Historic District Design Guidelines

HISTORIC DANDRIDGE

Complete Revision Ord.13/14-21
(1/14/14)

By
East Tennessee Development District
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Credits:

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1 Introduction

The Town of Dandridge Design Guideline Manual is intended to provide the Town of Dandridge Historic Planning Commission and property owners within the historic district with guidelines for building preservation, rehabilitation, new construction, and other changes that would affect the overall appearance of Dandridge's historic areas. The manual provides information on preservation and rehabilitation methods, and parameters for new construction and demolition to guide property owners in planning and designing their projects.

Legislation permitting Historic District Zoning in Tennessee was passed by the State Legislature in 1965. The purpose of this act was to promote the educational, cultural, and economic welfare of people of the state by enabling municipalities and counties to preserve and protect historic structures, areas, and districts that serve as visible reminders of our shared cultural heritage.

The Dandridge Historic District was listed in the National Register of Historic Places in 1973 for its significance in architecture, commerce, transportation, and politics. The district includes architecture from the antebellum period as well as commercial architecture from the nineteenth and twentieth centuries. Most of the early buildings are concentrated on three streets: Main, Meeting, and Gay streets. The Dandridge commercial district, along Gay and Main streets, features a few historic tavern buildings in the midst of twentieth century commercial buildings.

Any facet of building preservation, rehabilitation, new construction, demolition, or other changes of design or structure not addressed in these guidelines is prohibited without approval of the Dandridge Historic Planning Commission, including new technologies and government mandates (Per Ord.13/14-26)

1.1 Dandridge Historic Planning Commission

The Dandridge Historic Planning Commission consists of seven members, including a representative of a local patriotic or historical organization; an architect or engineer, if available; a member of the local planning commission at the time of her or his appointment; and the remainder are from the community in general. All members of the commission are appointed by the mayor and serve for designated terms. Commission members have knowledge of, competence in, and expertise in historic preservation to the extent available in the community. The commission has the power to designate local landmarks and historic districts, and to review exterior physical work conducted on structures with local historical designation. The building inspector will not issue a building permit within the historic district without a Certificate of Appropriateness issued by the Dandridge Historic Planning Commission.

1.2 Process for Obtaining a Certificate of Appropriateness

Residents and property owners are required to obtain a Certificate of Appropriateness (COA) prior to the initiation of preservation or rehabilitation work, changes in a property's site and setting, new construction, and demolition. No exterior feature of any resource shall be altered, added to, relocated, or demolished until after an application for a certificate of appropriateness of such work has been approved by the commission. Likewise, no construction that affects a resource shall be undertaken without a COA. The Dandridge Historic Planning Commission must approve exterior changes for buildings located within the Dandridge Historic District before a Certificate of Appropriateness may be issued.

In order to initiate the review process, the owner should first check with the Town of Dandridge staff. At this time, the property owner will fill out a request form and submit eight (8) copies of necessary documentation including photographs and building plans. The Historic Planning Commission strongly recommends that applicants bring in material samples where applicable. The request form must be submitted fourteen (14) days before the Historic Planning Commission meets. The property owner, or the owner's representative, must then appear before the Historic Planning Commission to present and discuss the request. The Dandridge Historic Planning Commission meets on the fourth Thursday of the month unless otherwise publicized. Once the plans are approved, a Certificate of Appropriateness will be issued by the codes enforcement officer. Staff will assist with the application for a building permit. A Certificate of Appropriateness must be issued before a building permit

will be allowed.

1.3 Secretary of the Interior's Standards for Preservation

Preservation is defined as the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property. Work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. New exterior additions are not within the scope of this treatment; however, the limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a preservation project. Taken from: http://www.nps.gov/hps/tps/standguide/

1. A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.

2. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.

3. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

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

6. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

1.4 Secretary of the Interior's Standards for Rehabilitation

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

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

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

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

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

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

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

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

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

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

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

1.5 Brief History of Dandridge

The first permanent American settlement in the Dandridge vicinity occurred in 1783. On June 11, 1792, Territorial Governor William Blount created Jefferson County and Dandridge became the county seat in 1793. Dandridge bears the distinction of being the only town in the United States named for Martha Dandridge Washington.

With the Holston River forming the county's northern boundary and the French Broad River bisecting it, geography largely influenced the development of Dandridge. The rivers served as the primary transportation system in the county until the railroad arrived in 1858, and both provided farm-to-market routes for corn, wheat, and cattle. The location of Dandridge along important early travel routes resulted in the development of a small but active community in the years before the Civil War. It also created a citizenry prosperous enough to build substantial and sometimes fashionable dwellings, which form the core of the historic district.

Dandridge became a regular stop for boats carrying provisions up and down the French Broad River. It was also a major stop on the road between Abingdon, Virginia, and Knoxville, Tennessee, as well as a road traveled by stock traders operating between Tennessee and North Carolina. Dandridge developed an abundance of early taverns, four of which are still standing: the Roper Tavern, Shepard's Inn, Thomas Tavern, and the Hickman House. According to Eastin Morris' 1834 *Tennessee Gazetteer*, Dandridge had 300 inhabitants, including three lawyers, three doctors, four blacksmiths, one bricklayer, two carpenters, three cabinetmakers, one painter, one hatter, two tailors, two shoemakers, one saddler, two tanners, one wagon maker, and one wheelwright. The town also featured two "divines," one academy, two schools, four stores, and two taverns. By that time the town had developed sufficiently to support a variety of artisans, as well as the more essential professions.

When the railroad built its line through neighboring Jefferson City in the late 1850s, Dandridge lost its commercial prominence. The town grew very little between the Civil War and the arrival of the Tennessee Valley Authority and Douglas Dam in 1943. This lack of growth enabled the town to maintain its mid-1800s appearance, with twentieth-century buildings interspersed throughout the district, primarily in the historic business district.

2.1 Materials: Wood

Wood was the most commonly used building material in Dandridge's early neighborhoods, including its downtown area. Building exteriors were typically clad in clapboard prior to widespread use of brick. Decorative details such as wooden millwork, moldings, brackets, pediments, balustrades, and columns added further embellishment. Post-World War II homes often used wood in more simplified fashions with minimal detailing. Commercial and residential buildings alike that were constructed from or clad in masonry often had wooden trim, sashes, and doors. Porches, fences, and storefronts often were constructed of wood as well.

Things to consider as you plan

Wooden features and surfaces on a building should be maintained and repaired in a manner that enhances their inherent qualities and maintains as much as possible of their original character. A regular maintenance program involving caulking and sealing, carpentry, cleaning, and painting will help to keep problems with wooden features and surfaces manageable. Flexible sealants and caulking protect wooden joinery from moisture penetration as the wood shrinks and swells, and a sound paint film protects wooden surfaces from deterioration due to ultraviolet light and moisture. If a wooden feature or surface remains damp for extended periods of time, the possibility of mildew, fungal rot, or insect infestation increases significantly.

Repair or replacement of deteriorated wooden elements or surfaces may involve selective replacement of portions in kind through splicing or piecing. Although wood is a renewable resource, fast growth new wood is less resistant to decay than the denser old growth wood it is replacing. Specifying decay-resistant wood species and priming the back and ends with oil-based paint prior to installation can extend the lifespan of replacement wood. Borates and other pathogen-killing agents can be used to treat deteriorated wood; the application of an epoxy wood consolidant may help to stabilize and replace the deteriorated portion of historic wood features or details. For deteriorated wood elements particularly vulnerable to ongoing deterioration—such as window sills and column bases and capitals—replacement with painted synthetic elements that replicate the original shape, texture, dimensions, and details may be a viable and cost-effective solution. The application of wood preservatives or the use of pressure-treated wood can also extend the life of wooden elements and surfaces. However, some pressure-treated wood must "weather" for six to twelve months before it is primed and painted.

Many types of siding materials are not as durable or environmentally-friendly as wood. In evaluating possible substitute materials, careful consideration should be given to the sustainability of manufacturing processes, lifespan, and physical characteristics. For example, vinyl is a petroleum-based product that produces hazardous fumes when burned. Resurfacing a wooden building with synthetic siding materials such as aluminum, vinyl, asbestos, and asphalt changes the shadow lines of historic materials. The finishes of these materials are not permanent; they require repainting and are usually a short-sighted solution to a maintenance problem. In fact, they may hide signs of damage or deterioration, preventing early detection and repair. Synthetic substitutes differ from wood in their coefficients of expansion and also restrict airflow impacting the breathability of a historic wall. At their best, synthetic sidings conceal the historic fabric of a building, and at their worst, they remove or destroy the historic materials and the craftsmanship that reflect Dandridge's cultural heritage and allow for new rot to go undetected. Because the application of synthetic sidings does grave damage to the character of most historic buildings, it is not appropriate for Dandridge's early historic districts or landmarks.

Guidelines: Wood

1. Retain and preserve wooden features that contribute to the overall historic character of a building and a site, including such functional and decorative elements as siding, shingles, cornices, architraves, brackets, pediments, columns, balustrades, and architectural trim.

2. Protect and maintain historic wooden surfaces and features through appropriate methods:

- Regular inspection for signs of moisture damage, mildew, and fungal or insect infestation is recommended
- Adequate drainage should be provided to prevent water from standing on flat, horizontal surfaces and collecting on decorative elements (per Ord.13/14/26).
- Wooden joints should be properly sealed or caulked to prevent moisture infiltration
- Traditionally unpainted, exposed wooden features should be treated with chemical preservatives to prevent or slow their decay and deterioration
- Protective surface coatings, such as paint, to prevent damage from ultraviolet light and moisture should be retained
- Painted surfaces should be regularly cleaned by the gentlest means possible, and repainted only when the paint film is damaged or deteriorated

3. Repair historic wooden features using recognized preservation methods for patching, consolidating, splicing, and reinforcing.

4. If replacement of a deteriorated detail or element of a historic wooden feature is necessary, replace only the deteriorated detail or element in kind rather than the entire feature. Match the original detail or element in design, dimension, and material. Consider compatible substitute materials only if using the original material is not technically feasible or unavailable.

Representative example of wood detailing on a porch in Dandridge. Decorative elements such as these should be preserved and maintained. Replacing these details with incompatible materials or inaccurate historic details is not permissible.

5. If replacement of an entire historic wooden feature is necessary, replace it in kind, matching the original in design, dimension, detail, material, and texture. Consider compatible substitute materials only if using the original material is not technically feasible or unavailable.

6. If a historic wooden feature is completely missing, replace it with a new feature based on accurate documentation of the original feature or a new design compatible in scale, size, and material with the historic building and district.

7. It is not appropriate to clean historic wooden features and surfaces with destructive methods such as grit blasting, sand blasting, and power washing, and using propane or butane torches. Clean using gentle methods such as low-pressure washing with detergents and natural bristle brushes. Chemical strippers should only be used if gentler methods are ineffective and they must be pretested on sample areas first.

8. It is not appropriate to strip historically painted surfaces down to bare wood and apply clear stains or finishes to create a natural wood appearance.

9. It is not appropriate to replace painted historic wooden siding that is sound with new siding to achieve a uniformly smooth wooden surface.

10. Regarding exteriors, it is not appropriate to replace or cover historic wooden siding, trim, or window sashes with contemporary substitute materials, such as vinyl, aluminum, or hardiplank.

11. It is not appropriate to introduce wooden features or details to a historic building in an attempt to create a false historical appearance.

2.2 Materials: Masonry

Features as well as building elements, surfaces, and details executed in masonry materials contribute to the character of Dandridge's historic districts. Historic masonry materials such as brick, limestone, granite, concrete, cement block, and tile can be used for a range of features, including sidewalks, steps, walls, roofs, foundations, and roofline parapets. Flat and stepped parapet roofs comprised of brick distinguish some early Dandridge buildings. Masonry foundations are also common in the historic district; stone foundations are far less typical. Brick exterior walls clad some buildings and others have or are constructed from concrete masonry units.

Things to consider as you plan

The preservation of historic structural masonry walls is a sustainable approach, given their durability, high insulating value, minimal maintenance needs, extended lifespan, and the embodied energy they represent. Masonry surfaces develop a patina over time and should be cleaned only when heavy soiling or stains occur. Usually, gentle cleaning using a low-pressure water wash with detergent and the scrubbing action of a natural bristle brush will accomplish the task. Occasionally, a chemical masonry cleaner may be necessary. In that case it is important to select a chemical cleaner that is appropriate for the specific masonry material and problem, to test the solution on an inconspicuous sample area in advance, to follow recommended application procedures, and to neutralize and rinse the surface thoroughly to prevent any further chemical reaction. The use of abrasive methods such as grit or sand blasting, water blasting, and power washing is destructive to historic masonry surfaces and not appropriate. The painting of historically unpainted masonry surfaces is not considered appropriate because it conceals the inherent color and texture and initiates a continuing cycle of paint maintenance. The paint can also seal in moisture, preventing the brick from “breathing”—this can lead to the spalling of brick surfaces. However, the repainting of historically unpainted masonry that has previously been painted is appropriate if the owner does not choose to remove the paint films chemically.

Moisture penetration, with subsequent damage to a masonry wall, is often the result of open or deteriorated mortar joints that require skillful re-pointing with new mortar. Before re-pointing, any loose or deteriorated mortar must be removed with hand tools, taking care not to chip or damage the historic masonry. In a proper re-pointing, the new mortar will match the visual and physical properties of the original mortar, including its strength, color, and texture. Prior to the 1930s, lime mortars were used with brick. Contemporary mortar high in Portland cement content exceeds the strength of historic brickwork and will deteriorate it. New mortar joints should match the original in width and profile. Masonry sealers and coatings are no substitute for re-pointing and may even cause more damage. Moisture damage may also cause a stucco coating to separate from its masonry backing. To repair it, remove loose or deteriorated stucco and patch with new stucco to match the original in composition, texture, color, and strength.

If masonry units themselves are damaged or missing, replacement units should match the original as closely as possible in design, material, dimension, color, texture, and detail. Beyond the individual units, any bond pattern or detailing of the original feature should be duplicated. Given the selection of brick and stone units available today, replacement in kind is generally not an issue. Consequently, substitutions of materials or masonry systems, such as concrete units for brick or exterior insulation systems for traditional stucco, are not appropriate.

Guidelines: Masonry

1. Retain and preserve masonry features that contribute to the overall historic character of a building and a site, including walls, foundations, roofing materials, chimneys, cornices, quoins, steps, buttresses, piers, columns, lintels, arches, and sills.

2. Protect and maintain historic masonry materials, such as brick, terra-cotta, limestone, granite, stucco, slate, concrete, cement block, and clay tile, and their distinctive construction features, including bond patterns, corbels, water tables, and historically painted or unpainted surfaces.

3. Protect and maintain historic masonry surfaces and features through appropriate methods:

- Surfaces and features should be regularly inspected for signs of moisture damage, vegetation, structural cracks or settlement, deteriorated mortar, and loose or missing masonry units.
- Adequate drainage should be provided to prevent water from standing on flat, horizontal surfaces, collecting on decorative elements or along foundations and piers, and rising through capillary action.
- Masonry should be cleaned only when necessary to remove heavy soiling or prevent deterioration. Use the gentlest means possible.
- Historically painted masonry surfaces should be repainted when needed.

Many of Dandridge's brick buildings were constructed using older mortar, which was very soft and allowed buildings and walls to "breathe." Using newer, harder mortars (like Portland cement) is not appropriate for these types of structures when re-pointing or replacing bricks as it causes spalling of the brick through hydrostatic pressure. See NPS Preservation Brief #2 for more information.

4. Repair historic masonry surfaces and features using recognized preservation methods for piecing-in, consolidating, or patching damaged or deteriorated masonry. It is not appropriate to apply a waterproof coating to exposed masonry rather than repair it as this will ultimately damage the masonry.

5. Re-point masonry mortar joints if the mortar is cracked, crumbling, or missing or if damp walls or damaged plaster indicate moisture penetration. Before re-pointing, carefully remove deteriorated mortar using hand tools. Replace the mortar with new mortar that duplicates the original in strength, color, texture, and composition. Match the original mortar joints in width and profile.

6. If replacement of a deteriorated detail, module, or element of a historic masonry surface or feature is necessary, replace only the deteriorated portion in kind rather than the entire surface or feature. Consider compatible substitute materials only if using original material is not technically feasible or unavailable.

7. If replacement of a large historic masonry surface or entire feature is necessary, replace it in kind, matching the original in design, detail, dimension, color, pattern, texture, and material. Consider compatible substitute materials only if using the original material is not technically feasible or unavailable.

8. If a historic masonry feature is completely missing, replace it with a new feature based on accurate documentation of the original feature or a new design compatible with the scale, size, material, and color of the historic building and district.

9. Test any cleaning technique, including chemical solutions, on an inconspicuous sample area well in advance of the proposed cleaning to evaluate its effects. It is not appropriate to clean masonry features and surfaces with destructive methods, including grit blasting, sand blasting, and high-pressure power washing.

10. It is not appropriate to paint unpainted masonry surfaces that were not painted historically.

2.3 Materials: Architectural Metals

In Dandridge's historic district, particularly in the downtown business area, a variety of architectural metals are employed in the detailing and the surfacing of several buildings and site features. Architectural metals are commonly used for numerous roofing and guttering applications, including standing-seam roofs, flashing, gutters, downspouts, cornices, and copings. Beyond those building features, other architectural elements often crafted or detailed in metal include storm doors and windows, vents and grates, casement windows and industrial sash, railings, storefronts, hardware, and trim. Architectural metals may also appear throughout the district in the form of fences, gates, streetlights, signs, signposts, site lighting, statuary, fountains, and grates.

Traditional architectural metals, such as copper, tin, terne plate, cast iron, wrought iron, lead, and brass, and more contemporary metals, such as stainless steel and aluminum, may be found in the historic district. Mid-twentieth century materials such as porcelain coated steel, similar to that found in Lustron prefabricated houses, may also be present on some storefronts. The shapes, textures, and detailing of these metals reflect the nature of their manufacture, whether wrought, cast, pressed, rolled, or extruded.

Things to consider as you plan

The preservation of architectural metal surfaces, features, and details requires regular inspection and routine maintenance to prevent their deterioration due to corrosion, structural fatigue, or water damage. Corrosion, or oxidation, of metal surfaces is a chemical reaction usually resulting from exposure to air and the moisture it contains, but corrosion can also result from galvanic action between two dissimilar metals. With all ferrous metal surfaces, maintaining a sound paint film is critical in protecting the surfaces from corrosion. If a paint film fails, leaving a ferrous metal unprotected, corrosion begins. The subsequent removal of all rust and immediate priming with a zinc-based primer or other rust-inhibiting primer is critical to halt the deterioration and prevent future corrosion. For fragile corroded metals, coating with a rust converter may be the best solution to halting further corrosion. Copper and bronze surfaces develop a distinctive patina and should not be painted.

The cleaning of architectural metals varies, depending on how soft, or malleable, the metals are. Soft metals, such as lead, tin, terne plate, and copper, are best cleaned with chemical cleaners that will not abrade their soft surface texture. However, any chemical cleaner should always be tested on an inconspicuous sample area in advance to determine if it will discolor or alter the metal itself. Abrasive cleaning techniques such as grit blasting are too harsh for soft metals and should never be used on them. Once they are cleaned, unpainted soft metal elements like brass or bronze hardware may be protected from corrosion with a clear lacquer.

Cleaning hard metals, such as cast or wrought iron and steel, is best accomplished by hand scraping or wire brushing to remove any corrosion before repainting. In extreme cases a low-pressure (80–100 lbs. per square inch) glass bead abrasive cleaning may be necessary if wire brushing has proven ineffective.

Patching or replacing deteriorated metal in kind is always preferable to using substitute materials. Corrosion due to galvanic reaction between dissimilar metals limits the options of patching one metal with another. If a detail of a painted metal feature such as a decorative cornice is missing or deteriorated, replacement in kind may not be feasible, and the replication of the detail in fiberglass, wood, or aluminum may be appropriate. Asphalt products such as roofing tar corrode metals and should never be used to patch flashing or other metal surfaces.

Guidelines: Architectural Metals

1. Retain and preserve architectural metal features that contribute to the overall historic character of a building and a site, including such functional and decorative elements as roofing, flashing, storefronts, cornices, railings, hardware, casement windows, and fences.

2. Retain and preserve architectural metals, such as copper, tin, brass, cast iron, wrought iron, lead, and terne plate, which contribute to the overall historic character of the district or landmark.

Standing-seam terne plate roofs are not uncommon in the historic district, and are found on both commercial and residential buildings.

3. Protect and maintain historic architectural metal surfaces and features through appropriate methods:

- Inspect regularly for signs of moisture damage, corrosion, structural failure or fatigue, galvanic action, and paint film failure.
- Provide adequate drainage to prevent water from standing on flat, horizontal surfaces and collecting on decorative elements.
- Clear metal roofs and gutters of leaves and debris.
- Retain protective surface coatings, such as paint and lacquers, to prevent corrosion.
- Clean when necessary to remove corrosion or to prepare for recoating. Use the gentlest effective method.
- Repaint promptly when paint film deteriorates.

4. Repair deteriorated historic architectural metal features and surfaces using recognized preservation methods for splicing, patching, reinforcing, and rust converters.

5. If replacement of a deteriorated detail or element of a historic architectural metal feature is necessary, replace only the deteriorated portion in kind rather than the entire feature. Match the original detail or element in design, dimension, texture, and material. Consider compatible substitute materials only if using the original material is not technically feasible or unavailable.

6. If replacement of an entire historic architectural feature is necessary, replace it in kind, matching the original feature in design, dimension, detail, texture, and material. Consider compatible substitute materials only if using the original material is not technically feasible or unavailable.

7. If a historic architectural metal feature is completely missing, replace it with a new feature based on accurate documentation of the original design or a new design compatible in scale, size, and material with the historic building and district.

8. Clean soft metals, including lead, tin, terne plate, and copper, with chemical solutions after pretesting them to ensure that they do not damage the color and the texture of the metal surface. It is not appropriate to clean soft metal surfaces with destructive methods like grit blasting.

9. Clean hard metals such as cast iron, wrought iron, and steel using the gentlest means possible. Consider low-pressure glass bead blasting only if hand scraping and wire brushing have been ineffective.

This cast-iron gate will need to have the rust removed and be repainted in order to preserve it.

10. It is not appropriate to introduce architectural metal features or details to a historic building in an attempt to create a false historical appearance or if it will damage its architectural character.

11. It is not appropriate to patch metal roofs or flashing with tar or asphalt products.

3.1 Building Envelope: Roofs

Roof form and pitch characterize many buildings in Dandridge. Roofs can be flat, sloped, hipped, curved, or arranged in various combinations of these forms. Certain architectural styles are clearly distinguished by roof types. Depending on the age and the style of the building, the original roofing may have been any of a variety of materials, including wood or metal shingles, slates, clay tiles, and standing-seam metal. Asphalt and asbestos shingles became popular roofing materials in the twentieth century both for new construction and for reroofing of earlier buildings. Historic roofing materials were usually dark in color.

Things to consider as you plan

It is important to retain and preserve historic roofs that create distinctive effects through shapes or color. To alter or remove them would result in the loss of significant architectural features. If a roofing material must be replaced and is not readily available, a property owner should select a compatible substitute material that closely resembles the original. A return to historic materials when the roof was more recently altered will enhance the architectural character of a building. If a roofing material is clearly distinctive to a building's architectural style, retaining or replacing it in kind is important. For example, a Mission-style building that features a clay tile roof should not be reroofed with fiberglass shingles. This principle applies to shingle patterns as well; if a mansard roof is decorated with polychromatic slates, their removal would compromise the building's architectural character.

Routine care and maintenance of a roof are critical. A leaky roof often results in water damage to both the structural and design elements of a building. It is wise to keep a roof free of leaves and debris and inspect it regularly for leaks, checking for loose or damaged shingles, slates, or tiles and repairing them immediately. Slate and clay tiles are extremely durable but brittle. They can last more than a century, but their fasteners, flashing, and sheathing may not. However, if they are carefully reset, they may last another lifetime. Metal roofs, another sustainable choice if kept painted, can also last 100 years. By contrast, a good-quality fiberglass shingle roof will last twenty to thirty years. Applying an elastomeric coating to a deteriorated metal roof can greatly extend its lifespan but coating valleys or roofing materials with roofing tar can accelerate their deterioration. Because modern prefab metal roofs have large ridge and hip caps, they are not appropriate substitutes for true standing seam metal roofs. The metal flashing around chimneys and at the juncture of roof planes must be maintained and replaced as necessary. Using terne-coated metal (which requires paint), copper, or rolled aluminum with a factory-applied finish to construct valleys is far more authentic in appearance and longer lasting than weaving asphalt shingles. Gutters, scuppers, and downspouts must be cleaned out often and kept in good repair to successfully carry water off the roof. Distinctive built-in gutters that are incorporated into the roof and concealed from view within a boxed cornice are important to retain. However, they must be kept properly functioning to avoid undetected damage to the structure. The distinctive shape of half-round gutters is typical for exposed gutters and preserves cornice crown molding.

Adding solar collectors that optimize panel angle and orientation that are sensitively placed on historic roofs can be a challenge. It is best to look for roof planes not visible from the street and in areas where historic roof features will not be damaged and the historic character of the building is not diminished.

Guidelines: Roofs

1. Retain and preserve roofs and roof forms that contribute to the overall historic character of a building, including their functional and decorative features, such as roofing materials, cresting, dormers, chimneys, cupolas, and cornices.

2. Protect and maintain the metal, wooden, and masonry elements of historic roofs through appropriate methods:

- Inspect regularly for signs of deterioration and moisture penetration
- Gutters and downspouts should be regularly cleaned and cleared to ensure proper drainage.
- Deteriorated flashing should be replaced as necessary.
- Appropriate protective coatings should be applied to metal roofs as necessary
- Maintain adequate ventilation of roof sheathing to prevent moisture damage
- Ensure that roofing materials are adequately anchored to resist wind and water.

3. Repair historic roofs and their distinctive features through recognized preservation methods for resetting or reinforcing.

4. If replacement of a partially deteriorated historic roof feature is necessary, replace only the deteriorated portion in kind to match the original feature in design, dimension, detail, color, and material. Consider compatible substitute materials only if using the original material is not technically feasible or if original material is unavailable.

5. If full replacement of a deteriorated historic roofing material or feature is necessary, replace it in kind, matching the original in scale, detail, pattern, design, material, color, and details such as ridge and hip caps. Consider compatible substitute materials only if using the original material is not technically feasible.

Example of a decorative roofline feature in the historic district. These are character-defining features and need to be maintained.

6. If a historic roof feature is completely missing, replace it with a new feature based on accurate documentation of the original feature or a new design compatible in scale, size, material, and color with the historic building and district.

7. It is not appropriate to remove a roof feature that is important in defining the overall historic character of a building, but repair or replace it (per Ord.13/14-26)

8. If new gutters and downspouts are needed, install them so that no architectural features are lost or damaged. Select new gutters and downspouts that match trim color, unless they are copper. For modest postwar roofs, galvanized metal may be an appropriate choice. Retain the shape of traditional half-round gutters and downspouts if replacing them.

9. It is not appropriate to replace concealed, built-in gutter systems with exposed gutters.

10. It is not appropriate to introduce new roof features such as skylights, dormers, or vents if they will compromise the historic roof design, or damage character-defining roof materials or the character of the historic district or landmark.

11. Install ventilators, antennas, skylights, or mechanical equipment in locations that do not compromise character-defining roofs or on roof slopes not visible from the street.

12. Solar collectors should not alter the existing profile of the roof nor be highly visible, particularly from the front of the house. They should be mounted flush on rear-facing roofs, or placed on the ground in an inconspicuous location.

13. Skylights that are installed on a historic roof should be as unobtrusive as possible and not visible from a public street. Flat skylights that blend with the roof are most appropriate. Sculptural or bubble-type skylights are not appropriate.

14. It is not appropriate to install exposed tarpaper rolls as a finished roofing material or roofing tar as a replacement for valley flashing.

15. It is not appropriate to patch any roofing or flashing with tar or asphalt products.

Examples of varying roof styles and materials in Dandridge's downtown.

3.2 Building Envelope: Exterior Walls

Through their shape, features, materials, details, and finishes, exterior walls contribute to the form and the character of historic buildings. They also provide opportunities for stylistic detailing and ornamentation. Features such as projecting bays, chimneys, towers, and pediments boldly manipulate the shapes of exterior walls. In addition, quoins, corner boards, cornices, brackets, entablatures, and skirt boards all embellish the connections between wall planes or from exterior walls to other building elements. Variations in exterior wall materials contribute further to the pattern, texture, scale, color, and finish of the building exterior. Combinations of a variety of materials, including brick with stone details or lapped siding with wooden shingles, can result in noteworthy designs. Materials differ in post-1945 structures where aluminum siding and asphalt or asbestos shingles are often present, as are bricks in noticeably different textures and sizes from previous periods.

Things to consider as you plan

Routine inspection, maintenance, and repair of exterior walls should follow the guidelines for the specific wall materials.

Replacement of deteriorated exterior wall materials and details requires careful attention to the scale, texture, pattern, and detail of the original material. The three-dimensionality of wood moldings and trim, the distinctive texture of weatherboards, and the bonding pattern of masonry walls are all important to duplicate when replacement is necessary. Generally, replacement or concealment of exterior wall materials with substitute materials is not appropriate. For example, the application of synthetic sidings or contemporary stucco-like coatings in place of the original materials results in a loss of original fabric, texture, and detail. In addition, such surfaces may conceal moisture damage or other causes of structural deterioration from view. New architectural products are constantly being introduced and sorting out their appropriateness for historic buildings can be complex. Beyond visual compatibility, the selection and evaluation of alternative materials should include their effect on the underlying historic material, durability, sustainability in terms of material product and associated manufacturing, short term and long term costs, and changes in current technology or availability.

The loss of a distinctive exterior wall feature such as a projecting chimney or window bay would compromise the character of a historic building. Similarly, the introduction of a new feature, such as a window or door opening, can also compromise the integrity of the original wall. Alterations such as these require a clear understanding of the significant characteristics of the original wall and also the wall’s role in creating the building’s significance. Using that knowledge, a compatible change that will not diminish the building’s architectural character may be developed.

Guidelines: Exterior Walls

1. Retain and preserve exterior walls that contribute to the overall historic form and character of a building, including their functional and decorative features, such as cornices, foundations, bays, quoins, arches, water tables, brackets, entablatures, and storefronts.

2. Retain and preserve exterior wall materials that contribute to the overall historic character of a building, including brickwork, stucco, stone, wooden shingles, wooden siding, asbestos siding, and metal, wooden, or masonry trim.

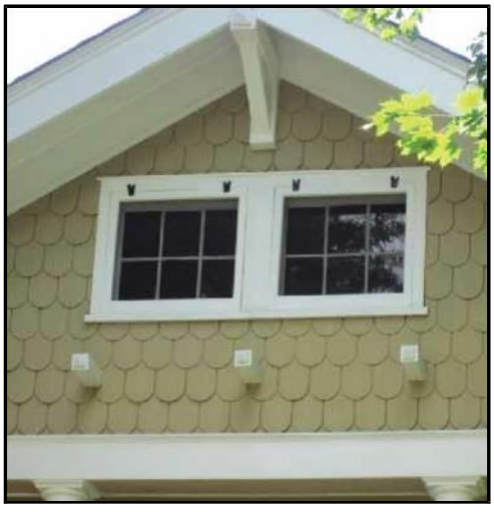
3. Protect and maintain the material surfaces, details, and features of historic exterior walls through appropriate methods:

- Inspect regularly for signs of moisture damage, vegetation, fungal or insect infestation, corrosion, and structural damage or settlement
- Adequate drainage must be provided to prevent water from standing on flat, horizontal surfaces and collecting on decorative elements or along foundations
- Exterior walls should be cleaned as necessary to remove heavy soiling or to prepare for repainting. Use the gentlest methods possible
- Protective surface coatings, such as paint or stain, should be retained to prevent deterioration
- Protective surface coatings, such as paint or stain, should be reapplied when they are damaged or deteriorated

4. Repair historic exterior wall surfaces, details, and features using recognized preservation repair methods for the surface material or coating.

5. If replacement of a deteriorated detail or element of a historic exterior wall is necessary, replace only the deteriorated portion in kind rather than the entire feature. Match the original in design, dimension, detail, texture, pattern, color, and material. Consider compatible substitute materials only if using the original material is not technically feasible or unavailable.

Decorative shingles are common exterior cladding on both Victorian and Craftsman homes.



6. If replacement of an entire historic exterior wall or feature is necessary because of deterioration, replace it in kind, matching the original in design, dimension, detail, texture, color, and material. Consider compatible substitute materials only if using the original material is not technically feasible or unavailable.

7. If a historic exterior wall or feature is completely missing, replace it with a new wall or feature based on accurate documentation of the original or a new design compatible with the historic character of the building and the district.

8. It is not appropriate to introduce new features such as window or door openings, bays, vents, balconies, or chimneys to character-defining exterior walls if they will compromise the architectural integrity of the building.

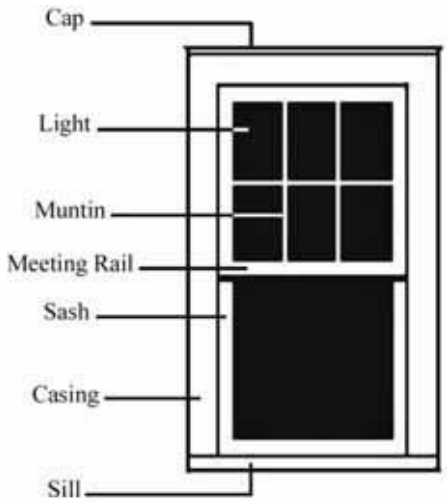
9. It is not appropriate to remove or cover any material detail associated with historic exterior walls, including decorative shingles, panels, brackets, bargeboards, and corner boards, unless an accurate restoration requires it.

10. It is not appropriate to cover historic wall material, including wooden siding, wooden shingles, stucco, brick, and stonework, with coatings or contemporary substitute materials, such as vinyl, aluminum or hardiplank.

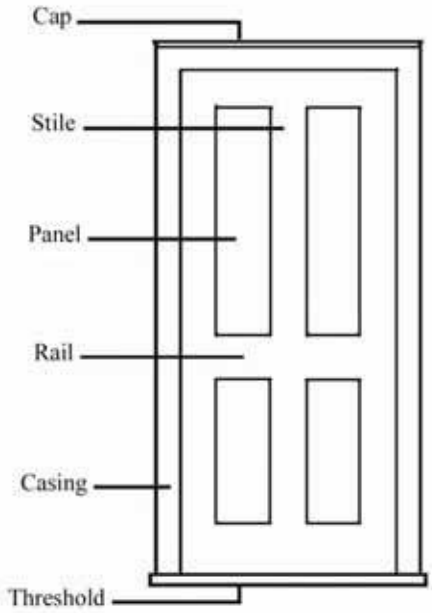
11. It is not appropriate to introduce features or details to an exterior wall in an attempt to create a false historical appearance.

3.3 Building Envelope: Windows and Doors

The various arrangements of windows and doors, the sizes and the proportion of openings, and the decorative elements associated with them are used to achieve architectural stylistic effects on buildings. Although many types of windows are found in early Dandridge buildings, most are wooden double-hung windows. Each sash, depending on the style and the age of the house, may be divided, usually by muntins that hold individual panes in place. Doors with various panel configurations as well as a combination of solid panels and glazing are found throughout the historic district. Decorative glass is sometimes found, often in entry sidelights and transoms or individual fixed sash. The introduction of mass-produced metal windows and doors contribute to the variety of configurations, like picture windows and clerestories found in post-war architecture. More so than houses, commercial and institutional buildings often established a hierarchy through the placement, size, and scale of windows and doors. The front façade, particularly its first floor, was usually distinguished from the less significant façades with larger, more decorative windows and doors.



Elements of a Double-Hung Window



Elements of a Paneled Door

Things to consider as you plan

Improper or insensitive treatment of the windows and doors of a historic building can seriously detract from its architectural character. Repairing the original windows in an older building is more appropriate, sustainable, and cost-effective than replacing them with new ones. Life-cycle cost analyses indicate replacement windows do not pay for themselves with energy savings. Replacement windows have a finite life and, once historic sash are replaced, the owner will need to replace them cyclically. Wood windows also have a lower carbon footprint than their vinyl or fiberglass counterparts. Routine maintenance and repair of historic wood windows is essential to keep them weather-tight and operable. Peeling paint, high air infiltration, sticking sash, or broken panes are all repairable conditions and do not necessitate replacement. Wood windows are generally easy and inexpensive to repair. For example, changing a sash cord is relatively simple, and lightly coating a window track with paste wax may allow the sash to slide smoothly. The inherent imperfections in historic glass give it a visual quality not replicated by contemporary glass manufacturing and such glazing should be retained.

If the details of a window or door, such as casing or muntins are deteriorated and must be replaced, the original character of the building and the window or the door should be a guide. Replacement of an entire unit should be considered only if repair is not feasible. Replacement units should match the original in dimension, material,

configuration, and detail. A compatible substitute material should be considered only if replacement in kind is not technically feasible. Because the replacement unit must fill the original opening, it may have to be custom-made; today's open-stock windows and doors may not match the dimensions of the existing opening. Fortunately, custom-made wood window sashes to match many original windows can be ordered at most lumber yards.

Although steel windows and doors can often be repaired, some metal windows and doors are not repairable and identical units are no longer available but new replacement units can generally be found that are similar in configuration and dimension. Changing existing window and door openings, closing existing openings, or adding new openings on a historic building should be carefully considered and undertaken only for compelling reasons. Changes to original openings in a character-defining façade should never be considered. For less significant elevations, the pattern of proposed openings should be characteristic of and complementary to the historic building and the historic district context.

Guidelines: Windows and Doors

1. Retain and preserve windows that contribute to the overall historic character of a building, including their functional and decorative features, such as frames, sash, muntins, sills, heads, moldings, surrounds, hardware, shutters, and blinds.

2. Retain and preserve doors that contribute to the overall historic character of a building, including their functional and decorative features, such as frames, glazing, panels, sidelights, fanlights, surrounds, thresholds, and hardware.

3. Protect and maintain the wood and metal elements of historic windows and doors through appropriate methods and inspect regularly for deterioration, moisture damage, air infiltration, paint failure, and corrosion.

- Provide adequate drainage to prevent water from standing on nearly flat, horizontal surfaces such as window and door sills.
- Clean the surface using the gentlest means possible.
- Limit paint removal and reapply protective coatings as necessary. Remove heavy paint build up on windows and doors to facilitate their operation
- Re-glaze sash as necessary to prevent moisture infiltration.
- Weatherstrip windows and doors to reduce air infiltration and increase energy efficiency.

4. Repair historic windows and doors and their distinctive features through recognized preservation methods for patching, consolidating, splicing, and reinforcing.

5. If replacement of a deteriorated historic window or door feature or detail is necessary, replace only the deteriorated feature in kind rather than the entire unit. Match the original in design, dimension, material, and quality of material. Consider compatible substitute materials, such as fiberglass, only if using the original material is not technically feasible or unavailable.

Examples of original historic windows and window openings at the Jefferson County Visitor Center, located in downtown Dandridge.

6. If a historic window or door unit is deteriorated beyond repair, replace the unit in kind, matching the design and the dimension of the original sash or panels, pane configuration, architectural trim, detailing, and materials. Consider compatible substitute materials, such as fiberglass, only if using the original material is not technically feasible or unavailable (per Ord.13/14-26).

7. If a historic window or a door is completely missing, replace it with a new unit based on accurate documentation of the original or a new design compatible with the original opening and the historic character of the building.

8. Replace deteriorated or missing operable wooden shutters with wooden shutters sized to fit the opening and mounted so that they can be operated. It is not appropriate to introduce shutters on a historic building if no evidence of earlier shutters exists.

9. If additional windows or doors are necessary for a new use, install them on a rear or non-character-defining elevation of the building, but only if they do not compromise the architectural integrity of the building. Design such units to be compatible with the overall design of the building, but not to duplicate the original.

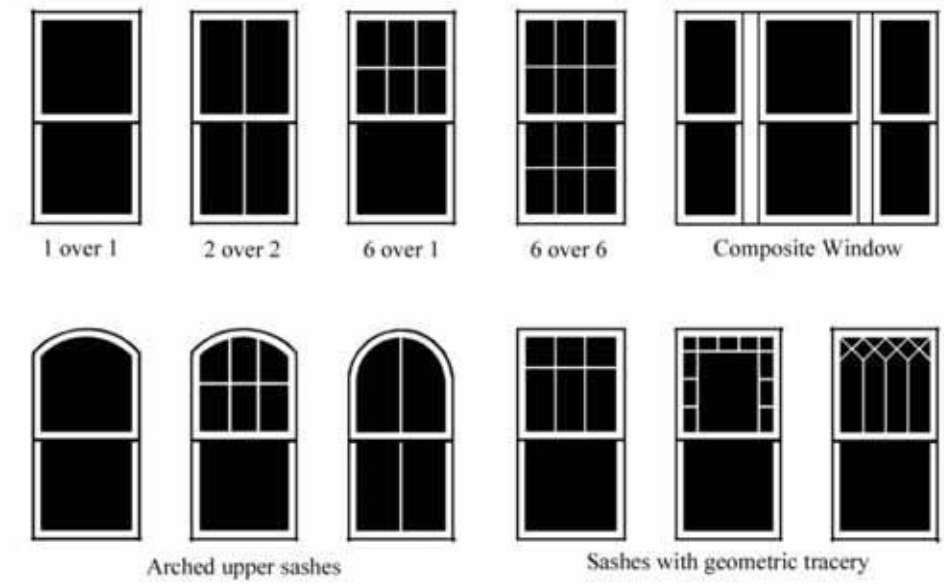
10. If desired and where historically appropriate, install fabric awnings over window, door, storefront, or porch openings with care to ensure that historic features are not damaged or obscured. (Also, refer to Section 4.9 Site Features: Awnings on page 45) (per Ord.13/14-26)

11. It is not appropriate to remove original doors, windows, shutters, blinds, hardware, and trim from a character-defining façade.

12. It is not appropriate to remove any detail material associated with windows and doors, such as stained glass, beveled glass, textured glass, or tracery, unless an accurate restoration requires it.

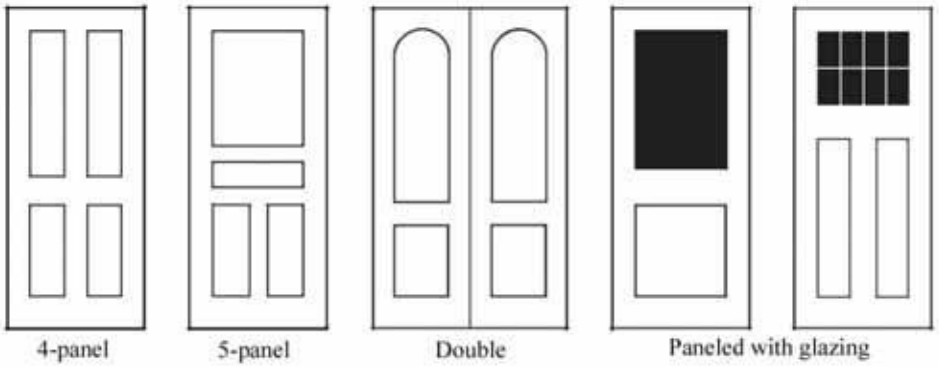
13. It is not appropriate to use snap-in muntins, nor muntins or blinds between the glass to create a false divided-light appearance.

14. It is not appropriate to replace clear glazing with tinted or opaque glazing.



In the historic district, vertically proportioned wooden windows with operable double-hung sashes are quite common. The sashes are often subdivided into smaller panes, or lights.

Wooden doors in a variety of panel and glazing combinations are found throughout the historic district.



4.1 Site Features: Storefronts & Entryways

For many historic commercial buildings the storefront is the most prominent architectural feature. Although a storefront is often stylistically and visually tied to the street façade, it is usually differentiated from the upper façade by large display windows flanking the main entry and by a change in materials. Typical functional and decorative features of a storefront include display windows, doors, transoms, signs, shade providing awnings, columns, pilasters, entablatures, and bulkhead panels. Storefronts with recessed entrances also incorporate an exterior ceiling area and an extension of the sidewalk often surfaced by decorative floor tiles.

Most historic commercial buildings in downtown Dandridge range from two to three stories in height, and their street façades are vertical in proportion. Typically, storefront display windows rest on low wooden recessed panels or on bulkheads constructed of masonry. Some storefronts use recessed entries to draw the pedestrian into the store and maximize the display window area. The exceptions to this style are the early nineteenth century tavern buildings, which are now incorporated into the rows of twentieth century commercial buildings. Post-1945 storefronts embraced more modern materials and streamlined styles, and departed slightly from the typical brick commercial buildings through a prominent use of metals such as aluminum.

Things to consider as you plan

Storefronts require the same sort of regular inspections and routine maintenance that other window and door components do. Repair or replacement of deteriorated storefront features and materials requires careful attention to retaining or matching the original design in detail, dimension, material, and color. The loss of distinctive storefront features can seriously compromise the architectural integrity of the entire historic building. If a feature cannot be repaired, the best option is always to replace it with materials in-kind so as to keep the same look. The substitution of inappropriate contemporary materials, such as permastone/formstone and vinyl or aluminum panels, for traditional storefront materials, such as wood or tile or brick, diminishes the storefront's contribution to the building's architectural character.

Because the storefront is such a prominent feature for most commercial buildings, it was frequently modified or altered by business owners in an effort to make a new or more modern visual statement. When later modifications conceal original storefront features, such as transoms, bulkheads, or display windows, their removal should be considered. For example, the removal of later signage may reveal the original textured glass transom still intact. Any changes that have reduced the size of an original storefront opening in the building façade or filled in the opening completely are inappropriate, and their removal should also be considered.

If an inappropriate storefront has completely replaced the original storefront, a new storefront based on accurate documentation of the original is preferred. If accurate documentation is not available, then a new design compatible with the building in scale, size, and material is appropriate. Compatible, contemporary signage can often be successfully incorporated on a new or existing storefront in traditional signage locations, including the mid-cornice, the awning, the display windows, or the tiles of the recessed entry.

Guidelines: Storefronts & Entryways

1. Retain and preserve storefronts that contribute to the overall historic character of a building, including such functional and decorative features as transoms, display windows, doors, entablatures, pilasters, recessed entries, and signs.

2. Protect and maintain historic storefront features and materials through appropriate methods:

- Inspect regularly for signs of moisture damage, rust, fungal or insect infestation, cracked glass, and structural damage or settlement.
- Provide adequate drainage to prevent water from standing on flat, horizontal surfaces and collecting on decorative elements.
- Clean painted surfaces regularly using the gentlest means possible, and repaint only when the paint film is damaged or deteriorated.
- Retain protective surface coatings, such as paint or stain, to prevent damage to storefront materials from moisture or ultraviolet light.

3. Repair historic storefront features using recognized preservation methods for patching, consolidating, splicing, and reinforcing.

4. If replacement of a deteriorated detail or element of a historic storefront feature is necessary, replace only the deteriorated detail or element in kind rather than the entire feature. Match the original detail or element in design, dimension, color, and material. Consider compatible substitute materials only if using the original material is not available.

5. If replacement of an entire historic storefront feature is necessary, replace it in kind, matching the original feature in design, dimension, detail, texture, color, and material. Consider compatible substitute materials only if using the original material is not technically feasible or unavailable.

Traditional storefronts in the district had centrally located and recessed entrances, flanked on either side by display windows. Entrances often had projecting awnings, which were originally fabric, but shifted to materials such as aluminum in the 1960s and wood shingles in the 1970s.

6. If a historic storefront feature or an entire storefront is missing, replace it with a new feature or storefront based on accurate documentation. If accurate documentation is not available, then utilize a new design compatible with the building in scale, size, material, and color.

7. If desired, introduce new signage that is compatible with the storefront in material and scale. It is not appropriate to install signage that damages, obscures, or diminishes the character-defining features of the storefront.

8. If desired and historically appropriate, introduce fabric awnings that are compatible with the storefront in scale and form. It is not appropriate to install awnings that damage or compromise the storefront's character-defining features. (Also, refer to Section 4.9 Site Features: Awnings on page 45) (per Ord.13/14-26)

9. It is not appropriate to clean storefronts with destructive methods such as sandblasting, power washing, and using propane or butane torches. Clean using gentle methods such as low-pressure washing with detergents and natural bristle brushes. Chemical strippers can be used only if gentler methods are ineffective.

10. It is not appropriate to strip wooden storefront surfaces that were historically painted down to bare wood and apply clear stains or sealers to create a natural wood appearance.

11. It is not appropriate to replace or cover historic wood or masonry storefront and entry elements with contemporary substitute materials such as aluminum, vinyl, permastone/formstone, or cement board siding (per Ord.13/14-26).

12. It is not appropriate to introduce storefront features or details to a historic building in an attempt to create a false historical appearance.

4.2 Site Features: Fences

In Dandridge, fences have historically served both decorative and utilitarian functions. Fences have typically been constructed from wood or metal. Plantings and hedges were cultivated for both decorative and screening purposes, functioning as natural fences. Utilitarian fences and walls served to secure boundaries, confine animals, protect planted areas, and provide visual privacy. They were generally used in rear yard locations and were not usually visible from the street. Traditionally, utilitarian fences were constructed of vertical wooden slats or pickets, woven wire fencing mounted on wooden posts.

Things to consider as you plan

Preservation of existing historic fences and walls requires routine maintenance and repair when necessary. Keeping the bottom edge of wooden fence lines raised slightly above the ground and protected by a sound paint film, opaque stain, or wood preservative will significantly extend their life span. When deteriorated pickets or boards must be replaced, decay-resistant or pressure-treated wood should be selected. Cast iron fences require similar separation from ground moisture and protection with a sound paint film to prevent corrosion. Removal of all rust and immediate priming with an appropriate metal primer are critical to the repainting process. If replacement is necessary, a variety of traditional and contemporary cast-iron fencing is manufactured today. Masonry walls, except those that are stucco coated, are usually unpainted. The structural integrity of a masonry wall can be compromised by deteriorated mortar joints, vegetation, and improper drainage of ground or surface water. Re-pointing as necessary and maintaining or introducing drainage weep holes near the base of masonry walls are advisable. Coating uncoated masonry walls with paint or sealants instead of properly repairing them may exacerbate any moisture problems and diminish their historic character. The guidelines for wood (1.1), masonry (1.2), and architectural metals (1.3) provide additional information on proper maintenance and repair of traditional fence and wall materials.

A need for security or privacy or the desire to enhance a site may lead to a decision to introduce a new fence or wall. Within the historic districts and landmarks any proposed fence is reviewed with regard to the compatibility of location, materials, design, pattern, scale, and spacing with the character of the principal building on the site and the historic district. Screening plantings that are visually opaque are reviewed as fences or walls depending on their mature height. Although compatible contemporary designs constructed in traditional materials are appropriate in some districts, new fencing or wall systems constructed of incompatible contemporary materials such as vinyl or chain-link fencing and imitation stone or stucco are not.

Guidelines: Fences

1. Retain and preserve fences and walls that contribute to the overall historic character of a building or a site, including such functional and decorative elements as gates, decorative rails and pickets, pillars, posts, and hardware.

2. Retain and preserve exterior fence and wall materials that contribute to the overall historic character of a building or a site, including brickwork, stucco, stone, concrete, wood, cast iron, and wrought iron.

3. Protect and maintain the wood, masonry, and metal elements of fences and walls through appropriate surface treatments:

- Inspect regularly for signs of moisture damage, corrosion, structural damage or settlement, vegetation, and fungal or insect infestation.
- Provide adequate drainage to prevent water from standing on flat, horizontal surfaces and collecting on decorative elements or along wall foundations.
- Clean fences and walls as necessary to remove heavy soiling or corrosion or to prepare them for repainting. Use the gentlest means possible.
- Retain protective surface coatings such as paint to prevent deterioration or corrosion.
- Reapply protective surface coatings such as paint when they are damaged or deteriorated.
- Follow the guidelines for masonry, architectural metals, and wood where applicable.

4. Repair fences and walls using recognized preservation repair methods for the material or the surface coating.

This decorative cast-iron fence will need a new protective coat of black paint to prevent further deterioration.

5. If replacement of a deteriorated detail or element of a historic fence or a wall is necessary, replace only the deteriorated portion in kind rather than the entire feature. Match the original in design, dimension, detail, texture, pattern, and material based on documentation (photographic or otherwise) of the origin. Consider compatible substitute materials only if using the original material is not technically feasible or unavailable.

6. If replacement of an entire historic fence or wall is necessary because of deterioration, replace it in kind, matching the original in design, dimension, detail, texture, pattern, and material. Consider compatible substitute materials only if using the original material is not technically feasible or unavailable.

7. If compatible new fences and walls are introduced, they should be constructed of traditional materials and should only be present in locations and configurations that are characteristic of the historic district. Keep the height of new fences and walls consistent with the height of traditional fences and walls in the district. Where new retaining walls are necessary, limit their height to three feet or less.

8. All new fences should be compatible in material, height, configuration, scale, detail, and finish. Due to the range of materials presently available for fencing, the Dandridge Historic Zoning Commission reserves the right to review plans for new fences on a case by case basis. Yards and lawns, regardless of their location at the front, side, or rear of a house or building, shall be treated as a landscape and any new materials used in fencing should fit the context of that landscape.

> **Example:** A chain link fence would not be appropriate in the front yard but might be appropriate for the back yard, especially if painted black, brown, or green. The Commission may suggest adding shrubs or plantings to mitigate the view of chain link fences at corner lots.

9. It is not appropriate to cover historic fence or wall material, including wood, stone, brick, stucco, concrete, or cement block, with contemporary substitute coatings or materials.

10. It is not appropriate to introduce visually opaque screening plantings, walls, or fences taller than 42” or more than 65% solid into the front yard area (and/or street side yard area of a corner lot). Introduction of retaining walls where none existed should be avoided.

11. New fences should be sited in locations that are compatible with the traditional relationship of fences to district properties of similar architectural style and sites of similar size.

12. Do not install wooden plank fences, privacy fences, solid wall brick fences, or chain link fences on the sidewalk or primary elevation property line. These types of fences are only appropriate for rear yards up to the façade line (per Ord.13/14-26).

4.3 Site Features: Signage

Signs serve multiple purposes: they identify, provide information, advertise, and are decorative features. Signs play a particularly important role in the appearance of commercial districts. They have been placed in certain traditional locations, and complement the architecture of the building.

Twentieth-century signs added to earlier commercial buildings were less architecturally integrated with the façade. Some projected out from the planes of buildings. The size and scale of signage also increased from the more pedestrian-oriented signs of the late 1800s to ones that are more eye-catching to motorists. By the 1930s and 40s, neon-lit signs gained popularity, as did signs that incorporated electrical lighting. Post-World War II signage readily incorporated new technology, materials, and graphic styles.

Historic signs that contribute to the overall historic character of the district should be retained and preserved. New signage should be designed to be compatible in orientation, location, height, scale, material, and configuration with the historic character of the entire district. New signage should not compromise or diminish the overall historic character of the buildings and the district.

Things to consider as you plan

Significant historic signs within the districts or landmark properties should be preserved and maintained. Original signage incorporated into the architectural detail of commercial buildings should also be preserved.
The compatibility of new signage in the districts should be reviewed in terms of location, size, materials, scale, and character. All new signage must comply with Dandridge's sign ordinances. New signage must be impermanent; removal of signage should not damage or undermine the historic character of buildings or result in the need for unnecessary paint, repair, or other similar alterations.

For commercial adaptive uses in a historic district with residential character, small simple signs constructed of traditional sign materials and affixed flush to the body of the building near the front door are considered appropriate. Alternatively, the sign might be applied to the glazing of a storm or front door. For historic institutional uses within predominantly residential districts, simple signs constructed of traditional sign materials should be discreetly located. Small historic plaques and markers are usually mounted near the entrance on the exterior wall in a location where no architectural detail is damaged or concealed.

Signs in commercial districts can reflect the era and the character of the building and the historic district. They can also incorporate contemporary design and materials if their scale and location are historically appropriate. Antique signs may even be restored for contemporary use. Awnings provide an opportunity for commercial signage, as do storefront display windows and transoms. New signage on commercial and institutional buildings should be compatible with and enhance the architectural style and details of the building façade and never obscure or damage significant building features or details.

Guidelines: Signage

1. Retain and preserve historic signs that contribute to the overall historic character of the building or the district.

2. Introduce new signage that is compatible in material, size, scale, and character with the building or the district. Design signage to enhance the architectural character of a building. Signs should be designed as an integral part of the overall building design.

3. Wall signs should be placed on the flat surface of the building and not exceed the height of the building cornice Walls signs above the first floor are to be proportionate to the building façade (per Ord.13/14-26).

4. Signs or advertising should only be located within the valence of an awning.

5. If desired, small identification signs and bronze historic plaques for residential and commercial buildings may be installed so that no architectural features or details are obscured or damaged.

6. For commercial and institutional buildings, design signs to be integral to the overall building façade. It is not appropriate to cover a large portion of a façade or any significant architectural features with signage. Any sign that visually overpowers the building or obscures significant architectural features is inappropriate. Transom glass should never be obscured by signage.

Historic signs like these in downtown Dandridge should be restored or preserved, as they contribute to the overall character of the building, as well as the district.

7. Locate signs above storefront windows, below second-story windows on the sign board, or on the storefront windows themselves (30% is the maximum coverage), or off the front of the building as a projecting sign (per Ord.13/14-26).

8. Introduce new signs, including graphics for windows or the valence area on awnings, that are easily read and of simple design. Keep the size of graphics on windows or awning valances in scale with the feature. It is not appropriate to obscure the view through a large portion of a window with graphics.

9. Do not use more than one freestanding sign per street frontage.

10. Symbols and logo may be used on signage (and signs may take on those forms, e.g., eyeglasses, ice cream cones) as long as their purpose is to help identify a business and make it pedestrian friendly. If that logo is used alone, it is counted as a sign. If there are multiple businesses within a building, one directory sign will serve the multiple tenants.

11. Contemporary / new sign designs may be inspired by 19th and early 20th century sign styles. Colonial style signs with "ye olde" language do not accurately reflect Dandridge's history and therefore are not appropriate.

12. Construct new signs of historic sign materials, such as wood, stone, and metal, or of contemporary materials compatible with the character of the historic district or landmark building. The use of brass letters, gold leaf, and glass is appropriate. Materials such as plywood, plastic substrates, and unfinished wood are considered inappropriate for the district.

13. Mount flush signboards in appropriate locations on façades so that no architectural details or features are obscured or damaged. On masonry buildings, holes for fasteners should be placed in the mortar joints, not the masonry unit. Wall signs should not exceed the height of the building cornice. Sign brackets for projecting signs should be located no higher than second floor window sills.

14. Freestanding signs may be installed in appropriate locations on low standards or ground bases. Consider screening the base of ground signs with plantings to enhance its appearance. The location, size, and placement of signs should complement those of adjacent and neighboring buildings. Avoid signs that are out of scale.

15. Light signs in a manner compatible with the historic character and the pedestrian scale of the historic district.

Lighting for signs should be appropriate:

a. Light fixtures for signs should be appropriate for the building. Concealed lighting is encouraged but projecting fixtures appropriate to the historic period of the building may also be used.
b. Light sources should be indirect (shielded). Avoid high-intensity flood lights.
c. Internally lit signs are inappropriate.
d. Electronic and dynamic signs are prohibited within the district
e. No sign shall have internal illumination or intermittent blinking or flashing illumination (*except marquee signs upon approval by the Historic Planning Commission).* (per Ord.13/14-26)

Additional Guidelines for Hwy 25/70 Business Zone

16. The number of signs per building should be kept to a minimum.
    a. A business should have no more than two signs per building. The primary sign shall not exceed 32 square feet and the secondary sign shall not exceed 16 square feet. A third sign will be allowed if it is a painted window sign. Painted window signs shall not exceed a total area of 30% of the total glass area on the window.
    b. A freestanding sign in the Hwy 25/70 Business Zone shall not exceed 12 feet in height, measuring from the ground to the top of the sign. A freestanding sign must also be positioned where it does not obstruct visibility of traffic. (per Ord.13/14-26)

Additional Guidelines for the Downtown Business Zone

17. The number of signs per building should be kept to a minimum.
    a. A business shall have no more than two signs. The primary sign shall not exceed 10% of the face of the building or 16 square feet, whichever is smaller.
    b. The secondary sign may be no larger than 8 square feet. A painted window sign, such as the name of the business, is also permitted as a secondary sign. This sign shall not exceed 30% of the total glass area on the window.
    c. Temporary signs, such as sandwich boards or flags, are permitted and shall not exceed more than one per street frontage, and shall not obstruct pedestrian traffic. Sandwich boards and flags shall be

removed at night or the close of business. (per Ord.13/14-26)

This mid-twentieth century sign is internally lit. This may not be appropriate for all types of signage, but is appropriate to the age and style of this sign.

4.4 Site Features: Garages & Accessory Structures

Like other early site features, garages and other types of accessory structures contribute to the historic character of individual sites; they also enhance historic districts on the whole. Such secondary structures are always deferential to the principal building in siting, size, and scale. In some cases the garage or the accessory building echoes the architectural style, materials, and details of the principal structure on the site. Others are more modest, vernacular structures.

Things to Consider As You Plan

Routine maintenance and repair of early garages and accessory structures are essential to their preservation. Additional information on the appropriate rehabilitation of roofs, walls, windows, doors, and materials of garages and accessory structures can be found throughout this document. In the historic districts the compatibility of a proposed new garage or accessory building should be reviewed in terms of location, orientation, form, scale, size, materials, finish, and details. It is also important to consider the impact of the proposed construction on the existing site and site features.

Guidelines: Garages and Accessory Structures

1. Retain and preserve garages and accessory structures that contribute to the overall historic character of the individual building site or the district.

2. Retain and preserve the character-defining materials, features, and details of historic garages and accessory buildings, including foundations, roofs, siding, masonry, windows, doors, and architectural trim.

3. Maintain and when necessary repair the character-defining materials, features, and details of historic garages and accessory buildings according to the pertinent guidelines.

4. If replacement of a deteriorated element or detail of a historic garage or accessory building is necessary, replace only the deteriorated portion in kind rather than the entire feature. Match the original element or detail in design, dimension, texture, color, and material. Consider compatible substitute materials only if using the original material is not technically feasible or unavailable.

5. If a historic garage or accessory building is missing or so deteriorated that it is structurally unsound, replace it with a design based on accurate documentation or a new design compatible in form, scale, size, materials, and finish with the principal structure and other historic garages and accessory buildings in the district. Maintain the traditional height and proportion of garages and accessory buildings in the district.

6. Locate and orient new garages and accessory buildings in locations compatible with the historic relationship of garages and accessory buildings to the main structure and the site in the district.

7. Select materials and finishes for proposed garages or accessory buildings that are compatible with the principal structure or other historic garages and accessory buildings in the district in terms of composition, scale, module, pattern, detail, texture, and finish.

8. Select windows and doors for new garages and accessory buildings that are compatible in material, subdivision, proportion, pattern, and detail with the windows and doors of the principal structure or other historic garages and accessory buildings in the district.

9. It may be appropriate to introduce a prefabricated accessory building if it is compatible in size, scale, form, height, proportion, materials, and details with historic accessory structures in the historic district or with a primary landmark building, subject to Commission approval.

10. It is not appropriate to introduce an accessory building similar in appearance, materials, and scale to historic accessory structures that creates a false historical appearance.

11. It is not appropriate to introduce a new garage or accessory building if doing so will detract from the overall historic character of the principal building and the site, or require removal of a significant building element or site feature, such as a mature tree.

12. It is not appropriate to introduce features or details to a garage or an accessory building in an attempt to create a false historical appearance.

4.5 Site Features: Lighting

Things to Consider As You Plan

Today, issues of light pollution, energy conservation, dark sky codes, safety, and security require careful forethought about the quantity and the location of exterior lighting. Considerations in reviewing any proposed lighting fixture for compatibility should include location, design, material, size, color, scale, and brightness. For major lighting proposals, such as those for large parking areas or streetlights, installing a sample fixture may be warranted.

It is always preferable to retain and maintain original lighting fixtures; however, if fixtures are missing or damaged, alternatives exist. Antique or reproduction lighting fixtures of a similar design and scale may be installed, or reproduction fixtures that reflect the design of the building may be selected. For example, it would be appropriate to select a small, decorative pendant fixture for a Victorian cottage. Bracketed fixtures for a bungalow from the era of the Craftsman movement or the Art Deco period could also reflect those design eras. Selecting an oversized fixture or a style in contrast to the building style is not recommended. Reproduction fixtures designed in Colonial Williamsburg motifs that became popular in the 1950s are anachronistic and not compatible with early Dandridge buildings, but such fixtures may be appropriate for postwar neighborhoods.

Contemporary fixtures that are inconspicuous or that complement the style and the building's character may be selected for historic buildings. Simple, discreet styles and materials are usually successful. If more illumination is desired than the original fixture provides, unobtrusively located contemporary recessed lights may be appropriate.

If additional lighting is desired because of safety or security concerns, careful consideration should be given to where supplemental light is needed and in what quantity. LEDs are long-lasting, energy-efficient fixture choices. Adequate lighting can be introduced through pedestrian-scaled light posts, recessed lights, footlights, or directional lights mounted in unobtrusive locations. Such solutions are far more in keeping with the historic character of local landmarks and districts than multiple energy-consuming floodlights that illuminate an entire façade in harsh light or non-directional standard security lights mounted on tall utility poles. However, even compatible fixtures may compromise a building or a site if they are improperly spaced or located. For example, multiple footlights lining a front walk may create a runway effect that detracts from the character of the house and the district.

When selecting specific fixtures and locations, it is also important to consider the impact of site lighting on adjacent properties. The introduction of motion sensors or indiscriminate area lighting on one site may result in the undesired lighting of surrounding sites. To minimize the intrusion of lighting in primarily residential neighborhoods, and to also save energy and reduce costs, the lighting may be connected to timers or motion detectors that automatically shut it off when it is not needed.

Guidelines: Lighting

1. Retain and preserve exterior lighting fixtures that contribute to the overall historic character of a building or site.

2. Maintain and repair historic exterior lighting fixtures through appropriate methods.

3. If replacement of a missing or deteriorated historic exterior lighting fixture is necessary, replace it with a fixture that is similar in appearance, material, and scale to the original, or with a fixture that is compatible in scale, design, materials, finish, and historic character with the building and surrounding buildings.

4. Introduce new site and street lighting that is compatible with the human scale and the historic character of the district or local landmark. Consider the location, design, material, size, finish, scale, and brightness of a proposed fixture in determining its compatibility.

5. In the residential historic districts, introduce low-level lighting to provide for safety and security where needed. Install recessed lights, footlights, lights on posts of human scale, or directional lights in unobtrusive locations. Freestanding lamp posts in yards are not appropriate.

6. In the commercial historic district, storefront windows may be lit with interior fixtures, entrances may be lit with overhead fixtures, and gooseneck fixtures can be used to highlight exterior signs.

7. Indirect illumination may be used to wash the building in light, emphasizing its distinctive architectural finishes.

8. Locate low-level or directional site lighting and motion detectors with care to ensure that the light does not invade adjacent properties.

9. It may be appropriate to introduce new security lighting in the historic district on pedestrian-scaled poles, instead of standard power poles, to maintain the scale and character of the district.

10. It is not appropriate to introduce or eliminate exterior lighting fixtures if doing so will detract from the overall historic character of the building, site, or streetscape.

11. It is not appropriate to introduce period lighting fixtures from an era that predates the historic building in an attempt to create a false historical appearance, or that are stylistically inappropriate or anachronistic.

12. It is not appropriate to diminish the historic character of a site by introducing incongruous lighting, such as creating a runway effect with multiple footlights along front walk.

4.6 Site Features: Walkways, Driveways, & Off-Street Parking

Walkways, driveways, and off-street parking areas are all circulation site features that contribute to the character of the historic downtown Dandridge. In the downtown commercial area, wider sidewalks often line the public-right-of-way linking streets to commercial storefronts and accommodate regular pedestrian traffic.

Things to Consider As You Plan

The preservation of existing walkways and driveways through routine maintenance and replacement of deteriorated surfaces in kind is essential to preserving the character of individual building sites and the district. The more recent concrete sidewalks were replacements for brick sidewalks. When a concrete sidewalk needs to be replaced, the City of Dandridge has been installing brick-stamped concrete. It would be appropriate to private property owners to assist with this initiative when replacing concrete walkways. The combined efforts will result in a more cohesive downtown aesthetic.

When new walkways or driveways are proposed in a historic district, they should be designed to be compatible in location, patterns, spacing, configurations, dimensions, materials, and textures with the district's special character. Generally, new parking lots are discouraged in the Dandridge Historic District, as empty vacant lots are virtually non-existent. If a parking lot must be located within historic district, it should be located unobtrusively and screened from street view by a substantial planting strip or a combination of plantings and fencing. Existing trees should be saved where possible, and new trees planted, to maintain or enhance the tree canopy. This helps integrate parking lots into the historic district and also helps reduce the glare and heat associated with parking lots. Permeable paving materials and pavers are encouraged in the historic districts to diminish the environmental impact of new parking areas.

Accommodating expanded parking needs demands thoughtful design solutions based on a clear understanding of the significant characteristics of the district. In the residential portion of the historic district, new paved areas should never directly abut the primary structure, significantly alter site topography, or overwhelm the character of a backyard. Paved areas should not injure nearby trees by intruding on their critical root area.

Guidelines: Walkways, Driveways, & Off-Street Parking

1. Retain and preserve the topography, patterns, configurations, features, dimensions, materials, and color of existing walkways, driveways, and off-street parking areas that contribute to the overall historic character of individual building sites, the streetscape, and the historic district.

2. Protect and maintain existing walkways, driveways, and off-street parking areas through routine inspection and appropriate maintenance and repair procedures.

3. If replacement of a deteriorated section or element of an existing historic walkway, driveway, or off-street parking area is necessary, replace only the deteriorated portion in kind rather than the entire feature. Match the original section or element in design, dimension, texture, and material.

4. If a walkway or a driveway is completely missing, replace it with a new feature based on accurate documentation of the original design or a new design compatible in location, configuration, dimension, scale, materials, and color with the historic building site, streets, and district.

5. Design new walkways, driveways, and off-street parking areas to be compatible in location, patterns, spacing, configurations, dimensions, and materials with existing walkways, driveways, and off-street parking areas that contribute to the overall historic character of the district.

6. Locate new walkways, driveways, and off-street parking areas so that the topography of the building site and significant site features, including mature trees, are retained.

7. It is not appropriate to locate a new off-street parking area in a district or landmark property with residential character where it is visible from the street, where it will significantly alter the proportion of original built area and paved area to unbuilt area on the individual site, or where it will directly abut the principal structure.

8. Maintain the continuity of sidewalks in the public-right-of-way when introducing new driveways.

9. Protect large trees and other significant site features from immediate damage during construction and from delayed damage due to construction activities, such as loss of root area or compaction of the soil by equipment. It is especially critical to avoid compaction of the soil within the critical root zone of trees.

10. Introduce perimeter plantings, hedges, fences, or walls to screen and buffer off-street parking areas from adjacent properties. Subdivide large parking areas with interior planting islands to break up any large paved area.

11. In lighting walkways, driveways, and off-street parking areas, follow the guidelines for lighting.

4.7 Site Features: Sustainability & Energy Retrofits

Sustainability, energy conservation, replacement or upgrading of inadequate utility services and introduction or upgrading of mechanical systems are typical concerns of property owners today. In the Dandridge historic district, it is important to ensure that such concerns are addressed in ways that do not damage or diminish the historic character of the building, the site, or the district. These guidelines advocate maintaining and maximizing existing sustainable features of historic buildings and neighborhoods. They also advise enhancing sustainability through landscape decisions and energy conservation strategies and promote the sensitive introduction of sustainable technology.

A variety of energy-conserving features are present within Dandridge's historic district. These features illustrate sensibility to the area's climate and an early approach to "energy efficiency." Shade trees buffer downtown buildings and sidewalks from the sun. Projecting porches provide shaded outdoor space and lessen the impact of harsh sunlight on building interiors. Operable windows, shutters, and awnings allow occupants to control the introduction of sunlight and breezes within the building. Commercial buildings often capture daylight through storefront transoms. An understanding of how such historic features enhance energy efficiency is critical to maximizing the energy efficiency of historic building.

Things to consider as you plan

In considering energy retrofit options, property owners should first be sure that the inherent energy-conserving features of the building are being used and maintained. Consideration should also be given to the replacement of lost shade trees or the introduction of new carefully located shade trees. Beyond those steps, typical retrofit measures include introducing storm windows and doors, adding weather stripping, caulking, insulation, and more efficient mechanical systems. All retrofit measures must be reviewed with their impact on the historic character of the building and district in mind. For example, adding insulation in the attic and basement or crawl space reduces energy costs more than adding it to exterior walls and is far less intrusive.

After any necessary repair of windows to ensure their weather tightness, significant additional energy efficiency can be achieved with the addition of interior or exterior storm windows—without the loss of historic features. Non-reflective energy films can also be applied to the interior windows. Narrow-profile exterior storm windows that do not obscure the window itself, carefully installed to prevent damage to the sill or the frame, and finished in a color compatible with the sash color are acceptable, but interior storm windows are preferred. To retain the opportunity to open windows, the property owner should select operable storm units that align with the meeting rails of the window. Interior storm windows should be tension-mounted with airtight gaskets. Ventilating holes must be kept open to prevent condensation from damaging the window or the sill. Selection of new screen or storm doors should follow the guidelines for exterior storm windows.

New mechanical systems, with outside units, ventilators, and solar collectors should not damage or diminish the historic character of the building or site. Inconspicuously located units can be further screened by plantings or fences. Adding solar panels can be a challenge to optimize panel angle and orientation with sensitive placement. In addition to adding solar collectors to the roof, another option is to install an array in an inconspicuous place in the rear of the property. Utility lines and poles have long been a part of the districts, consolidating old and new utility and communication lines where possible will avoid overpowering the landscape with additional overhead wires. If new or upgraded power will necessitate an additional pole or overhead wires, underground cables may provide less visual intrusion.

Guidelines: Sustainability & Energy Retrofits

1. Retain and preserve the inherent energy-conserving features of historic buildings and their sites, including shade trees, porches, awnings, and operable windows, transoms, shutters, and blinds.

2. Increase the thermal efficiency of historic buildings by observing appropriate traditional practices, such as weather stripping and caulking, and by introducing energy-efficient features, such as awnings, operable shutters, and storm windows and doors, where appropriate.

3. If a new mechanical system is needed, install it so that it causes the least amount of alteration to the building's exterior walls, historic building fabric, and site features.

4. If desired, introduce narrow-profile exterior or interior storm windows so that they do not obscure or damage the existing sash and frame. Select exterior storm windows with a painted or baked-enamel finish color that is compatible with the sash color. For double-hung windows, operable storm window dividers should align with the existing meeting rails.

5. If desired, introduce full-light storm doors constructed of wood or aluminum that do not obscure or damage the existing door and frame. Select storm doors with a painted, stained, or baked-enamel finish color that is compatible with the color of the existing door.

6. Replace deteriorated or missing wooden blinds and shutters with matching wooden or composite units sized to fit the opening and mounted so that they can be operated.

7. If desired and where historically appropriate, install fabric awnings over window, door, storefront, or porch openings with care to ensure that historic features are not damaged or obscured.

8. Locate new mechanical equipment and utilities, including heating and air conditioning units, meters, exposed pipes, and fuel tanks, in the most inconspicuous area, usually along a building's rear elevations. Screen them from view.

The central heating unit for this building is partially hidden by a brick "wall" to minimize its impact on the existing historic setting.

9. In general, the introduction of underground utility lines to reduce the intrusion of additional overhead lines and poles is encouraged. However, in trenching, take care to avoid archaeological resources and the critical root zone of trees.

10. Where possible, locate portable window air-conditioning units on rear elevations or inconspicuous side elevations.

11. Install low-profile ridge vents, if desired, only if they will not destroy historic roofing materials and details.

12. Install ventilators, solar collectors, vehicle charging stations, and mechanical equipment in locations that do not compromise character-defining building features or in locations that are not prominently visible from the street.

13. Solar collectors should not alter the existing profile of the roof nor be highly visible, particularly from the front of the house. They should be mounted flush on rear-facing roofs, or placed on the ground in an inconspicuous location.

14. Minimize the visual impact of electric vehicle charging stations, if they should be introduced to downtown Dandridge.

4.8 Site Features: Foundation Walls, Porches, and Stairs (per Ord.13/14-26)

1. Maintain and preserve original foundation walls
    a. Do not enclose original brick pier foundations with concrete or artificial materials such as stone or vinyl veneers.
    b. Retain foundations constructed of poured concrete or hollow core concrete block. Do not paint or apply stucco to concrete foundations. Artificial materials or veneers should not be applied to obscure these foundations.
    c. Utilize wooden lattice panels to effectively screen debris, pets, etc.

2. Preserve and maintain original porch location and configuration
    a. Repair rather than replace porch elements that have become deteriorated.
    b. Do not remove original porch elements such as columns, floors, and railing details. Repair porches with materials to match the original.
    c. Do not add decorative trim to existing porches without documentation. Do not use modern "Victorian Gingerbread" trim.

3. Repair and maintain original porch floor materials
    a. Maintain and preserve original wood or concrete porch floors.
    b. Do not replace wood porch floors with concrete.
    c. Repair porch floor areas that are deteriorated or cracked with matching materials.

4. Maintain and preserve original porch columns
    a. Repair rather than replace porch columns that are deteriorated.
    b. New wood columns to match original wood columns should be used on primary elevations.
    c. Do not replace wood or brick columns with modern wrought iron supports.
    d. Avoid using a porch support that would be substantially smaller than other supports on the porch or than that seen historically.

5. Maintain and preserve original porch railings
    a. Preserve and maintain original porch railing details.
    b. Replace handrails or balusters with materials to match the original.
    c. Do not build a new porch railing on a porch that was originally built without one.

6. Maintain and preserve original stair materials
    a. Preserve and maintain original concrete, brick, or wooden stairs leading to a porch or entrance.
    b. Do not install pre-cast or pre-formed concrete stairs on the primary façade.
    c. Repair and replace original wood, brick, or concrete stairs with stairs of matching material and design.
    d. Do not install wrought iron hand rails or rails of other material. If hand rails are desired or necessary, they should be of wood in simple designs.

4.9 Site Features: Awnings (per Ord.13/14-26)

Awnings should be designed specifically for a particular building

1. Fabric awnings such as canvas, vinyl coated canvas, or acrilan are recommended.
2. Aluminum awnings or canopies generally detract from the historic character of the district and are inappropriate.
3. The color of a fabric awning should complement the building's overall color scheme.
4. Awnings should fit within the architectural details of the window. Awnings that are not sized correctly or fitted for the particular width of a storefront are not appropriate.

5.1 New Construction & Infill Design: Additions to Historic Buildings

A building's form may evolve over its lifetime as additional space is desired or as new functions are accommodated. Many buildings in Dandridge's historic district reflect their history through their series of previous alterations and additions. Consequently, such changes are significant to the history of the building and the district as they tell the story of the building's changes over time. Additions were typically built to the side or rear of a building and stepped in from the side and usually extended the depth of the building to gain additional space. Other times, side or rear porches were enclosed to create a space that could be heated or cooled. Such additions are easy to discern because they extend beyond the original building footprint, with changes observable in wall planes and rooflines.

New additions are appropriate as long as they do not destroy historic features, materials, and spatial relationships that are significant to the original building and site. Further, new additions should be differentiated from the original building and constructed so that they can be removed in the future without damage to the building.

Things to consider as you plan

New additions should never compromise the integrity of the original structure or site either directly through destruction of historic features and materials or indirectly through their location, size, height, or scale. The impact of an addition on the original building can be significantly diminished by locating it on the least character-defining elevation and by keeping it deferential in volume. It should never overpower the original building through height or size. The form, design, relationship of openings, scale, and selection of materials, details, colors, and features of proposed new additions should be reviewed in terms of compatibility with the original building.

Although designed to be compatible with the original building, an addition should be discernible from it. For example, it can be differentiated from the original building through a break in roofline, cornice height, wall plane, materials, siding profile, or window type.

The impact of an addition on the building site must be considered as well. The addition should be designed and located so that significant site features, including mature trees, are not lost. The size of the addition should not overpower the site or dramatically alter its historic character. An addition should be sympathetic to the original design (i.e. stylistically appropriate, sensitively rendered, compatible in size and scale, similar or compatible materials), but should not mimic the historic design to the extent that it becomes indistinguishable from the original building and thereby conveys a false sense of history.

Guidelines: New Construction & Infill Design – Additions to Historic Buildings

1. Construct additions, if feasible, to be structurally self-supporting to reduce any damage to the historic building. Sensitively attach them to the historic building so that the loss of historic materials and details is minimized.

2. Design additions so that the overall character of the site, site topography, character-defining site features (such as open space/courtyards), trees, and significant district vistas and views are retained.

3. Survey in advance and limit any disturbance to the site's terrain during construction to minimize the possibility of destroying unknown archaeological resources.

4. Protect large trees and other significant site features from immediate damage during construction and from delayed damage due to construction activities, such as loss of root area or compaction of the soil by equipment. It is especially critical to avoid compaction of the soil within the critical root zone.

5. It is appropriate to implement a tree protection plan prior to the commencement of construction activities.

6. Locate a new addition on an inconspicuous elevation of the historic building, usually the rear one.

7. Limit the size and the scale of an addition in relationship to the historic building so that it does not diminish or visually overpower the building.

8. Design an addition to be compatible with the historic building in mass, materials, style, and relationship of solids to voids in the exterior walls, yet make the addition discernible from the original.

9. Design additions so that the placement, configuration, materials, and overall proportion of windows and doors are compatible with those of the historic building. Select exterior surface materials and architectural details that are compatible with the existing building in terms of composition, module, texture, pattern, and detail.

10. It is not appropriate to construct an addition if it will detract from the overall historic character of the principal building and the site, or if it will require the removal of a significant building element or site feature.

11. It is not appropriate to construct an addition that significantly changes the proportion of original built mass to open space on the individual site.

12. It is best to utilize materials similar to those on the historic structure. Contemporary materials such as smooth hardiplank are acceptable. Patterned hardiplank or vinyl siding are not appropriate.

5.2 New Construction & Infill Design: Commercial Setting Additions

New additions to commercial properties within Dandridge's historic district require thoughtful analysis of its specific downtown context and an understanding of the visual impact the addition will have on the perceived experience of the downtown pedestrian. Building height, form, and the alignment of architectural features from one building to the next contribute to the sense of order and create a visual continuity throughout the downtown. Consideration must also be given to the visual impact an addition has on the character of the historic district as perceived from outside the downtown historic district.

Things to consider as you plan

Many historic commercial buildings in downtown are three to four stories in height but there are also some one and two story historic commercial buildings. This variation makes it especially important to look at adjacent and nearby historic buildings, particularly those within the street block, when planning additions to buildings. The height and massing of additions should never overpower or compromise the integrity of the original building or site or the ability to perceive the district's historic sense of time and place. The impact of an addition on a historic building can be significantly diminished by locating it on the least character-defining elevation, setting it back from the street façade, and by keeping it deferential in volume and height.

It is especially important that additions do not interrupt the façade continuity of a downtown block. Building width, height, and setback should be consistent with well-related nearby buildings and structures and the pattern of the build-to line should be kept consistent for the entire length of a block to maintain continuity. Locating an addition within the interior of a city block so it does not front the street is one way to increase commercial square footage without disrupting the streetscape. In midblock locations, an addition may be a few stories higher than the original building as it steps back from the build-to line if the reverse setback limits its visibility. For additions that do front the street, their height should not be noticeably higher or lower than well-related buildings. In fact, the height variation at the build-to line should not exceed 10%. Additional height behind the build-to line can be accommodated by the use of design details that reduce the perceived building height and mass such as step backs, fenestrations, bay patterns, and street level details.

An addition constructed on property adjacent to a historic commercial building may be considered as a separate infill building and the proposed design should follow the guidelines for commercial setting infill in Section 5.3.

Guidelines: New Construction & Infill Design – Commercial Setting Additions

1. Conform to the design guidelines found in Section 5 regarding all other aspects of additions.

2. Design commercial additions with an architectural and urban scale compatible with the character of the district and using details that contribute to the building's integration into the character of the site and district including: cornice lines, belt courses, fenestration bands, height, material selection, roof form, and street walls.

3. Design commercial additions so that the pedestrian experience of the character of the district's historic sense of time and place is retained.

4. Limit the height of additions in relationship to historic buildings so they do not diminish or visually overpower the historic building.

5. Design additions to be compatible with the historic building in perceived height from the street, yet differentiate the addition from the historic building. Additions constructed on a site adjacent to a historic building may be treated as a separate or infill building.

6. Design rooftop additions to be subordinate to historic buildings, compatible and proportional, such that the massing and placement maintains the pedestrian experience of the district's historic sense of time and place. Generally, set back rooftop additions from the primary façade of the building. Set back new floors substantially so that the original building height and façade are clearly distinguishable from the new upper floor(s) as seen from the street.

7. Generally limit the height of additions on the site of a contributing building as of the date of district designation to within 10% of the height of well-related nearby historic buildings.

8. At the build-to line, generally limit the height of additions on a vacant lot and on sites of non-contributing buildings as of the date of district designation to within 10% of the height of well-related nearby buildings. Accommodate additional height behind the build-to line through the use of design details that reduce the perceived building height and mass including: step backs, fenestration, bay patterns, and street level details.

9. Reduce the perceived height and mass of additions by relating buildings to the human scale through the use of architectural elements, proportion, materials, and surface articulation. Maintain a distinction between the upper levels and the street level. Select exterior materials that have a texture, pattern, and scale similar to those in the historic district.

10. Incorporate the top of the building addition with the overall building design. Substantial set-back additional building height from the primary street façade to preserve the pedestrian scale and urban proportions of the building.

11. Regardless of the overall mass or height of an addition, maintain consistent massing and perceived building height at the street level.

12. It is not appropriate to construct half-level or split-level first floors that extend both above and below the sidewalk grade.

5.3 New Construction & Infill Design: Commercial Setting Infill

New commercial construction within Dandridge's historic district requires careful consideration of its downtown context; in an urban setting, buildings define the public space. New commercial construction in an urban historic district will be compatible if it reinforces the space defined by the surrounding contributing buildings.

Downtown Dandridge has a pedestrian-friendly scale to its buildings and streetscapes. Because of this for infill buildings, the building form, its fenestration, and its relationship to the street as perceived by the pedestrian are critical to maintaining the character of the district. Building height, form, and the alignment of architectural features from one building to the next contribute to the sense of order and create a visual continuity throughout the downtown. Less critical, but still important, is the impact an infill building has on the character of the historic district as perceived from outside the downtown historic district.

One of the most variable elements of a commercial building over its life is the street level façade. This variability can be critical to the commercial success of the tenant within and the pedestrian experience without. The design of the façade must accommodate retention of historic elements and reinforce the character of the historic district. Respecting the urban form characteristic of the district is more important than replicating its architectural form or style. In fact, the introduction of a compatible, contemporary infill project can add depth and vitality to the district.

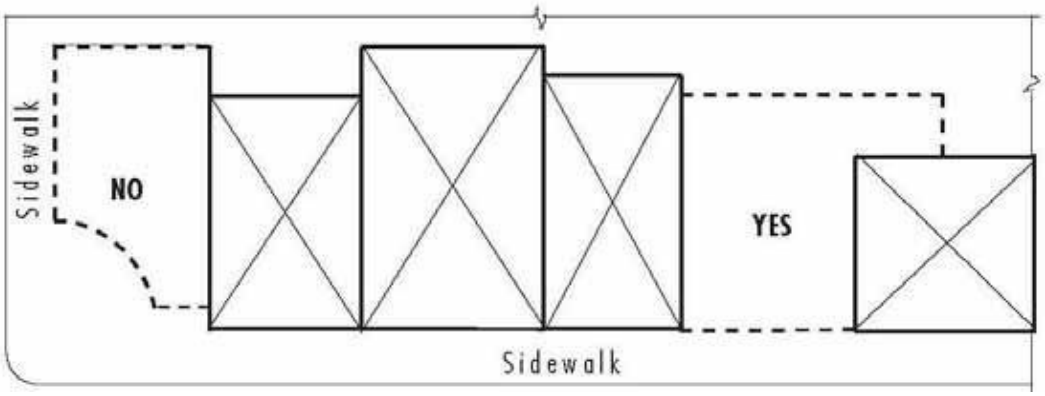
Things to consider as you plan

Many historic commercial buildings in downtown Dandridge aren't more than two to three stories in height. This variation makes it especially important to look at adjacent and nearby historic buildings, particularly within the street block, when planning infill buildings. Regarding sites for which context is not provided due to the absence of adjacent contributing buildings, the context should be drawn from the overall historic architectural character of the entire district.

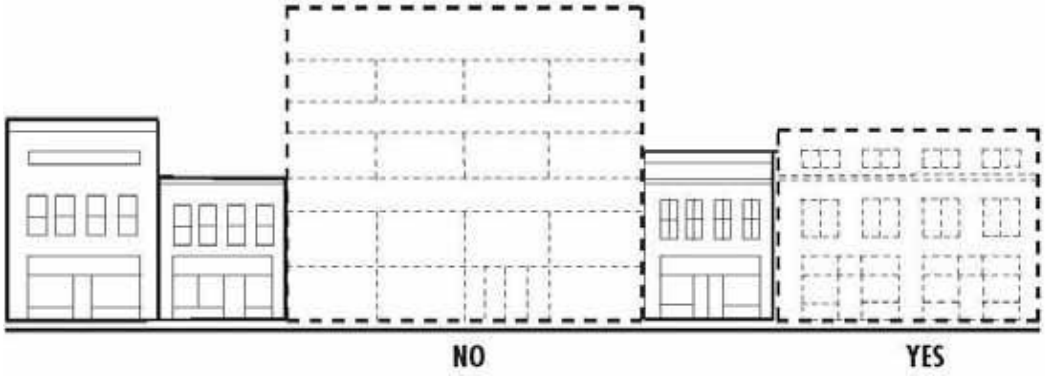
The height and massing of infill construction should never overpower or compromise the integrity of the original buildings or site or inhibit the perception of the district's historic sense of time and place. To maintain the façade continuity of a downtown block, building width, height, and setback should be consistent with well-related nearby buildings and structures and the pattern of the build-to line should be kept consistent for the entire length of a block to maintain continuity.

Taller or wider infill buildings can use techniques to reduce their perceived mass. For example a change in material or texture above the first or second floor can help to reinforce the street-level base (scaled to humans) while diminishing the portion above to reduce the perceived height. Likewise, the overall length of a façade can be broken by repeating the rhythm of breaks in well-related nearby historic buildings. Other techniques include the use of aligning cornice lines above the second or third floor, incorporation of wall place projections or recesses, or inclusion of a repeating pattern using color, texture, or materials. Compatibility may be enhanced by aligning such features with well-related nearby buildings. Regardless of the approach, the level and quality of detail within the nominal sightlines and the areas that are most visible to the pedestrian are of utmost importance in preserving the scale and character of the district.

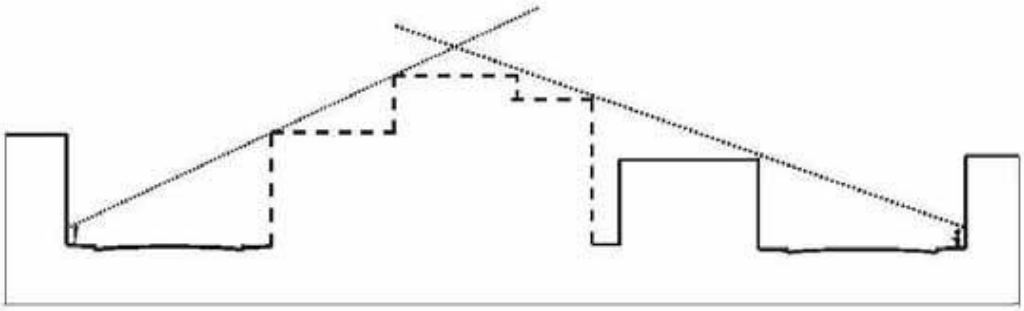
Illustrations: Commercial Setting Infill



The proposed siting for new commercial infill buildings should be compatible with the setback, orientation, and spacing of well-related nearby buildings. Above, the proposed building on the right aligns with the setback of adjacent buildings and completely fills the "gap" between the adjacent buildings. However, the proposed building on the left is not appropriate. It doesn't anchor the block corner because its footprint pulls back significantly from the build-to line of the streetscape.



The proposed commercial infill building in the center of the streetscape above significantly exceeds the height of well-related nearby buildings at the build-to line. Its horizontal bands of upper story windows and the monumental height of the fully glazed first floor are also not compatible with the scale and proportion of the adjacent windows and storefronts. The height of the proposed infill building on the right is compatible. Although twice as wide as well-related nearby buildings, the implied subdivision of its facade into two bays and the scale and proportion of its windows and storefronts are also compatible with the special character of the streetscape. Additional height may be accommodated behind the build-to line.



The diagram above is a cross section through the middle of a commercial block. It illustrates how an infill building can align with the height of well-related nearby buildings at the build-to line of the sidewalk but increase in height as it steps back towards the center of the block, out of the sightline of pedestrians in the public right of way on both sides of the block.

Guidelines: New Construction & Infill Design – Commercial Setting Infill

1. Conform to the design guidelines found in Section 5 regarding all other aspects of new construction.

2. Design commercial infill with an architectural and urban scale compatible with the character of the district and using details that contribute to the building's integration into the character of the site and district including: cornice lines, belt courses, fenestration bands, height, material selection, roof form, and street walls.

3. Design commercial infill so that the pedestrian experience of the character of the district's historic sense of time and place is retained.

4. Generally limit the height of infill construction on the site of a contributing building as of the date of district designation to within 10% of the height of well-related nearby historic buildings

5. At the build-to line, generally limit the height of new construction on a vacant lot and on sites of non-contributing buildings as of the date of district designation to within 10% of the height of well-related nearby buildings. Accommodate additional height behind the build-to line through the use of design details that reduce the perceived building height and mass including: step-backs, fenestration, bay patterns, and street level details.

6. Reduce the perceived height and mass of new construction by relating buildings to the human scale through the use of architectural elements, proportion, materials, and surface articulation. Maintain a distinction between the upper levels and the street level. Select exterior materials that have a texture, pattern, and scale similar to those in the historic district.

7. Incorporate the top of the infill building with the overall building design. Substantially set back additional building height from the primary street façade to preserve the pedestrian scale and urban proportions of the building.

8. Regardless of the overall mass or height of infill construction, maintain consistent massing and perceived building height at the street level.

9. It is not appropriate to construct half-level or split-level first floors that extend both above and below the sidewalk grade.

10. It is not appropriate to create a monolithic effect to the building exterior either vertically or horizontally, except when characteristic of a district.

5.4 New Construction & Infill Design: New Construction of Residential Buildings

New construction within a historic district can enhance the existing district character if the proposed design and its immediate environs reflect an understanding of and a compatibility with the distinctive character of the district setting and buildings. In fact, the introduction of a compatible but contemporary new construction project can add depth and contribute interest to the district. It also can fill in the "gaps" in historic fabric from prior building losses.

Things to Consider As You Plan

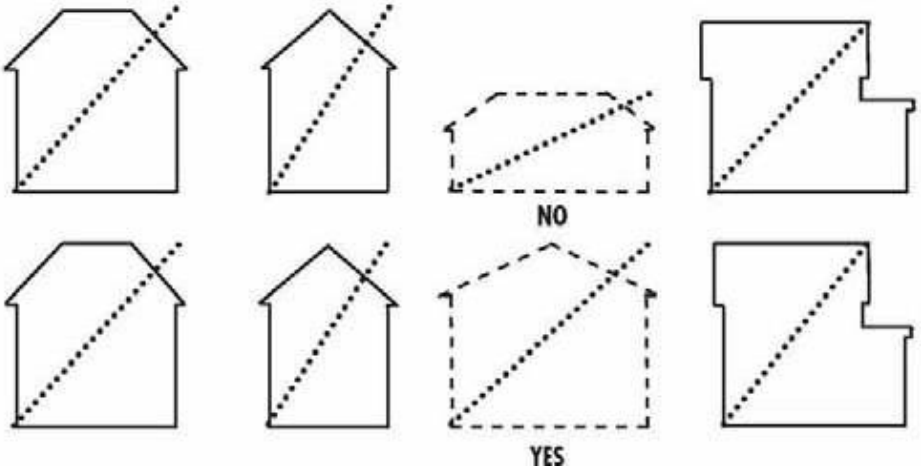
The cohesion of new site development within Dandridge's historic district depends on compatibility with characteristic district features as well as the retention of the specific site's topography and site specific features. The guidelines for various site features, including driveways, fences, lighting, garages, and plantings, apply to both existing site features and proposed developments. Because buildings within the historic districts generally display a clear consistency in setback, orientation, spacing, and distance between adjacent buildings, the compatibility of proposed new construction siting should be reviewed in those terms as well as in terms of the special character essay for the specific district.

The success of new construction within a historic district does not depend on direct duplication of existing building forms, features, materials, and details. Rather, it relies on understanding the distinctive architectural character of the district. Infill buildings must be compatible with that character. Contemporary design generated from such understanding can enrich the architectural continuity of a historic district.

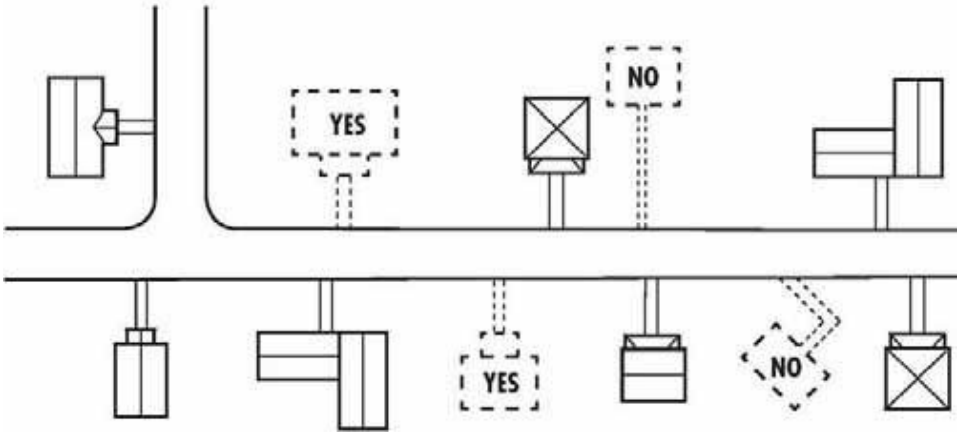
In considering the overall compatibility of a proposed structure, its height, form, massing, proportion, size, scale, and roof shape should first be reviewed. A careful analysis of historic buildings surrounding the site can be valuable in determining how consistent and, consequently, how significant each of these criteria is. The overall proportion of the building's front elevation is especially important to consider because it will have the most impact on the streetscape. For example, if the street façades of most nearby buildings are vertical in proportion, taller than they are wide, then maintaining the vertical orientation of the building façade will result in a more compatible design. A similar study of materials, building features, and details typical of existing buildings along the streetscape, block, or square will provide a vocabulary to draw on in designing a compatible building. Beyond the obvious study of prominent building elements such as porches and storefronts, particular attention should be given to the spacing, placement, scale, orientation, and size of window and door openings as well as the design of the doors and the windows themselves. Compatibility at the building skin level is also critical. Certainly the selection of appropriate exterior materials and finishes depends on an understanding of the compatibility of proposed materials and finishes in composition, scale, module, pattern, texture, color, and sheen. The Materials and Building Envelope sections of this document also provide pertinent information on traditional materials, features, and details.

The incorporation of contemporary sustainability principles in new construction and related landscaping is encouraged within the historic districts, including retaining and protecting the critical root zone of mature trees on sites and the minimizing of ground disturbance.

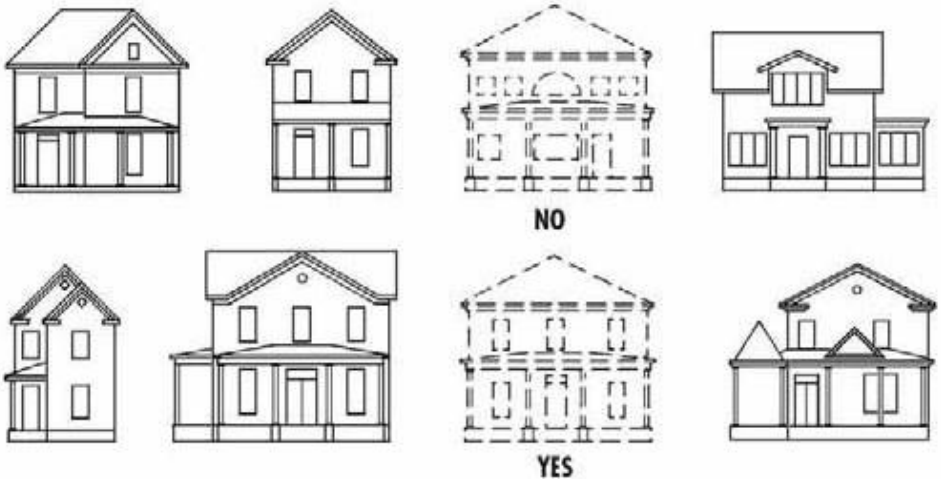
Illustrations: New Construction of Primary Buildings



Proposed new buildings should be compatible in height and proportion of front elevation with surrounding buildings. The proposed house on the top row is clearly lower in height and its facade proportion is horizontal instead of vertical like the others.



The proposed siting for new buildings should be compatible with the setback, orientation, and spacing of existing district buildings.



The windows and the doors for proposed new buildings should be compatible in proportion and pattern with the windows and the doors of surrounding buildings that contribute to the district character.

Guidelines: New Construction & Infill Design – New Construction of Primary Buildings

1. Site new construction to be compatible with surrounding historic buildings that contribute to the overall character of the historic district in terms of setback, orientation, spacing, and distance from adjacent historic buildings.

2. Design new construction so that the overall character of the site, site topography, character-defining site features, trees, and significant district vistas and views are retained.

3. Evaluate in advance and limit any disturbance to the site's terrain during construction to minimize the possibility of destroying unknown archaeological resources.

4. Protect large trees and other significant site features from immediate damage during construction and from delayed damage due to construction activities, such as loss of root area or compaction of the soil by equipment. It is especially critical to avoid compaction of the soil within the critical root zone.

5. It is appropriate to implement a tree protection plan prior to the commencement of construction activities.

6. Conform to the design guidelines found in Section 4 regarding site and setting in developing a proposed site plan.

7. Design new buildings to be compatible with surrounding buildings that contribute to the overall character of the historic district in terms of height, form, size, scale, massing, proportion, and roof shape. The height of new buildings should generally fall within 10% of well-related nearby buildings.

8. Design the proportion of the proposed new building's front façade to be compatible with the front façade proportion of surrounding historic buildings.

9. Design the spacing, placement, scale, orientation, proportion, and size of window and door openings in proposed new construction to be compatible with the surrounding buildings that contribute to the special character of the historic district.

10. Select materials and finishes for proposed new buildings that are compatible with historic materials and finishes found in the surrounding buildings that contribute to the special character of the historic district.

11. Design new buildings so that they are compatible with but discernible from historic buildings in the district.

This is an example of new infill design within an older neighborhood. This design does not fit in cohesively with its surroundings; the materials, roofline, and setback do not fit with the existing historic context.

5.5 New Construction & Infill Design: Decks

The outdoor deck is a contemporary exterior feature frequently introduced in the residential historic districts. Essentially an uncovered, private version of a back porch, the deck can be compared functionally with a more traditional patio or terrace. To maintain a building's historic character, deck additions are generally located unobtrusively on the rear elevation. Decks are usually built on posts to align with the first-floor level of a residence and can consequently stand considerably above the ground. Like any addition to a historic building, a deck should be compatible with but differentiated from the building and constructed to be structurally independent so that it could be removed in the future without damage to the building. A deck should never be so large that it overpowers the building or the site. Recessing a deck at least six inches from a building corner also helps to diminish its impact and differentiate it from the existing building.

Things to Consider As You Plan

In locating a deck, property owners should always consider the proposed location's impact on the historic structure, the site, and the district. Locations that are visible from the street or that would damage or diminish significant architectural elements or significant site features, such as mature trees, should not be considered.

Because decks are exposed to the elements, decay-resistant woods, such as cypress or redwood, or pressure-treated lumber should be used, or composite material if appropriate. Decks may be painted or stained to protect them from water and sunlight and to make them more compatible with the colors of the historic structure. Some pressure-treated wood may require six to twelve months of weathering before primer and paint will bond well to it. Opaque stains are a good option for exposed decks since they do not peel; stains are not an applied film like paint, but rather are a protective treatment that is absorbed into the wood surface. Galvanized nails and fasteners should be used in deck construction to avoid rust stains. If a deck on a residential building is elevated more than 30 inches above grade or a deck on a commercial building is more than 42 inches above grade, Tennessee building code requires a railing or a balustrade for safety.

To relate a deck visually to a historic building, the structural framing should be screened with traditional materials such as skirt boards, lattice, masonry panels, or dense evergreen plantings. Because a deck is a contemporary feature, detailing it to duplicate the architectural detailing of the historic building is usually unwise. Instead, simple balustrades and other elements that reflect the materials and the proportions of the building and the district are appropriate.

Guidelines: Decks

1. Locate and construct decks so that the historic fabric of the structure and its character-defining features and details are not damaged or obscured. Install decks so that they are structurally self-supporting and may be removed in the future without damage to the historic structure.

2. Minimize the visibility of new residential decks from the street by introducing them in inconspicuous locations, usually on the building's rear elevation and inset from the rear corners.

3. Design and detail decks and associated railings and steps to reflect the materials, scale, and proportions of the building.

4. In rare occasions where it is appropriate to site a deck in a location visible to the public right-of-way (i.e. the side of a building), it should be treated in a more formally architectural way. Careful attention should be paid to details and finishes.

5. Align decks generally with the height of the building's first-floor level. Visually tie the deck to the building by screening with compatible foundation materials such as skirt boards, lattice, masonry panels, and dense evergreen foundation plantings.

6. Locate new decks so they do not require removal of a significant building element or site feature such as a porch or a mature tree.

7. Ensure that new decks are sited and designed so they do not detract from the overall historic character of the building or the site.

8. Design new decks to be of a size and scale that does not significantly change the proportion of original built area to open space for a specific property.

9. It is appropriate to implement a tree protection plan prior to the commencement of construction activities.

6.1 Relocation

The moving of an existing building that retains architectural and historical integrity and that contributes to the architectural and historical character of the district should be avoided. Moving out of the district a building that does not contribute to the historical and architectural integrity of the district or has lost architectural integrity due to deterioration and neglect shall be appropriate if its removal or the proposal for its replacement will result in a positive, more appropriate visual effect on the district.

1. Relocated buildings must be carefully rebuilt to retain and maintain original architectural details and materials.

2. A building may be moved into the district if it maintains a sense of architectural unity in terms of style, height, scale, massing, materials, texture, and setback with existing historic buildings along the street.

3. A building may be moved from one site to another in the district if:

- The integrity of the location and setting of the building in its original location has been lost or is seriously threatened;
- The new location will be similar in setting and siting;
- The building will be compatible with the buildings adjacent to the new location in style, height, scale, materials, and setback, and;
- The relocation of the building will not result in a negative visual effect of the site and surrounding buildings from which it will be removed.

6.2 Demolition

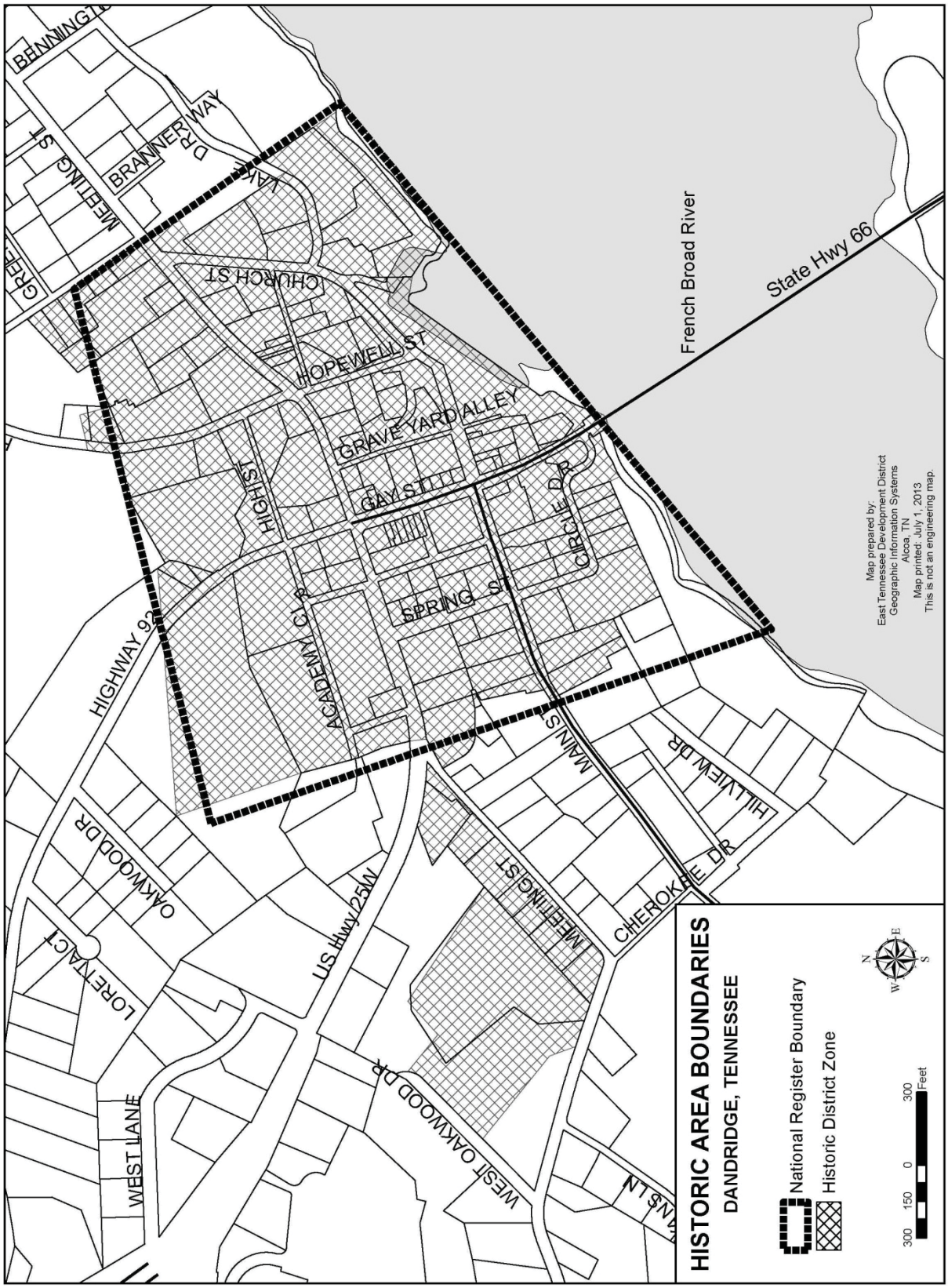
Since the purpose of historic zoning is to protect historic properties, the demolition of a building that contributes historically or architecturally to the character and significance of the district is inappropriate and should be avoided.

1. Demolition is inappropriate:
    - If a building is of such architectural or historical interest and value that its removal would be detrimental to the public interest;
    - If a building is of such old or unusual or uncommon design and materials that it could not be reproduced without great difficulty or expense; or
    - If its proposed replacement would make a less positive visual contribution to the district, would disrupt the character of the district, or would be visually incompatible.

2. Demolition is appropriate:
    - If a building has lost its architectural and historical integrity and importance and its removal will not result in a more negative, less appropriate visual effect on the district (per Ord.13/14-26);
    - If a building does not contribute to the historical or architectural character and importance of the district and its removal will result in a more positive, appropriate visual effect on the district. (per Ord 13/14-26);

7 Appendix

7.1 Dandridge Historic District Map



7.2 Certificate of Appropriateness

Date _____ Expiration _____

The Commission hereby certifies that the application of _____

at the following address _____

dated_____is on file with the Chair and the Commission and takes the

following action:

_____ Reviewed – maintenance only, requires no further action by the Commission.

_____ Approved – construction, alteration, reconstruction, relocation, or demolition meets Commission approval as presented.

_____ Approved – construction, alteration, reconstruction, relocation, or demolition meets Commission approval when modified as per Commission recommendations (see comments below).

_____ Not approved.

This Certificate of Appropriateness is not a building permit or certificate of zoning clearance. This does not relieve the responsibility of filing for and obtaining a building permit or zoning clearance where required and following all other applicable codes, ordinance and variances of the Town of Dandridge.

Comments by the Commission _____

_____

_____

_____

_____

This Certificate shall be in effect until the expiration date shown above, unless the applicant's plans change, in which case the applicant will need to file a revised application form with the Commission.

_____

CHAIR

7.3 Dandridge Historic Planning Commission Request Form

Presenter: _____ Date _____

Property Owner(s): _____

Property Address: _____
House #, Street Name, Subdivision Name if applicable

Map and Parcel Number(s): _____

Telephone Number: (_____)_____or (_____) _____
please give numbers where you can be reached during the day

TYPE OF REQUEST	FEE
_____Site Plan Review, Residential	$50
_____Site Plan Review, Commercial	$75
_____Demolition	$25
_____Rehabilitation and Additions, Residential	$25
_____Rehabilitation and Additions, Commercial	$50
_____Other: Approval of signs, fences, landscaping, driveways, retaining walls and other non-structural requests not included above.	$25

Description_____

_____

_____

_____

GUIDELINES

1. All requests must be submitted fourteen (14) days before the Historic Planning Commission Meeting to be placed on the agenda. If request is not submitted on time, it will not be on the agenda. There will be no exceptions.
2. All plans must be submitted with request form.
3. The Historic Planning Commission meets the fourth Thursday of the month.
4. A presenter must be at the meeting for every request in order for the Historic Planning Commission to consider the request.

7.4 Dandridge Historic Planning Commission Zoning Ordinance

ORDINANCE NO. 03104-18

AN ORDINANCE AMENDING THE HISTORICAL PLANNING COMMISSION ZONING ORDINANCE

WHEREAS the Town of Dandridge has recently updated the zoning ordinance of the Town and the Board of Mayor and Alderman desire to update the Town's Historic Planning Commission's ordinance.

NOW THEREFORE, BE IT ORDAINED by the Board of Mayor and Alderman of the Town of Dandridge that the Historic Planning Commission Zoning Ordinance be amended to read as follows:

SECTION I - STATEMENT OF PURPOSE

Such preservation activities will promote and protect the health, safety, prosperity, education, and general welfare of the people living in and visiting.

More specifically, this historic preservation ordinance is designed to achieve the following goals:

A. Protect, enhance and perpetuate resources which represent distinctive and significant elements of the Town's historical, cultural, social, economic, political, archaeological, and architectural identity;
B. Insure the harmonious, orderly, and efficient growth and development of the Town;
C. Strengthen civic pride and cultural stability through neighborhood conservation;
D. Stabilize the economy of the Town through the continued use, preservation, and revitalization of its resources;
E. Promote the use of resources for the education, pleasure, and welfare of the people of the Town of Dandridge.
F. Provide a review process for the preservation and development of the Town's resources.

SECTION II - HISTORIC PLANNING COMMISSION: COMPOSITION AND TERMS

The Town is authorized to establish an historic planning commission to preserve, promote, and develop the Town's historical resources and to advise the Town on the designation of preservation districts, landmarks, and landmark sites and to perform such other functions as may be provided by law.

The commission shall consist of seven members and which shall consist of a representative of a local patriotic or historical organization and an architect or engineer, if available; a

person who is a member of the local planning commission at the time of his/her appointment; and the remainder shall be from the community in general.

All members of the commission are appointed by the Mayor and shall serve for designated terms and may be re-appointed. All commission members shall have a demonstrated knowledge of or interest, competence, or expertise in historic preservation, to the extent available in the community. The Town should appoint professional members from the primary historic preservation-related disciplines of architecture, history, architectural history, or archaeology or from secondary historic preservation-related disciplines such as urban planning, American studies, American civilization, cultural geography, cultural anthropology, interior design, law, and related fields. The Mayor shall document a "good faith effort" to locate professionals to serve on the commission before appointing lay members. The commission shall also seek the advice, as needed, of professionals not serving on the board.

SECTION III - POWERS OF THE COMMISSION

A. The commission shall conduct or cause to be conducted a continuing study and survey of resources within the Town of Dandridge.

B. The commission shall recommend to the Town the adoption of ordinances designating preservation districts, landmarks, and landmark sites.

C. The commission may recommend that the Town recognize sub-districts within any preservation district, in order that the commission may adopt specific guidelines for the regulation of properties within such a sub-district.

D. The commission shall review applications proposing construction, alteration, demolition, or relocation of any resource within the preservation districts, landmarks, and landmarks sites.

E. The commission shall grant or deny certificates of appropriateness, and may grant certificates of appropriateness contingent upon the acceptance by the applicant of specified conditions.

F. The commission does not have jurisdiction over interior arrangements of buildings and structures, except where such change will affect the exterior of the building and structures.

G. The commission, subject to the requirements of the Town, is authorized to apply for, receive, hold, and spend funds from private and public sources, in addition to appropriations made by the Town for the purpose of carrying out the provisions of this ordinance.

H. The commission is authorized to employ such staff or contract with technical experts or other persons as may be required for the performance of its duties and to obtain the equipment, supplies, and other materials necessary for its effective operation.

I. The commission is authorized, solely in the performance of its official duties and only at reasonable times, to enter upon private land or water for the examination or survey thereof. No member, employee, or agent of the commission shall enter any private dwelling or structure without the express consent of the owner of record or occupant thereof.

J. To authorize the Town's Building Inspector to perform such duties and inspection and grant approvals for specific projects that the commission designates.

SECTION IV - RULES OF ORDER (BY-LAWS)

To fulfill the purposes of this ordinance and carry out the provisions contained therein:

A. The commission annually shall elect from its membership a chairman and vice-chairman. It shall select a secretary from its membership or its staff. If neither the chairman nor the vice-chairman attends a particular meeting, the remaining members shall select an acting chairman from the members in attendance at such meeting.

B. The commission shall govern the conduct of its business pursuant to Roberts Rules of Order.

C. The commission shall develop design review guidelines for determining appropriateness as generally set forth in Section VII of this ordinance. Such criteria shall insofar as possible be consistent with local, state, and federal guidelines and regulations, including, but not limited to, building safety and fire codes and the Secretary of the Interior's Standards For Rehabilitation.

D. The commission shall keep minutes and records of all meetings and proceedings including voting records, attendance, resolutions, findings, determinations, and decisions. All such material shall be a matter of public record.

E. The commission shall establish its own regular meeting time; however, the first meeting shall be held within thirty (30) days of the adoption of this ordinance and regular meetings shall be scheduled at least once every three (3) months. The chairman or any two (2) members may call a special meeting to consider an urgent matter.

SECTION V - DESIGNATION OF LANDMARKS, LANDMARK SITES, AND HISTORIC DISTRICTS

By ordinance, the Town may establish landmarks, landmark sites, and preservation districts within the area of its jurisdiction. Such landmarks, landmark sites, or preservation districts shall be designated following the criteria as specified in Section I.

A. The commission shall initiate a continuing and thorough investigation of the archaeological, architectural, cultural, and historic significance of the Town's resources. The findings shall be collected in a cohesive format, made a matter of public record, and made available for public inspection. The commission shall work toward providing complete documentation for previously designated preservation districts which would include:

1. A survey of all property within the boundary of the district, with photographs of each building.

2. A survey which would be in a format consistent with the statewide inventory format of the Historic Preservation Division of the (SHPO).

B. The commission shall advise the Town on the designation of preservation districts, landmarks, or landmark sites and submit or cause to be prepared ordinances to make such designation.

C. A resource or resources may be nominated for designation upon motion of three members of the commission or by an organization interested in historic preservation or by an owner of the property being nominated. A nomination shall contain information as specified by the commission. The commission must reach a decision on whether to recommend a proposed nomination to the Town within six months in the case of a preservation district and two months in the case of either a landmark or landmark site. After six months for a district and two months for a landmark or landmark site if no action has been taken by the commission the nomination proceeds to the planning commission for their recommendation to the Board of Mayor and Alderman.

D. The commission shall hold a public hearing on the proposed preservation district, landmark, or landmark site. If the commission votes to recommend to the Town the designation of a proposed resource, it shall promptly forward to the planning commission its recommendation, in writing, together with an accompanying file.

E. The commission's recommendations to the Town for designation of a preservation district shall be accompanied by:

1. A map of the preservation district that clearly delineates the boundaries.
2. A verbal boundary description and justification.
3. A written statement of significance for the proposed preservation district.

F. The Town Board of Mayor and Alderman shall conduct a public hearing, after notice, to discuss the proposed designation and boundaries thereof. A notice of the hearing shall be published in the newspaper published in the Town. If a newspaper is not published in the Town, then the notice shall be published in a paper published in the county.

G. Within sixty (60) calendar days after the public hearing held in connection herewith, the Town shall adopt the ordinance with such modifications as may be necessary.

H. Furthermore, the commission shall notify, as soon as is reasonably possible, the appropriate state, county, and municipal agencies of the official designation of all landmarks, landmark sites, and preservation districts. An updated list and map shall be maintained by such agencies and made available to the public.

SECTION VI - CERTIFICATES OF APPROPRIATENESS

No exterior feature of any resource shall be altered, added to, relocated, or demolished until after an application for a certificate of appropriateness of such work has been approved by the commission. Likewise, no construction which affects a resource shall be undertaken without a certificate of appropriateness. Therefore,

A. The commission shall serve as a review body with the power to approve or deny applications for certificates of appropriateness.

B. In approving and denying applications for certificates of appropriateness, the commission shall accomplish the purposes of this ordinance.

C. A certificate of appropriateness shall not be required for work deemed by the commission to be ordinary maintenance or repair of any resource.

D. All decisions of the commission shall be in writing and shall state the findings of the commission, its recommendations, and the reasons therefore.

E. Expiration of a Certificate of Appropriateness: A certificate of appropriateness shall expire twelve months after its issuance except that a certificate shall expire if work has not begun within six months of its issuance. When a certificate has expired, an applicant may seek a new certificate.

F. Resubmitting of Applications: Twelve months after denial of an application for a certificate of appropriateness, the application may be resubmitted without change. A changed application may be resubmitted at any time.

SECTION VII - CRITERIA FOR ISSUANCE OF CERTIFICATES OF APPROPRIATENESS

The commission shall use the Town of Dandridge Historic Guidelines, which have been previously adopted and are hereby incorporated herein, as the basis for Design Guidelines created for each district or landmark and the following criteria in granting or denying certificates of appropriateness:

A. General Factors:

1. Architectural design of existing building, structure, or appurtenance and proposed alteration;
2. Historical significance of the resource;
3. Materials composing the resource;
4. Size of the resource;
5. The relationship of the above factors to, and their effect upon the immediate surroundings and, if within a preservation district, upon the district as a whole and its architectural and historical character and integrity.

B. New construction:

1. The following aspects of new construction shall be visually compatible with the buildings and environment with which the new construction is visually related, including but not limited to: the height, the gross volume, the proportion between width and height of the façade(s), the proportions and relationship between doors and windows, the rhythm of solids to voids created by openings in the façade, the materials, the textures, the patterns, the trims, and the design of the roof.

2. Existing rhythm created by existing building masses and spaces between them shall be preserved.
3. The landscape plan shall be compatible with the resource, and it shall be visually compatible with the environment with which it is visually related. Landscaping shall also not prove detrimental to the fabric of a resource, or adjacent public or private improvements like sidewalks and walls.
4. No specific architectural style shall be required.

C. Exterior alteration:

1. All exterior alterations to a building, structure, object, site, or landscape feature shall be compatible with the resource itself and other resources with which it is related, as is provided in Section VIII, A and B, and the design, over time, of a building, structure, object, or landscape feature shall be considered in applying these standards.
2. Exterior alterations shall not adversely affect the architectural character or historic quality of a landmark and shall not destroy the significance of landmark sites.

D. In considering an application for the demolition of a landmark or a resource within a preservation district, the following shall be considered:

1. The commission shall consider the individual architectural, cultural, and/or historical significance of the resource.
2. The commission shall consider the importance or contribution of the resource to the architectural character of the district.
3. The commission shall consider the importance or contribution of the resource to neighboring property values.
4. The commission shall consider the difficulty or impossibility of reproducing such a resource because of its texture, design, material, or detail.
5. Following recommendation for approval of demolition, the applicant must seek approval of replacement plans, if any, as set forth in Section VIII, B, prior to receiving a demolition permit and other permits. Replacement plans for this purpose shall include, but shall not be restricted to, project concept, preliminary elevations and site plans, and completed working drawings for at least the foundation plan which will enable the applicant to receive a permit for foundation construction.
6. Applicants that have received a recommendation for demolition shall be required to receive such demolition permit as well as certificate of appropriateness for the new construction. Permits for demolition and construction shall not be issued simultaneously.
7. When the commission recommends approval of demolition of a resource, a permit shall not be issued until all plans for the site have received approval from all appropriate Town boards, commissions, departments, and agencies.

SECTION VIII - PROCEDURES FOR ISSUANCE OF CERTIFICATES OF APPROPRIATENESS

Anyone desiring to take action requiring a certificate of appropriateness concerning a resource for which a permit, variance, or other authorization from the Town building inspector is also required, shall make application therefore in the form and manner required by the applicable code section or ordinance. Any such application shall also be considered an application for a certificate or appropriateness and shall include such additional information as may be required by the commission. After receipt of any such application, the Town building inspector shall be assured that the application is proper and complete. No building permit shall be issued by the Town building inspector which affects a resource without a certificate of appropriateness. In the event that a building permit need not be obtained for construction, alteration, demolition, or relocation of any resource, a certificate of appropriateness is still required before such work can be undertaken. Such application shall be reviewed in accordance with the following procedure:

A. When any such application is filed, the Town building inspector shall immediately notify the commission chairman, vice-chairman, or staff of the application having been filed.

B. The chairman or vice-chairman shall set the agenda for the regular meeting date or set a time and date, which shall be not later than thirty (30) days after the filing of the application for a hearing by the commission, and the Town building inspector shall be so informed.

C. The applicant shall have the right to submit a preliminary plan to the commission for the purpose of making any changes or adjustments which might be more consistent with the commission's standards.

D. Not later than eight days before the date set for the said hearing, the Town official shall mail notice thereof to the applicant at the address in the application and to all members of the commission.

E. Notice of the time and place of said hearing shall be given by publication in a newspaper having general circulation in the Town at least eight days before such hearing and by posting such notice on the bulletin board in the lobby of Town Hall.

F. At such hearing, the applicant for a certificate of appropriateness shall have the right to present any relevant evidence in support of the application. Likewise, the governing body shall have the right to present any additional relevant evidence in support of the application.

G. The commission shall have the right to conditional approval.

H. Either at the meeting or within thirty-one (31) days after the hearing on an application, the commission shall act upon it, either approving, denying, or deferring action until the next meeting of the commission, giving consideration to the factors set forth in Section VIII hereof. Evidence of approval of the application shall be by certificate of appropriateness issued by the commission and, whatever its decision, notice in writing shall be given to the applicant and the Town building inspector.

I. The issuance of a certificate of appropriateness shall not relieve an applicant for a building permit, special use permit, variance, or other authorization from

compliance with any other requirement or provision of the laws of the Town concerning zoning, construction, repair, or demolition.

SECTION IX - APPEALS

The applicant who desires to appeal a decision by the commission shall file an appeal with the circuit court (after the determination of the issue by the commission) in the manner provided by law.

SECTION X - MINIMUM MAINTENANCE REQUIREMENTS

In order to insure the protective maintenance of resources, the exterior features of such properties shall be maintained to meet the requirements of the Town's minimum housing code and the Town's building code.

SECTION XI - PUBLIC SAFETY EXCLUSION

None of the provisions of this ordinance shall be construed to prevent any action of construction, alteration, or demolition necessary to correct or abate the unsafe or dangerous condition of any resource, or part thereof, where such condition has been declared unsafe or dangerous by the Town's building inspector or the fire department and where the proposed actions have been declared necessary by such authorities to correct the said condition; provided, however, that only such work as is necessary to correct the unsafe or dangerous condition may be performed pursuant to this section. In the event any resource designated as a landmark or located within a preservation district, shall be damaged by fire or other calamity to such an extent that it cannot be repaired and restored, it may be removed in conformity with normal permit procedures and applicable laws, provided that:

A. The Town building inspector concurs with the property owner that the resource cannot be repaired and restored and so notifies the commission in writing.

B. The preservation commission, if in doubt after receiving such notification from the Town building inspector, shall be allowed time to seek outside professional expertise from the State Historic Preservation Office and/or an independent structural engineer before issuing a certificate of appropriateness for the demolition. The commission may indicate in writing by letter to the Town building inspector that it will require a time period of up to thirty days for this purpose, and, upon such notification to the Town building inspector, this section shall be suspended until the expiration of such a delay period.

SECTION XII - ENFORCEMENT AND PENALTIES

The Historic Planning Commission shall be enforced by the Town building inspector, who shall have the right to issue a citation to enforce the provisions set forth in this ordinance and the commission's guidelines.

Any person violating any provision of this ordinance shall be guilty of a misdemeanor, and upon conviction shall be fined not less than two dollars ($2.00) nor more than fifty dollars ($50.00) for each offense. Each day such violation shall continue shall constitute a separate offense.

SECTION XIII - APPROPRIATIONS

The Town is authorized to make appropriations to the commission necessary for the expenses of the operation of the commission and may make additional amounts available as necessary for the acquisition, restoration, preservation, operation, and management of historic properties.

SECTION XIV - DISQUALIFICATION OF MEMBERS BY CONFLICT OF INTEREST

No member shall be qualified to vote on a project they own an interest in or in which they have been employed or hired to rehabilitate or refurbish.

SECTION XV - SEVERABILITY

The requirements and provisions of this ordinance are separable. If any article, section, paragraph, sentence, or portion thereof, be declared by any court of competent jurisdiction to be void, invalid, or inoperative, the decision of the court shall not affect the validity or applicability of the ordinance as a whole or of any part thereof other than the part held void, invalid, or otherwise inoperative.

SECTION XVI - EFFECTIVE DATE

This ordinance shall take effect immediately upon its third and final passage, the public health, safety and welfare requiring it.

Passed 1st Reading February 10, 2004
Passed 2nd Reading February 10, 2004
Passed 3rd Reading March 09 2004
Date of Notice of Public Hearing February 19, 2004
Date of Public Heating March 09, 2004

David C. Jarvis
MAYOR

ATTEST:

Karen M. Richardson
RECORDER

7.5 NPS Preservation Briefs

National Park Service (NPS) Preservation Briefs provide guidance on preserving, rehabilitating, and restoring historic buildings. These NPS Publications help historic building owners recognize and resolve common problems prior to work. The briefs are especially useful to Historic Preservation Tax Incentives Program applicants because they recommend methods and approaches for rehabilitating historic buildings that are consistent with their historic character.

These publications are available online at: http://www.nps.gov/tps/how-to-preserve/briefs.htm

You can also order print version from the NPS or contact the preservation planner at the East Tennessee Development District: 865/273-6003.

1. Cleaning and Water-Repellent Treatments for Historic Masonry Buildings
2. Repointing Mortar Joints in Historic Masonry Buildings
3. Improving Energy Efficiency in Historic Buildings
4. Roofing for Historic Buildings
5. The Preservation of Historic Adobe Buildings
6. Dangers of Abrasive Cleaning to Historic Buildings
7. The Preservation of Historic Glazed Architectural Terra-Cotta
8. Aluminum and Vinyl Siding on Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings
9. The Repair of Historic Wooden Windows
10. Exterior Paint Problems on Historic Woodwork
11. Rehabilitating Historic Storefronts
12. The Preservation of Historic Pigmented Structural Glass(Vitrolite and Carrara Glass)
13. The Repair and Thermal Upgrading of Historic Steel Windows
14. New Exterior Additions to Historic Buildings: Preservation Concerns
15. Preservation of Historic Concrete
16. The Use of Substitute Materials on Historic Building Exteriors
17. Architectural Character—Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character
18. Rehabilitating Interiors in Historic Buildings—Identifying Character-Defining Elements
19. The Repair and Replacement of Historic Wooden Shingle Roofs
20. The Preservation of Historic Barns
21. Repairing Historic Flat Plaster—Walls and Ceilings
22. The Preservation and Repair of Historic Stucco
23. Preserving Historic Ornamental Plaster
24. Heating, Ventilating, and Cooling Historic Buildings: Problems and Recommended Approaches
25. The Preservation of Historic Signs
26. The Preservation and Repair of Historic Log Buildings
27. The Maintenance and Repair of Architectural Cast Iron
28. Painting Historic Interiors
29. The Repair, Replacement, and Maintenance of Historic Slate Roofs
30. The Preservation and Repair of Historic Clay Tile Roofs
31. Mothballing Historic Buildings
32. Making Historic Properties Accessible
33. The Preservation and Repair of Historic Stained and Leaded Glass
34. Applied Decoration for Historic Interiors: Preserving Historic Composition Ornament
35. Understanding Old Buildings: The Process of Architectural Investigation
36. Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes

37. Appropriate Methods of Reducing Lead-Paint Hazards in Historic Housing
38. Removing Graffiti from Historic Masonry
39. Holding the Line: Controlling Unwanted Moisture in Historic Buildings
40. Preserving Historic Ceramic Tile Floors
41. The Seismic Retrofit of Historic Buildings: Keeping Preservation in the Forefront
42. The Maintenance, Repair and Replacement of Historic Cast Stone
43. The Preparation and Use of Historic Structure Reports
44. The Use of Awnings on Historic Buildings: Repair, Replacement and New Design
45. Preserving Historic Wooden Porches
46. The Preservation and Reuse of Historic Gas Stations
47. Maintaining the Exterior of Small and Medium Size Historic Buildings

7.6 NPS Preservation Tech Notes

National Park Service (NPS) Preservation Tech Notes provide practical information on traditional practices and innovative techniques for successfully maintaining and preserving cultural resources. These NPS Publications help historic building owners recognize and resolve common problems prior to work.

These publications are available online at: http://www.nps.gov/tps/how-to-preserve/briefs.htm

You can also order print version from the NPS or contact the preservation planner at the East Tennessee Development District: 865/273-6003.

Doors

1. Historic Garage and Carriage Doors: Rehabilitation Solutions. Bonnie Halda, AIA. 1989.

Exterior Woodwork

2. Proper Painting and Surface Preparation. Sharon Park, AIA. 1986.
3. Paint Removal from Wood Siding. Alan O'Bright. 1986.
4. Log Crown Repair and Selective Replacement Using Epoxy and Fiberglass Reinforcing Bars. Harrison Goodall. 1989.
5. Protecting Woodwork Against Decay Using Borate Preservatives. Ron Sheetz and Charles Fisher. 1993.

Finishes

1. Process-Painting Decals as a Substitute for Hand-Stencilled Ceiling Medallions. Sharon Park, FAIA. 1990.

Historic Glass

2. Repair and Reproduction of Prismatic Glass Transoms. Chad Randl. 2002.
3. Repair and Rehabilitation of Historic Sidewalk Vault Lights. Cas Stachelberg and Chad Randl. 2003.

Historic Interior Spaces

1. Preserving Historic Corridors in Open Office Plans. Christina Henry. 1985.
2. Preserving Historic Office Building Corridors. Thomas Keohan. 1989.
3. Preserving Historic Corridor Doors and Glazing in High-Rise Buildings. Chad Randl. 2001.

Masonry

1. Substitute Materials: Replacing Deteriorated Serpentine Stone with Pre-Cast Concrete. Robert M. Powers. 1988.
2. Stabilization and Repair of a Historic Terra Cotta Cornice. Jeffrey Levine and Donna Harris. 1991.
3. Water Soak Cleaning of Limestone. Robert M. Powers. 1992.
4. Non-destructive Evaluation Techniques for Masonry Construction. Marilyn E. Kaplan, Marie Ennis and Edmund P. Meade. 1997.

Mechanical Systems

1. Replicating Historic Elevator Enclosures. Marilyn Kaplan, AIA. 1989.

Metals

2. Conserving Outdoor Bronze Sculpture. Dennis Montagna. 1989.
3. Restoring Metal Roof Cornices. Richard Pieper. 1990.

4. In-kind Replacement of Historic Stamped-Metal Exterior Siding. Rebecca A. Shiffer. 1991.
5. Rehabilitating a Historic Iron Bridge. Joseph P. Saldibar, III. 1997.
6. Rehabilitating a Historic Truss Bridge Using a Fiber-Reinforced Plastic Deck. Chad Randl. 2003.
7. Repair and Reproduction of Metal Canopies and Marquees with Glass Pendants. Lauren Van Damme and Charles E. Fisher. 2006.

Museum Collections

1. Museum Collection Storage in a Historic Building Using a Prefabricated Structure. Don Cumberland, Jr. 1985.
2. Reducing Visible and Ultraviolet Light Damage to Interior Wood Finishes. Ron Sheetz and Charles Fisher. 1990.

Site

1. Restoring Vine Coverage to Historic Buildings. Karen Day. 1991.

Temporary Protection

2. Temporary Protection of Historic Stairways. Charles Fisher. 1985.
3. Specifying Temporary Protection of Historic Interiors During Construction and Repair. Dale H. Frens. 1993.
4. Protecting A Historic Structure during Adjacent Construction. Chad Randl. 2001.

Windows

Please note that 1–9 are available only in The Window Handbook: Successful Strategies for Rehabilitating Windows in Historic Buildings, which can be purchased through our partner, the Historic Preservation Education Foundation.

1. Planning Approaches to Window Preservation. Charles Fisher. 1984.
2. Installing Insulating Glass in Existing Steel Windows. Charles Fisher. 1984.
3. Exterior Storm Windows: Casement Design Wooden Storm Sash. Wayne Trissler and Charles Fisher. 1984.
4. Replacement Wooden Frames and Sash. William Feist. 1984.
5. Interior Metal Storm Windows. Laura Muckenfuss and Charles Fisher. 1984.
6. Replacement Wooden Sash and Frames With Insulating Glass and Integral Muntins. Charles Parrott. 1984.
7. Window Awnings. Laura Muckenfuss and Charles Fisher. 1984.
8. Thermal Retrofit of Historic Wooden Sash Using Interior Piggyback Storm Panels. Sharon Park, AIA. 1984.
9. Interior Storm Windows: Magnetic Seal. Charles Fisher. 1984.
10. Temporary Window Vents in Unoccupied Historic Buildings. Charles Fisher and Thomas Vitanza. 1985.
11. Installing Insulating Glass in Existing Wooden Sash Incorporating the Historic Glass. Charles Fisher. 1985.
12. Aluminum Replacements for Steel Industrial Sash. Charles E. Fisher. 1986.
13. Aluminum Replacement Windows with Sealed Insulating Glass and Trapezoidal Muntin Grids. Charles Parrott. 1985.
14. Reinforcing Deteriorated Wooden Windows. Paul Stumes, P.Eng 1986.

15. Interior Storms for Steel Casement Windows. Charles E. Fisher and Christina Henry. 1986.
16. Repairing and Upgrading Multi-Light Wooden Mill Windows. Christopher W. Closs. 1986.
17. Repair and Retrofitting Industrial Steel Windows. Robert M. Powers. 1989.
18. Aluminum Replacement Windows With True Divided Lights, Interior Piggyback Storm Panels, and Exposed Historic Wooden Frames. Charles Parrott. 1991
19. Repairing Steel Casement Windows. Chad Randl. 2002.
20. Aluminum Replacement Windows for Steel Projecting Units with True Divided Lights and Matching Profiles. Chad Randl. 2003.
21. Replacement Wood Sash Utilizing True Divided Lights and an Interior Piggyback Energy Panel. Charles E. Fisher. 2008.
22. Maintenance and Repair of Historic Aluminum Windows. Kaaren R. Staveteig. 2008.

7.7 Glossary of Terms

Alkyd Resin Paint
A common modern paint using alkyd (one group of thermoplastic synthetic resins) as the vehicle for the pigment; often confused with oil paint.

Aluminum Siding
Sheets of exterior architectural covering, usually with a colored finish, fabricated of aluminum to approximate the appearance of wooden siding. Aluminum siding was developed in the early 1940s and became increasingly common in the 1950s and the 1960s.

Arch
A structure formed of wedge-shaped stones, bricks, or other objects laid so as to maintain one another firmly in position. A rounded arch generally represents classical or Romanesque influence whereas a pointed arch denotes Gothic influence.

Architrave
Lowest of the three main parts of the entablature. It sits directly on the capital of a column. (See entablature.)

Asbestos Siding
Dense, rigid board containing a high proportion of asbestos fibers bonded with Portland cement; resistant to fire, flame, or weathering and having a low resistance to heat flow. It is usually applied as large overlapping shingles. Asbestos siding was applied to many buildings in the 1950s.

Ashlar
A squared building stone.

Asphalt Shingle
A shingle manufactured from saturated roofing felts (rag, asbestos, or fiberglass) coated with asphalt and finished with mineral granules on the side exposed to weather.

Asphalt Siding
Siding manufactured from saturated construction felts (rag, asbestos, or fiberglass) coated with asphalt and finished with mineral granules on the side exposed to weather. It sometimes displays designs seeking to imitate brick or stone. Asphalt siding was applied to many buildings in the 1950s.

Attic Ventilator
In houses, a screened or louvered opening, sometimes in decorative shapes, located on gables or soffits. Victorian styles sometimes feature sheet soffits or metal ventilators mounted on the roof ridge above the attic.

Awning
A roof-like covering of canvas, often adjustable, over a window, a door, etc., to provide protection against sun, rain, and wind. Aluminum awnings were developed in the 1950s.

Baluster
Vertical member under a railing. It fills the opening between a handrail and the stair or floor.

Balustrade
Series of balusters connected on top by a handrail. Used on staircases, balconies, porches, etc. Balusters are short pillars or other uprights that support a handrail, such as pickets or spindles.

Bargeboard (also Vergeboard)
A wooden member, usually decorative, suspended from and following the slope of a gable roof. Bargeboards are used on buildings inspired by Gothic forms.

Bay
Within a structure a regularly repeated spatial element usually defined in plan by beams and their supports, or in elevation by repetition of windows and doors in the building facade.

Beam
Horizontal structural member designed to support loads.

Beveled Glass
Glass panes whose edges are ground and polished at a slight angle so that patterns are created when panes are set adjacent to one another.

Bonding Pattern
Repeating arrangement of masonry (such as brick or stone) into various patterns.

Bracket
Projecting support member found under eaves or other overhangs. May be only decorative or may be used to support weight.

Bulkhead
The area below the display windows on the front facade of a commercial storefront.

Capillary Action
Pulling of water through a small opening or fibrous material by the adhesive force between the water and the material.

Capital
The upper, decorated portion of a column or pilaster.

Casement Window
A window that swings open along its entire length, usually on hinges fixed to the sides of the opening into which it is fitted.

Casing
The exposed trim molding, framing, or lining around a door or a window; may be either flat or molded.

Cast Iron
Iron/carbon alloy that is poured, while a hot liquid, into molds to give it form. It can easily be cast into almost any shape, but it is too hard and brittle to be shaped by hammering.

Caulking
Method of filling with an elastic compound all of the small crevices, holes, and joints between different materials that cannot be sealed by any other method.

Caustic
Capable of burning, dissolving, or eating away by chemical action.

Cement
Any material or mixture of materials (such as clay and limestone) that is allowed to harden in place. Cement is often combined with an aggregate (such as sand or gravel) to form concrete.

Certificate of Appropriateness
Permit to proceed with new construction or alterations to property within a historic district, requiring approval by the Historic Zoning Commission and costing a nominal fee.

Chamfer
A beveled edge on the corner of a porch post.

Checking
Small cracks in a film of paint or varnish that do not completely penetrate to the previous coat; the cracks are in a pattern roughly similar to a checkerboard.

Clapboard
Twelve to fourteen inch hand split boards used as overlapping horizontal siding.

Clerestory
An upper portion of a wall containing windows for supplying natural light to a building.

Column
Pillar that may be square, truncated, patterned or circular and serves as a support for something resting on its top.

Composition Board
A building board, usually intended to resemble clapboard, fabricated from wood or paper fabric under pressure and at an elevated temperature, usually with a binder.

Concrete
Mixture of sand, gravel, crushed rock, or other aggregate held together by a paste of cement and water. When hardened, concrete has great structural strength.

Coping
The cap or the top course of a masonry wall.

Corbel
Projecting brick or stone that forms a decorative band or is used as overlapping horizontal siding.

Corner Block
A block placed at a corner of the casing around a wooden door or window frame, usually treated ornamentally.

Cornice
Projecting decorative molding along the top of a building or wall. It is the upper section of an entablature. (See entablature)

Cresting
Decorative work forming the top of a wall, or a decorative railing running along the ridge of a roof.

Cupola
Small structure built on top of a roof, originally providing ventilation.

Deck
An uncovered porch, usually at the rear of a building; popular in modern residential design.

Dentil
A repetitive cubical element at the base of a classical cornice. Dentils resemble teeth.

Dormer
Vertical window projecting from the slope of a roof, usually with its own roof.

Double-hung Window
A window composed of two movable sashes.

Downspout
A vertical pipe, often of sheet metal, used to conduct water from a roof drain or gutter to the ground or a cistern.

Dressed
Descriptive of stone, brick, or lumber that has been prepared, shaped, or finished by cutting, planing, rubbing, or sanding one or more of its faces.

Eaves
Lower part of a roof that overhangs a wall.

Elevation
View of a vertical face of a building.

Entablature
Horizontal construction above a classical column or set of columns. There are three parts: architrave, frieze, and cornice.

Escutcheon
A protective plate, sometimes decorated, surrounding the keyhole of a door, a light switch, or a similar device.

Etched Glass
Glass whose surface has been cut away with a strong acid or by abrasive action into a decorative pattern.

Façade
Front or face of a building. The main view of a building. Except for corner lots which may have two facades (per Ord.13/14-26).

Fanlight
Semicircular or fan-shaped window set above a door or window.

Fascia
A flat board with a vertical face that forms the trim along the edge of a flat roof, or along the horizontal, or eave side of a pitched roof. The rain gutter is often mounted on it.

Fenestration
The arrangement of windows on a building.

Finial
A formal ornament at the top of a canopy, gable, pinnacle, streetlight, etc.

Flashing
Thin, continuous sheet of metal, plastic, or waterproof paper used to prevent water passing through a joint in a wall, roof, or chimney.

Flush Siding
Wooden siding that lies on a single plane; commonly applied horizontally except when applied vertically to accent an architectural feature.

Fluting
A system of vertical grooves (flutes) in the shaft of an Ionic, Corinthian, or Composite column. Doric columns have portions of the cylindrical surface of the columns separating the flutes.

Foundation
The supporting portion of a structure below the first-floor construction, or below grade, including footings.

Fretwork
A geometrically meandering strap pattern; a type of ornament consisting of a narrow fillet or band that is folded, crossed, and interlaced.

Frieze
Middle part of the entablature between the cornice and architrave. It is often decorated. (See entablature)

Gable
Triangular end of a wall under a roof, formed by two sloping sides. (See roof)

Galvanize
To coat steel or iron with zinc, as, for example, by immersing it in a bath of molten zinc.

Gambrel Roof
A gable roof more or less symmetrical, having four inclined surfaces, the pair meeting at the ridge having a shallower pitch.

Gingerbread (see Sawnwork)
Thin, curvilinear ornamentation produced with machine-powered saws.

Glazing
Fitting glass into windows or doors.

Glue-chip Glass
A patterned glass with a surface resembling frost crystals; common in turn-of-the-century houses and bungalows.

Gutter
A shallow channel of metal or wood set immediately below or built in along the eaves of a building to catch and carry off rainwater.

Header
A brick laid across the thickness of a wall to bond together different wythes of a wall; the exposed end of a brick.

Hipped Roof
A roof without gables, each of whose sides, generally four, lies in a single plane and joins the others at an apex or ridge.

Infill
Buildings that have been designed and built to replace missing structures or buildings so they fill gaps in the streetscape.

In Kind
Staying with the same material or items used originally.

Jamb
The vertical sides of an opening, usually for a door or a window.

Jerkin Head Roof
A roof whose end has been formed into a shape midway between a gable and a hip, resulting in a truncated or "clipped" appearance; sometimes called clipped gable.

Joint
Junction at which two surfaces meet.

Latex Paint
A paint having a latex binder (an emulsion of finely dispersed particles of natural or synthetic rubber or plastic materials in water).

Lattice
A network, often diagonal, of interlocking lath or other thin strips used as screening, especially in the base of a porch.

Light
A pane of glass.

Lime
Calcium oxide, which comes from burning limestone.

Lintel
Horizontal structural member that supports a load over an opening. May be covered by ornamental or trim board.

Lunette
A semicircular opening.

Mansard Roof
A modification of the hipped roof in which each side has two planes, the upper being shallower. This roof is characteristic of the Second Empire style.

Massing
Physical volume or bulk of a building, and the building's arrangement and organization in relation to the physical site and other buildings.

Mildew
A fungus that grows and feeds on paint, cotton and linen fabrics, etc., that are exposed to moisture; causes discoloration and decomposition of the surface.

Molding
A decorative band having a constant profile or having a pattern in low relief, generally used in cornices or as trim around openings.

Mortar
Substance used in bricklaying to join masonry units. It is usually made of cement or lime mixed with sand and water. It dries hard and fi rm.

Mullion
The vertical bar between coupled windows or multiple windows.

Muntin
Strips separating panes of glass in a window sash.

Newel Post
A vertical member or post, usually at the start of a stair or at any place a stair changes direction. Usually large and ornate, it is the principal support for the handrail.

Ogee
A double curve formed by the combination of a convex and concave line, similar to an s-shape.

Oil Paint
A paint in which a drying oil, usually linseed oil, is the vehicle for the pigment; rarely used as a house paint since the mid-twentieth century when it was commonly replaced by alkyd resin paints.

Oriel Window
A bay window located above the first floor level supported by brackets or corbels.

Pane
A single piece of window glass.

Panel
A thin, flat piece of wood framed by stiles and rails as in a door or fitted into grooves of thicker material with molded edges for decorative wall treatment.

Pantile
A roofing tile that has the shape of an S laid on its side.

Parapet
A low wall along a roof, directly above an outer wall.

Patina
Mellowing or aging on any material due to exposure to the elements. This causes the material to look different than the day it was installed. Example: over time a greenish coating will appear on the surface of copper.

Patio
An open, outdoor living space adjacent to a building, usually surfaced with stone, tiles, or concrete and at ground level.

Pediment
Triangular part of a gabled roof often used as a crowning element above doors or windows.

Pilaster
Flattened or half-column attached to a wall for decoration.

Pitch
Slope of a roof.

Porte Cochere
A roofed passageway large enough for wheeled vehicles to pass through.

Portico
A small entrance porch or covered walk consisting of a roof supported by open columns.

Portland cement
A very hard and strong hydraulic cement (one that hardens under water) made by heating a slurry of clay and limestone in a kiln.

Pressed Tin
Thin sheets of tin molded into decorative designs and used to cover interior walls and ceilings. Pressed tin is sometimes used on exteriors in protected locations.

Primers
First coatings that prepare the surface to accept other coatings such as paint.

Quarter Round
A small molding that has the cross-section of a quarter circle.

Quoin
In masonry, a hard stone or brick used, with similar ones, to reinforce an external corner or edge of a wall or the like; often distinguished decoratively from adjacent masonry.

Rail
When referring to a window, the horizontal members that meet in the center of two sashes.

Railing
Top member of a balustrade.

Rake
Trim members that run parallel to a roof slope and form the finish between the wall and a gable roof extension.

Recessed Light
A light that has been placed into a surface so that its face is flush with the surface of a ceiling or a wall.

Rehabilitation
The act or the process of making possible a compatible use for a property through repair, alterations, and additions while preserving the portions or the features that convey the property's historical, cultural, or architectural values.

Re-pointing
The process of removing deteriorated mortar from the joints of a masonry wall and replacing it with new mortar.

Restoration
The act or the process of making possible a compatible use for a property through repair, alterations, and additions while preserving the portions or the features that convey the property's historical, cultural, or architectural values.

Rhythm
Sense of movement created by the regular recurrence of elements across the face of a building, as in the spacing of doors and windows.

Riser
The vertical portion of a stair, connecting two steps.

Roof
The part of the structure which covers and protects it from weather, together with decorative elements such as cresting, coverings, chimneys, and other elements.

Roof Coverings
Materials used to cover the roof, such as asphalt shingles, concrete or terra cotta tiles, slate, or others.

Roofing Tile
A tile for roofing, usually of burnt clay; available in many configurations and types, such as plain tiles, single-lap tiles, and interlocking tiles.

Sandblasting
An extremely abrasive method of cleaning brick, masonry, or wood that involves directing high-powered jets of sand against a surface. Sanding, flattening down, rubbing—Smoothing a surface with abrasive paper or cloth, either by hand or by machine.

Sash
The framework into which window panes are set.

Sawnwork
Ornamentation in cutout planking, formed with a bandsaw. Popular in the 1880s and the 1890s, this decorative detailing is flat.

Scale
Absolute height and width in relation or proportion to neighboring buildings.

Setback
Distance from the front any part of a building to the street right of way.

Shadowline
Markings left from an original element that has been removed.

Sheet Metal
A flat, rolled-metal product, rectangular in cross-section and form; when used as roofing material, usually terne- or zinc-plated.

Shingle
A roofing unit of wood, asphalt, slate, tile, or other material cut to stock lengths, widths, and thicknesses; used as an exterior covering on roofs and applied in an overlapping fashion. They may be laid in patterns (imbricated).

Shutters
Small wooden louvered or solid panels hinged on the exterior of windows, and sometimes doors, to be operable.

Sidelight
Narrow, vertical windows on each side of a door.

Sill
The lowest horizontal member in a wall opening.

Soffit
The exposed undersurface of any overhead component of a building, such as an arch, balcony, beam, cornice, lintel, or vault.

Stepped Gable
A gable concealing the end of a roof with a stepped parapet.

Streetscape
View of a specific street and its distinguishing characteristics.

Stretcher
A brick or a stone laid with its length parallel to the length of the wall.

Stucco
Plaster or cement applied to exterior walls. It can be decoratively textured. Much of the contemporary stucco on the market today is not compatible with historic stucco.

Surround
The molded trim around a door or window opening.

Tarpaper
A roofing material manufactured by saturating a dry felt with asphalt and then coating it with a harder asphalt mixed with a fine material.

Terne Plate
Metal plate that must be painted, or it will corrode. It is sheet metal coated with terne metal, which is an alloy of lead containing up to 20 percent tin. Placing terne plate next to copper or aluminum will also cause corrosion.

Terra Cotta
Fine-grained, fired clay product used as on the exterior building ornamentation or as roofing tiles.

Textured Siding
Wood cut in various flat patterns, such as half-rounds or scallops, and applied to portions of facades to create a picturesque or romantic look. This treatment was generally used in Queen Anne–style buildings. Surface textures are often found in diamond, scallop, staggered butt, or composite patterns.

Tongue and Groove
A joinery system in which boards are milled with a tongue on one side and a groove on the other so that they can be tightly joined with a flush surface alignment.

Tooling
Finishing of a mortar joint by pressing and compacting it to create a particular profile.

Trabeated Entrance
A standard classical entrance featuring an overdoor light and sidelights.

Transom
Small window or series of panes above a door.

Tread
The horizontal surface of a step.

Trim
The finish material on a building, such as moldings applied around openings or at the floors and the ceilings of rooms.

Vapor Permeable
Coatings that allow materials to breathe. They allow for an adequate amount of moisture and air to pass through them.

Veranda
A covered porch or balcony extending along the outside of a building, planned for summer leisure.

Vinyl Siding
Sheets of thermal plastic compound made from chloride or vinyl acetates, as well as some plastics made from styrene and other chemicals, usually fabricated to resemble clapboard.

Water Blasting
A cleaning method similar to sandblasting except that water is used as the abrasive. As in sandblasting, high-pressure water jets can damage wood and masonry surfaces.

Water Sealer
Coatings and sealers that keep out a significant amount of moisture.

Water Table
A belt course differentiating the foundation of a masonry building from its exterior walls.

Weatherboard (see Clapboard)
Type of wood siding for the exterior covering of a frame building.

Window
A glazed opening in a wall that provides an interior space with natural light and ventilation. For a description of the parts of a window see muntin, mullion, pane, sash, and sill.

Window Hood
Protective and sometimes decorative cover found over doors and windows.

Window Sash
Framework in which panes of glass are set. It usually forms a moveable part of a window.

Wrought Iron
Almost pure iron that is soft and bendable, and can be forged or bent into many shapes.