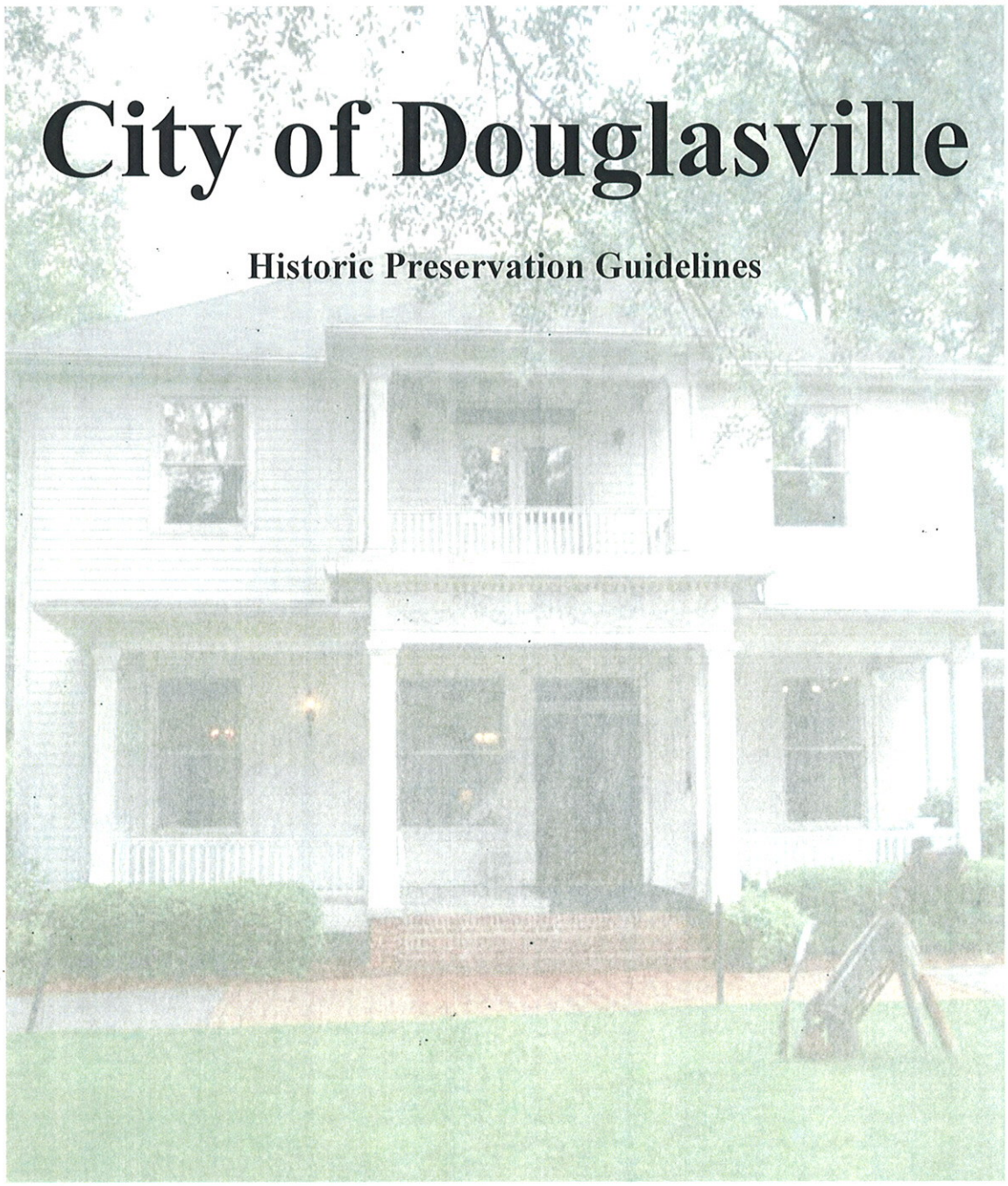
City of Douglasville

Historic Preservation Guidelines



Georgia Main Street

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I. Introduction

Historic preservation and architectural review guidelines are an important component of any community's historic preservation program. These guidelines were developed to assist in the decisions regarding changes within Douglasville's historic areas. They are intended to encourage orderly, creative, and compatible development within historic districts. These Guidelines are meant to convey a sensitive and thoughtful approach to historic preservation in Douglasville.

The City of Douglasville has a desire to preserve and enhance the historic qualities of its Residential and Downtown Historic Districts, particularly in the face of the continuing pace of growth and development in the community. The City of Douglasville has taken a number of steps to create vibrant, economically viable, and livable historic districts.

In 1989 a section of downtown Douglasville was listed on the National Register of Historic Places as a historic district. This designation was in recognition of the significance of the downtown architecture, commerce, and community development.

During the late 1980s and early 1990s the community of Douglasville made great strides in redeveloping downtown, which had devolved into a less than desirable condition. Several improvements, including a new pedestrian mall and a streetscape improvement plan helped revitalize the downtown historic district.

In 1997 the City Council adopted a new Historic Preservation Commission Ordinance to strengthen and build upon previous efforts to preserve the historic resources of the city. The Commission immediately went to work inventorying these resources, and recommending preservation measures to the City's elected officials.

The Douglasville Historic Preservation Commission is made up of residents of the City Of Douglasville who are interested in the fields of architecture, historic preservation, building construction, history, and architectural history. As volunteers appointed by the City Council and ratified by Douglasville's Mayor, members hold office for a term of three years. The Commission meets monthly on the second Tuesday of the month at 7:00 p.m. in Council Chambers of City Hall. Meetings are always open to the public. Work sessions or special meetings are called as necessary.

II. Douglasville History

Located on a natural rise in topography, the City Of Douglasville was originally known as Skint Chestnut. The name derived from a large tree used by the Native Americans in the area as a landmark. The tree was stripped of its bark so as to be more conspicuous, and now appears on the city seal of Douglasville.

In 1828, Campbell County was created, with the seat of government being Campbellton on the Chattahoochee River. To reduce the size of the County (a trip to the county seat could take 2 days), the Legislature created Douglas County out of parts of Cobb, Campbell, and Carroll Counties in 1870. An election was held to choose officials and select the new county seat. Although the largest group of voters chose a location at the center of the county, the newly elected leaders had their own view of the vote, and chose Skint Chestnut near the railroad right-of-way. After a 4-year wrangle, the State Supreme Court ordered that another election be held and the Skint Chestnut location was upheld.

The town of Douglasville was established by the Georgia General Assembly on February 25, 1875. An election held a few days later saw the first mayor, treasurer, record secretary, and marshal of the town chosen.

Douglasville was a "New South" post-bellum railroad town that developed a dominant commercial district complemented by a cotton and mill industry. The espousal of Henry Grady's "New South Creed" by a majority of Douglasville's local businessmen, professionals, and politicians transformed what was once the little farming village into a thriving town.

The New South vision created a new commercial orientation that reshaped southern railroad towns like Douglasville, revitalizing local economies, and creating buildings that are still in use today. The rise of southern railroad towns and the shift of farmers to cash crop agriculture were mutually reinforcing trends that created a spirit of entrepreneurial boosterism among local businessmen and professionals. This boosterism that inspired Douglasville's early businessman and professionals created what is today historic Douglasville.

III. Economic Benefits of Historic Preservation

Studies have shown a measurable benefit in real estate, construction, and commercial activity due to historic preservation. A study conducted by the University of Georgia for the State Historic Preservation Office used Rome, Tifton, and Athens, Georgia to demonstrate that historic preservation is good business. Comparisons were made between area within National Register districts, local historic districts, and non-designated districts. The study concluded that historic preservation has quantifiable economic and fiscal impacts on local communities and that historic preservation contributes financially as well as aesthetically to the community. In the study, property values in the National Register districts increased 10% more than the non-designated districts; locally designated properties increased in value almost 80% more than those only nationally designated.

In addition to the financial benefits of historic preservation, several incentives exist at the federal, state, and local level to encourage historic preservation and rehabilitation projects:

Federal:

- Rehabilitation Investment Tax Credit (RITC):
  A 20% tax credit for the substantial rehabilitation of a certified historic building for commercial, industrial, and rental residential purposes is available under current law. A 10% tax credit for some older structures, which do not qualify for certification, is also available. RITC's are available to owners and certain long-term renters of income producing properties.

- Charitable Contribution Deduction:
  The charitable contribution deduction is taken in the form of a conservation easement and enables the owner of a certified historic structure to receive a one-time tax deduction. A conservation easement usually involves the preservation of a building's façade by restricting the right to alter its appearance.

State:

- Rehabilitated Historic Property Tax Assessment Freeze:
  This incentive program provides an eight year freeze on property tax assessments, followed by an assessment increase of 50% of the difference between the recorded first year value on historic properties which have undergone substantial rehabilitation.
  The property must be listed or eligible for listing on the Georgia Register of Historic Places or the National Register of Historic Places either individually or as a contributing building within a historic district.

- State Tax Credit for Historic Property Owners:
  Owners of historic properties who complete a substantial rehabilitation may apply and receive a state income tax credit in the year the rehabilitation is complete. To be eligible for the credit, the property must be eligible for or listed in the Georgia

Register of Historic Places, the rehabilitation must be certified as meeting the Department of Natural Resources Standards for Rehabilitation, 50% of rehabilitation expenditures must be allocated to exterior work. For a historic home, the owner must spend the lesser of $25,000 or 50% of the adjusted value of the property, or in the case of a historic property in a targeted area, $5,000, and for any other certified structure, the owner must spend the greater of $5,000 or the adjusted value of the property.

Local:

- Downtown Façade Grant

  The Douglasville Downtown Development Authority initiated this program that offers funding to citizens interested in improving downtown building facades. The goals of the façade grant program are to improve exteriors and to promote historic downtown Douglasville. All work proposed within the locally designated commercial historic district must be approved by the Douglasville Historic Preservation Commission. Eligible activities include structural and aesthetic improvements to facades including windows, doors, historic architectural features, awnings, and others. Projects approved by the Historic Preservation Commission and Downtown Development Authority will be reimbursed for one-third (up to $3,000) of the total project cost, with a signed façade easement.

IV. Building Styles

8568 Price Avenue

Craftsman
(1905 – 1930)

Identifying Features:
Low pitched gabled roof (occasionally hipped) with wide, unclosed eve overhang; roof rafter usually exposed; decorative (false) beams or braces commonly added under gables; porches, either full- or partial-width, with roof supported by tapered square columns; columns or pedestals frequently extend to ground level (without a break at level of porch floor).

Occurrence:
This was the dominant style for smaller houses built throughout the country during the period from about 1905 until the early 1920s. The Craftsman style originated in southern California and most landmark examples are concentrated there. Like vernacular examples of the contemporaneous Prairie style, it was quickly spread throughout the country by pattern books and popular magazines. The style rapidly faded from favor after the mid-1920s; few were built after 1930.

8652 Campbellton Street

Colonial Revival
(1880 – 1955)

Identifying Features:
Accentuated Front Door, normally with decorative crown (pediment) supported by pilasters, or extended forward and supported by slender columns to form entry porch; doors commonly have overhead fanlights or sidelights; façade normally shows symmetrically balanced windows and center doors; windows with double-hung sashes, usually with multi-pane glazing in one or both sashes.

Occurrence:
This was the dominant style for domestic building throughout the country during the first half of the 20th century. The different subtypes were not, however, equally common throughout this long period, but shifted with changing fashion. After briefly passing from favor in mid-century, the style has recently reappeared in somewhat different form as a dominant Neoeclectic style.

8652 Campbellton Street

Tudor – Revival
(1890 – 1940)

Identifying Features:
Steeply pitched roof, usually side-gabled (less commonly hipped or front-gabled); façade dominated by one or more prominent cross gables, usually steeply pitched; decorative (i.e. not structural) half-timbering present on about half of examples; tall, narrow windows, usually in multiple groups and with multi-pane glazing; massive chimneys, commonly crowned by decorative chimney pots.

Occurrence:
This dominant style of domestic building was used for a large portion of the early 20th century suburban houses throughout the country. It was particularly fashionable during the 1920s and early 1930s when only Colonial Revival rivaled it in popularity as a vernacular style.

6497 East Strickland Street

Prairie
(1900 – 1920)

Identifying Features:
Low pitched roof, usually hipped, with widely overhanging eaves; two stories, with one-story wings or porches; eaves, cornices, and façade detailing emphasizing horizontal lines; often with massive, square porch supports.

Occurrence:
The Prairie style originated in Chicago and landmark examples are concentrated in that city's early 20th century suburbs, particularly Oak Park and River Forrest, and in other large Midwestern cities. Vernacular examples were spread widely by pattern books and popular magazines; they are common in early 20th century suburbs throughout the country. Most were built between 1905 and 1915; the style quickly faded from fashion after World War 1.

8536 Bowden Street

Queen Anne
(1880 – 1910)

Identifying Features:
Steeply pitched roof of irregular shape, usually with a dominant front-facing gable; patterned shingles, cutaway bay windows, and other devices are used to avoid a smooth-walled appearance; asymmetrical façade with partial or full-width porch which is usually one story high and extending along one or both side walls.

Occurrence:
This was the dominant style of domestic buildings during the period from about 1880 until 1900; it persisted with decreasing popularity through the first decade of the 20th century. In the heavily populated northeastern states the style is somewhat less common than elsewhere. There it is usually more restrained in decorative detailing and is more often executed in masonry. Moving southward and westward the style increases steadily in dominance and ebullience; California and the resurgent, cotton-rich states of the New South have some of the most fanciful examples.

8544 Bowden Street

Ranch
(1935 – 1975)

Identifying Features:
Asymmetrical one story shapes with low-pitched roofs dominate. Three common roof forms are used: the hipped version is probably the most common, followed by the cross-gabled, and finally the side-gabled. There is usually a moderate or wide cave overhang. Partially enclosed patios are common, and contrast with the large front and side porches of most historic homes.

Occurrence:
This was the dominant style for domestic building throughout the country during the middle part of the 20th century. The different subtypes were not, however, equally common throughout this long period, but shifted with changing fashion. The simplicity of this style allowed it to dominate most tract and susurban development from World War II until the mid 1970s.

8504 Price Avenue

Minimal Trditional
(1935 – 1950)

Identifying Features:
Roof pitches are low or intermediate, rather than steep as in the Tudor Style. Eaves and rake are close, rather than overhanging as in the Ranch Style. Usually, but not always, there is a large chimney and at least one front-facing gable, both echoing Tudor features. They are built of wood, brick, stone, or a mixture of these wall-cladding materials.

Occurrence:
With the economic depression of the 1930s came this compromise style, which reflects the form of traditional Eclectic houses, but lacks their decorative detailing. These houses were built in great numbers in the years immediately preceding and following World War II; they commonly dominate the large tract-housing developments of the period.

8424 Adair Street

Craftsman Bungalow
(1905 – 1930)

Identifying Features:
This style has low-pitched roofs with wide eaves and exposed roof rafters and decorative braces. The Craftsman Bungalow has an identifiable porch with square columns normally one or one and a half stories. Many Craftsman Bungalows also have stone chimneys, gabled dormers, and sloping foundations.

Occurrence:
The Craftsman Bungalow is an All-American housing style, but it has its spiritual roots in India. The first American house to be called a bungalow was designed in 1879 by William Gibbons Preston. Two California architects, Charles Sumner Greene and Henry Mather Greene, are often credited with inspiring Americans to build simple on-and-a-half story bungalows.

6658 Church Street

Contemporary
(1940 - 1980)

Identifying Features:
Two distinctive subtypes based on roof shapes; flat or gabled. It features overhanging eaves, frequently with exposed roof beams. Heavy piers may support gables. Various combinations of wood, brick, and stone wall cladding are used and traditional detailing is absent. Both roof shapes are most commonly on-story forms, although two story versions are not infrequent.

Occurrence:
This style was the favorite for architect-designed houses and buildings built during the period from about 1950 to 1970. The flat roofed subtype is a derivation of earlier International Style and houses of this subtype are sometimes referred to as American International. The gabled subtype is more strongly influenced by the earlier modernism of the Craftsman and Prairie styles.

8568 Price Avenue

Commercial
(1870 – 1930)

Identifying Features:
Flat Roof with decorative cornices. Can be one or more stories, with open, glass storefront on first floor. Upper facades often have symmetrical pattern of windows above signboard or decorative cornice separating storefront below. Windows often have multi-pane glazing and decorative hoods. Buildings are often built very close together, and even share adjoining walls.

Occurrence:
This was the dominant style for commercial building in downtown areas for much of the latter 19th and early 20th century. This style of building defines many historic commercial districts throughout the country. While this building style fell out of favor after WW II, it is still the most prevalent architectural style in many historic downtowns.

V. Building Design and Rehabilitation Guidelines

1. General Guidelines for Rehabilitation

The historic district guidelines apply to exterior changes to buildings within locally designated historic district. Interior changes, paint colors, or other minor repairs do not require approval from the Historic Preservation Commission. The property owner should consult with the Community Development Department, as well as the procedures for approval to determine whether a Certificate of Appropriateness is necessary. The design guidelines, which govern a Certificate of Appropriateness, are derived from the United States Secretary of the Interior's Standards for Rehabilitation. A summary of those standards:

1. A property should 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 is site and environment.
2. The historic character of a property should be retained and preserved. The removal of historic materials or the alteration of features and spaces that characterize a property should be avoided when possible.
3. Each property should 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, should be avoided when possible.
4. Most properties change over time; those changes that have acquired historical significance in their own right should be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property should be preserved.
6. Deteriorated historic features should be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature should match the old in design, color, texture, and other visual qualities, and, where possible, materials. Replacement of missing features should be sustained by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials should not be used. The surface cleaning of structures, if appropriate, should be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project should be protected and preserved. If such resources must be disturbed, mitigation efforts should be undertaken.
9. New additions, exterior alterations, or related new construction should not destroy historic materials that characterize the property. The new work should be differentiated from the old and should 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 should 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.

In all rehabilitation projects, the Secretary of the Interior's Standards for Rehabilitation should be consulted and followed as closely as possible. Here are a few more basic guidelines for rehabilitation:

1. Identify historic materials and features and plan to retain them. Historic materials and features are not just limited to original material and features. Historic changes of the life of the building (changes 50 years old and older) are also important in their own right, and deserve consideration.
2. Repair historic features and materials with the same material or with a matching substitute material. Patching, splicing, piecing-in, and consolidation are preferable to wholesale replacement unless the feature is too deteriorated to repair.
3. If a feature is too deteriorated to be reasonably repaired and preserved, replace the feature, copying the historic form and detailing. It is preferable to replace the feature with the same material, but a matching substitute is also acceptable.
4. If an entire historic feature is missing, it may be reproduced if adequate historical, pictorial, or physical documentation exists. Old pictures, or a historic written description, or a historic fragment of a missing feature may be used to reproduce the missing historic feature.
5. If no evidence exists, then a new design is preferable to a conjectural design, which creates a false historic impression. The new design should be identifiable as a contemporary replacement.

Along with the Secretary of the Interior's Standards and guidelines for rehabilitation, The City Of Douglasville has a few recommendations for all rehabilitation projects in Douglasville's historic districts:

1. Before beginning any rehabilitation work, contact the Community Development office to establish whether a Certificate of Appropriateness is required.
2. Before beginning any rehabilitation, thoroughly clean the building and then photograph all exterior walls and features, as well as all interior spaces and features. The photographs will serve as a guide and a record for later work, and are required documentation for federal tax incentives and state property tax freeze applications.
3. Inspect the building thoroughly, from basement or ground level to attic and roof, and make a record of existing materials, features, and their condition.
4. After the physical condition of the building has been assessed, plan the necessary work. If you intend to apply for federal tax incentive and the state property tax freeze, submit your applications at this stage to ensure that the planned work will meet necessary standards.

2. Maintaining Historic Characteristics:

Roof Form:

Roof form, features (like dormers and chimneys), size, and the pattern of roofing material are very important in defining a building's historic character. Douglasville's historic residences have a variety of roof types, primarily side or front gables or complex roof characteristics of Victorian style houses.

Original historic roof forms, as well as the original pitch of roofs should be retained whenever possible during major alterations. This includes character defining flat roofs on historic commercial buildings as well.

High Pitch

Low Pitch

Hipped

Porches/Entrances:

Entrances and porches are a focal point of historic buildings. They can be graceful, inviting, and often an integral part of the design of a historic home. They may stretch across the full width of a house, or wrap around corners. They may be two-story porches, with upper story balconies.

Features such as the porch roof form and shape, the location, type, and number of posts, the location and form of steps and railings, are all significant characteristics that should be preserved. Alterations that detract from the original character and design, such as enclosing a porch, harm the house.

Storefronts:

Storefronts are the face of historic commercial buildings, and are extremely important in defining their historic character. Douglasville's historic commercial buildings typically have storefronts with recessed entrances, and thinly framed windows. Cornices or awnings are used to separate the lower and upper stories.

Historic storefronts should be repaired rather than covered. Storefronts can consist of a variety of materials, which should be maintained or replaced with new materials that remain consistent in design, composition, texture, and other visual qualities.

Design guidelines for Douglasville's historic commercial buildings are not intended to restore the district to any particular time period, nor do the standards imply recreation of a "theme". The intent is to acknowledge that the Commercial Historic District is a composition of individual buildings with a variety of architectural styles. The preservation approach in downtown Douglasville respects the uniqueness of each building as well as the similarities, and the relationship each building has to the visual character of the entire district.

Windows and Doors:

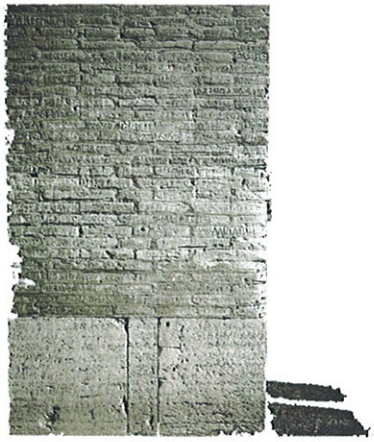
Windows and doors are an essential part of the historic character of a building. They take up a substantial portion of the wall plane, and deserve special consideration.

While windows and doors are the most common subject of rehabilitation projects, care should be taken to maintain and reuse original materials whenever possible. The size, shape, and molding profile of windows and doors should remain consistent, even if replacement is necessary.

Historic windows should not be blocked in. If ceilings have been dropped, provide a setback to allow for the full height of the original window openings. Tinted or reflective glass should not be used on primary or other important elevations.

Foundation:

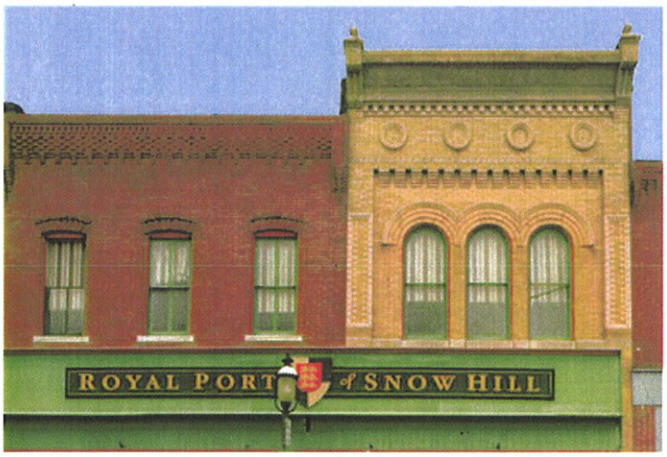
Foundations are typically one of the most neglected character-defining features of historic buildings. Historic homes are typically built on piers, which have almost invariably been infilled. Such infill should not cover or detract from the historic nature of foundation piers. Also, some accommodation should be made for ventilation and access to crawl spaces.



Upper Facades:

The upper facades of historic commercial buildings help to define not only the unique character of individual buildings, but also the historic feel of Douglasville's downtown. While recognition of each building's unique character is important, there are common elements to historic commercial buildings which are important to maintain.

Cornices, signboards, and upper story windows are or were elements found in nearly all historic commercial buildings in downtown Douglasville. It is important to preserve such character defining elements, and not cover them over with awnings, newer smaller windows, or other elements that detract from the historic character of downtown.



3. Materials and Secondary Characteristics

Foundation:

Infill of historic foundations should be recessed slightly behind the piers, so that the historic form of the foundation is visible.

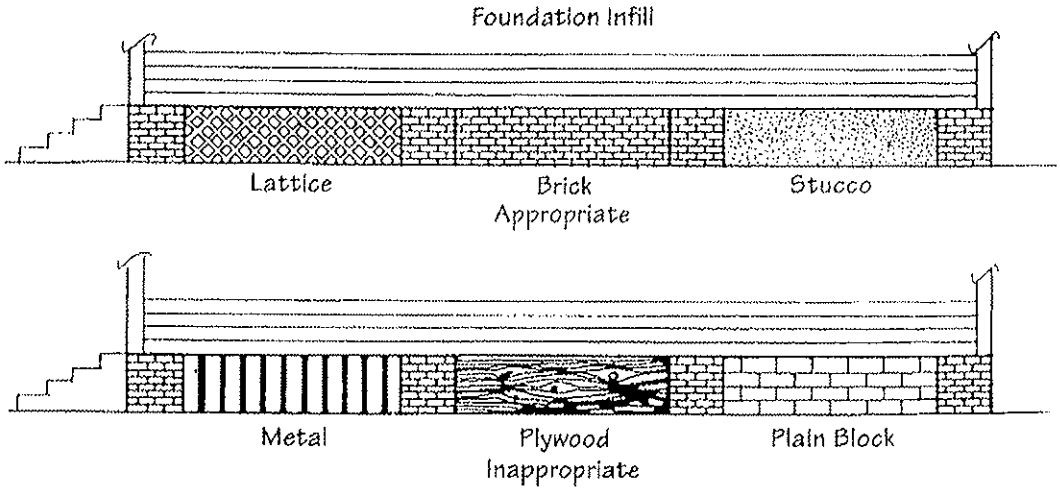
Appropriate materials for infill of historic foundations include:

- Lattice
- Brick
- Stucco

Inappropriate materials include:

- Metal
- Plywood
- Plain block

If infill material does not match foundation material, infill may be painted a dark color to resemble a void.



Exterior Walls:

The walls of Douglasville's historic houses were often covered with weatherboard, wood siding, wood shingles, brick or stone veneer, or stucco. Vinyl, aluminum, or other synthetic sidings are not appropriate for new or old houses in Douglasville's historic district. They can be particularly dangerous to existing houses because they mask drainage problems or insect infestation, and can prevent proper ventilation. Synthetic siding does not make a good permanent solution for exterior maintenance. Aluminum will corrode and dent, vinyl can melt and crack, and neither makes a good insulator for energy conservation.

Original materials such as wood and masonry are the preferred siding materials. Synthetic siding is not permitted.

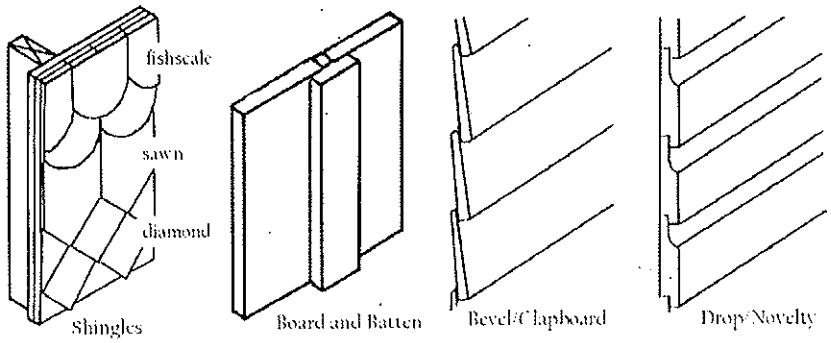
Wood:

- If wood siding is in such a poor condition that total replacement is necessary, the best method is to strip the old clapboards from the structure and replace them with new wood clapboard of similar shape and size.
- Replacement siding should duplicate the original in dimensions, exposure, and cut as well as thickness, length, and width. Trim and patterned shingles should also

duplicate the original. Replacement siding should only be used where siding was originally installed.

- Proper painting ensures a longer lasting paint job. New paint should be compatible with old paint. Manufacturers instructions should always be followed. Latex paint will not adhere to older oil/acrylic based paints unless an oil primer is used.
- Paint colors are not regulated, but some colors are more appropriate than others. Many manufacturers have historic colors available and will assist owners with color choices. Color should be compatible with adjacent buildings and should not be too repetitious.

Wood Exterior Cladding Types



Brick/Masonry:

- Evaluate the overall condition of masonry to determine if more than normal protection and maintenance is required.
- Never sandblast brick or stone surfaces using dry or wet grit or other abrasives including: walnut casings, seashells, or glass pellets. These methods of cleaning permanently destroy the material, may harm the mortar, and speed up deterioration.
- Historic masonry should not be coated with new paint (unless masonry is historically painted), stucco, vapor permeable water repellent, or other non-historic coatings. If masonry is historically painted and paint is removed, it should be repainted to retain its historic integrity.
- Historic stucco that has been damaged should be removed and patched with new stucco that matches the original in strength, composition, appearance, and texture.

Roofing Materials and Features:

Alterations to the roof including the addition or removal of dormers and chimneys is discouraged. When it becomes necessary to replace a roof, it is preferable, as always, to maintain the historic or existing material. Particularly when the roof contributes significantly to the character of the historic building, such as with metal, clay tile, or slate roofs.

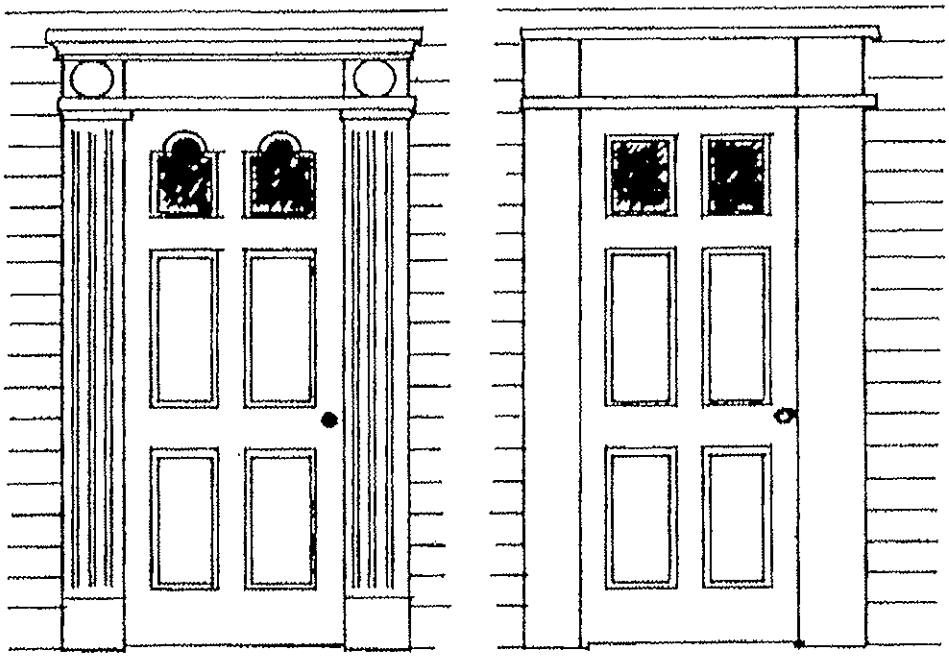
Some guidelines regarding roofs and roof features:

- The best materials to use when re-roofing are replicas of the original.
- Do not use solar collectors or modern skylights on roof planes that are visible from the street, and do not instill them where they interfere with decorative roof elements.

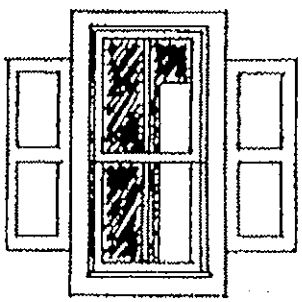
- Details associated with the roofs of houses, such as dentil or other patterned molding, roof cresting or finals, attic vent windows, chimneys, and other features should be saved, repaired, or replaced in kind.
- Gutters and Downspouts: Adequate roof drainage is essential to protect the roof from the weather. Falling built-in gutters can cause structural damage, and falling hung gutters can lead to foundation damage. When replacing visible gutters, care should be taken to select the appropriate profile. Plain round or rectangular gutters and downspouts were common to many early styles.
- Flashing: Flashing is found at valley, ridges, and eaves of roofs and at any structure that projects through the roof surface, such as chimneys and vents. Historic materials include copper, lead, terne, and galvanized sheet metal. It is recommended that damaged flashing material generally be replaced at the same time as the roofing material is replaced.
- Cresting and Finals: If still intact on a building, cresting and finals should be retained and protected. They should be closely inspected, repaired, and painted (unless made of copper). Replacement of missing pieces is desirable. Missing pieces should be duplicated from existing fragments or from historical information.
- Dormers: Dormers should not be removed, nor their shape and detail changed. It is not recommended that dormers be added to a house that did not originally have them.
- Cornices and Eaves: Wood trim should be painted to prevent splitting from swelling or shrinking, and to prevent deterioration from damprot. Ventilation of the eave or cornice is important. On older buildings where vents were not provided, installation of proper sofit grill or continuous sofit vents is recommended to roofs with asphalt shingles and other roofing materials. Boxing in of the cornice return on Italianate or Classic Revival buildings with gabled roofs is not recommended.

Windows and Doors:

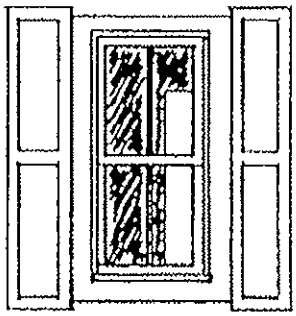
- A replacement door should not create a false historic appearance by being incompatible with the historic nature of the building or the original entrance or door.
- If a storm door is to be used, it should have a color clad frame and a full view glass, or be designed to respect the historic nature of the original entry door.
- Historic window and door locations, numbers, sizes, and glazing patterns (of windows) should not be changed.
- Historic trim should not be obscured.
- New shutters should be sized to cover windows and should be fastened to the window casing, not the siding.
- Entrance doors to commercial buildings were historically made of wood, however aluminum doors that have wide stiles and a dark anodized enamel finish so as to appear wooden are acceptable.
- Wooden doors and frames should be maintained whenever possible.



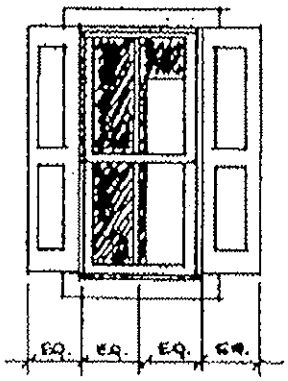
Duplication of trim proportion and massing is critical - Exact duplication of intricate detail is not as critical.



No! Shutter too Short & Nailed to Siding



No! Shutter too Long & Nailed to Siding

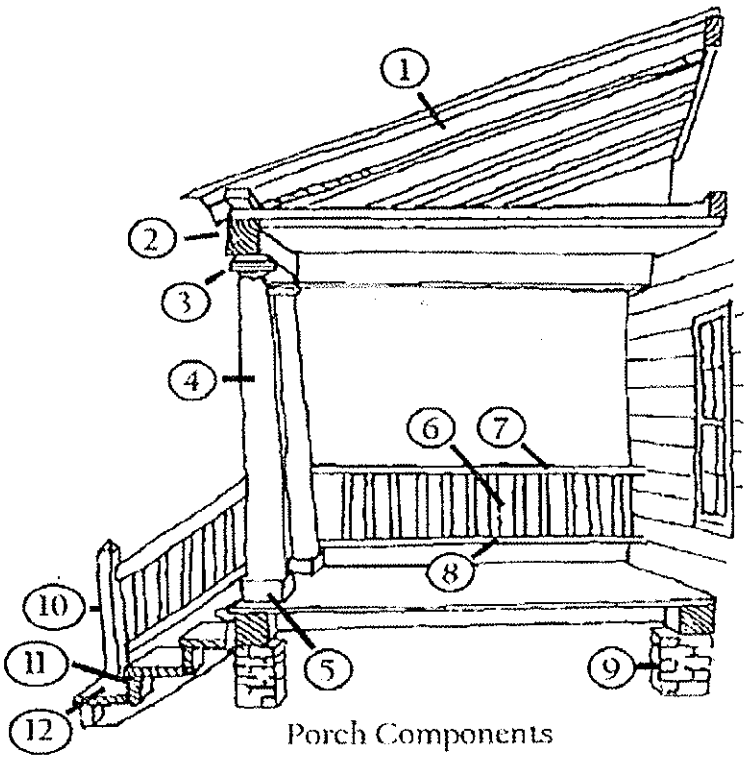


Correct - Sized to cover windows -Fastened to window casing, not to siding

Proper Shutter Installation

Porch:

- Identify historic materials such as porch roof shapes and trim, porch floors, railing, columns, banisters, balustrades, floors, fanlights, sidelights, pilasters, entablatures, and stairs for protection.
- Do not remove or radically alter entrances and porches. If a historic entrance has been radically altered or is completely missing, restoration should be based on historical documentation and should be compatible with the historic character of the building, as well as adjacent buildings.
- A replacement porch should not create a false historic appearance by being incompatible with the historic nature of the building or the original entrance.



Porch Components

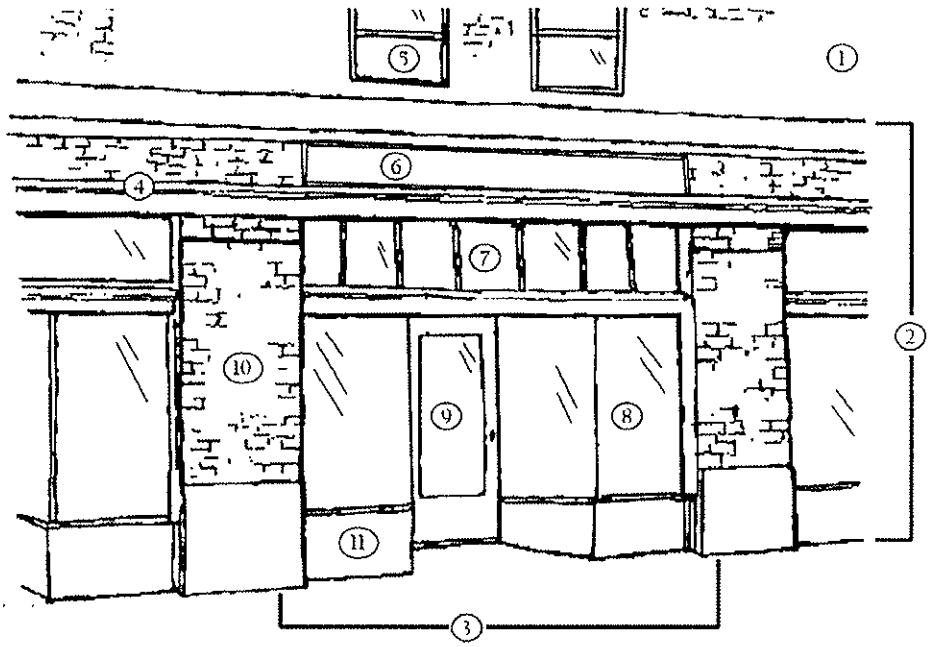
1. Rafter	7. Top Rail
2. Cornice	8. Bottom Rail
3. Column Capital	9. Pier
4. Column	10. Newel
5. Column Base	11. Riser
6. Baluster	12. Tread

Storefronts:

Rehabilitation of a storefront should begin with research. Old photographs and newspapers from the local library, local histories, or even the Chamber of Commerce may be available as sources of information about the historic appearance of downtown buildings. In addition, old materials such as old doors and windows may be found in the building or behind existing facades that may give clues to original architecture.

The intent is not to exactly recreate the historic appearance, but to restore the historic harmony that existed at the time the building was constructed.

- Components of the original façade should be incorporated into the rehabilitation and renovation designs.
- The building façade should not be obscured by metal or plastic siding or panels.
- Original building materials should not be obscured.
- Facade details should not be covered over, removed, or obscured by painting.
- The shape of the original storefront openings including windows, doors, and transoms should not be altered. If doors and windows must be blocked, the original shape should be maintained.
- Respect the storefront's original architecture, and repair or replace building components where possible.
- Do not attempt to make the storefront older than it really is by using an inappropriate historical theme.
- A storefront should be designed to fit inside the original opening and not extend beyond it.



1. Upper Facade
2. Lower Facade
3. Storefront
4. Cornice
5. Upper floor Window
6. Signboard
7. Transom
8. Display Window
9. Entrance
10. Pier
11. Bulkhead/Kickplate

Upper Facades:

In the historic district, many upper facades have been covered over with metal awnings and upper story windows have been covered in plywood or filled with brick. All of these alterations are inconsistent with the character of the historic district and should be avoided.

- Brick corbelling and stamped metal, or wooden cornices should be maintained and preserved.
- Any historic architectural details should be repaired, maintained, or replaced with a duplicate of the original. Inappropriate "theme" decoration should be avoided.
- Windows and window openings should be preserved and maintained in their original appearance. If replacement windows are necessary, the original pattern and shape of the window should be duplicated. Wooden sash is preferred, but backed enamel aluminum is acceptable.
- Window openings should not be enlarged or reduced, or blocked with smaller windows.
- Upper façade masonry and other original materials should be maintained and preserved. Avoid the use of modern building materials such as artificial stone, asphalt shingles, aluminum siding, or split face block.
- Sandblasting and other abrasive cleaning methods for masonry should be prohibited. High-pressure water or steam cleaning is preferred.
- Painted masonry should preferably remain painted.

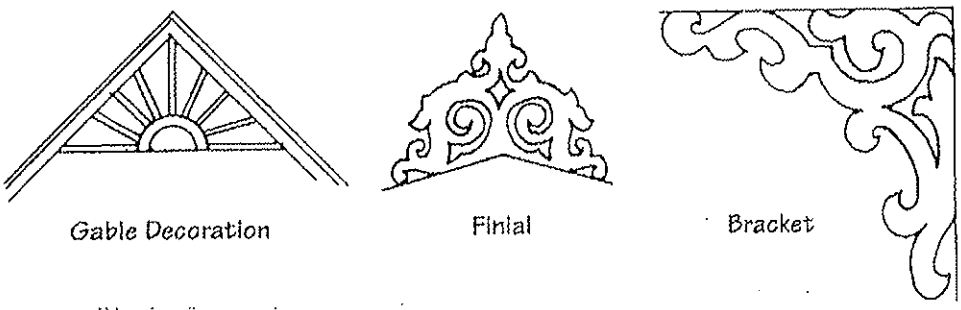
Architectural Metals:

Architectural metal features consist of a variety of metals produced in different ways: cast iron facades, porches, and steps; sheet metal friezes, cornices, roofs, roof cresting, and storefronts; and cast or rolled metal doors and window sashes, columns, window hoods, and hardware. All of these features add to the historic character of a building and their retention, repair, and protection is encouraged.

Incompatible metals should not be used together without separating materials between them. Otherwise galvanic corrosion will occur, such as copper corroding iron, steel, tin, and aluminum.

Ornamentation:

Decretive ornamentation such as brackets, gable decoration, cornices, and sawn wooden trim are extremely important in establishing the historic character of a building. Any existing decretive elements should be maintained and fixed, and should not be removed. Features that are too deteriorated to be repaired, or are completely missing, should be replaced in kind. Replaced features should be made from materials that are compatible with the original in size, scale, and material, and should be based on historical, pictorial, and physical documentation.



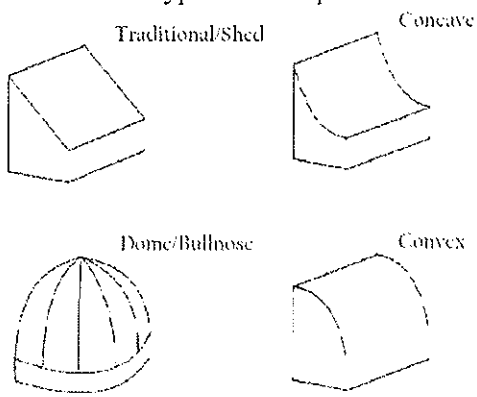
Awnings:

Traditionally, awnings in downtown Douglasville have been made of canvas or wood. Today, however, aluminum and metal have replaced many older awnings, detracting from the historic character of the downtown commercial historic district.

A standard awning should be mounted with a minimum vertical clearance of seven feet, and a maximum horizontal projection of seven feet. Retractable canvas awnings are preferred over all other types of awnings due to their versatility and historic character. Acrylan or other synthetic materials are also acceptable, though canvas is preferred. Some Awning guidelines:

- Canvas awnings are recommended as replacements for all metal, aluminum, and wooden awnings
- Historic metal awnings however should be restored and maintained in current location.
- Awnings are recommended to be placed over storefront windows or over storefront transoms
- Awnings should be selected to complement and not compete with existing building façade.

Types of Canopies

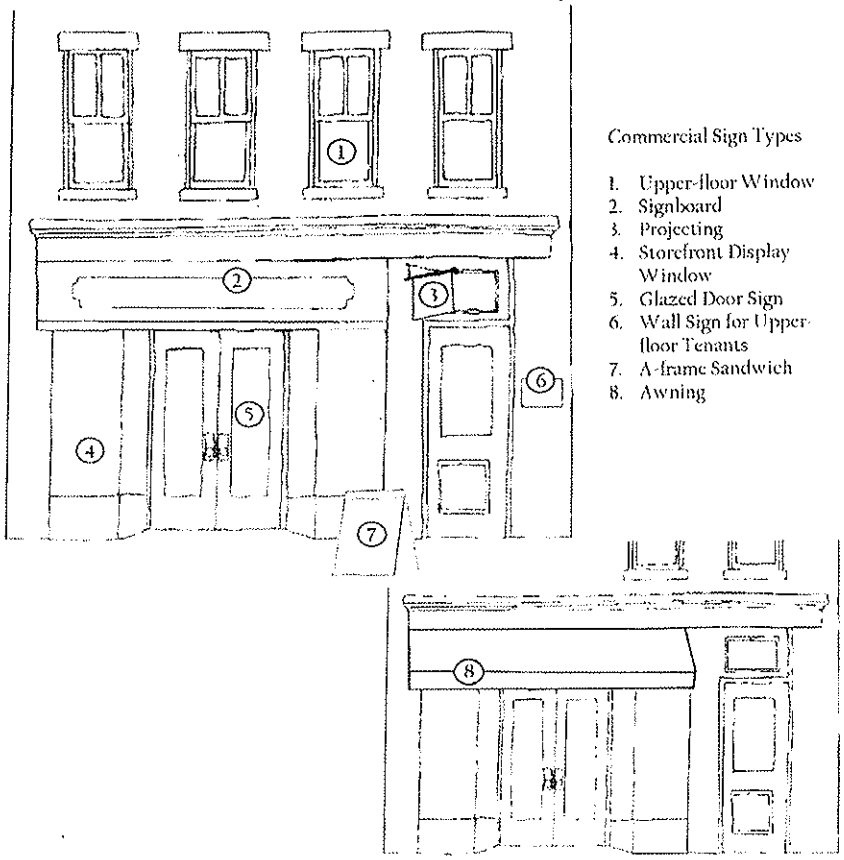


Signs:

Signage can contribute either a positive or negative image of a historic commercial building, and downtown Douglasville. Some guidelines for signage on historic buildings:

- Keep signage subordinate to buildings
- Signs should fit within the existing limit of building facades
- Off-site signs are not permitted
- Business signs are limited to two per building frontage, and no more than four feet in height.

- Maximum area of any sign in downtown commercial historic district is sixty square feet.
- Building sings within the downtown commercial historic district may be illuminated by remote light sources provided that these light sources are shielded to protect adjacent properties.
- Hanging signs should be mounted at least eight feet above the sidewalk, and should project no more than five feet.
- A flush mounted signboard may extend the width of the storefront, but may be no more than thirty inches tall. This sign should be mounted somewhere above the storefront windows, and beneath the second story windowsills.



Rear Entrances:

The rear entrances of commercial buildings in Downtown Douglasville are very important in creating a unified visual image, particularly where alleys have or will be converted into pedestrian malls.

- The rear building façade should be cleaned and maintained.
- The rear entrance should not compete with the storefront for visual importance.
- The rear entrance should be identified with a small sign, awnings, a small display window, or landscape plantings.
- Service areas should be screened from view with materials consistent with the building architecture. Several businesses should consider consolidating their service areas.

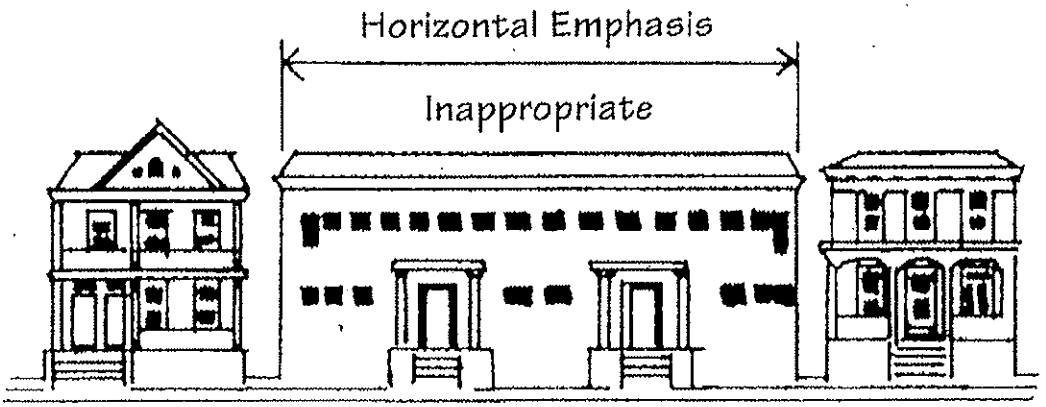
4. New Construction and Additions

Residential

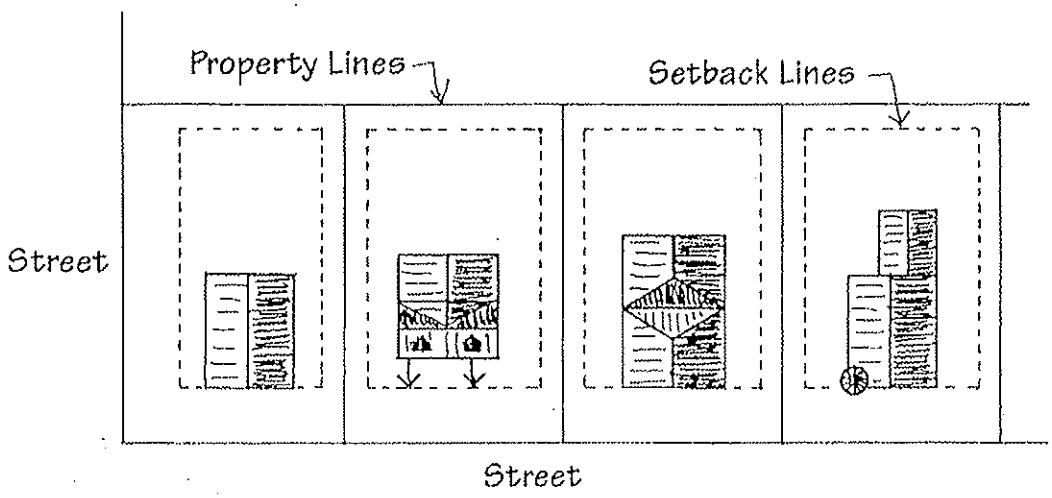
The design of new structures in Douglasville's historic districts should harmonize with the character of the neighborhoods and should be compatible with the historic building patterns. New buildings should be contemporarily in spirit, rather than being imitations of the past. New buildings should respond to the present time, the environment, and the use for which they are intended. However, they should also not be visually incompatible with the existing older structures, materials, and patterns of development.

Orientation/Setbacks/Spacing

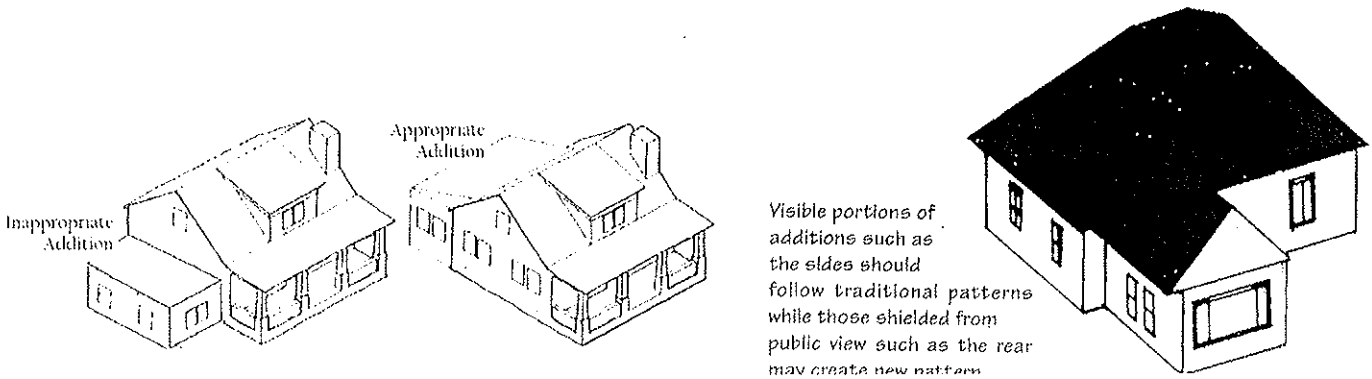
- Setbacks and yard dimensions of infill construction should conform to historic setback and side yard dimensions in the surrounding area.
- Additions and new construction should not interrupt the existing building patterns along the street and should respect mature existing landscape features, and historically open spaces.
- Additions on buildings on corner lots are generally to be avoided. If a building is on a corner lot, the interior side yard is the preferred location for and addition.
- The spacing between new and existing structures should be similar to existing structures on the street.
- A new building's orientation on a lot should conform to historic building orientation.

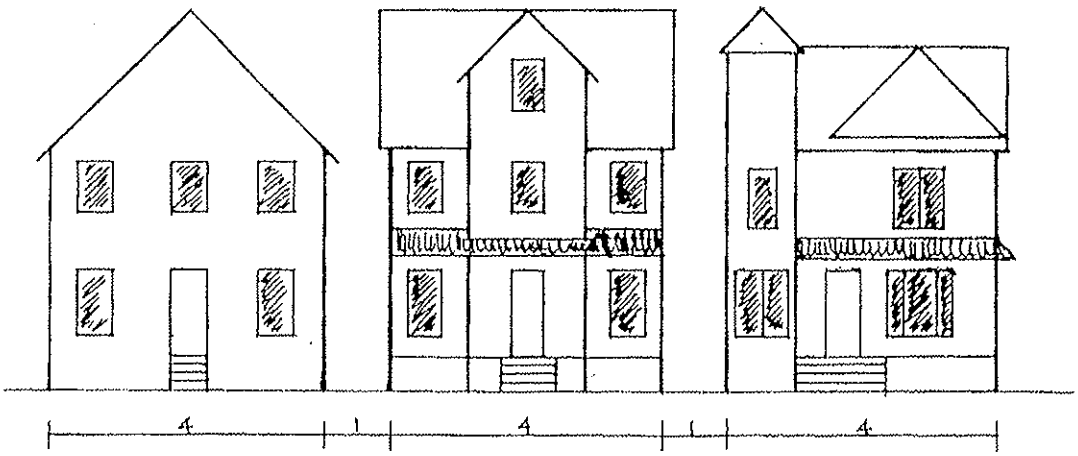


Inappropriate:
Building massing is primarily horizontal - Existing buildings are vertical. Additionally, windows do not respond to the proportion of windows in the area.



Setbacks and Infill

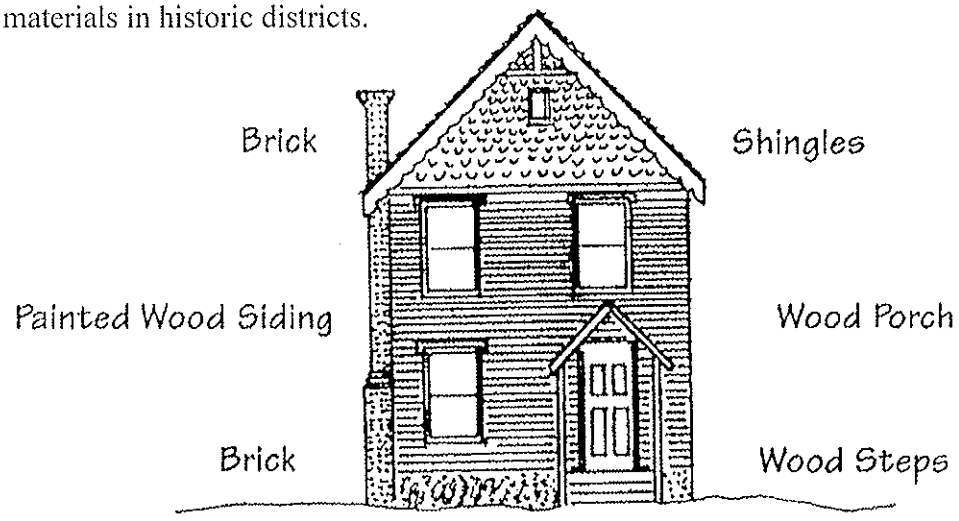




Rhythm & Spacing Between Structures

Form and Character

- Any new building should note historic building scale in the district, and conform to that scale. An addition should not overpower the original building with its size, either the square ground floor footage or it height.
- New buildings and additions should conform to historic building heights, size, and massing.
- The finish of the addition should be consistent with that on the original building. Siding should be the same width; if old bricks are painted, the new bricks should be painted.
- Additions and new construction should not obscure or confuse the historic form and character of the original historic building or historic context.
- Additions should be secondary to original buildings.
- Additions should not disrupt the pattern of façade elements of the original building.
- New building design should be tied to the architectural/visual characteristics of the district and echo or complement those characteristics without exactly imitating them.
- The relationship of materials, textures, and colors of a structure should be visually compatible with the predominant materials used on a structure to which it is visually related.
- New materials should approximate those historic materials in color, texture, finish, and size.
- An addition should be distinguishable from, but compatible with the historic building.
- Generally, for additions, the roof type and roof pitch of the original building should be repeated. Existing window and door spacing and patterns should be considered and used in the new addition. Existing window, door, and eave trim can be repeated in a simplified version.
- Traditional building components should be used: roof shapes, pitch, and overhang; porch configuration and location; window and door size, shape, and location.
- Plastic, bare and unfinished metal, and large expanses of glass are not appropriate materials in historic districts.



Relationships of Materials, Textures

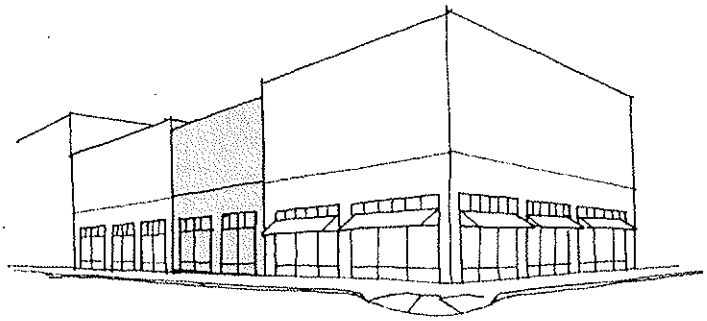
Commercial

New construction in Douglasville's historic commercial district can have a strong impact on the historic appearance of downtown, both positively, and negatively. A balance must be reached between the natural desire to encourage development, and maintaining the historic ambiance of downtown. The goal is to encourage design that is sensitive to the historic character of the district without imitating the appearance of historic buildings. New buildings should respond to the present time, the environment, and the use for which they are intended. However, they should also not be visually incompatible with the existing older structures, materials, and patterns of development.

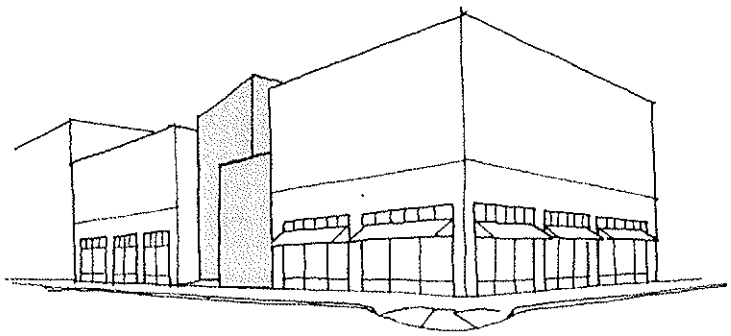
Heights/Setbacks/Alignment

- Maintain the alignment of existing building heights and maintain existing cornices where possible. Using paint schemes or simplified cornices in order to strengthen the visual unity of building tops is recommended.
- Keep primary facades one two stories high. Do not exceed 40' in height.
- Buildings at the ends of blocks should have similar height to buildings on adjoining blocks.
- New construction should be compatible with the current pattern of building on the front property line. Setbacks should be avoided when possible.
- Maintain the alignment of facades at the edge of the sidewalk. If facades must be set back from the sidewalk then a wall or fence combination should be provided to re-establish the facade relationship with the sidewalk.
- Floor heights should be compatible with adjacent buildings.

Appropriate:
Massing and form are harmonious with existing historical form and vocabulary of adjacent buildings.

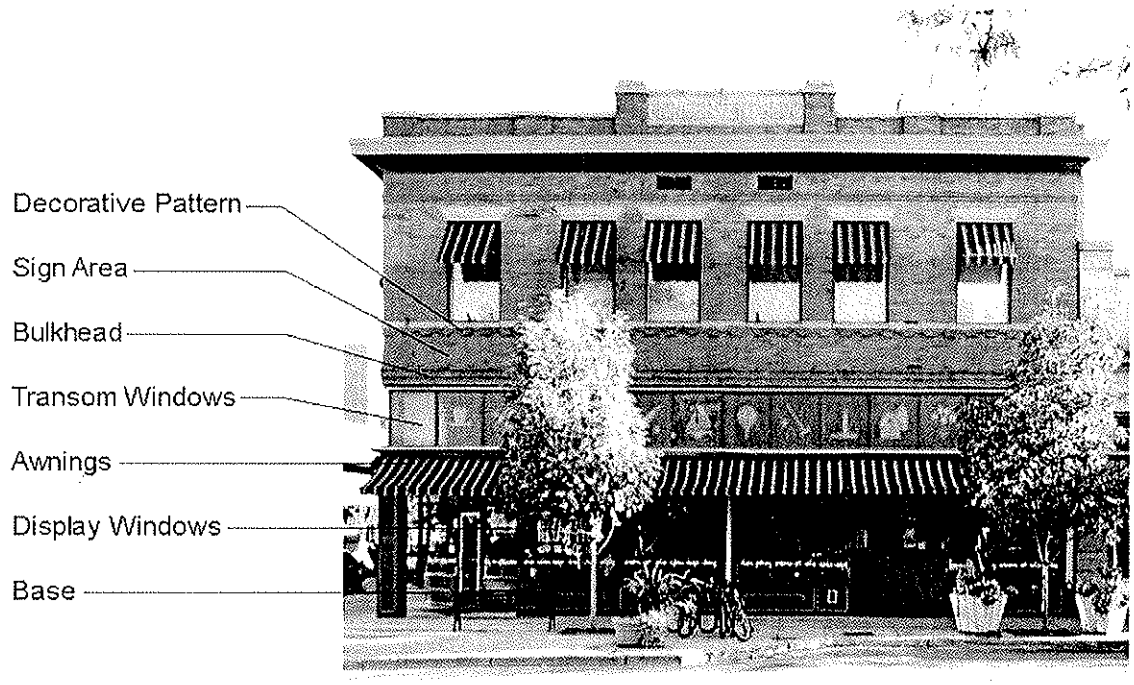


Not Appropriate:
Massing and form contradict existing historical form and vocabulary of adjacent buildings.



Form and Character

- Maintain a ratio of glass to wall surface that is compatible with adjacent historic buildings.
- Maintain the pattern of distinct storefronts and upper facades.
- The composition of windows and doors should be compatible with adjacent historic buildings.
- New construction should reflect the detailing of adjacent buildings.
- New Construction should use brick building materials similar to adjacent building facades. Raw aluminum and metal should be avoided as primary façade material.
- A new addition to a historic building should be compatible with the proportions, height, materials, and character of the historic building.
- A new addition should be planned to protect the historic qualities of the existing historic structure, while maintaining visual and architectural distinction.



VI. Threats to Historic Integrity

It is not hard to maintain and restore a historic building while keeping the historic integrity and aesthetic that defines it. However, without proper consideration it is also easy to destroy the historic integrity of a building. These examples are by no means the only ways to threaten the historic integrity of a building, but are meant to be object lessons in what to consider and avoid when restoring, remodeling, and maintaining a historic building.

Unsympathetic Additions

Additions greatly effect the aesthetic of any house, but even a nice addition can easily destroy historic character if not properly planned and considered.

Artificial Siding

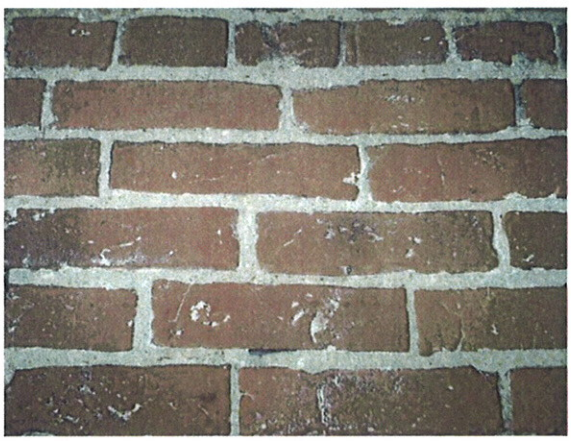
While vinyl and aluminum siding can ease maintenance and look good, they can cover up problems and often destroy the historic character of a home.

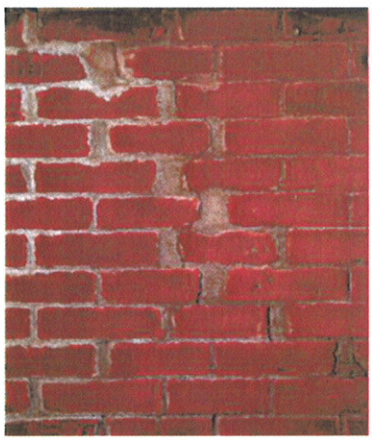
Historic house with artificial siding

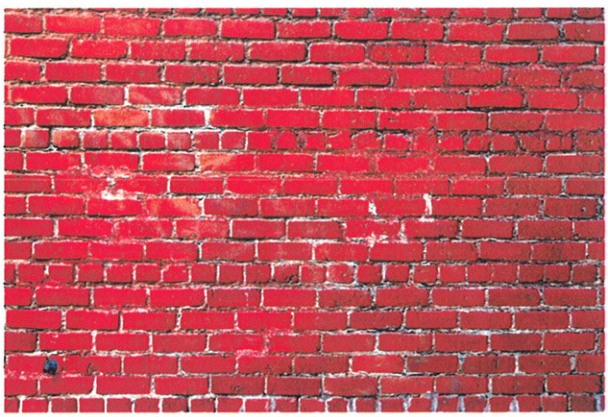
House restored to original siding

Sandblasting/Poor Pointing

Brick and stone can create a beautiful historic façade, however without proper maintenance the aesthetic can easily be ruined.

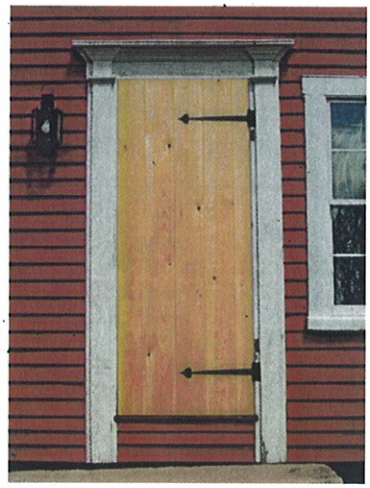
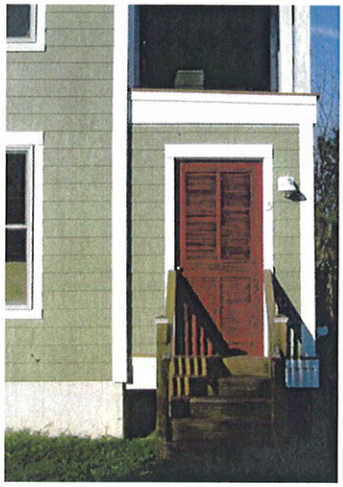
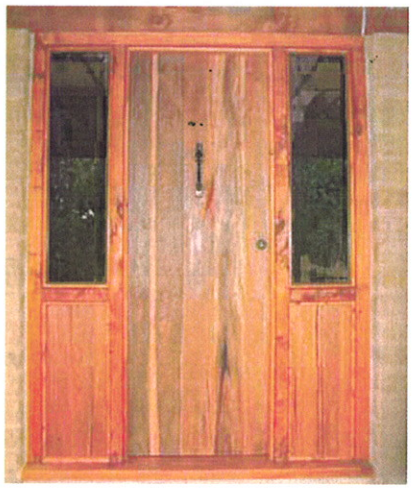






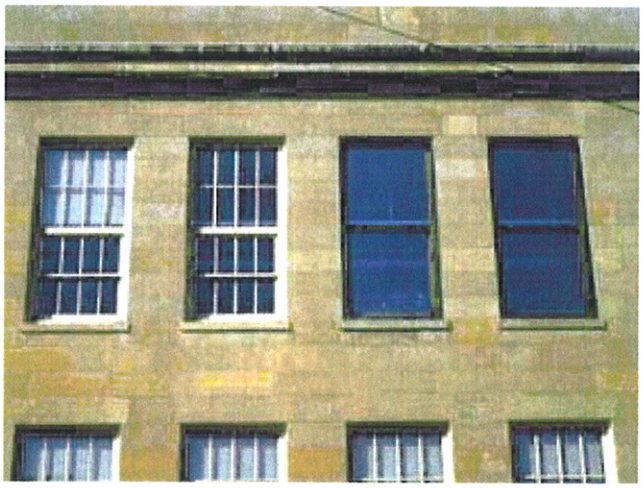
Inappropriate Doors

Doors and windows are the most worked on and changed feature of a historic home. It is important to remember their importance in maintaining historic integrity.

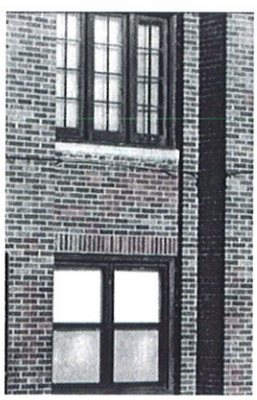




Inappropriate Windows

Windows and doors are the most worked on and changed feature of a historic building. It is important to remember their importance in maintaining historic integrity.







Inappropriate Alterations to Storefronts

Storefronts are the most defining aspect of a historic downtown, and must be maintained and renovated with historic character in mind.

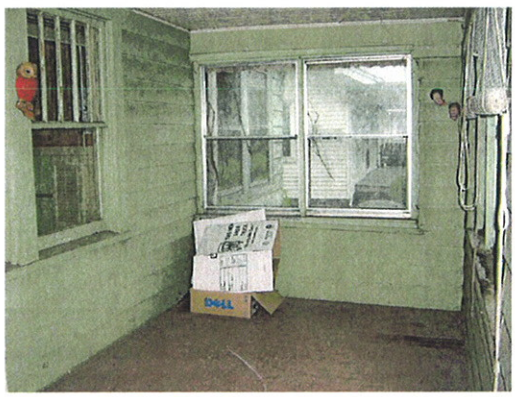
Both of these Storefronts look nice, but do not maintain a historic character.

Storm Windows and Doors

Storm windows and storm doors that cover up or obscure the historic details of a home should be avoided whenever possible.

The storm door on the left is obscuring the historic nature of the door behind it, while adding nothing to the aesthetic of the house.

The storm door on the right is on the same door as the one above, but much more clearly shows the character of the door, while staying in keeping with the historic aesthetic of the house.



The storm windows on the left are not in keeping with the historic character of the house.

The storm window on the right does not detract from the

historic window behind it.

Inappropriate Porch Treatments

Porches are the face of a historic house, and improper treatment or covering of a porch can greatly damage the historic character.

Inappropriate Foundation Treatments

While often overlooked, a foundation is an important part of creating historic character.

Inappropriate Shutters

Shutters can redefine a window in both a good way and a bad way. Care must be taken so that shutters do not create a false appearance.

Shutters should be affixed to the window frame, and be allowed to swing freely. Shutters such as those on the right are not sized to fit the window, and are attached to the outside of the frame, creating

a false appearance.

Inappropriate Landscape/Site Features

While not strictly controlled, site features such as plantings and driveways should compliment a historic building, not detract or cover it up.

House with inappropriate bushes

Same house without bushes

Neglect/Poor Maintenance Practices:

Improper maintenance and neglect is harmful not only to the individual property, but also to the neighborhood and district as a whole. Because property owners are legally responsible for providing ordinary maintenance and repair, neglect should be avoided.

The Douglasville Building Inspection Department is legally required by the Southern Standard housing code to inspect properties to determine if they are being allowed to deteriorate through neglect. Neglect includes conditions suck as the deterioration of the building's structural system or exterior architectural features as well as broken windows, doors, and other openings which allow entry of vermin and the elements.

Demolition:

The demolition of historic structures diminishes the building environment and creates unnecessary waste. Demolition of historic buildings should be avoided whenever possible. If demolition seems unavoidable, every effort should be made to mitigate the loss. If all efforts fail to save a structure from demolition, buildings of historical significance should be carefully photographed and documented prior to demolition.

The Historic Preservation Commission in reviewing applications for demolition will not grant a Certificate of Preservation without reviewing at the same time replacement plans for the site. The Historic Preservation Commission will approve the application and issue a Certificate of Preservation only if one of the following conditions is determined to exist:

a) The application is for the demolition or relocation of a main noncontributing building or structure, a portion of a main noncontributing building or structure, or a non-significant building or structure secondary to the main noncontributing building or structure, and the approval of the application will not have a substantial adverse effect on the aesthetic, historic, or architectural significance of the historic district.

b) The application is for the demolition or relocation of a non-significant addition to or portion of a main noncontributing building or structure or a non-significant building or structure secondary to the main noncontributing building or structure, and the approval of the application will not have a substantial adverse effect on the aesthetic, historic, or architectural significance of the historic district.

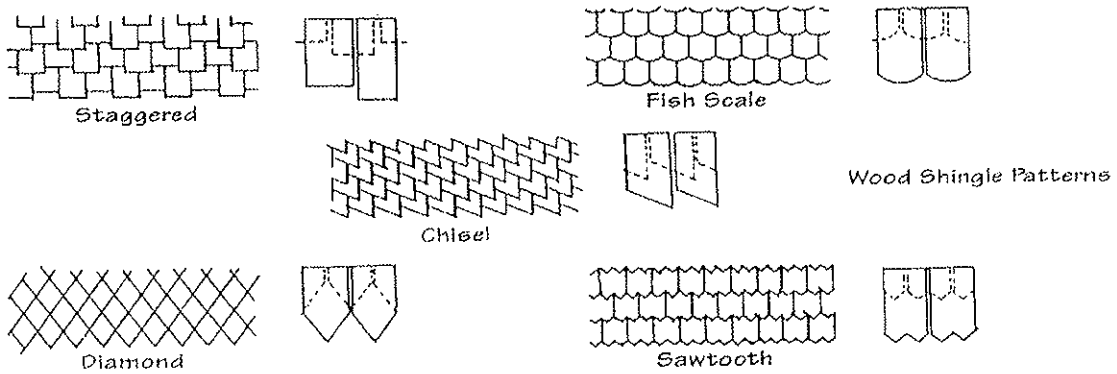
c) The application is for the demolition or relocation of a Local Historic Property or a contributing or noncontributing building or structure in a Historic District, the demolition of which would have a substantial adverse effect on the property or historic district, but the replacement project if of special merit. For a replacement project to have special merit, it must meet the following criteria:

    1) It must have significant benefits to the City Of Douglasville or the community by virtue of exemplary architecture, specific features of land planning, or social or other benefits having a high priority for community services; and
    2) It must clearly serve the public interest to a greater extent then the retention of the present building(s).

VII. Recommendations for Repair and Maintenance

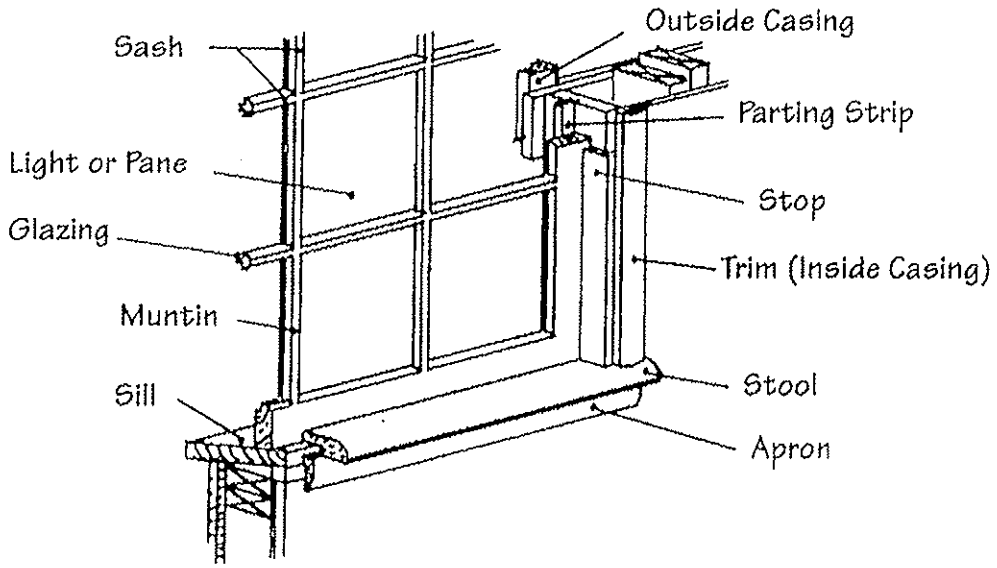
Roofs:

- Address water related roof problems by cleaning and repairing gutters, downspouts, and underground extension piping. Accumulated debris can cause backup and overflow, damaging roofing material, fasteners, sheathing, and structural support.
- Check roof sheathing for adequate ventilation and insect infestation.
- Check roof fasteners (nails and clips) for corrosion.
- Wooden shingles must be regularly inspected and maintained to prevent damage due to moisture and decay.
- Wooden shingles will usually not require total replacement. Warped or loose shingles can be nailed back into place. Should individual shingles need to be replaced, however, care should be taken to match the existing profile, shape, and texture of the shingles.



Windows:

- Make windows weather tight, and increase their thermal efficiency, by recaulking, replacing broken panes, and installing weather-stripping. Do not replace historic windows with new thermal sash windows using false muntins.
- Protect and maintain the wood or architectural metal that makes up the window frame, sash, muntins, and surrounds. Use appropriate surface treatments, like cleaning, rust removal, limited paint removal, caulking, priming, and painting.
- Repair window frames and sash by patching, splicing, consolidating, or otherwise reinforcing. Such repair could also include replacement in kind of those parts that are extensively deteriorated or missing.



The Parts of a Window
(Section View)

Doors/Entrances:

- Try to maintain and retain the original door, as well as original period glass in transoms, sidelights, and glass panels.
- Deteriorated Doors can be dismounted and refinished, cracks and holes can be filled, surfaces can be re-laminated, hinges repaired, and rotten frames replaced.
- Weather-strip wooden or insulated doors rather than adding a storm door to the entry. Installing weather-stripping or spring bronze, felt, or new vinyl beading around the edges of the doorway can accomplish protection against drafts.

Siding/Masonry:

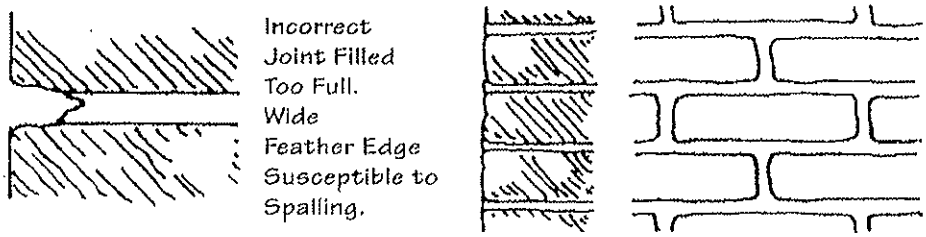
- Evaluate and treat the various causes of mortar joint deterioration such as: leaking roofs or gutters, uneven settlement of buildings, capillary action, or extreme weather exposure. Protecting and maintaining masonry includes providing proper drainage so that water does not accumulate on flat, horizontal surfaces or accumulate in curved decorative features. Seal or waterproof vulnerable areas such as chimney tops, etc.
- Clean masonry only when it is necessary to stop deterioration or to remove paint and/or heavy soiling due to pollution. Do not introduce unnecessary moisture and/or chemicals into the building.
- Never use a cleaning method that involves water or liquid chemical solutions if there is any possibility of freezing temperatures.
- Clean masonry surfaces with the gentlest means possible, such as low-pressure water and detergents, using natural bristle brushes.
- Repair masonry walls and features by repointing the mortar joints where there is evidence of deterioration such as disintegrating mortar, cracks in joints, loose bricks, damp walls or damaged plaster work. New mortar should not be too high in Portland cement content (unless the original mortar is too), as the resulting

differences in expansion can destroy historic brick. New mortar should be high in lime and sand to provide elasticity.

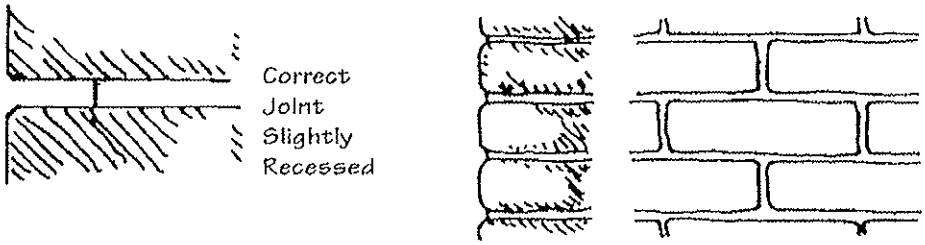
- Remove deteriorated mortar by carefully hand raking the joints to avoid damaging the masonry. Do not use electric saws and hammers, as they can damage the brick's edge.
- Repair masonry by patching or piecing in. Repair may include limited replacement with matching material, or with compatible material that gives the same appearance as the original.
- New mortar should match old in strength, composition, color, and texture. New mortar joints should match old in width and profile.
- Never sandblast brick or stone using dry or wet grit, or any other abrasives. This can permanently damage or destroy the material, and speeds up deterioration.

Incorrect
Mortar not cleaned out to a sufficient uniform depth.

Edges of bricks damaged by tool or grinder, creates a wider joint.



Correct
Mortar cleaned out to a uniform depth of about 1". Undamaged edges of brick.



Siding/Wood:

- Protect and maintain wooden features by providing proper drainage so that water is not allowed to pool.
- Paint or stain wooden siding to weatherproof the siding material and protect interior construction. Scraping, calking, priming, and painting of wood are necessary maintenance functions. Wall surfaces should be thoroughly washed to remove dirt before repainting.
- Identify, evaluate, and treat the causes of wood deterioration, including faulty flashing, leaking gutters, cracks and holes in siding, deteriorated calking in joints and seams, plant materials growing too close to wooden surfaces, or insect and fungus infestation.
- Apply chemical preservatives to wood features such as ends of beams or rafters that are exposed to decay hazards and are traditionally unpainted.

Foundation:

- To protect foundations, sills and framing, foundations and basements need to be kept dry. If proper slope and drainage do not water away from the foundation, gutters and downspouts should be installed.

- Basement walls need to be kept in good repair and poured wall and floor junctures need to be kept sealed. Ventilation in essential to prevent dryrot to a building's wooden structural members.
- Uneven settling of a building's foundation is most commonly caused by poor footings or the absence of footings. Without footing support, a pier or wall may have a tendency to bore into the ground, or compact the area around it, causing settling. Footings can be installed beneath existing unsupported piers.

Gutters, Downspouts, and Architectural Metals:

- Gutters and downspouts should be inspected yearly for rust and integrity of joints and solder.
- Gutters and downspouts can become clogged with leaves and debris which must be removed periodically. Wire baskets at the downspouts and screens in the gutters are ways to trap debris.
- Maintain and protect architectural metals from corrosion by providing proper drainage so that water does not stand on flat, horizontal surfaces, or accumulate in curved decorative features.
- Clean architectural metals when necessary to remove corrosion prior to repainting or applying other appropriate protective coatings.
- Repair architectural metal features by parching, splicing, or otherwise reinforcing the metal following recognized preservation methods
- Replace in kind an entire architectural metal feature that is to deteriorated to repair, using the physical evidence to guide the new work.

Chimneys:

- Chimneys should be periodically repaired and repainted following the instructions outlined in the Siding/Masonry section above. Efforts should be made to match the strength, color, and overall appearance of the original brick.
- If a historic chimney is too deteriorated to repair, it should be rebuilt as close to the original appearance as possible.
- Chimneys should be periodically cleaned, preferably by experienced chimney sweeps. Chimney sweeps can also tell you if you have other problems with your chimney.

VIII. Procedure for Approval of Preservation Work

Before making any alterations or changes to a building in the historic districts of the City of Douglasville, a Certificate of Appropriateness must first be obtained from the Douglasville Historic Preservation Commission. Applications for a Certificate of Appropriateness are available from the Historic Preservation Clerk located in the Office of Community Development in downtown Douglasville. (see Appendix II)

Ordinary maintenance such as panting, repointing, and other normal maintenance changes do not require a Certificate of Preservation. However, it is recommended that the historic preservation staff be consulted before any changes that can be seen from a public right-of-way (i.e. the road) are made.

If a Certificate of Appropriateness is required, it is possible that a building permit or other permits may also be required. The historic preservation staff can assist with determining what permits are required.

The process of applying for a Certificate of Appropriateness involves a fee and a public hearing. While this can be a lengthy process (minimum of 45 days), the cost of applying for a certificate of approval after the fact is significantly greater.

A copy of the application for a Certificate of Appropriateness can be found in Appendix V. Applications can be submitted to the Community and Downtown Services Department located in downtown Douglasville. (see Appendix II)

Process for obtaining a Certificate of Appropriateness(COA)

Identify proposed **exterior** alterations to structure or site located in the historic district or locally designated

↓

Visit the Community and Downtown Services Department at 6713 Church Street Douglasville, GA and/or contact us at (678) 715-2039 or www.ci.douglasville.ga.us

↓

File COA application with appropriate fees. ***HPC public hearing will be required (minimum 45 day process)***

↓

Application reviewed by Staff. If determined the information is complete you will be given a hearing date. If your information is not completed you will not be given a hearing date and will be required to provide more information.

↓

Applicant appears at the HPC hearing and presents case. The Commission makes the decision to approve, deny or table the case.

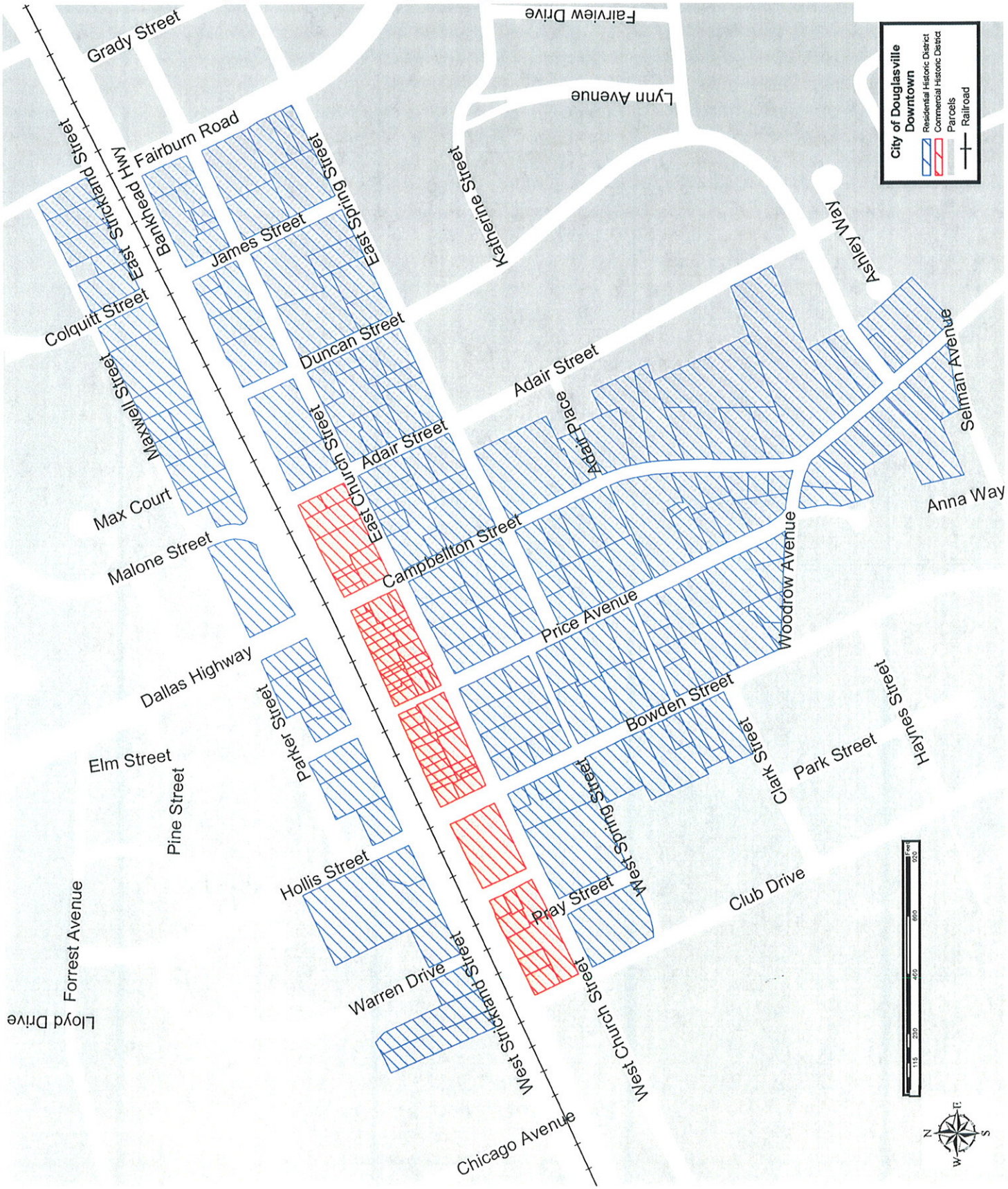
↓

If approved: You will receive a COA within 48 hours

If denied: Modify application and resubmit or appeal the decision of the Commission

If tabled: Your case will be heard at the next available meeting date

Appendix I: Map Douglasville Historic Districts



Appendix II: Important Contacts

Community Development Director
City of Douglasville
P.O. Box 219
Douglasville, GA 30133
(770)-920-3000
Fax: (770)-947-5926

Historic Preservation Clerk
City of Douglasville
P.O. Box 219
Douglasville, GA 30133
(770)-920-3000
Fax: (770)-947-5926

Main Street Manager
City of Douglasville
P.O. Box 219
Douglasville, GA 30133
(770)-920-3000
Fax: (770)-947-5926

Unit Manager/Planning & Local Assistance
Historic Preservation Division, Department of Natural Resources
47 Trinity Avenue, SW
Suite 414-H
Atlanta, GA 30334
(404)-651-6461

Certified Local Government Coordinator
School of Environmental Design
Founder's Garden House
325 South Lumpkin Street
Athens, GA 30602
(706)-542-4731
fax: (706)-583-0320

National Register Coordinator
47 Trinity Avenue, SW
Suite 414-H
Atlanta, GA 30334
(404)-651-6782

Tax Incentives Coordinator
47 Trinity Avenue, SW
Suite 414-H
Atlanta, GA 30334
(404)-651-5566

Georgia Trust for Historic Preservation
1516 Peachtree Street, NW
Atlanta, GA 30309-29156
(404)-881-9980

National Trust for Historic Preservation
1785 Massachusetts Avenue NW
Washington, D.C. 20036
1-800-944-6847
or: (202)-588-6200
web site: www.nationaltrust.org

Appendix III: Bibliography

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Van Buren, Maurie. Thomasville Design Guidelines: Dawson Street Historic District. Moultrie, GA: Southwest Georgia RDC, 1990

The Secretary of the Interior's Standards for Rehabilitation & Guidelines for Rehabilitation of Historic Buildings. Preservation Assistance, Nation Park Service, U.S. Department of the Interior, 1995.

City of Rome Residential Design Guidelines

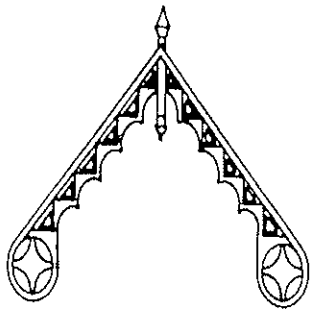
Old North Knoxville Historic District Design Guidelines

The Madison Historic Preservation Manual

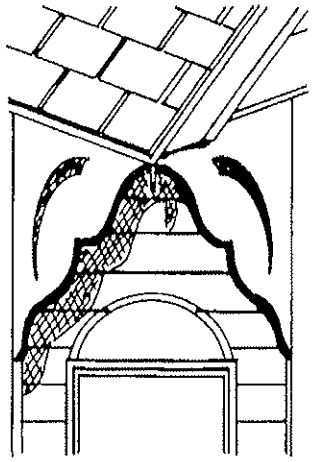
Cartersville Historic District Residential Guidelines

Appendix IV. Glossary

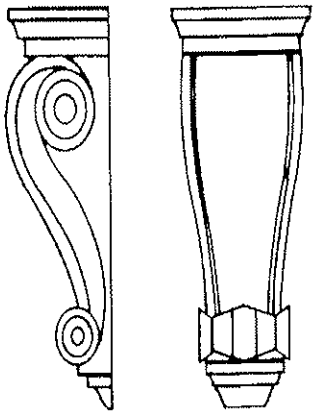
Barge Board
A sometimes richly ornamented board placed on the verge (incline) of the gable to conceal the ends of rafters. Synonyms: verge board, gable board.



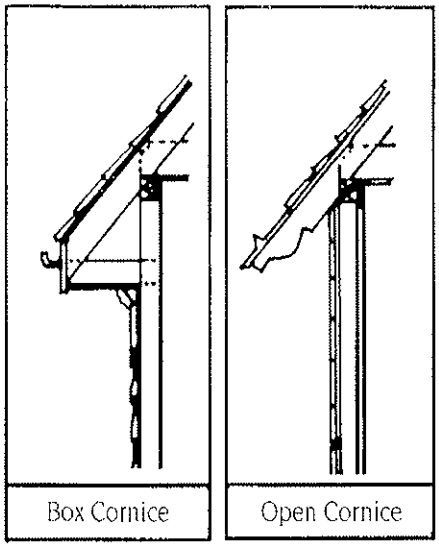
Brackets
Projecting support members found under eaves or other overhangs; may be plain or decorated. Related terms: consoles, mutules, modillions, corbel.



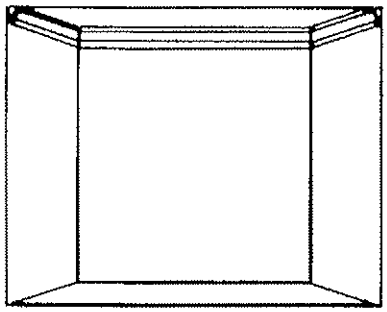
Corbel
A projecting block, sometimes carved or molded, that acts as a means of support for the floor and roof beams as well as other structural members. Also used as ornamental supports for mantels.



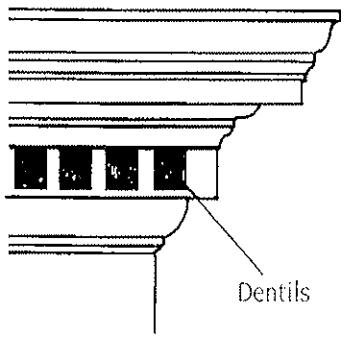
Cornice
The projection at the top of a wall; the top course or molding of a wall when it serves as a crowning member. Two general types of cornices are the box cornice and the open cornice. A cornice along the slope (rake) of a gable or pediment is termed a raking cornice. Also, the upper projection of the Entablature in classical architecture. Synonym: jet.



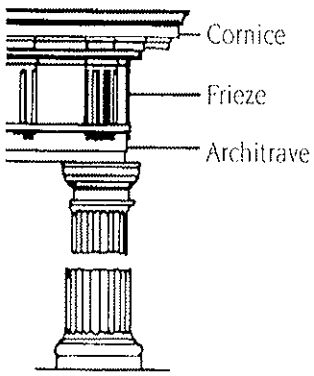
Crown Molding
The crowning or finishing molding; most often located in the area of transition between wall and ceiling, or on the extreme top edge of an exterior wall.



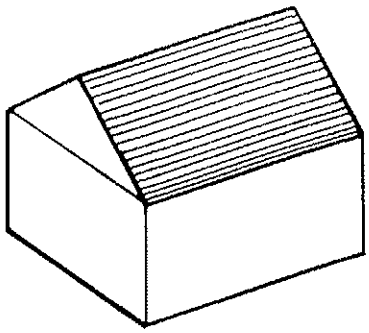
Dentils
Small square block found is series on many cornices, molding, et cetera.



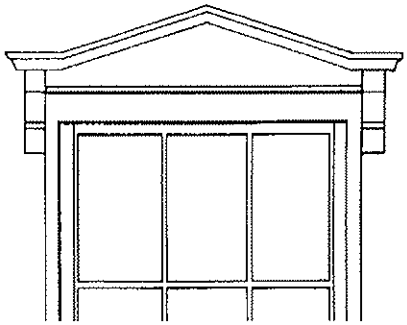
Entablatures
In Classical architecture and derivatives, the part of a building carried by the columns; consists of cornice, frieze, and architrave.



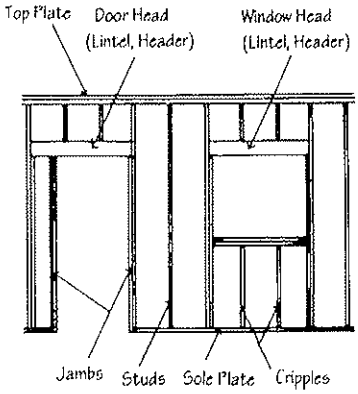
Gable
A sloping (ridged) roof that terminates at one or both ends in a gable. Synonyms: pitched roof, ridge roof, comb room.



Hood
A protective and sometimes decorative cover found over doors, windows, or other objects. Synonyms: hood molding.

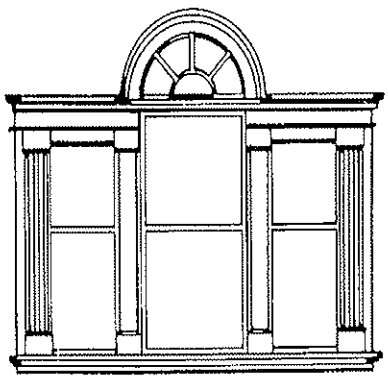


Lintel
The horizontal structural member that supports a load over an opening; usually made of wood, stone, or steel; may be exposed or obscured by wall covering.

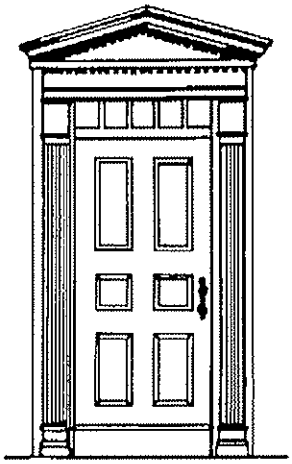


Some Common Structural Members in Frame Construction

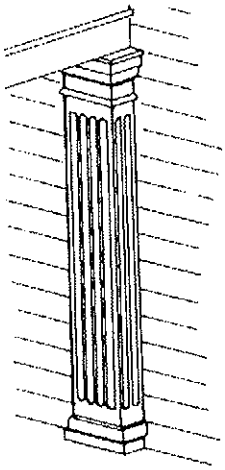
Palladian Window
A window composed of a central arched sash flanked on either side by smaller side lights. Synonyms: Venetian window.



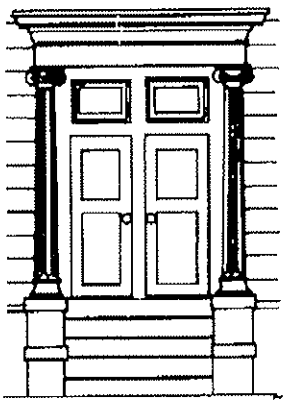
Pediment
The triangular section framed by a horizontal molding on its base and two raking (sloping) moldings on each of is sides; used as a crowning element for doors, windows, over-mantels, and niches.



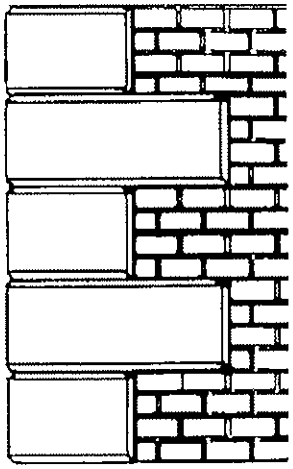
Pilasters
A rectangular column or shallow pier attached to a wall; quite frequently decoratively treated so as to represent a classical column with a base, shaft, and capital.



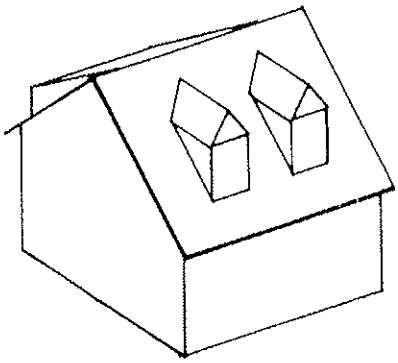
Portico
A covered walk or porch supported by columns or pillars, a colonnaded porch.



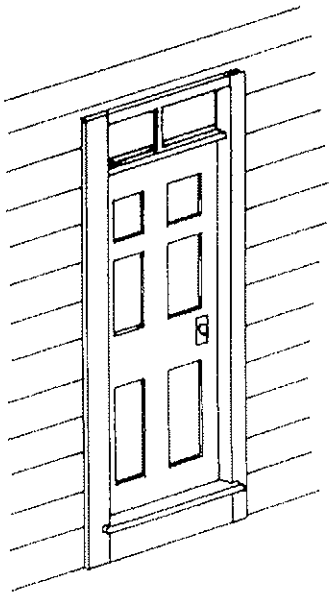
Quoins
Large stones or rectangular pieces of wood or brick, used to decorate and accentuate the corners of a building; laid in vertical series with usually alternating large and small blocks. Besides their decorative purpose, some quoins actually serve the more functional purpose of reinforcing the corners of a building. Synonyms: coins, coin-stones.



Roof Dormers
A vertical window projecting from the slope of the roof, usually provided with its won roof. The specific name of a dormer is frequently determined by the shape or type of its roof: The eyelid or eyebrow dormer has an arched roof that gives the appearance of an eyelid. The shed dormer and gable dormer are so named because of their shed and gable roofs. A wall dormer is a dormer that is flush with the face of the building. Synonyms: dormer window, Lutheran window.



Transom
A small window or series of panes above a door, above a casement, or a double hung window. The horizontal member that separates a transom window from the door or window below is called a transom bar, or transom sill. Synonyms: transom light, transom window.



Appendix V: Application for Certificate of Appropriateness

Douglasville Historic Preservation Commission

P.O. Box 219
Douglasville, GA 30133

Application for a Certificate of Preservation (COA)

In accordance with the Historic Preservation Commission Ordinance of the City of Douglasville, no major material change in the appearance of a property designated as historic by the City Council, or of a historic, non-historic, or intrusive building, structure, site or object within a designated historic district, shall be made or be permitted to be made by the owner or occupant thereof, unless or until the application for a Certificate of Appropriateness has been submitted to and approved by the Commission. A building permit shall not be issued without a Certificate of Appropriateness approved by the Commission. All submissions shall be made through the Community and Downtown Services Department at 6716 Church St., Douglasville, GA 30134; phone 770-920-3000; FAX 678-715-2043.

Name of Property Owner: _____

Name of Business (if applicable): _____

Address of Property Owner: _____

Phone # of Property Owner: Day_____ Evening_____

Signature of Property Owner Authorizing Applicant to Perform Work as Stated:

_____ _____

Signature Printed Name

If the person submitting the request is not the Property Owner but it acting as the agent for the request for a Certificate of Appropriateness, please fill out the following information and submit a notarized authorization from Property Owner.

AUTHORIZED AGENT

Name: _____

Full Address:

_____

Phone: _____

Email Address: _____

Signature of Authorized Agent: _____

SITE INFORMATION

Current use of the property: _____

Proposed use of the property: _____

Brief description of the proposed project: _____

_____

Name the Contractor/Consultant/Architect: _____

When will the work begin? _____

What is the anticipated completion date? _____

Work Project Information (Check all that apply)

- ☐ New Construction
- ☐ Addition to the building
- ☐ Rebuilding, Restoration or Rehabilitation
- ☐ Demolition or Relocation
- ☐ Other

Supporting Document Required for Submittal (Please review attached checklist)

- ☐ Written description of proposed project
- ☐ Description &/or material samples
- ☐ Photographs
- ☐ Concept Plan
- ☐ Documentation of earlier historic appearance
- ☐ Other (specify): _____

Fee Schedule

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

☐ Minor Change or Ordinary Maintenance	No Fee
☐ Certificate of Preservation (Major Change)	$100.00
☐ Amendment to a Certificate of Preservation	$25.00

APPLICATION FOR AFTER THE FACT CERTIFICATE OF APPROPRIATENESS $500.00

This application fee refers to any applicant who has begun work prior to receiving a certificate of appropriateness from the City of Douglasville.

Description of Proposed Work:

Please describe the proposed project in detail, including the reason for the proposed project (attached additional sheets if necessary). At a minimum, the following must be included: a description of existing conditions (building and site), an explanation of how they will be changed (or not changed), a detailed description of the proposed work project, an explanation for why the work project is being proposed, an explanation of how the work will be preformed, and a description of materials to be used.

Certificate of Preservation Checklist

- ☐ *Application form signed and complete*
- ☐ *Scheduled appointment with Community and Downtown Services Department*
- ☐ *Written description of proposed work*
- ☐ *Photographs of exiting building and site*
- ☐ *Concept drawings for the proposed work*
- ☐ *Documentation of earlier historic appearance*
- ☐ *Samples and/or detailed product descriptions*

For office use only

Request: ☐ *Major Work* ☐ *Minor Work* *Type:* _____

Date Complete Application Filed: _____

Historic Preservation Commission Meeting: _____

Application Fee: _____

Application Take By: _____ *Date:* _____

Building Department

Reviewed by: _____

Date reviewed: _____

Does this applicant need a building permit? ☐ *Yes* ☐ *No*

Additional comments:

_____

_____

_____

_____

_____

Code Enforcement

Reviewed by: _____

Date reviewed: _____

Additional comments:

_____

_____ _____

Community and Downtown Services Department *Date*