TOWN OF BLACK MOUNTAIN

160 Midland Avenue ♦ Black Mountain ♦ N.C. ♦ 28711
Phone: (828) 419-9300 ♦ Fax: (828) 669-2030

MEMORANDUM

To: Town of Black Mountain Historic Preservation Commission
From: Jennifer Tipton, Senior Admin
Re: Agenda Packet for January 17, 2024
Date: January 5, 2024

The **Town of Black Mountain Historic Preservation Commission** will meet on **Wednesday, January 17, 2024, at 6:00 p.m.** in Town Hall at 160 Midland Avenue.

Please find the following items for your information and use at the meeting:

1. The proposed agenda;

2. Draft minutes from November 15, 2023; and

3. Review of Section 3 of Draft HPC Design Principles and Standards.

Please let Jennifer Tipton know if you are **unable** to attend this meeting.
jennifer.tipton@tobm.org or (828) 419-9371.

The Town of Black Mountain is committed to providing accessible facilities, programs and services for all people in compliance with the American with Disabilities Act. Should you need assistance or a particular accommodation for this meeting, please inform Jennifer Tipton at (828) 419-9371 or by email at jennifer.tipton@tobm.org.

CC: Jessica Trotman, Planning Director
Russell Cate, Planner 1/Zoning Administrator

PUBLIC NOTICE
AVISO PÚBLICO

BLACK MOUNTAIN HISTORIC PRESERVATION COMMISSION

REGULAR MEETING
REUNIÓN ORDINARIA

Wednesday, January 17, 2024, at 6:00 p.m.
Miércoles 17 de Enero de 2024, a las 6:00 p.m.

The Black Mountain Historic Preservation Commission will meet for their regular monthly meeting on **Wednesday, January 17, 2024, at 6:00 p.m**. at Town Hall, 160 Midland Avenue, Black Mountain, NC.
La Comisión de Preservación Histórica de Black Mountain realizará su meeting mensual regular **el miércoles 17 de Enero de 2024 a las 6:00 p.m.** en el Ayuntamiento, 160 Midland Avenue, Black Mountain, NC.

The meeting is open to the public.
La reunión está abierta al público.

_____
Jennifer Tipton
Senior Admin

The Town of Black Mountain is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or a particular accommodation for this meeting please contact Jennifer Tipton at (828) 419-9371 or by email at Jennifer.tipton@tobm.org.
La ciudad de Black Mountain se compromete a proporcionar instalaciones, programas y servicios accesibles para todas las personas en cumplimiento con la Ley de Estadounidenses con Discapacidades (ADA). Si necesita ayuda o un alojamiento en particular para esta reunión, comuníquese con Jennifer Tipton al (828) 419-9371 o por correo electrónico a Jennifer.tipton@tobm.org.

Posted to the Town Bulletin Board 01/04/2024
www.townofblackmountain.org

Historic Preservation Commission Regular Meeting
January 17, 2024

PROPOSED AGENDA

I. CALL TO ORDER

- **Welcome**
- **Determination of Quorum**

II. ADOPTION OF AGENDA

- **Motion:** To adopt the agenda as presented [or as amended]

III. ADOPTION OF MINUTES

- **Motion:** To adopt the minutes of November 15, 2023 as written [or as amended]

IV. OLD BUSINESS

V. NEW BUSINESS

- Review of Section 3 for Draft HPC Design Principles and Standards

VI. COMMUNICATION FROM HISTORIC PRESERVATION COMMISSION

VII. COMMUNICATION FROM STAFF

VIII. ADJOURNMENT

TOWN OF BLACK MOUNTAIN
HISTORIC PRESERVATION COMMISSION

The Black Mountain Historic Preservation Commission held its regular meeting on Wednesday, November 15, 2023, at 6:00 p.m. in Town Hall at 160 Midland Avenue, Black Mountain, North Carolina.

I. CALL TO ORDER

The meeting was called to order at 6:02 p.m. with the following members present:

Jay Parmar, Chair
Debra Norman
Leigh Vidrine

Absent:

Amy Pate, Vice Chair
Richard House

Staff:

Jennifer Tipton, Senior Admin
Russell Cate, Planner I/Zoning Administrator

The meeting was called to order at 6:02 p.m. and duly constituted and opened for business with a quorum of three (3) regular members.

II. ADOPTION OF AGENDA

Leigh Vidrine made a motion to adopt the agenda as presented. The motion was approved by a vote of 3-0.

III. ADOPTION OF MINUTES

Leigh Vidrine made a motion to adopt the minutes of October 18, 2023, as written. The motion was approved by a vote of 3-0.

IV. OLD BUSINESS

None.

V. NEW BUSINESS

1. <u>Historic District Standards Draft – Chapter 2</u>

Jennifer Tipton explained that Chapter 2 is about materials including wood, masonry, architectural metals, and paint. The standards for each material did not change. The main changes were adding descriptions of each material, adding design principles for each standard and adding maintenance methods. Debra Norman asked if the Commission could require that someone hire a professional for maintenance purposes and Ms. Tipton stated that they could. The Commission talked about providing lead paint kits to allow property and business owners to check their paint. Ms. Tipton said that she will look into the cost of kits as well as the cost of making kits.

VI. COMMUNICATION FROM HISTORIC PRESERVATION COMMISSION

Debra Norman said that the awning at C.W. Moose is in bad shape and Russell Cate said that he would send that on to the Code Enforcement officer.

Jennifer Tipton will find out about maintenance of the Wayfinding signs and if they can be repainted as well as looking into separate signage for the historic district.

VII. COMMUNICATION FROM STAFF

Jennifer Tipton said that the Commission will not meet in December.

VII. ADJOURNMENT

With no further business, the meeting was adjourned at 6:34 p.m.

Prepared by:

_____
Jennifer Tipton, Senior Admin

_____
Jay Parmar, Chair

3.0 EXTERIOR CHANGES

3.1 Roofs, Gutters, & Chimneys: Principles

Roof forms, materials, and features vary widely in the historic district, based largely on the age and style of the building. The roof form and pitch, as well as features – such as dormers, gables, vents, turrets, and chimneys – contribute significantly to the architectural character of any building. Commercial buildings most often have shed or flat roofs concealed behind brick parapets, which are themselves significant features.

The pattern, scale, color, and texture of roofing materials further define the character of the roof. The most common roofing materials in the historic district are asphalt or fiberglass shingles and rubber membranes. In some cases, composition shingles replaced earlier roofing materials, but these and similar tar composite shingles have been in use since the late nineteenth century. Also present in the district are metal roofs, which when well maintained, can last for a century or more. These materials add distinctive pattern and texture to a roof, making their repair and preservation well worth the effort.

The care and maintenance of the roof is critical to the preservation of any building as the roof is the first line of defense against sun, wind, and rain. Roof failures can contribute to water infiltration and the accelerated deterioration of masonry, wood, plaster, paint, and other interior and exterior building materials, which can ultimately lead to structural failure.

ACCEPTED PRESERVATION METHODS FOR THE MAINTENANCE OF ROOFS

- Inspect roofs and roof features regularly for signs of moisture damage, corrosion, structural damage, and pain failure.
- Inspect flashing to ensure watertight joints where roof planes change or are interrupted by features such as chimneys or dormers.
- Inspect roof materials for signs of wear and for damaged or missing units.
- Clean debris from gutters, downspouts, flashing, and roof valleys regularly to ensure adequate drainage of the roof surface, using special care to inspect built-in gutters, which if they are blocked or failing, can result in substantial damage to the roof or trim that encases them.
- Clea metal roofs using the gentlest effective method and repaint as necessary to maintain a sound paint film.
- Maintain adequate ventilation of roof sheathing to prevent moisture damage.

Historic metal roofs are character defining features and, with property maintenance can last 70-100 years or more. Repair of metal roofs can typically be achieved with the use of sealants and specially designed paints that repel water (see Standards for Architectural Metals). However, roofing tar should never be used on metal roofs as it can accelerate the deterioration of the metal.

ACCEPTED PRESERVATION METHODS FOR THE REPAIR OR REPLACEMENT OF ROOFS

- Replace deteriorated flashing with good quality flashing. Copper, galvanized sheet metal, or aluminum with a baked enamel finish are appropriate flashing materials within the historic district.

- Replace deteriorated roofing to maintain a watertight structure.

- Whenever possible, avoid the construction or installation of new roof features or elements on elevations that are visible from the street.

Widely used by the 1910s, asphalt shingles, with a lifespan of 20-30 years, have typically been replaced many times and an exact match of color or style is not necessary. However, if full replacement of a metal roof is necessary, the color and profile of the historic roof should be matched. Metal roofs have become increasingly popular as a replacement for asphalt shingles, due largely to their longevity and energy efficiency. However, many commercially available metal roofs have a significantly different profile than historic metal roofs with distinctive ribs, patterns, and colors. As such, they are not an appropriate substitute for standing-seam metal, pressed-metal, or asphalt-shingled roof in the historic district. However, a modern metal roof with wide pans that replicates standing seam metal, and matte, neutral-colored finishes may be appropriate. Flat roofs concealed by brick parapets – most common on commercial buildings – were historically covered with metal or "built-up" tar and gravel roofs. For these roofs, not visible except by air, moder rubber or membrane roofs are an appropriate replacement.

It is important to maintain the height, pitches, planes, and features of roofs in the historic district. Significant changes to both the roof form and style should only be introduced on side or rear elevations and only if their scale and design are compatible with the building.

While roofs can provide convenient locations for new mechanical or communication equipment, their installation may compromise the architectural integrity of a historic building, as can the introduction of skylights, solar panels, and other contemporary roof features. Roof locations for such elements should only be considered if they can be located on roof planes not visible from the street and if they will not compromise the historic roof design, damage character-defining features or materials, or otherwise compromise the architectural integrity of the building.

3.1 Roofs, Gutters, and Chimneys: Standards

3.1.1 Retain and preserve roof shapes, materials, and decorative and functional features that are important in defining the overall historic character of buildings within the historic district. These include, but are not limited to, roof height, form, shape, pitch, and overhang; roof materials and functional features including shingles, flashing, vents, and gutters; and decorative features including dormers, chimneys, turrets, spires, cupolas, and balustrades.

3.1.2 Protect and maintain the details, features, and surfaces of historic roofs through a program of regular maintenance and repair using accepted preservation methods.

3.1.3 Repair deteriorated or damaged roof features and surfaces through accepted preservation methods for the specific feature or material. Repairs may include selective in-kind replacement of missing or deteriorated portions of historic roof features or materials. Do not patch metal roofs or flashing with tar or asphalt products.

3.1.4 Replace in-kind roof features and surfaces that are too deteriorated to repair, taking care to replace only the deteriorated portion rather than the entire feature or surface. Replacement features and surfaces should match the original in material, design, dimension, pattern, detail, texture, and color.

3.1.5 If deterioration necessitates the replacement of an entire roof surface, replacement surfaces should match the original in material, design, dimension, pattern, detail, texture, and color. Consider a compatible substitute material (including composite shingle and wide-pan matte-finish metal roofing) only if the replacement material is compatible with the design, size, and scale of the building.

a. Do not replace historic standing-seam, pressed metal, or asphalt-shingled roofs with multi-rib metal roofing.

b. Do not install built-up or rubber roofing in locations that are visible from the street.

3.1.6 If a roof feature is completely missing, replace it to match the original feature, based upon physical and documentary evidence, only if the feature to be replaced coexisted with the features currently on the building. Otherwise, replace it with a new feature that is compatible in material, design, size, and scale with the building.

3.1.7 When possible, locate new roof features and mechanical equipment – including, but not limited to dormers, chimneys, skylights, vents, plumbing stacks, solar collectors, and satellite dishes – on roof slopes where they are not visible from the street or in locations where they will not compromise the historic roof design, damage character-defining features or materials, or otherwise compromise the architectural integrity of the building.

3.1.8 Introduce new gutters and downspouts, as needed, with care so that no architectural features are damaged or lost. Select gutters and downspouts that are painted or coated with a factory finish (unless they are copper) to match the building's trim. Replace half-round gutters and cylindrical downspouts in-kind.

3.1.9 Do not remove or conceal character-defining roof features such as chimneys or chimney pots, dormers, built-in gutters, and vents, especially on a primary or other highly visible elevation.

3.1.10 Do not introduce roof features or details to a building or site that would create a false historical appearance.

3.2 Foundations: Principles

Foundations are essential to the structural integrity of buildings in the district and their materials, features, and details contribute to the historic character of the district. Frame buildings from the late-nineteenth and early-twentieth centuries were most often constructed on brick piers. The space between the piers was often infilled later with brick, which was sometimes recessed from the piers, to differentiate it visually. Infilled brick also included pierced-brick or decorative metal or wood grates or vents to provide crawl space ventilation. Brick foundations were historically unpainted, though many have been painted or stuccoed over time.

Early- to mid-twentieth century brick buildings were typically constructed with continuous brick foundations, delimited by a water table – a varying and sometimes projecting, course of brick. Decorative metal or wood vents were frequently incorporated into brick foundation walls to allow for air circulation beneath the structures. By the 1940s, concrete and concrete block foundations were also common.

ACCEPTED PRESERVATION METHODS FOR MAINTAINING FOUNDATIONS

- Inspect foundations regularly for signs of moisture, insect infestation, vegetation, or structural damage.
- Ensure that mortar joints in masonry foundations are intact.
- Investigate any unusual settling, broken masonry units, or cracking along mortar joints.
- Maintain adequate drainage round foundations, ensuring that gutters and downspouts drain away from the building and the ground itself slopes away from the foundation.
- Maintain adequate ventilation under foundations.
- Ensure that porches and chimneys are properly secured to the foundations.

The care and maintenance of the foundation is critical to the preservation and structural integrity of any building. Foundations must be adequately vented in order to prevent moisture buildup underneath the house and moisture infiltration through the walls above. Ensuring that foundation vents and grates are free of debris, dirt, and vegetation will ensure that moisture does not get trapped under the structure.

While brick pier foundations were historically left open for air to circulate, with the advent of modern heating and air conditioning systems it is often desirable to fill the space between the piers in order to effectively seal the crawlspace. When considering the installation of a brick curtain wall between existing brick or stone piers, the wall should be inset slightly to retain the visual differentiation of the piers.

When considering the introduction of windows or access doors to foundation walls, they should be relegated to side or rear elevations to minimize their impact. Vents should be centered between piers or located beneath first-floor windows to retain the rhythm of the upper-level fenestration.

3.2 Foundation: Standards

3.2.1 Retain and preserve foundation materials and decorative and functional features that are important in defining the overall historic character of buildings within the historic districts. These include, but are not limited to, decorative vents, grills, lattice, water tables, and banding.

3.2.2 Protect and maintain the details, features, and surfaces of foundations through a program of regular maintenance and repair using accepted preservation methods.

3.2.3 Repair deteriorated or damaged foundation features and surfaces through accepted preservation methods for the specific feature or material. Repairs may include selective in-kind replacement of missing or deteriorated portions of foundation features or materials.

3.2.4 Replace in-kind foundation features and surfaces that are too deteriorated to repair, taking care to replace only the deteriorated portion rather than the entire feature or surface. Replacement features and surfaces should match the original in material, design, dimension, pattern, detail, texture, and color.

3.2.5 If deterioration necessitates the replacement of an entire foundation or foundation wall, replacement foundations should match the original in material, design, dimension, pattern, detail, texture, and color. Consider a compatible substitute material (including poured concrete or CMU block) only if replacement in-kind is not technically feasible. When possible, apply a veneer to structural foundation walls to match the original brick or stone, provided the veneer does not project beyond the historic location of the foundation wall.

3.2.6 When infilling between existing brick, stone, or concrete piers, recess the curtain wall (infill) 2” to 4” to maintain the visual prominence of the piers.

3.2.7 Locate new foundation features such as windows, vents, and access doors, on side or rear elevations where they are minimally visible from the street and where they will not compromise the historic foundation design, damage character-defining features or materials, or otherwise compromise the architectural integrity of the building.

3.2.8 Do not apply paint or other coatings, including stucco, to historically unpainted brick and masonry foundations.

3.2.9 Do not remove, conceal, or infill character-defining foundation features such as windows and vents, especially on a primary or other highly visible elevation.

3.2.10 Do not introduce foundation features or details to a building or site that would create a false historical appearance.

3.3 Exterior Walls, Trim, and Ornamentation: Principles

The overall form and massing of buildings are defined by the exterior walls. Walls, trim, and ornamentation are also indicators of the age and style of the building. The exterior wall surfaces and materials also serve as a backdrop agains which doors, windows, and architectural ornamentation are introduced.

Red brick, stucco, wood shingles, and stone are present and add texture, pattern, scale, and detail to the buildings. Brick and stone buildings feature masonry embellishments, including corbelling at chimneys, cornices and parapets; sill and lintel articulation at door and window openings; horizontal banding; and inset panels with contrasting bond. In some instances, wood trim, cornices, pediments, columns, and balustrades are added to masonry walls and buildings.

Exterior trim and ornamentation vary greatly, reflective of the many architectural styles in the district. Trim includes ornamental details that terminate the edges of roof overhangs, door and window openings, and the corners and gables of walls, porches, and projecting bays and wings.

ACCEPTED PRESERVATION METHODS FOR MAINTENANCE OF EXTERIOR WALLS, TRIM, AND ORNAMENTATION

- Inspect walls, trim, and ornamentation regularly for signs of moisture damage, settlement, structural damage, corrosion, insect or fungal infestation, and vegetation.
- Ensure that gutters and downspouts are properly functioning so water does not collect along the foundation or on flat, horizontal surfaces and decorative elements.
- Slope wood surfaces, including porch floors, thresholds, and windowsills away from the house to ensure proper drainage.
- Flash and caulk intersections and openings as necessary to avoid water infiltration.
- Retain protective paint or stain coatings that prevent deterioration, repainting as needed to maintain a sound, protective paint film.
- Use the gentlest effective method to clean exterior walls to remove heavy soiling prior to repainting.

Together with the roof, wall surfaces provide the main line of defense against sun, wind, and rain. Wall surfaces, trim, and ornamentation that are located near gutters and downspouts or at the intersection of roofs, porches, and projecting bays are especially vulnerable to water infiltration and damage.

Wood is a very enduring exterior material if it is kept free of excessive moisture and protected from ultraviolet light and rain with a protective coat of paint. Likewise, masonry is an incredibly durable material when properly maintained. The Standards for Wood and Masonry provide additional guidance for maintenance, repair, repainting, and replacement.

3.3 Exterior Walls, Trim, and Ornamentation: Standards

3.3.1 Retain and preserve exterior wood and masonry walls, trim, and ornamentation that are important in defining the overall historic character of buildings within the historic districts. These include but are not limited to clapboards, siding, and board-and-batten; cornerboards and skirtboards; cornices, brackets, and eaves; shingles, sawnwork, and gable vents; columns and railings; doors and windows; floors and steps; and brick corbelling and banding.

3.3.2 Protect and maintain the details, features, and surfaces of historic exterior walls through a program of regular maintenance and repair using accepted preservation methods.

3.3.3 Repair deteriorated or damaged exterior wall features and surfaces through accepted preservation methods for specific feature or material. Repairs may include selective in-kind replacement of missing or deteriorated portions of historic wall features or materials.

3.3.4 Replace in-kind exterior wall features and surfaces that are too deteriorated to repair, taking care to replace only the deteriorated portion rather than the entire feature or surface. Replacement features and surfaces should match the original in material, design, dimension, pattern, detail, and texture.

3.3.5 If deterioration necessitates the replacement of an entire wall surface, replacement surfaces should match the original in material, design, dimension, pattern, detail, texture, and color. Consider a compatible substitute material only if replacement in-kind is not technically feasible; if repeated deterioration is reasonably expected, or the material is in a location that is not visible from the street.

3.3.6 If an exterior wall feature is completely missing, replace it to match the original feature, based upon physical and documentary evidence, only if the feature to be replaced coexisted with the features currently on the building. Otherwise, replace it with a new feature that is compatible in material, design, size, and scale with the building.

3.3.7 Locate new exterior wall features, such as windows, doors, chimneys, bays, and communication or mechanical equipment, on exterior walls that are not visible from the street or in locations that do not compromise the architectural integrity of the building.

3.3.8 Do not remove or conceal historic exterior wall materials, such as clapboards, shingles brick, or stucco, with contemporary synthetic coatings or substitute sidings including aluminum, vinyl, and other fiber-reinforced cement siding.

3.3.9 Do not remove or conceal historic features and details, such as windows, doors, chimneys, bays, corner boards, wood shingles, brackets, and decorative trim, on exterior walls that are visible from the street.

3.3.10 Do not introduce exterior wall features, details, or surfaces to a building or site that would create a false historical appearance.

3.4 Windows and Shutters: Principles

Functional as well as decorative, windows provide ventilation, daylight, and a visual connection between the building interior and exterior. The pattern, detail, and scale of windows contribute significantly to the architectural character of buildings within the historic district. A variety of panes and sash configurations reflect the wide range of architectural styles and reflect changing technologies and style preferences. The most common type of windows are double-hung, wood-sash windows. Earlier windows, from the eighteenth through the mid-nineteenth century, are usually smaller and have more panes. However, by the late nineteenth century windows were generally mass-produced, and improved technologies in glass production allowed for larger panes of glass.

Window location, pattern, shape, size, proportion, and style also varies by architectural style. The use of ornamental leaded, beveled, and stained-glass windows is also common in the district.

Shutters were historically functional, able to be closed to provide additional thermal insulation and protection from sun and wind. However, by the mid-twentieth century, shutters were largely decorative and fixed in place.

ACCEPTED PRESERVATION METHODS FOR THE MAINTENANCE AND CLEANING OF WINDOWS AND SHUTTERS

- Inspect windows and shutters regularly for signs of deterioration due to moisture damage, air infiltration insect or fungal infestation, corrosion, or paint failure.
- Ensure that windowsills are sloped away from the building to prevent water infiltration.
- Use the gentlest effective method to clean window surfaces.
- Weatherstrip windows, recaulk window trim and joinery, and/or install storm windows to increase their energy efficiency.

Properly maintained and repaired historic windows and shutters are both energy efficient and contribute to the historic character of the building and district. As moving units, windows and shutters require regular maintenance to keep them both functional and airtight.

ACCEPTED PRESERVATION METHODS FOR THE REPAIR AND REPLACEMENT OF WINDOWS AND SHUTTERS

- Reglaze sashes as necessary to prevent air or moisture penetration.
- Repair deteriorated window trim and joinery, using splicing or wood epoxy products.
- Repaint windows and shutters as needed to maintain a sound protective paint film and prevent deterioration.
- Avoid painting within, and when necessary remove paint from, the sash channel to allow sashes to move freely.

Repair is both more appropriate and more cost-effective than replacement. Peeling paint, air infiltration, sticking sashes, and broken panes are all easily repairable measures and do not necessitate removal of

historic windows. Where deterioration or damage is more significant, a wood epoxy product can be used to repair the unit and prevent replacement of the entire feature.

In situations where sever deterioration is present, replacement may be necessary, However, it is important to replace only deteriorated element (single sashes or portions of framing) instead of entire window units. Additionally, new sashes should fit the original opening, so the frames and surrounds do not have to be replaced. Although stock wood windows and doors are readily available in a variety of sizes and configurations, it is sometimes necessary to have custom replacement units made by a millwork company. Windows made of vinyl or other synthetic materials, as well as the use of tinted or reflective glazing, are not appropriate in the district.

CONSIDERATION FOR THE REMOVAL OR ADDITION OF WINDOWS AND SHUTTERS

The rhythm and placement of window openings is usually quite consistent on a historic building. Thus, the removal or introduction of new window openings should be undertaken with care and limited to side or rear elevations. New window openings should be compatible with the overall design of the building, but the windows need not replicate historic details and patterns exactly. Operable shutters, that serve a functional purpose, or decorative shutters that are among the character-defining features of a building should be maintained. New shutters should be added only if they are typical for the style of building and should be sized to cover the entire window opening, even if they are fixed in place.

3.4 Windows and Shutters: Standards

3.4.1 Retain and preserve the materials and the decorative and functional features of windows and shutters that are important in defining the overall historic character of buildings within the historic districts. These include, but are not limited to, fames and hardware; sashes, glass, and muntins; lintels, sills, and surrounds.

3.4.2 Protect and maintain the details, features, and finishes of wood and metal windows and shutters through a program of regular maintenance and repair using accepted preservation methods.

3.4.3 Repair deteriorated or damaged windows and shutters through accepted preservation methods of patching, splicing, consolidating, and reinforcing. Repairs may include selective in-kind replacement of missing or deteriorated portions of historic windows or shutters.

3.4.4 Replace in-kind window details and features that are too deteriorated to repair, taking care to replace only the deteriorated portion rather than the entire feature. Replacement features should match the original in material, design, dimension, configuration, detail, and texture.

3.4.5 If deterioration necessitates the replacement of an entire window, or if a window is completely missing, replacement windows should match the original feature, based upon physical and documentary evidence, in material, design, dimension, pattern, detail, texture, and color. Consider a compatible substitute material (including aluminum-clad wood or fiberglass) only if replacement in-kind is not technically feasible.

3.4.6 If new window openings are necessary, when possible, located them on a side or rear elevation where they are minimally visible from the street, ensuring that they do not damage character-defining features or materials, or otherwise compromise the architectural integrity of the building.

3.4.7 Do not replace deteriorated windows with stock items that do not fill the original openings or install smaller shutters that would not, if closed, cover the window opening.

3.4.8 Do not remove or conceal window openings on street-facing elevations.

3.4.9 Do not remove or conceal materials or details of historic windows and shutters – including, but not limited to beveled glass, art glass, transoms, and decorative trim.

3.4.10 Do not install windows with two-dimensional simulations of pane subdivisions, cush as snap-in muntins. If not true divided light, glazing should have three-dimensional grills affixed to both the interior and exterior of the window and shadow bars between insulated glass panes.

3.4.11 Do not install vinyl and vinyl-clad windows in the historic district.

3.4.12 Do not replace clear glazing with tinted glazing.

3.4.13 Install shutters, whether operable or fixed, where there is physical or documentary evidence of shutters having existed, matching the original shutters in material, design, dimension, pattern, detail, texture, and color. Shutters should be proportional to the opening and all shutters, whether operable or fixed in place, should have operable hardware including hinges and holdbacks.

3.4.14 Install new shutters on buildings only if shutters are compatible with the overall style of the building. Fixed shutters that are smaller than the window openings may be appropriate for post-1945 buildings in the historic district.

3.4.15 Do not introduce window features or details, including shutters, to a building that would create a false historical appearance.

3.5 Exterior Doors; Principles

Functional as well as decorative, doors provide access, ventilation, and daylight as well as contribute to the architectural character of the building. Door sizes, and styles, as well as their panel and glazing configurations, vary based on the age and style of the building and collectively reflect the wide range of architectural styles represented throughout the district. Solid paneled doors and doors with fixed glass in the upper portion are most common. Nineteenth-century doors may be paired, or "double-leaf". Many doors are flanked by sidelights and topped with transoms. Ornamental leaded, beveled, etched, and opaque glass is also found on doors, sidelights, and transoms and reflects the style of the building. Commercial buildings may feature aluminum-framed glass doors with full height sidelight and/or transoms. (See the glossary of architectural styles in the Appendix for more information on door patterns and styles associated with particular architectural styles.)

ACCEPTED PRESERVATION METHODS FOR THE MAINTENANCE AND CLEANING OF EXTERIOR DOORS

- Inspect doors and surrounds regularly for signs of deterioration due to moisture damage, air infiltration, insect or fungal infestation, corrosion, or paint failure.
- Ensure that thresholds are sloped away from the building to prevent water infiltration.
- Retain protective paint or stain coatings that prevent deterioration.
- Ensure that door hardware is in good working order.
- Use the gentlest effective method to clean door surfaces and hardware.

Properly maintained and repaired doors are both energy efficient and contribute to the historic character of the building and district. As moving units, doors require regular maintenance to keep them both functional and airtight. Original door hardware can be maintained and cleaned utilizing the Standards for Architectural Metals. Consult the Standards for Wood and Paint for more information on tee maintenance, cleaning, and repair of wood doors.

ACCEPTED PRESERVATION METHODS FOR THE REPAIR AND REPLACEMENT OF EXTERIOR DOORS

- Reglaze sash and recaulk joinery as necessary to prevent air or moisture penetration.
- Repaint doors as needed to maintain a sound protective paint film.
- Weatherstrip doors and/or install storm doors to increase their energy efficiency.

Repair is both more appropriate and more cost-effective than replacement. Peeling paint, air infiltration, and broken panes are all easily repairable measures and do not necessitate removal of historic doors. If only a small area of a wood door is deteriorated or damaged, a wood epoxy product can be used to repair the unit and prevent replacement of the entire door.

In situations where replacement is necessary, it is important to find new doors that fit the original opening, so the frames and surrounds do not have to be replaced. Although doors are readily available in a

variety of sizes and configurations, it is sometimes necessary to have custom replacement units made by a millwork company. Vinyl, metal, or other synthetic doors are not appropriate in the historic district.

CONSIDERATIONS FOR THE REMOVAL OR ADDITION OF EXTERIOR DOORS

The rhythm and placement of door openings is usually quite consistent on a historic building. Thus, the removal or introduction of new door openings should be undertaken with care and limited to side or rear elevations. New doors should be compatible with the overall design of the building but need not replicate historic details and patterns exactly.

3.5 Exterior Doors: Standards

3.5.1 Retain and preserve materials and the decorative and functional features of exterior doors and entrance features that are important in defining the overall historic character of buildings within the historic districts. These include, but are not limited to, doors; frames and hardware, lintels, and thresholds; and entrance features including sidelights, transoms, and surrounds.

3.5.2 Protect and maintain the details, features, and finishes of exterior doors and entrance features through a program of regular maintenance and repair using accepted preservation methods.

3.5.3 Repair deteriorated or damaged exterior doors and entrance features through accepted preservation methods of patching, splicing, consolidating, and reinforcing. Repairs may include selective in-kind replacement of missing or deteriorated portions of historic doors and entrance features.

3.5.4 Replace in-kind exterior doors and entrance features that are too deteriorated to repair, taking care to replace only the deteriorated portion rather than the entire door or feature. Replacement doors and features should match the original in material, design, dimension, configuration, detail, and texture.

3.5.5 If deterioration necessitates the replacement of an entire door or entrance features, the replacement door or features should match the original in material, design, dimension, pattern, detail, texture, and color. Consider a compatible substitute material (including aluminum-clad wood or fiberglass) only if replacement in-kind is not technically feasible.

3.5.6 If an exterior door or entrance feature is completely missing, replace it to match the original feature, based upon physical and documentary evidence, only if the feature to be replaced coexisted with the features currently on the building. Otherwise, replace it with a new door or feature that is compatible in material, design, size, and scale with the building.

3.5.7 If new doors are necessary, locate them on a side or rear elevation where they are minimally visible from the street, ensuring that they do not damage character-defining features or materials, or otherwise compromise the architectural integrity of the building.

3.5.8 Do not replace deteriorated doors with stock items that do not fill the original openings.

3.5.9 Do not remove or conceal door openings on street-facing elevations.

3.5.10 Do not remove or conceal materials or details of historic doors – including, but not limited to, beveled glass, art glass, sidelights, transoms, and decorative trim.

3.5.11 Do not install new sidelights or transoms with two-dimensional simulations of pane subdivisions, such as snap-in muntins. If not true divided light, glazing should have three-dimensional grills affixed to both the interior and exterior of the window with shadow bars between insulated glass panes.

3.5.12 Do not install vinyl and vinyl-clad sidelights or transoms in the historic district.

3.5.13 Do not introduce exterior doors or entrance features to a building that would create a false historical appearance.

3.6 Porches, Entrances, and Balconies: Principles

Porches, entrances, and balconies are among the most prominent features and contribute significantly to the overall historical character of buildings within the historic district. While their stylistic details vary based on the age and style of the building, their functional yet decorative elements typically include columns, balustrades, piers, steps, soffits, beaded board ceilings, and tongue and groove floors.

Like porches, entrances are often detailed with ornamentation coordinated to convey the architectural style of the building.

ACCEPTED PRESERVATION METHODS FOR THE MAINTENANCE AND CLEANING OF PORCHES, ENTRANCES, AND BALCONIES

- Inspect regularly for signs of deterioration due to moisture damage, settlement or structural damage, insect or fungal infestation, corrosion, or paint failure.
- Ensure that gutters and downspouts on porch roofs are free from debris.
- Ensure adequate drainage of porch floors so water does not collect along the foundation or on flat, horizontal surfaces and decorative elements.
- Use the gentlest effective method to clean surfaces.

Porches, entrances, and balconies play an important role, sheltering occupants from sun, wind, and rain. However, their projecting nature makes porches and balconies especially vulnerable to the elements. Consequently, timely maintenance and repair is critical.

ACCEPTED PRESERVATION METHODS FOR THE REPAIR OF PORCHES, ENTRANCES, AND BALCONIES

- Caulk vertical wood joints to prevent moisture infiltration.
- Repair structural and decorative elements using the Standards for Masonry, Wood, and Architectural Metals.
- Retain protective paint or stain coatings that prevent deterioration and repaint surfaces as needed to maintain a sound, protective paint film.

Given their functional and architectural importance, every effort should be made to maintain and preserve historic porches, entrances, and balconies. The repair of masonry steps, piers, or foundations for porches and entrances are the same as those outlined in the Standards for Masonry. Likewise, the repair of wood features is parallel to that of exterior walls, trim, and ornamentation and is outlined in the Standards for Wood. Many traditional materials for porches – such as tongue and groove flooring, beaded board, balustrades, and columns – are still readily available, making their replacement in-kind a simple matter. However, replacement of decorative brackets, turned columns, or balusters with a distinctive detail may require custom millwork. Where possible, it is generally preferable and more cost-effective to patch deteriorated portions of distinctive elements with epoxy repair products rather than purse wholesale replacement.

CONSIDERATION FOR THE REMOVAL OR ADDITION OF PORCHES, ENTRANCES, AND BALCONIES

Front porches, entrances, and balconies are such visually prominent features that it is not appropriate to significantly alter, enclose, or remove them. It may be appropriate to alter or enclose a less prominent rear or side porch, though care must be taken to ensure that original detailing is not damaged or obscured. New porches may be installed on side or rear elevations if their design is compatible with the building design but differentiated from historic porches on the building. Where an earlier porch, entrance, or balcony is missing, it may be appropriate to reinstall the feature based on documentary and/or physical evidence. However, this is only appropriate if the feature to be reinstalled coexisted with other features currently on the building.

3.6 Porches, Entrances, and Balconies: Standards

3.6.1 Retain and preserve the materials and decorative and functional features of porches, entrances, and balconies that are important in defining the overall historic character of buildings within the historic districts. These include, but are not limited to, the porch form and configuration; posts, columns, and pilasters; railings and balustrades; brackets, latticework, and friezes; steps, piers, and porch floors.

3.6.2 Protect and maintain the details, features, materials, and surfaces of historic porches, entrances, and balconies through a program of regular maintenance and repair using accepted preservation methods.

3.6.3 Repair deteriorated or damaged porches, entrances, and balconies through accepted preservation methods of patching, splicing, consolidating, and reinforcing. Repairs may include selective in-kind replacement of missing or deteriorated portions of a feature, such as column base or capital.

3.6.4 Replace in-kind any feature or surface, or portion thereof, of a porch, entrance, or balcony that is too deteriorated to repair, taking care to replace only the deteriorate portion rather than the entire feature. Replacement features and surfaces should match the original in material, design, dimensions, configuration, pattern, detail, and texture. Consider a compatible substitute material for wood (including fiber cement board, cellular PVC, or plastic composite trim or siding) only if replacement in-kind is not technically feasible or there is an ongoing water infiltration problem, and the wood to be replaced is a painted wood to which the substitute material can be matched Vinyl is not an appropriate substite materilal.

3.6.5 If a porch, entrance, or balcony is completely missing, replace it to match the original feature, based upon physical and documentary evidence, only if the feature to be replaced coexisted with the features currently on the building. Otherwise, replace it with a new feature that is compatible in material, design, size, and scale with the building.

3.6.6 If new porches or entrances are necessary, located them on a side or rear elevation where they are minimally visible from the street, ensuring that they do not damage character-defining features or materials or otherwise compromise the architectural integrity of the building.

3.6.7 Do not remove or conceal materials or details of historic porches, entrances, and balconies including, but not limited to, columns, balustrades, brackets, pilasters, steps, floors, ceilings, cornices, and trim.

3.6.8 Do not remove, screen, or enclose a porch, entrance, or balcony on a primary, street-facing elevation.

a. Consider screening a porch or balcony on a side or rear elevation only if the design will preserve the historic character of the porch or balcony.

b. Consider enclosing a porch or balcony on rear elevation only if the design will preserve the historic character of the porch or balcony.

3.6.9 Do not replace wood porch floors or steps with wood decking, brick, or concrete.

3.6.10 Do not introduce porch, entrance, or balcony features or details to a building that would create a false historical appearance.

3.7 Commercial Storefronts: Principles

Most commercial buildings in the district are two stories tall with a mid-cornice separating the storefront from the upper street façade, which may also be differentiated by a change in building materials. Upper-level windows are typically double-hung, and brick parapets feature decorative brick corbeling.

First-floor-level, street-facing storefronts link the building to the street and their display windows, signage, and entrance entice the passerby to enter. Storefronts historically featured recessed entries that sheltered shoppers from the elements and provided a gracious transition from the sidewalk to the building interior. Most commercial buildings in the district have had their storefronts altered or replaced over time, reflecting an effort to modernize or accommodate new businesses. Yet, the basic elements of the storefront remain consistent. These include entrance doors with transoms flanked by large display windows above bulkhead panels. Storefronts may be sheltered by awnings and have projecting or flush signage.

While storefronts evolved throughout the twentieth century to serve changing businesses, extant elements of historic storefronts can and should be maintained. Their high-traffic use requires maintenance and repairs similar to those of other entrances, windows, and doors. Removing a historic storefront or replacing its historic features with incompatible, contemporary materials significantly diminishes the architectural character of a commercial building.

ACCEPTED PRESERVATION METHODS FOR MAINTENANCE AND CLEANING OF STOREFRONTS

- Inspect storefronts and building facades regularly for signs of deterioration due to moisture damage, settlement or structural damage, insect or fungal infestation, corrosion, or paint failure.
- Ensure that gutters and downspouts are free from debris, and building walls and storefronts are free of vegetation.
- Ensure adequate drainage so water does not collect along the foundation or on flat, horizontal surfaces and decorative elements.
- Use the gentlest effective method to clean surfaces.

ACCEPTED PRESERVATION METHODS FOR THE REPAIR OF STOREFRONTS

- Promptly repair deteriorated mortar, areas of structural settlement, and missing or damaged brick or stone on masonry buildings.
- Retain protective paint or stain coatings on wood and metal elements that prevent deterioration and repaint surfaces as needed to maintain a sound, protective paint film.

3.7 Commercial Storefronts: Standards

3.7.1 Retain and preserve the materials and decorative and functional features of storefronts that are important in defining their overall historic character. These include, but are not limited to, entrances and transoms; display windows and bulkheads; pilasters and cornices, upper-level windows and surrounds; parapets, decorative brickwork, and name or date plaques.

3.7.2 Protect and maintain the details, features, materials, and surfaces of historic storefronts through a program of regular maintenance and repair using accepted preservation methods.

3.7.3 Repair deteriorated or damaged storefront features and surfaces through accepted preservation methods for masonry, wood, and architectural metals, Repairs may include selective in-kind replacement of missing or deteriorated portions of historic storefronts.

3.7.4 Replace in-kind storefront features and surfaces that are too deteriorated to repair, taking care to replace only the deteriorated portion rather than the entire feature. Replacement features should match the original in material, design, dimension, pattern, detail, and texture.

3.7.5 If deterioration necessitates the replacement of an entire storefront feature or surface, replacement features and surfaces should match the original in material, design, dimension, profile, pattern, detail, texture, and finish. Consider a compatible substitute material (including wood or metal framing with a painted or baked enamel finish) only if replacement in-kind is not technically feasible. Unpainted aluminum storefronts may be appropriate on post-1945 commercial buildings.

3.7.6 If a storefront feature is completely missing, replace it to match the original feature, based upon physical and documentary evidence. Otherwise, replace it with a new feature that is compatible in material, design, size, and scale with the building.

3.7.7 Install fabric and canvas awnings in a manner that does not conceal architectural features or damage historic building fabric. Do not install pent roofs or plastic awnings over commercial storefronts. Flat-roofed metal awnings may be appropriate over storefronts on mid-twentieth century commercial buildings.

3.7.8 Do not remove or conceal character-defining features or details of historic storefronts – such as transoms, mid-cornices, display windows, doors, sign panels, recessed entries, tiles, and bulkhead panels.

3.7.9 Do not install display windows and entrances that do not fill the original openings.

3.7.10 Do not replace clear glazing with tinted glazing.

3.7.11 Do not introduce storefront features or details to a building that would create a false historical appearance.

3.8 Accessibility and Life Safety Considerations: Principles

The adaptive reuse of historic buildings and the continued use of buildings for nonresidential purposes often requires modification to meet current life safety and accessibility requirements. Even though the Commission does not review or control use of a historic building, it does review any use-related proposed change to the building exterior or site. Nonresidential buildings are more likely to meet accessibility standards. Most commercial buildings were constructed with at-grade entrances, though modification may need to be made to accommodate floors of appropriate width or additional means of egress.

The Americans with Disabilities Act (ADA) of 1990 requires accessibility to public buildings. However, in deference to their historic character, some flexibility in meeting the standards for life safety and accessibility is provided by the ADA for historic properties. The North Carolina State Building Code along with ANSI A117.1 provides the necessary guidance for ADA standards. Additionally, the North Carolina Existing Building Coe (2018) was written to address existing buildings and provides guidance for the retention of historic features without compromising life safety.

For additional information and to ensure that your project is in compliance with current building codes, please consult with the Building Inspector. You may also wish to consult with the Restoration Branch of the State Historic Preservation Office.

BALANCING PRESERVATION WITH ACCESSIBILITY AND LIFE SAFETY REQUIREMENTS

It is important to accommodate life safety and accessibility requirements in ways that do not compromise the historic building or stie. Property owners are encouraged to work with historic preservation professionals, local code officials, and local disability groups early in the planning process to develop creative design solutions that meet or exceed life safety code requirements while preserving character-defining features of the building and site. Sensitive solutions that minimize the potential impact of alterations on character-defining elevations and features and minimize the damage or loss of historic material may not immediately present themselves However, careful an creative planning can produce such solutions.

It is particularly important to provide public access to commercial buildings. Often, modest measures such as replacing door hardware, adding a simple handrail to front steps, slightly widening an entranceway, or gently sloping a recessed entry to meet a raised threshold can remove accessibility obstacles. Raised foundations create accessibility challenges for providing access from the site to the first floor in many historic buildings. This change in level generally requires the addition of a ramp or, less frequently, a mechanical lift.

Life safety concern requirements may call for the addition of fire exits, fire doors, fire stairs, or elevator towers. The visual impact of such elements can and should be minimized by discreetly locating such elements on side or rear elevations and singing them to be compatible with the historic building in material, scale, design, and finish. Additionally, modifications should be constructed to be reversible and to allow removal without damage to the historic resource.

3.8 Accessibility and Life Safety Considerations: Standards

3.8.1 In reviewing proposed changes to a historic property, carefully consider related accessibility and life safety code implications to determine if the proposed change is compatible with the historic district, building and site.

3.8.2 Meet accessibility and life safety code requirements in ways that do not compromise the historic character or significant features of the historic district or building site.

3.8.3 Meet accessibility and life safety code requirements in ways that do not compromise the historic character or significant architectural features of the building.

3.8.4 Introduce new or alternate means of access and new life safety features, as needed, in ways that are reversible and do not compromise the historic materials, features, or character of the building.

3.8.5 Locate new or alternative means of access – such as ramps, handrails, and mechanical lifts – on site or rear elevations where they are minimally visible from the street. Design accessibility features to they are compatible with the historic building in design, scale, materials, and finish. Consider using vegetation to screen the features and minimize their visual impact.

3.8.6 Locate the life safety features – including, but not limited to, fire doors, elevator additions, and fire stairs – on side or rear elevations where they are minimally visible from the street. Design life safety features to be compatible with the historic building in scale, proportion, materials, and finish. Consider using vegetation to screen the features and minimize their visual impact.

3.9 Sustainability and Energy Efficiency: Principles

Historic buildings, largely constructed prior to the advent of central heating and air conditioning systems, often took advantage of architectural elements and site features to minimize the natural airflow, heating, and cooling effects of the local climate. Sustainable features include operable windows and transoms to allow the control of light and air through a building, capitalizing on cool breezes to both cool and provide fresh air. Storm windows and doors provide additional insulation, while shutters, awnings, and deep roof overhangs allow the control of sunlight, reducing (or capitalizing on) solar heat gain, especially on south-facing elevations. Gable vents allow for the cooling of attic spaces by releasing warm air through the gables, while foundation vents allow air to circulate beneath the house, reducing moisture build-up. Maintaining these elements and features allow property owners to maximize their energy conserving potential while retaining historic elements and materials.

BALANCING PRESERVATION WITH SUSTAINABILITY AND ENERGY EFFICIENCY GOALS

Utilizing existing features can provide significant energy efficiency with little, if any, additional expense. However, ike all elements of historic buildings, energy efficient building elements require routine maintenance and repair, including the following steps:

- Inspect windows and doors regularly for signs of air infiltration. Install weatherstripping, maintain caulk around window and door trim, and reglaze sashes as needed.
- Inspect crawl spaces and attics for air and water infiltration, adding insulation as needed.
- Ensure that water drains away from outdoor mechanical units and that they are free from debris and vegetation.

The installation of storm windows and, to a lesser extent, storm doors can further enhance the efficiency of a historic building. When considering storm windows, look for units with narrow profiles that can be sized to fit the existing openings and finished in a color that blends with the existing windows. Historically, screens and storm windows were not operable, but were instead interchangeable units switched in the spring and fall. If selecting operable storm windows with integrated screens, it is best to choose windows that align with the existing sashes of double-hung windows, so their visual impact is minimized. Likewise, storm doors fitted to the existing opening with a large single glass pane, conceal less of the existing door and are less visually intrusive. Because condensation occurs between windows and storm windows, it is essential that the ventilation holes at the base of storm units are kept clear and open so the water may dissipate, rather than be trapped and cause deterioration.

In addition to maximizing the energy efficiency of historic building elements, updated mechanical systems, new communication systems, and other contemporary measures are sometimes necessary or desirable to increase the comfortable use of the building. The discreet siting of new HVAC systems, condensers, additional vents, and solar panels can minimize their visual impact on the property and district. When possible, they should be located in rear yard, side yard, and rear roof slope locations and be screened from view with landscaping or appropriate fencing. Further, care should be taken to ensure installation has the least possible impact on the historic features and materials of the building.

Solar panels have become increasingly popular and may be appropriate on historic buildings if their location and installation is carefully considered. In general, solar panels should be installed parallel to the surface of the roof to which they are attached and set back from the edges of the roof to minimize their

visibility. In general, the introduction of geothermal systems as well as underground utility lines is encouraged. However, during associated site work and trenching, care should be taken to avoid damage to building foundations, mature tree roots, and archaeological resources.

3.9 Sustainability and Energy Efficiency: Standards

3.9.1 Retain and preserve energy-conserving features, especially those that are important in defining the overall historic character of buildings or site features within the historic districts. These include, but are not limited to porches, gable vents, awnings, operable windows and transoms, and shutters.

3.9.2 Increase the thermal efficiency of historic buildings through appropriate methods, such as caulking and weatherstripping, and by introducing energy efficient features such as storm windows and doors, historically appropriate awnings, and operable shutters were appropriate.

3.9.3 Introduce narrow-profile storm windows so that they do not damage or obscure the historic sash or frame.

a. Select exterior storm windows with a painted or factory-finished color.

b. Operable storm window dividers should align with the existing sash division of double-hung windows.

c. Storm windows with a bare aluminum finish may be appropriate for post-1945 buildings in the historic districts.

3.9.4 Introduce full-light storm or screened doors constructed of wood or aluminum. Install doors so they do not obscure or damage the existing door or frame.

a. Select storm or screened doors with a painted or factory-finished color.

b. Storm or screened doors with a bare aluminum finish may be appropriate for post-1945 buildings in the historic district.

3.9.5 If historically appropriate, install fabric awnings over storefront, window, porch, or door openings with care so historic features are not damaged or obscured.

3.9.6 Install low-profile roof ridge vents only if they will not destroy historic roofing materials and features or otherwise compromise the architectural character of the building.

3.9.7 Locate new mechanical equipment, utilities, and sustainable site features – including air-conditioning and heating units, meters, exposed pipes, rain barrels or cisterns, and raised planting beds – in locates that are minimally visible from the street and do not alter or remove historic fabric from the building or do not diminish or compromise the overall character of the building, site, or district. Screen ground-level equipment from view with vegetation or fencing.

3.9.8 Locate low-profile solar panels on side or rear elevations, when possible, or on low-sloped roofs where they are minimally visible from the streets.

a. Solar panels should be flush-mounted – installed parallel with and close to the surface of the roof to which they are attached – in order to minimize their visual impact.

b. Solar panels should match the color of the existing roof material as much as possible, in order to visually blend with the roof.

c. Solar panels should be set back from the edges of the roof to minimize their visibility.

d. Solar panels should not extend above the roof ridges or otherwise alter the roof form of the building.

e. No associated pipes or cables should be visible from the street.

3.9.9 Install green roofs or other roof landscaping in locations where they are not visible from the street and only if care is taken to not damage the roof structure.

3.9.10 Install geothermal systems in locations where the drilling and installation does not damage foundations or archaeological resources.

3.9.11 Do not install condensers, skylights, ventilators, antennas, satellite dishes, and mechanical or communication equipment on roof slopes or building elevations that are visible from the street or in locations that visually compromise the architectural character of the historic building.

3.10 Disaster Preparedness and Planning: Principles

In North Carolina, natural disasters typically take the form of floods, ice storms, and sometimes hurricanes. Severe storms can bring damage including fallen trees, flooding, and wind damage to roofs, siding, windows, and porches. Fire can also be devastating to historic buildings.

BALANCING PRESERVATION WITH DISASTER PREPAREDNESS AND PLANNING

Routine maintenance and repair of building materials and elements is essential, regardless of the potential for severe weather. The building and iste maintenance methods outline in the preceding sections will ensure that the historic building and site are protected from wind, rain, show, and ice.

However, it is important for property owners to prepare for sever weather by performing a property audit to assess risks, identify vulnerabilities, and correct them. This involves looking for potential site and building hazards and taking appropriate measures. Fortunately, meany of these measures should be part of an ongoing maintenance routine, so ensuring they are performed regularly will not only serve well when severe weather threatens but will also help to keep the historic building and property in good condition.

These methods include:

- Assess the property for run-off, soil erosion, and standing water, and correct drainage problems.
- Look for damaged or dead limbs on trees and inspect trunks and roots for damage. Consult with a registered arborist for appropriate removal methods.
- Ensure that landscaping and shrubbery are at least 24 inches from foundation walls to prevent excessive moisture and cracking. Prune or relocate landscaping that is closer than this measure.
- Check foundations, basements, and crawl spaces for cracks or evidence of water infiltration. Stabilize foundations where needed and consider installing a sump pump for basement and crawl spaces if there is potential for water accumulation.
- Ensure that metal and shingled roofs, as well as roof flashing, are in good condition. Keep gutters and downspouts clear to avoid roof damage and water infiltration on walls and foundations.
- Check the stability of the chimney by examining mortar joints and repointing bricks where necessary. Consider installing a chimney cap to prevent water infiltration.
- Install appropriate storm windows and doors in a manner that maintains historic integrity and does not damage historic elements. Ensure that operable shutters are in good working condition, so they can bel closed before sever or potentially damaging weather to protect windows from breakage.

With any stabilization or preventative treatment, care should be taken to ensure that the action has a minimal effect on the historic character of the property. Treatments should be selected to minimize the risk of damage by natural disaster, but should do so without destroying significant historic materials, features, or spaces.

3.10 Disaster Preparedness and Planning: Standards

3.10.1 Existing conditions and all damage must be documented along with any emergency/temporary measures that are taken.

3.10.2 Features and materials that are important to the historic character of the property must be maintained and preserved.

3.10.2 When retention of materials and features is not possible, replacement materials and features must meet the Design Standards.