

HDC Design Guideline Edits*

October 2017

	Page Reference	Edits
Cover Page/Acknowledgements		
	Cover Page	Added the word "Design"
	Cover Page	Changed bottom left corner photo to be of a historic house (Berryhill House – 4 th Ward
	Acknowledgements	Added Jill Walker and Linda Keich
Chapter 1: Introduction		
	1.3	Struck "if the original windows are beyond repair" from Do's and Don'ts
Chapter 2: Historic District Review Process		
	2.3.	3 - Updated application process description to include Accela
		4.C. - changed "three" to "16"
		5.C. - changed "three" to "16"
	2.6	B. Work in Rear Yards, changed "25%" to "50%"
	2.8	3. Added a the following sentence: The HDC's adopted Rules for Procedure provide more detail about the procedures for correcting violations, including Demolition without a Certificate of Appropriateness and/or a permit.
	2.9 + 2.10	Levels of Review Chart – colors changed/minor grammatical edits
Chapter 3: Historic Districts and Architecture		
	3.1 + 3.2-3.7	Individual district maps (3.2-3.7) color coded to correspond with Overview Map (3.1)
	3.7	Updated photo (old phot was of a known drug house
	3.13	Updated photos on right column – foursquare and duplex
	3.19	Updated bottom left photo to match the caption of a Tudor-Bungalow
Chapter 4: Rehabilitation of Building Elements		
	4.2	Technical Information Sidebar, #5: Changed "are not allowed" to "is strongly discouraged"
	4.4 - Foundations	Added a new guideline: "Do not install pavement up to the foundation."

* Grammatical/punctuation/formatting edits made throughout

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		6. - Added "or stone"
	4.5 – Roofs	3. Revised text on adding dormers: "New dormers should be appropriately designed for the style of the structure in massing and material." "Do not add skylights unless placed inconspicuously."
	4.6 – Gutters	3. – Added "factory clad"
		4. – Added "Avoid placing gutters down front elevation(s)."
	4.8 – Porches	Added guideline #7 to address railing height. "Original or historic porch railing designs may need to be adapted to meet the building code. The use of booster rails may be an appropriate solution to make the original balustrade code-compliant."
	4.10 – Front Doors	5.b. – Added "clad"
		5.c. – Added "or trim color"
		Replaced top left photo.
	4.14 – Windows	Applicants seeking the total replacement of original historic windows, as defined in A-1, will be referred to the HDC for review.
	4.15 – Shutters	Added new guideline #10: "The design of new shutters should be architecturally consistent with the building's style."
	4.15 – Shutters	Added new guideline #11: "Despite being wood, barn-style and pallet-style shutters are not architecturally consistent with any building in Charlotte's Local Historic Districts and should not be installed."
Chapter 5: Building Materials		
	5.1	Updated photo at top of page.
	5.2 – Wood	Added new guideline #5: "New wood components (siding, trim, columns, etc.) should not have visible knots and markings once painted."
		7. – Added words "composite, engineered wood"
	5.6 –Masonry	Added Guideline #9: "The need to correct damage caused by the use of improper cleaning techniques will not obligate the Historic District Commission to approve correction methods that otherwise violate HDC policy."

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	5.8 - Paint	Added sentences to intro statement: “Painting brick or masonry is not considered a change of color but a fundamental change in the character of a building and is typically not allowed. Painting may be considered if documentation shows it will unify disparate parts of the building, provided the disparate work is not of one’s own doing.”
		New Guideline #2: “Foundations should be visually differentiated from the main body of the structure.”
Chapter 6: New Construction		
	6.1	Changed image to bullet points
		Changed top and bottom photographs
	6.4 - Orientation	Updated wording of guideline #2 to state: “Orient the primary elevation to the primary street and address the secondary side street if the building is to be constructed on a corner lot.”
	6.6 – Height & Width	Include guideline reference to use a 360 degree range of visibility when considering major additions and new construction. Addition of two new graphics to illustrate compatibility of new construction in terms of height and width on corner lots and mid-block conditions.
	6.15 - Materials	Broke out Guideline #3 into two separate guidelines and re-worked for clarity. 3. “Vinyl, cellular PVC, particle board/engineered wood, aluminum or other metal sidings are not allowed on either existing buildings or new construction in the historic districts.” 4. “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 on new construction.”
	6.16 – Height and Width	The relationship to height and width of buildings in the project surroundings within a 360 degree range of visibility.
Chapter 7: Additions No changes other than minor grammatical edits.		
	7.2	5. Added the word “Typically” in front of “The original roof as visible from the public right-of-way should not be raised” to allow flexibility.
	7.2	Added guideline #8: “In a single family use, no more than 50% of the rear yard should be of impermeable material including the roofs of additions to original buildings, paving, decks, patios, pools, and accessory buildings. Wood

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		slatted decks are considered permeable.” (Note: Same guideline also appears in 8.4 – Landscaping and Yards).
Chapter 8: Guidelines for Private Sites		
	8.2 – Sidewalks and Parking	Changed top photograph to a better image of a carriage track driveway.
		Added new guideline #8: “Do not pave up to the foundation. A planting strip approximately 6”-12” wide should be left between the drive and house.”
	8.4 – Landscaping and Lawns Yards	Aligned title of the section and title of guidelines to be “Landscaping and Yards.”
		3. – Added reference to <i>Charlotte Land Development Standards Manual for Approved Plant Species</i> .
		7. – replaced “should” with “shall”
		8a. – Added “with beveled edges” after interlocking concrete block
		Added new guideline: 8b. Bare concrete block
		Updated photo caption for rolled curb.
		Added photo of interlocking concrete block to avoid.
	8.5 – Trees	Added reference in the overview paragraph to <i>Charlotte Land Development Standards Manual for Approved Plant Species</i> .
		3. – changed 6” to 10”
		5. – Added a clause “Mature trees that are unhealthy or causing significant structural damage to historic structures...”
	8.6 – Fences and Walls	4. – Struck out “where visible from public rights of way are not allowed”
		5. – guideline ends with: “Chain link, vinyl, split rail Chain link, vinyl, split rail fences, or bare concrete block walls are not allowed.”
		8. – struck “privacy” and “to adjacent properties or public thoroughfares.”
		9. New Guideline: “Garage doors shall either be authentically separate, single bay doors or designed to give the appearance of separate doors rather than one long continuous panel on traditionally designed accessory structures.”
	8.9	Fixed Guideline #1 to coordinate with the same guideline that appears in Chapter 9 (#10).
	8.10	Changed title from “Handicapped Accessibility” to “Access Ramps”
	8.11	Changed light fixture photo to 4 th Ward photo

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Chapter 9: Demolition and Relocation of Historic Structures		
	9.2 - Demolition	<p>Re-worded language of Intro Paragraph and Guidelines 2 and 3 to be consistent with State Statute § 160A-400.14. <i>Delay in demolition of landmarks and buildings within historic district.</i></p> <p>Intro Paragraph: The policies listed below are designed to follow state law in a manner that minimizes the inconvenience to property owners when demolition is warranted, while affording as much protection as possible to structures and sites that have special significance or value toward maintaining the character of the character of Local Historic Districts.</p> <p>Guideline 2: The Historic District Commission will evaluate demolition applications to determine if the structure or site in question has special significance or value toward maintaining the character of the Local Historic District. If the HDC finds that the structure or site has no special significance or value toward maintaining the character of the district or is unsalvageable, it shall waive all or part of such period and authorize earlier demolition, or removal.</p> <p>Guideline 3: Should the Historic District Commission find that the structure does have special significance or value toward maintaining the character of the Local Historic District, the HDC may delay the issuance of a Certificate of Appropriateness authorizing demolition for a period not to exceed 365 days, in order to work with the owner to seek alternatives to demolition.</p>
Appendices		
	Appendix A-D	<p>Re-ordered to :</p> <p>Appendix A – Sign Guidelines Appendix B – Glossary Appendix C – Zoning Code Appendix D – Submittal Recommendations</p>
	Appendix B	<p>Fonts, grammar, structure and added definitions for:</p> <ol style="list-style-type: none"> Adjacent Composite windows (<i>clarifying that the term refers to configuration, not material</i>) Front yard SHPO