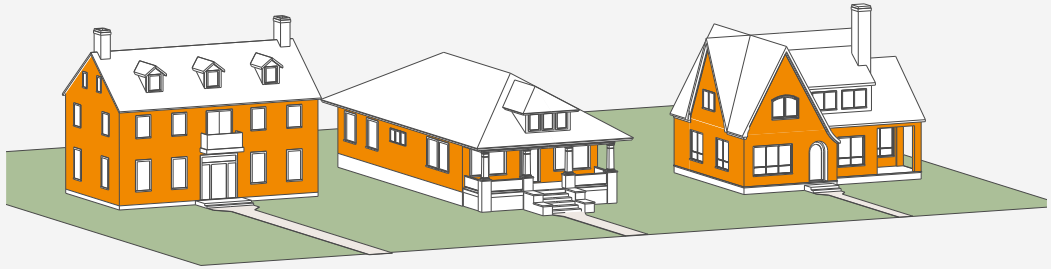


Regardless of the size of the lot, both small and large scale parcels have residential designs oriented to the street.

New Construction: Massing

MASSING AND COMPLEXITY OF FORM

The overall massing of a building relates to the organization and relative size of the building sections or parts of a building in relationship to each other and other buildings on the street. A building's form, or mass, can be simple (a box) or complex (a combination of many boxes or projections and indentations).

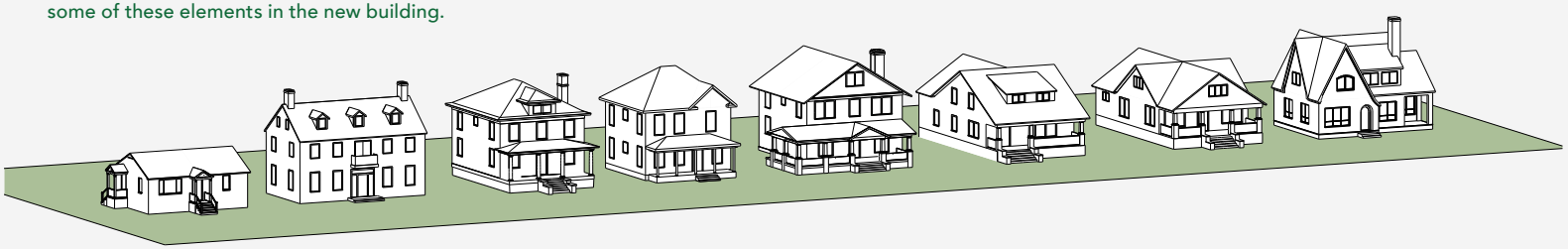


This illustration shows examples of mass and form found in Charlotte's historic districts. The mass and form of the Colonial Revival house on the left is simple. The form of the Bungalow in the middle is also simple but the form is slightly more complex with the carved out porch. The Tudor Revival house on the right has a more complex form due to the cross gable roof, carved out porch, and large shed dormer making the house appear less massive than the Colonial Revival house on the left.

GUIDELINES

For Massing and Form:

1. Relate massing to those of existing adjacent historic houses. For instance, if a street is primarily Colonial Revival style houses with simple massing, do not introduce a new building with a complex massing.
2. Use forms for new construction that relate to the forms of the majority of surrounding buildings. For instance, if the form of adjacent buildings have a variety of projecting bays, dormers, etc, employ some of these elements in the new building.



The existing surroundings should be studied carefully in terms of massing and complexity of form, when designing a new building, in order to ensure the new design respects its historic setting. This illustration is a composite of the variety of forms found in Charlotte's historic districts.

New Construction: Height

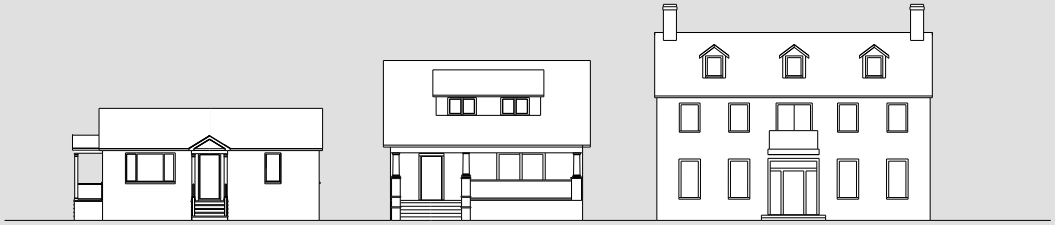
HEIGHT AND WIDTH

The actual size of a new building can either contribute to, or be in conflict with, the contributing structures in a historic district. Height and width are two primary considerations for making new buildings fit within a historic district.

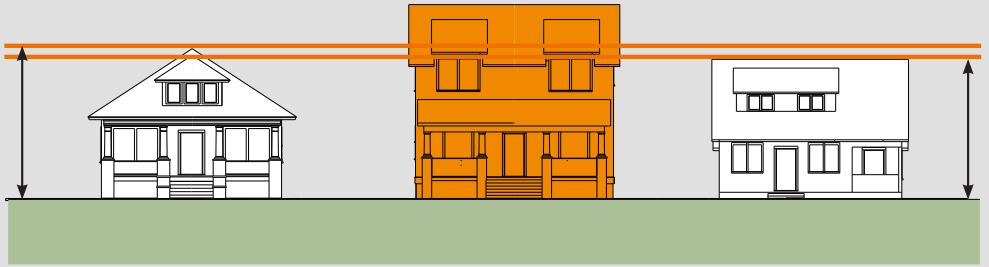
GUIDELINES

For Height and Width:

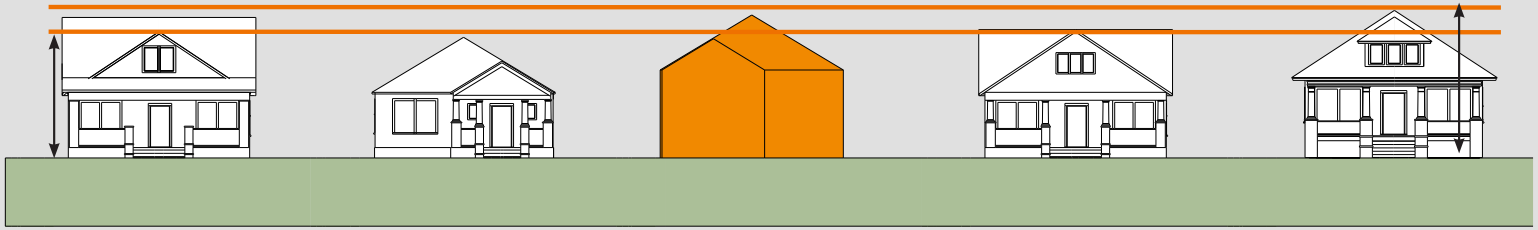
1. The height and width of a new building must be compatible with historic buildings within the context of the new building. (See introduction to this chapter.)
2. The height of a proposed building should be no taller than the tallest adjacent historic building. The height of the historic structure should be calculated from the original historic ridge line (not any later additions that may be taller).
3. Design new buildings to respect the existing width of original structures in the district. The space should be no more than ten percent of the average spacing of other historic buildings within the subject block. Larger apartment buildings or newer dwellings that do not contribute to the existing historic character should not be included within this calculation.



These are typical heights of buildings in the historic districts including one-story on the left, one and one-half story in the middle and two-story on the right.



The proposed new dwelling (center) does not respect the height of its neighboring historic houses.

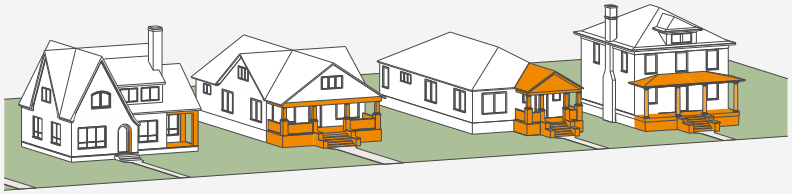


New construction should not exceed the height of the tallest contributing historic building in the immediate context of the new construction.

New Construction: Scale

SCALE

Scale in architecture is the relationship of the human form to the building. Height and width are the beginnings of creating scale; however, other elements such as cornices, porches, windows, etc further define scale. Scale is also the relationship of the building to buildings around it.

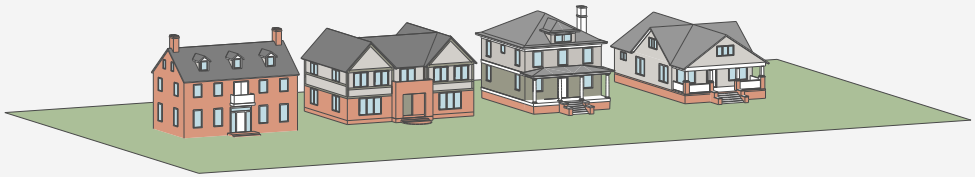


Porches and entry features help create scale in the design of any new dwelling.

GUIDELINES

For Scale:

1. Create human scale by including functional elements typical to the historic context, such as porches and porticos.
2. Materials can also break down the mass of a building and reinforce human scale.
3. Care should be taken to design larger scaled structures on the edges of the districts e.g. where residential streets meet corridors with different zoning. In these instances the new building should use scale reduction techniques (massing, height, roof forms, materials, fenestration, etc) on elevations that face historic dwellings.



Likewise, the use of various materials with their different textures and colors help break down the scale of a design.

This illustrates how (from left to right) features such as windows and doors, foundation articulation, porches, materials and window detail create scale that relates a building to the human scale.

New Construction: Directional Expression

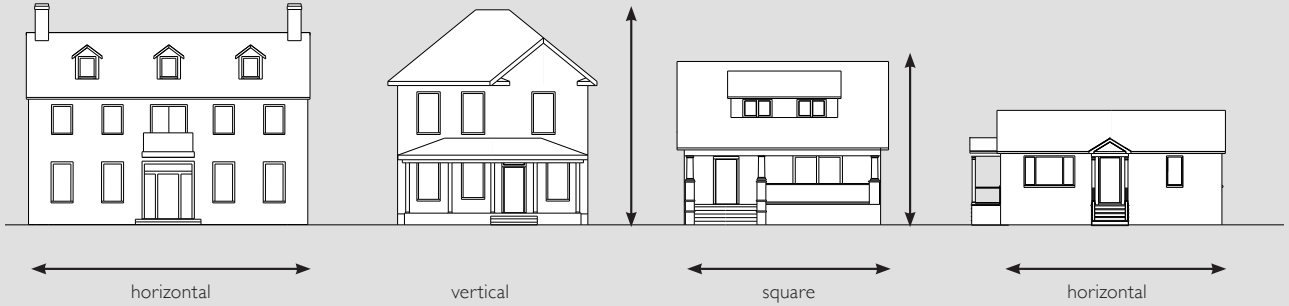
DIRECTIONAL EXPRESSION

The relationship of the height and width of the front elevation of a building mass provides its directional expression. A building may be horizontal, vertical or square in its proportions.

GUIDELINES

For Directional Expression:

1. Make sure that the directional expression of new residential buildings is compatible with that of surrounding houses in the block. If the majority of the existing houses within a block is relatively square, the new dwelling should have similar proportions. If there is more variety in the proportions of existing houses on a block, the design of new dwelling may select from those options.



The directional expression of residential designs can be any of the above proportions and the design of new dwellings should study the existing historic buildings in the context of the new construction.

New Construction: Foundations

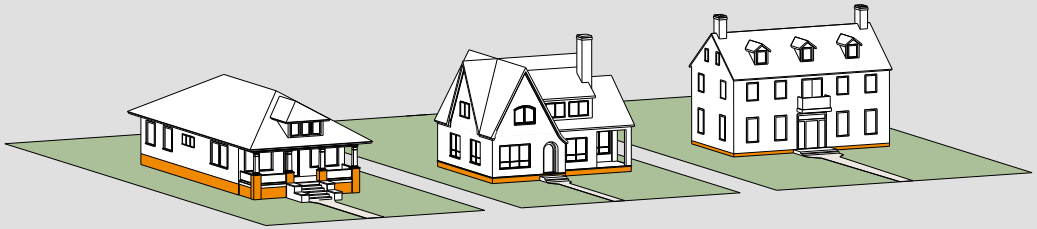
FOUNDATIONS

The foundation forms the base of the building. The design of new houses should incorporate foundations for aesthetic as well as functional reasons. When built on a concrete slab without a visible foundation, new buildings may appear shorter and out of scale with surrounding historic buildings.

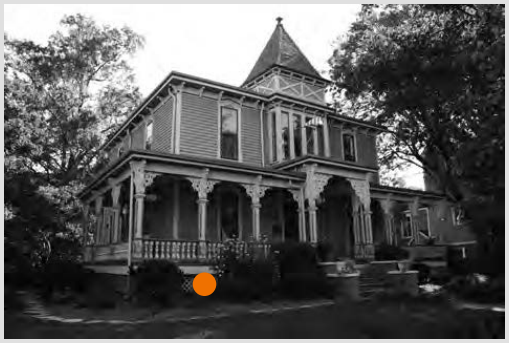
GUIDELINES

For Foundations:

1. Relate the height of a new foundation to the height of foundations on historic buildings found within the context of the new building. Avoid lowering the grade to achieve greater overall height to the new building.
2. Relate the new foundation's material treatment to that found on historic buildings within the context of the new building. For instance use brick or stone on frame buildings.



Historic residences have some sort of foundation that give it a visual base and help provide scale and height to the design.



Both bungalows and the Victorian residence have raised foundations that create a base for the rest of the design.

New Construction: Roof Form

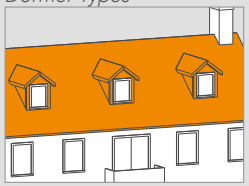
ROOF FORM AND MATERIALS

The form of a roof is an important visual element in defining a building and, with materials, helps create continuity and rhythm in the historic districts. The pitch and orientation of gables and hips are important aspects of roofs and there is a wide variety of applications of these particular features.

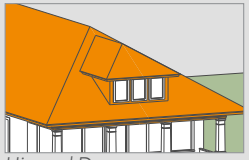
Likewise, there are various designs for roof dormers that correlate to the particular building style. Details such as exposed roof rafters and eave brackets help to articulate certain architectural styles.

There is a wide variety of roof forms in the districts that relate to the style of the dwelling. These roofs exist well together because the setback, spacing, height, scale, massing and porch elements of the various designs are

Dormer Types



Gable Dormer



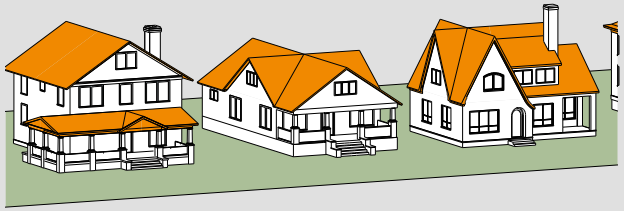
Hipped Dormer

Shed Dormer

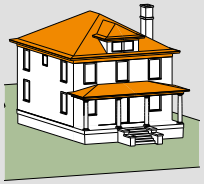
GUIDELINES

For Roof Form and Materials:

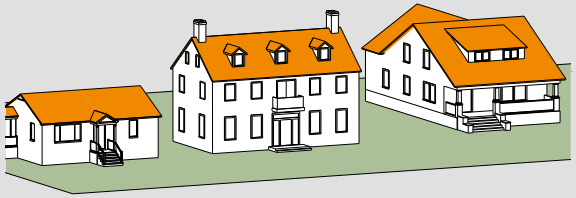
1. Use roof forms, such as gable or hipped or combinations of forms in the design of new residential buildings that relate to existing surrounding examples.
2. Consider employing roof dormers if they are commonly used in nearby historic houses. The style of the dormer should relate to the style of the house
3. Reflect the pitch and gable orientation of surrounding historic buildings in the design of a new dwelling. For instance, if the context is primarily gable-roofed houses, avoid a shallow hipped roof.
4. Proportionally, the new roof should not overwhelm the structure or be out of scale for the style of the house.
5. Use eave design and materials that complement those frequently found in the block where the new building is being constructed.
6. Match new roof materials with materials used in the context of the new building.



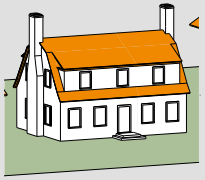
Gable-Front and Cross-Gable Roof Forms



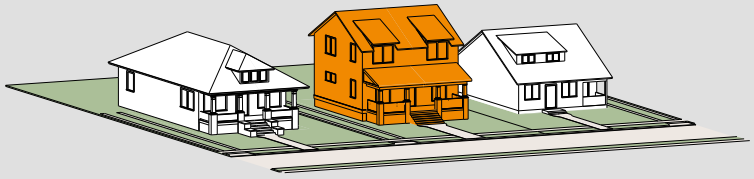
Hipped Roof Form



Side-Gable Roof Forms



Gambrel Roof Form



The roof of this proposed new building uses an form that does not relate well to the existing dwellings.,

New Construction: Trim

CORNICES AND TRIM

Historic buildings in Charlotte's historic districts have a variety of applications of cornices and decorative trim. These elements are used to define eave and cornice lines of roofs, articulate areas of openings and siding on walls, create porch elements, and define the edge of a wall and foundation.

GUIDELINES

For Trim:

1. Take cues from historic buildings on the appropriate use of trim to articulate the design of a new building's style and elements.
2. Ensure that the proportion and scale of the trim relates to the scale and proportion of trim on historic buildings within the context of the new building.

Many bungalows have large decorative brackets supporting roof overhangs.

Craftsman styled trim details may include corner boards and exposed rafter ends.

Half-timber framing on Tudor Revival houses is actually just composed of decorative trim boards.

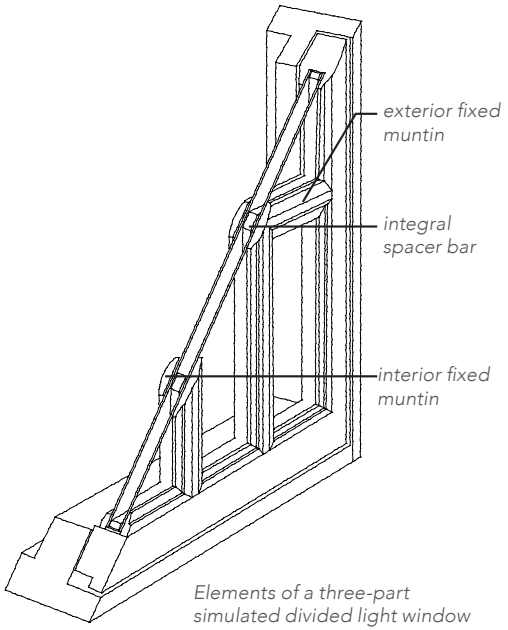
On many different styles flat boards with simple trim define exterior elements such as eaves, corners and windows.

New Construction: Doors and Windows

DOORS AND WINDOWS

The size, proportion, rhythms, pattern, and articulation of door and window openings help to give a building its individual style and character. The ratio of solid wall to voids created by openings also gives a building its particular style.

There is a wide variety of style and character of these openings within buildings in the historic districts. Studying these elements of doors and windows of existing buildings within the context of the proposed new design will help better define what might be appropriate treatments for a new building.



Elements of a three-part simulated divided light window

GUIDELINES

For Fenestration: Doors and Windows

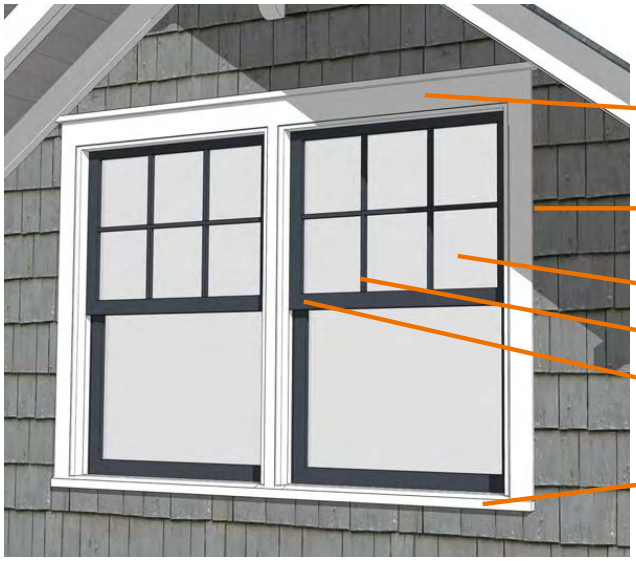
1. Relate window and door openings for new construction to the historic context in the following ways:
   a. the ratio of solids (walls) and voids (windows and doors);
   b. the rhythm and placement of window and door openings;
   c. the proportion of window and door openings, (the ratio of width to height);
   d. the general size of windows and doors.
2. Respect the traditional design of openings. For instance, openings are generally recessed on a masonry building while the element is surrounded by raised trim on a frame building. New openings that are flush with the rest of the wall are not allowed.
3. Construct doors of wood (preferred material). Metal-clad, fiberglass or metal doors may also be considered for new construction on a case-by-case basis.
4. Use windows with true divided lights or interior and exterior fixed muntins with internal spacers to reference traditional designs and match the style of the building. Flat muntins, interior removable grilles and grills between glass as they are not allowed. The ratio of muntin to glass should be consistent with historic buildings in the context of the new construction and appropriate to the style.
5. Do not use tinted or mirrored glass on major elevations of the building. Translucent or low-e glass may be strategies to keep heat gain down.
6. Use shutters of wood or a wood composite (rather than metal or vinyl) scaled to fit the window opening. Shutters should be mounted on hinges. Do not use shutters on bay, double or composite windows.

Paired 6-over-1 double-sash windows are symmetrically placed on this Colonial Revival styled residence.

3-over-1 double-sash windows are frequently found on bungalows and have a varied placement and pairing.

Large single windows on the first floor are balanced by smaller paired second floor windows in this example.

New Construction: Doors and Windows



Window in Frame Construction

Parts of a Window

Header
Frame
Brick

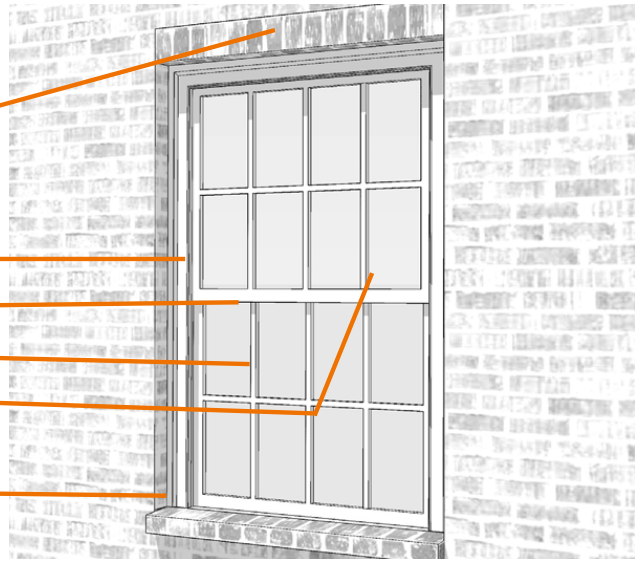
Casing
Wood siding or shingles butt into casing
Casing butts into brick

Sash

Muntin

Meeting Rail

Sill
Frame
Brick



Window in Brick Construction

The style of a door depends on the style of the house. Colonial Revival houses typically have six panel doors with the option of decorative sidelights and transom windows (far left). Bungalow-style houses have a variety of crafted doors with panels and windows in the upper third of the door (center). This style of door can also have sidelights and transoms. Arched doors like the one on the right are found on houses more typically designed in a cottage or vernacular Tudor Revival style house.

New Construction: Porches

PORCHES

A porch is the focal point of the facade of most historic houses. Because of their decoration and articulation, these features help to add variety and rhythm to each block.

Porches have traditionally been a social gathering point, as well as a transition area, between the exterior and interior of a residence. New residential buildings can better blend with the historic district if a porch is incorporated into the design.

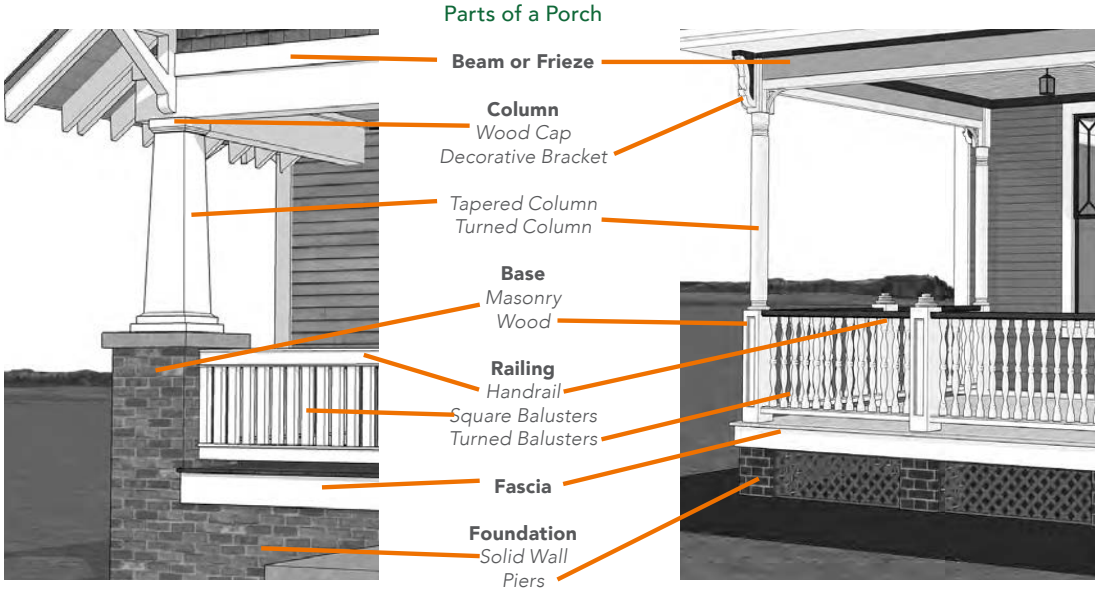
The local historic districts in Charlotte have a rich variety of porch types and styles from which design cues may be taken.

Porches, porticos and other entry features help create scale to these houses and are an essential facade element in defining the character of the historic districts.

GUIDELINES

For Porches:

1. Include a porch in the design of new residential construction when the majority of surrounding existing houses also contains a porch.
2. Design new porches to complement the size, proportion, placement and rhythm of existing historic porches within this context.
3. Ensure that the new porch is compatible with the overall architectural vocabulary/style of the new building.
4. Porches shall have a minimum depth of 8 feet.
5. Substitute materials are not allowed for front porch floors. Frame porches shall have tongue and groove floors laid perpendicular to front elevation of house.



The components of a porch will depend upon the style of the new construction. Typical components are shown here. Proper proportions, reveals and dimensions are required for new construction.

New Construction: Materials

MATERIALS

There is a rich variety of materials used to construct the historic buildings in the historic districts including wood for trim, siding and wall shingles, brick for foundations and walls, stone for foundations and porch piers, and stucco for walls. The variety of these materials help to give the districts their rich character. See the Building Materials Chapter for more information on materials found in Charlotte's Historic Districts.

In recent years, the building industry has developed various substitute materials that have a similar appearance to several of these historic materials. For various reasons including cost, maintenance, and quality of available original materials, substitute materials are being used as substitutes in historic districts, particularly for compatible new construction.

GUIDELINES

For Materials:

1. Use compatible traditional materials such as brick, stucco, stone and wood for new construction. Avoid split-faced block, and any material, color or texture that is in stark contrast to the historic context of the new construction.
2. While wood is the most appropriate material for new houses, non-grained cementitious siding may be permitted for new construction.
3. While wood is the first choice for elements such as trim, porch elements, and other decorative features, substitute materials may be considered for trim details. Some currently available composites are available in custom-formed lengths, such as urethane, while others, including cellular PVC, are dimensional mill-ready blanks. Flat board dimensional materials are available in wood-resin composites and cement board, but are not able to be worked in the traditional manner of wood. Vinyl, aluminum or other metal siding are not allowed on new buildings in the historic districts.

Materials for new construction can be derived from the existing historic buildings within the proximity of the new building. These examples range from brick to stucco, to wood siding, wood shingles, brick and stone.

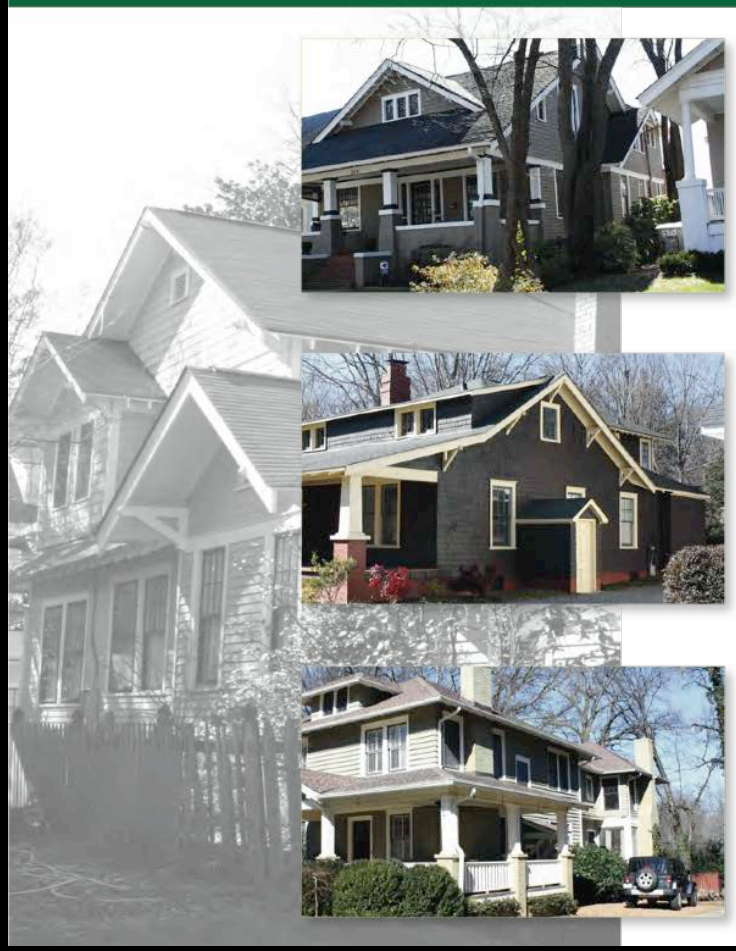
New Construction: Checklist

	All New Construction Projects Will be Evaluated for Compatibility by the Following Criteria	
	Setback	in relationship to setback of immediate surroundings
	Spacing	the side distance from adjacent buildings as it relates to other buildings
	Orientation	the direction of the front of the building as it relates to other buildings in the district
	Massing	the relationship of the buildings various parts to each other
	Height and Width	the relationship to height and width of buildings in the project surroundings
	Scale	the relationship of the building to those around it and the human form
	Directional Expression	the vertical or horizontal proportions of the building as it relates to other buildings
	Foundations	the height of foundations as it relates to other buildings in project surroundings
	Roof Form and Materials	as it relates to other buildings in project surroundings
	Cornices and Trim	as it relates to the stylistic expression of the proposed building
	Doors and Windows	the placement, style and materials of these components
	Porches	as it relates to the stylistic expression of the proposed building and other buildings in the district.
	Materials	proper historic materials or approved substitutes
	Size	the relationship of the project to its site
	Rhythm	the relationship of windows, doors, recesses and projections
	Context	the overall relationship of the project to its surroundings.
	Landscaping	a tool to soften and blend the project with the district

All projects should use this summary checklist to ensure a submittal addresses all the new construction criteria.

Additions

ADDITIONS 7



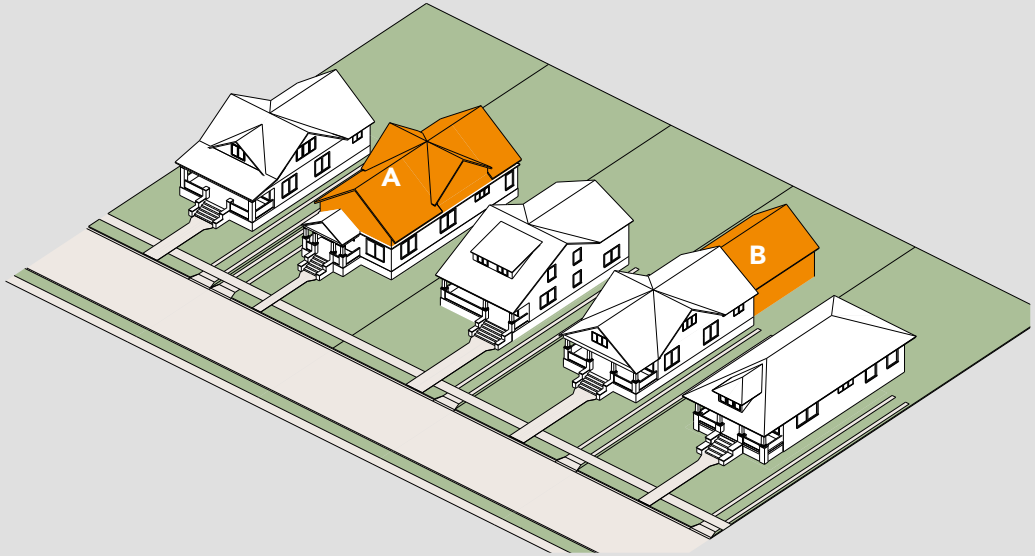
Additions to the existing structures in local historic districts should complement the original structure. They should reflect the design, scale, materials and architectural style of the original house. At the same time, a carefully designed new addition may respect the original without totally copying the historic design features.

The design of new additions should follow the guidelines for new construction on the preceding pages for all elevations that are visible from the street.

If a new addition requires demolition of 50% or more of the existing historic building the project will be reviewed under demolition guidelines in addition to guidelines for new construction and additions.

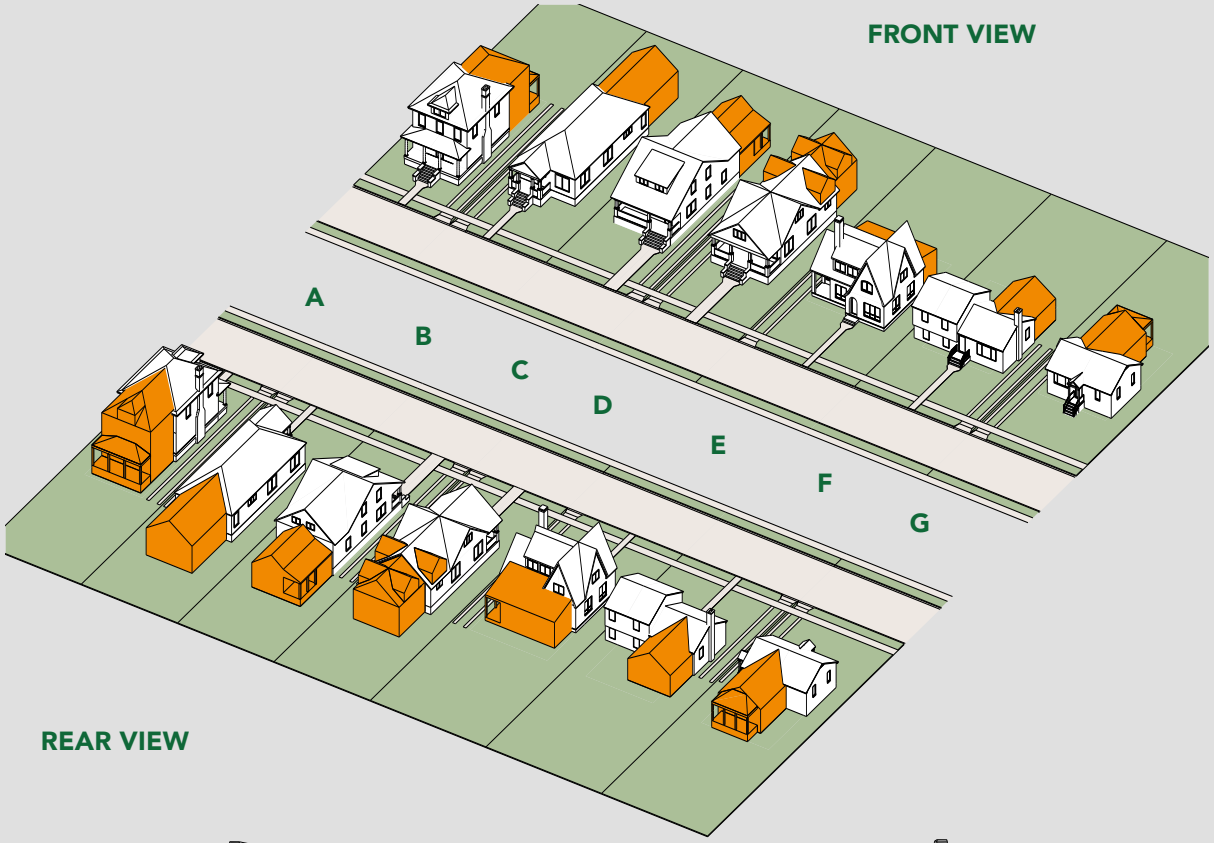
If the homeowner intends to take advantage of the available North Carolina historic tax credits for the rehabilitation of the existing historic house, the design of any new addition will require design review at the state level. While these guidelines follow the intent of the *Secretary of the Interior's Standards for Rehabilitation Projects*, interpretation of the Standards by State review staff may differ from these guidelines.

Additions

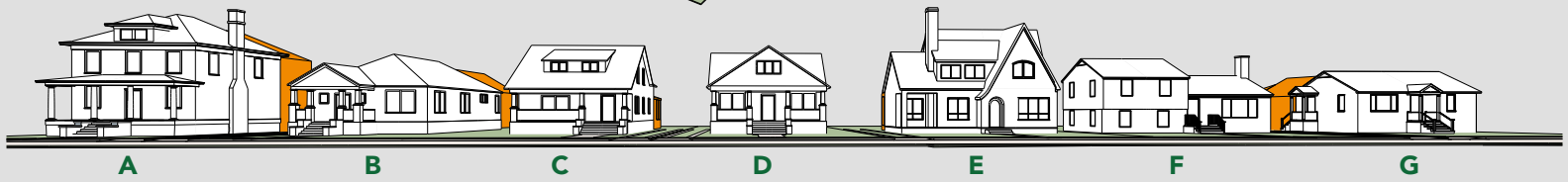


Adding a second story to a bungalow compromises the original house and the height overpowers the neighboring residences as well (example A). A rear addition has a much less impact on the scale of the street because its location is largely screened by the original house (example B)..

Additions



This diagram shows a variety of rear elevations to one-story and one and one-half story bungalows. The elevation below shows the visual impact of these additions from the street level while the illustration to the left shows a variety of massing options. These concepts can be applied to Ranch-style houses, split levels, Cape Cod, etc. The intent is that the additions are secondary to the original historic structure.



FRONT ELEVATION VIEW

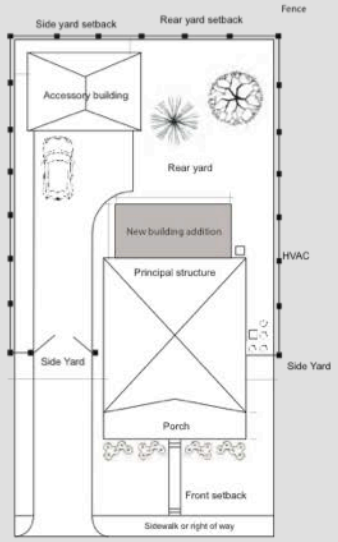
Private Sites

GUIDELINES FOR PRIVATE SITES 8

Site design is the relationship between a building and its site features, such as landscaping, outbuildings, and other elements within the property boundary. These site features help define the character of the property and may be considered an important part of any project in Charlotte's local historic districts. These guidelines apply to historic properties and new construction.

As you plan your project you will need to consult the Zoning Ordinance for detailed requirements on many of the site features discussed in this chapter. Note that all new construction projects will be required to submit a complete site plan, including a landscape plan, to the Charlotte Historic District Commission for approval.

The HDC recognizes that garden and yard design is easily changed, often with little impact on the overall character of an historic district. Consequently, the following guidelines address major landscape elements and do not apply to minor features such as planting shrubs or flower beds.



This diagram illustrates the typical necessary information for submittals for HDC review of site improvements.

Private Sites: Parking

SIDEWALKS AND PARKING

These guidelines are intended to ensure that both residential and commercial parking plans have a minimum impact on the historic character of the area.

A driveway frequently leads to the rear of a lot where it may terminate at a parking area, a garage or a shed.

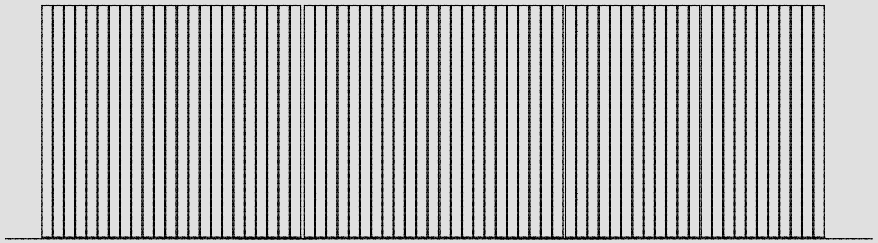
It is challenging to create parking areas within small lots but ribbon driveways that lead to side or rear parking help minimize the impact on the front lawn.

It is difficult to accommodate broad expanses of concrete parking pads within smaller residential parcels.

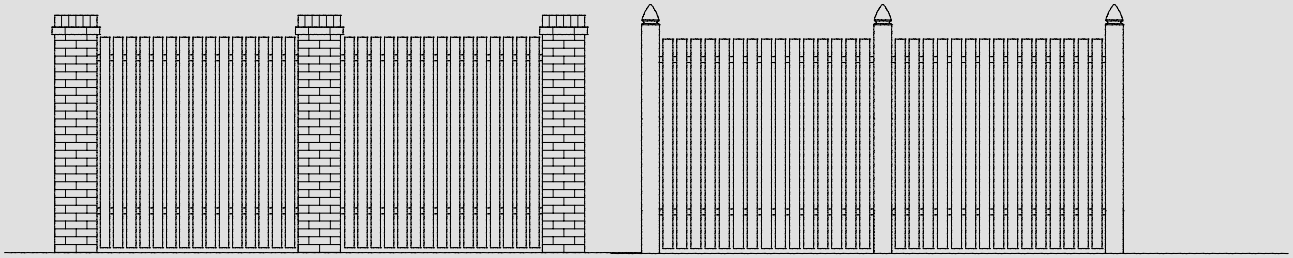
This graphic shows the minimal impact to the site of a ribbon driveway and a rear location of a garage.

This view of the same house shows the scale of the garage as it relates to the house and an appropriately detailed privacy fence.

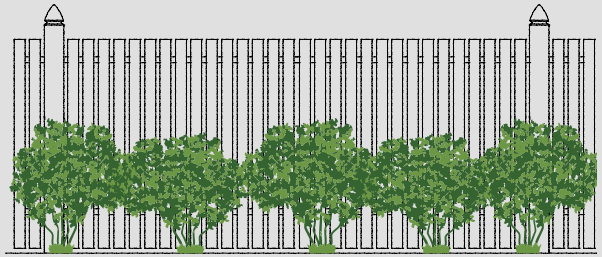
Private Sites: Fences



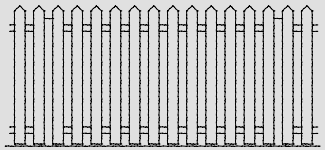
A solid privacy fence is not allowed in the historic districts



Privacy fences need to have spaces between pickets and the length broken by posts such as these examples.



Privacy fences should be landscaped on public elevations.



Traditionally scaled and detailed fences may be used in front lawns but should be avoided if the majority of other front lawns on the street do not have such a feature.

Private Sites: Appurtenances

SITE APPURTENANCES

Site appurtenances, such as overhead wires, fuel tanks, utility poles and meters, antennae and satellite dishes, exterior mechanical units, and trash containers are a necessary part of contemporary life.

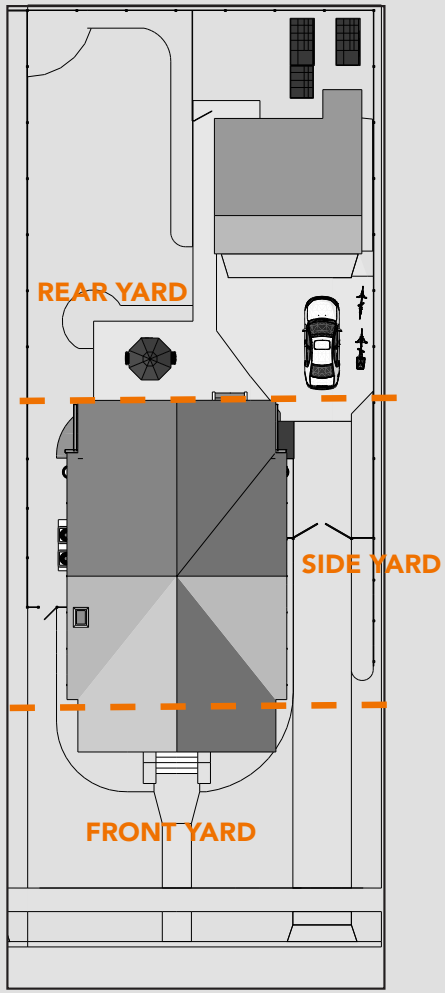
The placement of these items can either have a neutral impact on the character of the site and structure or detract from its appearance.

Site features fall into two categories; those features that can be controlled by the property owner – antennae, satellite dishes, mechanical units, trash containers, etc.; and those that cannot – overhead wires, utility poles, etc.

GUIDELINES

For Site Appurtenances:

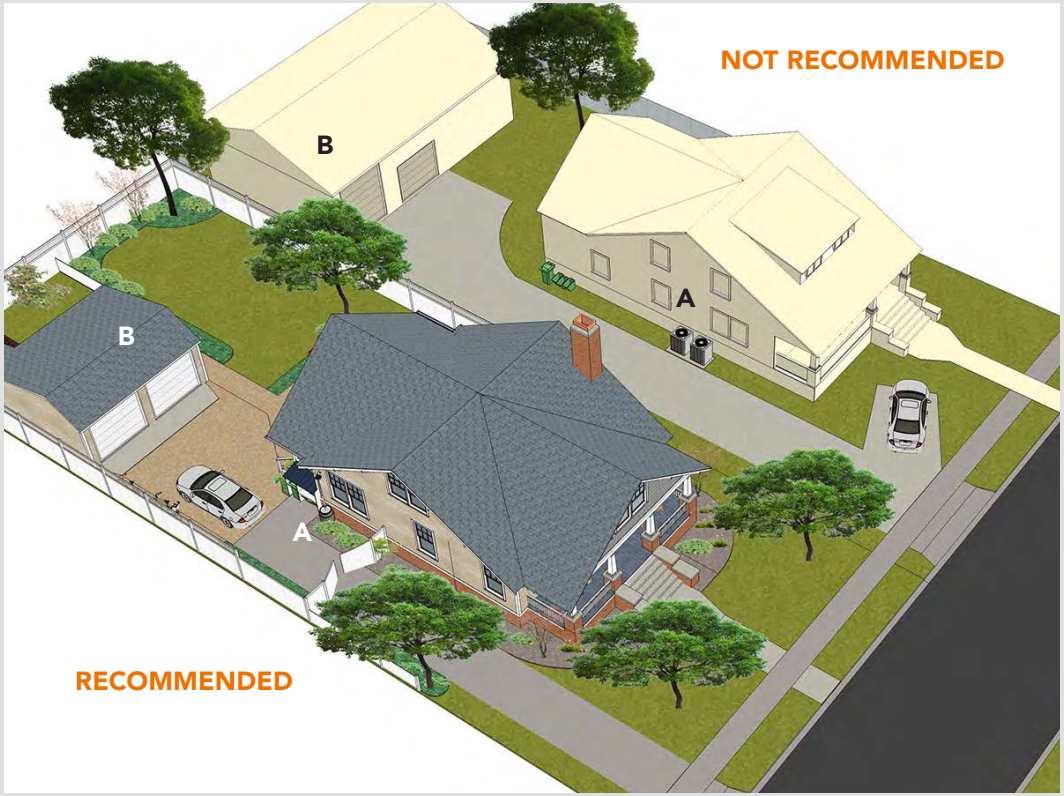
1. Place site appurtenances in inconspicuous areas to the rear of the building or in side yards and screen with appropriate plantings or fencing. Site appurtenances are not allowed in the front yard.
2. Place above-ground backflow preventers in locations that are not substantially visible from a street.
3. Antennae and satellite dishes can be located on rooftop locations not visible from the public right-of-way.
4. Store trash containers and dumpsters in screened locations not visible from public rights-of-way.
5. Dumpsters in local historic districts must be screened.



These site appurtenances are located in areas behind fences and screened from public view.

This trash container enclosure is designed as part of a rear porch.

Private Sites: Accessory Buildings



This illustration shows site appurtenances (A) located in areas behind fences and screened from public view in the "recommended" view as well as the size of accessory buildings (B) in relationship to the main house. The "Not Recommended" view shows appurtenances (B) that are not screened and an accessory building (A) that is too large according to regulations. Also note the front lawn parking pad that would not be allowed.

ACCESSORY BUILDINGS

Although the main dwelling on a site makes the strongest statement about a property's contribution to the character of a local historic district, accessory buildings, such as garages and storage sheds can also have a significant impact on the historic character of the district. Many of the homes in the districts have garages set to the rear of the house and do not detract from the site.

GUIDELINES

For Accessory Buildings:

1. Retain and repair historic outbuildings. Do not demolish existing historic outbuildings.
2. Place new outbuildings, such as garages or sheds, to the rear of lots that are large enough to accommodate them, following the applicable zoning requirements. New outbuildings cannot be located in front or side yards.
3. Design new outbuildings to be compatible with the style and character of the primary historic building on the site, especially in scale, elements and roof form. Any new outbuilding must be clearly secondary to the main structure on the site.
4. Stamped metal and vinyl doors are considered to be inappropriate materials for outbuildings, and are discouraged. For more information on appropriate new construction see Chapter 6.
5. Prefabricated outbuildings that are not in keeping with the historic character of the district are not allowed where visible from the public street.

Demolition

- No building within a Local Historic District can be demolished without a COA.
- The HDC will determine if the structure contributes to the character of the district.
- If the HDC finds that the structure does not contribute to the character of the district or is unsalvageable, immediate approval of the demolition request may be granted.

Demolition

- Should HDC find that the structure does contribute to the character of the district, the HDC can delay the issuance of a COA authorizing demolition up to 365 days, in order to work with the owner to seek alternatives to demolition.
- When an application for demolition receives a 365- day delay, any consideration of applications for proposed new construction on the same site will be deferred for 90 days

Demolition

- When an application receives a 365-day delay, the HDC staff will seek an alternative to demolition and will contact, within one month of the delay vote, the property owner who has applied for demolition, and *Preservation North Carolina* to inform them of the threatened status of the building.
- If the building cannot be retained, consider documenting it with photographs, sketch plans, and measured drawings.

Demolition

- Maintain any empty lot free of hazards and trash and is well tended.
- Salvage materials for subsequent reuse.
- An injunction against demolition can be invoked only where a building is certified by the SHPO as being of statewide significance.
- Applications for the demolition of dilapidated accessory structures may be eligible for administrative approval. All other demolition applications will be reviewed by HDC.

Demolition

Redevelopment Policies:

Demolition without a Certificate of Appropriateness (COA)

- In the event a structure is demolished without a COA, a new structure will be limited to the same square footage, height and building placement of the structure that was demolished.
- No future additions will be allowed for five years.

Demolition

Redevelopment Policies:

New construction with a COA

- New construction limited to the same sq. ft. +25%.
- The placement of the new building will meet the HDC guidelines and be placed in the same manner of the demolished structure (orientation, setback, side and rear yard space).
- **Lot Size** - The combining or subdivision of single family zoned lots must be reviewed by the HDC.

City of Charlotte
Historic District Design Guidelines
Public Workshop #3

November 17, 2016

Frazier Associates