

## **DESIGN GUIDELINES EAST MAIN STREET HISTORIC DISTRICT**

### **PURPOSE**

Design guidelines are criteria and standards which the Jackson – Madison County Historic Zoning Commission must consider in determining the appropriateness of proposed work within the East Main Street Historic District.

Appropriateness of work must be determined in order to accomplish the goals of historic zoning, as outlined in these guidelines and in the bylaws of the Historic Zoning Commission:

- (a) To preserve and protect the historical and/or architectural value of buildings or other structures;
- (b) To regulate exterior design, arrangement, texture, and materials proposed to be used within the historic district to ensure compatibility;
- (c) To create an aesthetic appearance which compliments the historic buildings or structures;
- (d) To stabilize and improve property values;
- (e) To foster civic beauty;
- (f) To strengthen the local economy; and
- (g) To promote the use of historic districts for the education, pleasure, and welfare of the present and future citizens of Jackson and Madison County.

### **NEW CONSTRUCTION**

**Definition:** The construction of any freestanding structure on any lot, including new construction which utilizes existing party walls or major additions to existing buildings.

### **General Principles**

These guidelines shall apply only to the exteriors of buildings, to areas of lots visible from public rights-of-way, and to principle elevations.

The principle façade (front and street related elevations) of proposals for new construction shall be more carefully reviewed than other facades.

Major or disputed renovations, repairs, or addition plans should be submitted with:

- 1) Drawings of work to be done;
- 2) Picture of existing façade to be altered;
- 3) Explanation of work to be done; and
- 4) Recommendations from the Tennessee Historical Commission or a historical architect.

New buildings should not imitate past architectural styles; they should reflect the era of their own construction, since it is usually impractical to accurately imitate architecture of the past and since it creates pseudo-old buildings.

Since construction in a historic district has usually taken place continuously from the late nineteenth and early twentieth centuries, a variety of building types and styles result which demonstrate the changes in building tastes and technology over the years. New buildings should continue this tradition while complementing and being compatible with other buildings in the area.

Because new buildings usually relate to an established pattern and rhythm of existing buildings, both on the same and opposite sides of a street, the dominance of that pattern and rhythm must be respected and not disrupted.

New construction should be consistent with existing buildings along a street in terms of height, scale, setback and rhythm, relationship of materials, texture, details, color, roof shape, orientation, and proportion and rhythm of openings.

### **Guidelines for New Construction**

#### **Height**

New buildings should be constructed to the same number of stories and to a height that is compatible with the height of adjacent buildings.

#### **Scale**

The size of a new building, its mass in relation to open spaces, and its windows, doors, openings, and porches should be visually compatible with the surrounding buildings.

#### **Setback and Rhythm of Openings**

The setback from front and side yard property lines established by adjacent buildings should be maintained. When a definite rhythm along a street is established by uniform lot and building width, infill new buildings should maintain the rhythm.

## **Relationship of Materials, Texture, Details, and Material Color**

The relationship and use of materials texture, details, and material color of a new building's principal facades should be visually compatible with and similar to those of adjacent buildings, or should not contrast conspicuously.

## **Roof Shape**

The roofs of new buildings should be visually compatible, by not contrasting greatly, with the roof shape and orientation of surrounding buildings.

## **Orientation**

The site orientation of new buildings should be consistent with that of adjacent buildings and should be visually compatible.

## **Proportion and Rhythm of Openings**

The relationship of width to height of windows and doors and the rhythm of solids to voids in new buildings should be visually compatible with the surrounding buildings.

## **Additions to Existing Buildings**

New additions to existing buildings should be kept to a minimum and should be visually compatible in scale, materials, and texture. Additions should not be visually jarring or contrasting.

Additions shall not be made to the principal facades of existing buildings, except to restore it to its original appearance as shown in valid documentation.

Additions may be located to the rear of existing buildings in ways that do not disturb the principal facades.

The creation of an addition through enclosure of a front façade porch is prohibited.

## **Out Buildings**

Garages and storage buildings should reflect the character of the existing house and surrounding buildings and should be compatible in terms of height, scale, roof shape, materials, texture, and details.

The location and design of out buildings should not be visually disruptive to the character of the surrounding buildings.

## **Appurtenances**

Appurtenances related to new buildings, including driveways, sidewalks, lighting, fences, and walls shall be visually compatible with the environment of the existing buildings and sites to which they relate.

Prior to any new construction, the following should be submitted to the Jackson – Madison County Historic Zoning Commission:

- 1) Scaled architectural drawings of the buildings with details of outside principal facades, landscape plans, driveways, parking areas, and of any outbuildings.
- 2) Air conditioners, heating units, and other outside equipment, as well as, garage areas must be concealed from the front and street related views.
- 3) Recommendations from the Tennessee Historical Commission or a historical architect. The commission reserves the right to request a second opinion of their choice.

## **DEMOLITION**

**Definition:** The tearing down of a building.

### **General Principles**

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 not permitted, except as outlined in the following guidelines.

### **Guidelines**

Demolition is inappropriate:

If a building is of such architectural or historical interest and values 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 or be reproduced without great difficulty and 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.

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;

If a building does not contribute to the historical architectural character and importance of the district and its removal will result in a more positive, appropriate visual effect on the district; or

It is demonstrated that demolition is economically necessary and justified as determined by the Jackson – Madison County Historic Zoning Commission in accordance with its bylaws and guidelines and with the laws of the City of Jackson and the State of Tennessee, including, but not limited to, the following guidelines of the Jackson – Madison County Historic Zoning Commission:

- 1) Owner’s knowledge of Restrictions at the time of purchasing the property. (A relatively new owner is assumed to have investigated these at the time of purchase);
- 2) Current economic return (“The reviewing body should therefore require an applicant ... to provide information regarding the price originally paid for the property, potential rental or lease income, and the net profit derived for the landmark, if any, over the past several years.”);
- 3) Owner’s attempt to rent or sell the property (Reviewing commission may require proof of these efforts); and
- 4) Feasibility of Profitable Alternative Uses (Owners should be required to make a case that there are no economically viable alternatives to demolition. Outside interested parties may also be given an opportunity to present economically viable alternatives.)

## **RELOCATION**

**Definition:** Moving a building in a district from one site to another.

### **General Principles**

Moving an existing building that retains architectural and historical integrity and which contributes to the architectural and historical character of the district should be avoided.

Moving a building which does not contribute to the historical and architectural integrity of the district or which has lost architectural integrity due to deterioration and neglect is appropriate if its removal or the proposal for its replacement will result in a more positive appropriate visual effect on the district.

### **Guidelines for Relocation**

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

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 buildings along the street.

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 shall be similar in setting and siting to the old location;

The building will be compatible with the building 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 on the site and surrounding buildings from which it will be removed.

### **ALTERATIONS TO EXISTING BUILDINGS**

**Definition:** A change in building material, the addition or elimination of any architectural feature of a structure, a repair that reconstructs any part of an existing building, an addition that extends or increases floor area or height of any building, or construction of an appurtenance.

### **General Principles**

These guidelines shall apply only to the exteriors of buildings, to areas of lots visible from public rights-of-way and to principle elevations.

Proposals for exterior work to be done on principle elevations shall be more carefully reviewed than that to be done on other facades.

Plans for renovations, repairs or additions requiring a building permit or improvements which are under dispute from the residents on the street shall be submitted to the Jackson – Madison County Historic Zoning Commission with:

- 1) Drawings of work to be done;
- 2) Picture of existing façade to be altered;
- 3) Explanation of work to be done; and
- 4) Recommendations from the Tennessee Historical Commission or a historical architect. The commission reserves the right to request a second opinion of their choice.

The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided.

All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.

Changes that may have taken place in the course of time are evidenced of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.

Distinctive stylistic features of examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity.

Deteriorated architectural features shall be repaired rather than replaced whenever possible. In the event replacement is necessary, the new material should visually match as closely as possible the composition. Replacement of missing architectural features is encouraged. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.

The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that damage historic building materials shall not be undertaken.

Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.

Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy or diminish significant historical, architectural, or cultural materials or features, and when such design is compatible with the size, color, material, and character of the existing building and property, neighborhood, or environment.

Whenever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

## **BUILDING FEATURES**

The features of a building include such things as porches, doors, windows, masonry, roofing, siding, paint colors, and other exterior design elements. These individual elements often make clear statements about the age and history of a building. Removing or changing them, or adding additional features can drastically alter the character of a significant structure.

### **1) Entrances, Porches, and Steps**

#### **Recommended:**

Retaining porches and steps that are appropriate to the building and its development. Porches or additions reflecting later architectural styles are often important to the building's historical integrity and, whenever possible, should be retained.

Repairing or replacing, where necessary, deteriorated architectural features of wood, iron, cast iron, terra cotta, tile, and brick.

Enclosing side porches, if the visual openness and character of the original porch is maintained.

**Not Permitted:**

Removing or altering porches and steps that are appropriate to the building's development and style.

Stripping porches and steps of original material and architectural features, such as, hand rails, balusters, columns, brackets, and roof decorations of wood, iron cast, iron, terra cotta, tile, and brick.

Enclosing front porches and steps.

**2) Windows and Doors**

**Recommended:**

If possible, retaining and repairing existing window and door openings including window sash, glass lintels, sills, architraves, shutters, doors, pediments, hoods, steps, transoms, sidelights, and all hardware.

Visually duplicating the design, hardware, and if possible, the material of the older window sash and doors if new sash and doors are used.

Installing visually unobtrusive storm windows and doors, where needed, that does not damage existing frames and that can be removed in the future.

Using original doors and door hardware when they can be repaired and reused in place.

**Not Permitted:**

Introducing new window and door openings into the principal elevations, or enlarging or reducing window or door openings to fit new stock door sizes.

Altering the size of windowpanes or sash. Such changes destroy the scale and proportion of the building.

Installing inappropriate new window or door features such as aluminum storm and screen windows, insulating glass combinations that require the removal of original windows and doors.

Installing plastics, canvas, or metal strip awnings or fake shutters that detract from the character and appearance of the building.

Discarding original doors and door hardware when they can be repaired and reused in place.

Wrought iron and ornamental security doors.

**3) Architectural Features**

**Recommended:**

Retaining original material whenever possible.

Repairing or replacing, where necessary, deteriorated material with new material that visually duplicates the old as closely as possible.

**Not Permitted:**

Removing architectural features that are an essential part of a building's character and appearance, illustrating the continuity of growth and change.

Applying new material or features that are inappropriate.

Removing architectural features such as cornices brackets railings, shutters, window architraves, and doorway pediments.

**4) Architectural Metal**

**Recommended:**

For architectural metals such as cast iron, steel, pressed tin, aluminum, and zinc, cleaning, when necessary, should be with the appropriate method. Metals should be cleaned by methods that do not abrade the surface.

**Not Permitted:**

Exposing metals that were intended to be protected from the environment. Do not use cleaning methods that alter the color, texture, and tone of the metal.

**5) Exterior Finishes**

Upon request, the Jackson – Madison County Historic Zoning Commission will provide advice on appropriate historic paint colors and paint color combinations.

**6) Wood Siding**

**Recommended:**

Retaining and preserving significant architectural features, whenever possible.

Repairing or replacing, where necessary, deteriorated material that visually duplicates in size, shape, and texture the old as closely as possible.

Siding that was added after the original construction may be removed.

**Not Permitted:**

Removing significant architectural features such as siding, cornices brackets window architraves, and doorway pediments. These are, in most cases, an essential part of a building's character and appearance that illustrate the continuity of growth and change.

Resurfacing frame buildings with new material that is inappropriate such as artificial stone, brick veneer, asphalt or cedar shingles, and plaster or aluminum siding. Such material can also contribute to the deterioration of the structure from moisture and insects.

7) **Masonry**

**Repair or Replacement**

**Recommended:**

Masonry, such as brick, stone terra cotta, concrete, stucco, mortar, the original masonry, mortar, and stucco, should be retained whenever possible.

Repairing stucco with a stucco mixture that duplicates the original as closely as possible in appearance and texture.

**Not Recommended:**

Resurfacing with new material that is inappropriate such as veneer, or asphalt shingles and plastic or aluminum siding. Such material can also contribute to the deterioration of the structure from moisture and insects.

**Cleaning**

**Recommended:**

Cleaning masonry to halt deterioration or to remove graffiti and stains and always with the gentlest method possible, such as low pressure water and soft natural bristle brushes, or appropriate chemical cleaners.

**Not Permitted:**

Sandblasting, including dry and wet grit, and other abrasive brick or stone surfaces. This method of cleaning erodes the surface of the material and accelerates

deterioration. Using chemical cleaning products that would have an adverse chemical reaction with the masonry materials, i.e., acid or limestone or marble.

### **Painting and Water Proof Coatings**

#### **Recommended:**

Retaining the original or early color and texture of masonry surfaces, including early signage whenever possible. Brick surfaces may have been originally painted or whitewashed for practical and aesthetic reasons.

If painting of brick becomes necessary, latex paint in original, natural colors should be used.

#### **Not Permitted:**

Removing paint from masonry surfaces indiscriminately. This may subject the building to damage and change its appearance.

Applying waterproof or water repellent coatings or surface consolidation treatments unless required to solve a specific technical problem that has been studied and identified. Painting of brick, unless it is mismatched or so deteriorated that it cannot withstand weather. Painting of stone is not recommended. Coatings are frequently unnecessary, expensive, and can be accelerate deterioration of the masonry.

### **Mortar Joints**

#### **Recommended:**

Repointing only those mortar joints where there is evidence of moisture problems or when sufficient mortar is missing to allow water to stand in the mortar joint.

Visually duplicating old mortar in composition, color, and texture.

Duplicating old mortar in joint size, method of application, and joint profile.

#### **Not Permitted:**

Repointing mortar joints that do not need repointing. Using electric saws and hammers to remove mortar can seriously damage the adjacent brick.

Repointing with mortar of high Portland cement content. This can often create a bond that is stronger than the building material and can cause deterioration as a result of the differing coefficient of expansion and the differing porosity of the material and the mortar.

Repointing with mortar joints of a differing size or joint profile, texture, or color.

**8) TV Antennae – Air Conditioners**

**Recommended:**

Placing television antennae, satellite dishes and mechanical equipment, such as, air conditioners, in an inconspicuous location or in a manner that shields the equipment from view from public rights-of-way.

**Not Permitted:**

Placing television antennae, satellite dishes and mechanical equipment, such as air conditioners, where they can be seen from the public right-of-way.

**9) Roofs and Roofing**

**Recommended:**

Preserving the original roof shape.

Retaining the original roofing materials, whenever possible.

Providing adequate roof drainage and ensuring that the roofing materials provided a weather tight covering for the structure.

Replacing deteriorated roof coverings with new material that visually matches the old in composition, size, shape, color, and texture.

Preserving or replacing, where necessary, all architectural features that give the roof its essential character, such as, dormer, windows, cupolas, cornices, brackets, chimneys, cresting, and weather vanes.

Removing dormer windows, visible from public rights-of-way, that were not part of the original roofline.

**Not Permitted:**

Changing the essential character of the roof by adding inappropriate features such as dormer windows, vents, or skylights, which would be visible from public rights-of-way.

Replacing deteriorated roof coverings with new materials that visually differ from the old in composition, size, shape, color, and texture to such an extent that the appearance of the building is altered.

Stripping the roof of architectural features important to its character.

Applying new roofing materials that is inappropriate to the style and period of the building and neighborhood.

**10) Signs and Plaques**

**Recommended:**

Affixing historic plaques to each structure contributing to the historic character of a district.

Removing historic plaques from structures that have been altered in such a way as to destroy the structure's historic character. Using historically appropriate scale, materials, lettering, color, placement, attachment, and design for all signage.

**Not Permitted:**

Affixing historic plaques to non-conforming architecture located within a historic district.

Using signage that hides or distracts from significant architectural details.

Using billboards on roofs of historic structures.

Using large plastic back lit signs or large projecting signs.

**11) Structural Systems**

**Recommended:**

Recognizing the special problems inherent in the structural systems of historical buildings, especially where there are visible signs of cracking, deflection, or failure.

Undertaking stabilization and repair of weakened structural members and systems.

Replacing historically important structural members only when necessary.

Supplementing existing structural systems when damaged or inadequate.

**Not Permitted:**

Disturbing the existing foundations with new excavations that undermine the structural stability of the building.

Leaving known structural problems untreated that will cause continuing deterioration and will shorten the life of the structure.

## 12) **Lighting**

### **Recommended:**

Retaining original light fixtures.

Recessed or ceiling mounted fixtures not visible from the public right-of-way.

If provided, remote light sources should be shielded to protect adjacent properties.

### **Not Permitted:**

Mounting carriage lamps on the wall or hanging from the ceiling of a porch. A freestanding lamppost in front yards. If provided, remote light sources should be shielded to protect adjacent properties.

Illuminating buildings and signs with remote light sources that are visually intrusive.

## **ENVIRONMENTAL FEATURES**

This section contains recommendations on preserving the environmental features of buildings and sites located in the district. The comparison of buildings to the setting in which it is located is particularly important to preserving a district and its environment, such as street features, like street lighting or signage. The sidewalk, paving, landscaping, and the age and character of any historical features are as indicative of a statement about the designation of a historic area, and are as important a consideration of a neighborhood's potential designation as are the building's themselves. The structure and the landscaping should be preserved.

### 1) **Neighborhood or District**

#### **Recommended:**

Retaining distinctive features such as the size, scale, mass, color, and materials of buildings, including roofs, porches, doors, canopies, loading docks, and stairways that give a neighborhood its distinctive character.

#### **Not Permitted:**

Introducing new construction into neighborhoods that is incompatible with the character of the district because of size, scale, color, and materials.

### 2) **Streets and Paving**

#### **Recommended:**

Retaining or repairing early or existing streets, walkways, and other paving.

**Not Permitted:**

Destroying the relationship of buildings and their environment by widening existing streets, changing paving material, or by introducing inappropriately located new streets and parking lots that are incompatible with the character of the neighborhood.

**3) Archaeological Features**

**Recommended:**

Leaving known archaeological resources intact.

Minimizing disturbance of terrain around the structure, thus reducing the possibility of destroying unknown archaeological resources.

Arranging for an archaeological survey of all terrain that must be disturbed during the rehabilitation program. The survey should be conducted by professional archaeologist.

**Not Permitted:**

Installing underground utilities, pavements, and other modern features that disturb archaeological resources.

Introducing unnecessary heavy machinery or equipment into areas where their presence may disturb archaeological resources.

**APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS**

A completed application for a Certificate of Appropriateness must be submitted to the Jackson – Madison County Historic Zoning Commission at least two weeks prior to its regularly scheduled meeting. A completed application will be heard at the next regularly scheduled monthly meeting of the commission. The commission shall, within thirty (30) days following the hearing on an application for a Certificate of Appropriateness, grant a Certificate of Appropriateness with or without attached conditions or deny the certificate, and shall state the grounds for denial in writing. Every effort should be made to ensure that all relevant issues and information are identified and presented in full to the commission for consideration and that all interested parties are given notice of this presentation and are allowed to present their comments during the public hearing on the Certificate of Appropriateness.