

ARCHITECTURAL GUIDELINES FOR HISTORIC HOME DISTRICTS

INTRODUCTION

The City of Dover is taking steps to preserve its historic architecture through the creation of the Architectural Review Board, which will be responsible for reviewing and approving all exterior changes to the architecture of properties located within designated historic districts and homes outside these districts which have been designated as homes of architectural value.

These guidelines are specifically written for Dover's historic neighborhoods - East Third Street from Popular Street to Lincoln Avenue, North Wooster Avenue from the Downtown business district to Thirteenth Street and East Iron Avenue from the Fairgrounds to Union Hospital and designated Historical Homes.

The following are the stated purposes of the Architectural Review Board of Dover, Ohio.

To protect and enhance the cultural, educational and living environments of the City of Dover by affording protection to areas, places, sites, buildings and structures.

To safeguard the architectural integrity of the city's listed properties and historic resources and the overall heritage of the city by preserving those areas, places, sites, buildings and structures and designated districts which reflect elements of the city's heritage.

To seek alternatives to demolition or incompatible alterations within designated areas and to listed properties before such acts are performed.

To afford the widest possible scope of continuing vitality through private renewal and architectural creativity within appropriate controls and standards.

To encourage development of vacant properties in accordance with the character of designated districts and listed properties.

Before making any exterior changes to properties individually designated or located within designated historic districts, the Architectural Review Board must issue a Certificate of Appropriateness. Dover has established a process to manage change for its important historic buildings and neighborhoods, while encouraging investment and revitalization.

The following design guidelines have been developed to be a valuable tool for both property owners and the Architectural Review Board members. By reading the guidelines, property owners will better understand the history, significance and character-defining features of their properties, as well as the recommendations that the Architectural Review Board will be using when evaluating their applications for Certificates of Appropriateness.

The guidelines include a brief description of each of the three historic districts; a discussion of architectural styles and character-defining features of each of the styles; and recommendations for rehabilitation, additions and new construction in the historic districts. The guidelines are written specifically for buildings designed as residential structures, although some are used as businesses.

OVERVIEW HISTORY OF THE HISTORICAL DISTRICTS

North Wooster Avenue Historic District

The North Wooster Historic District features a variety of historic styles built during the Victorian era and later. It is a virtual open-air museum for those interested in residential history of architecture. This district is a procession of many styles that evolved as the population of Dover grew. In fact many of the homes in the district combine the elements of several different styles and are eclectic and not really distinguishable as one particular style. The North Wooster Historic District contains the largest collection of historic homes in Dover. It is the most traveled corridor and has seen a characteristic change of use from Residential to Commercial over the years. The primary architectural styles include:

Italianate

Queen Anne

Colonial Revival

Tudor

Bungalow

Arts & Crafts

American Four Square

East Third Street Historic District

The East Third Street Historic District is one of three prominent neighborhoods in Dover. It is typical of a Victorian era neighborhood where development increased just before and after the turn of the century. During this time, East Third Street became a fashionable address for the new professional and wealthy business owners who built upscale homes close to the downtown central business district of Dover.

East Iron Avenue Historic District

The East Iron Avenue Historic District sits between the Tuscarawas County Fairgrounds and Union Hospital. Originally a 400 acre tract, this land was owned by Valentine Wills and then Jeremiah Reeves. After 1900 Mr. Reeves developed the farmland and built many of the historic homes in the district for his direct descendants. Locally known as Reeves Heights, the area for the most part remains architecturally intact. This district reflects a variety of Post Victorian era homes as well as the Reeves Museum remodeled in the manner of the Italianate.

ARCHITECTURAL STYLE GUIDE

This style guide is organized chronologically from the early 19th century to the mid-20th century and represents the rich architectural diversity of Dover's historic neighborhoods.

Greek Revival (1825's-1860's)

Gabled or hipped roof of low pitch; cornice line of main roof and porch roofs emphasized with wide band of trim (this represents the classical entablature and is usually divided into two part; the frieze above and architrave below); most have porches (either entry or full width) supported by prominent square or rounded columns, typically of Doric style' front door surrounded by narrow sidelights and a rectangular line of transom lights above, door and lights usually incorporated into more elaborated door surround.

Italianate (1840's-1885's)

Two or three stories (rarely one story); low pitched roof with widely overhanging eaves having decorative brackets beneath; tall, narrow windows, commonly arched or curved above; windows frequently with elaborated crowns, usually of inverted U shape; many examples with square cupola or tower.

Second Empire (1855's-1885's)

Mansard (dual - pitched hipped) roof with dormer windows on steep lower slope; molded cornices normally bound the lower roof slope both above and below; decorative brackets usually present beneath eaves.

Queen Anne (1880's-1910's)

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

Stick Style (1870's-1890's)

Gabled roof, usually steeply pitched with cross gables commonly show decorative trusses at apex; overhanging eaves, usually with exposed rafter ends; wooden wall cladding (shingle or boards) interrupted by patterns of horizontal, vertical, or diagonal boards (stick work raised from wall surfaces for emphasis); porches commonly show diagonal or curved braces.

Colonial Revival (1880's-1950's)

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; facade normally shows symmetrically balanced windows and center door; window with double-hung sashes, usually with multi-pane glazing in one or both sashes; windows frequently in adjacent pairs.

Vernacular

Vernacular is a term used to categorize methods of construction which use locally available resources to address local need. Vernacular architecture tends to evolve over time to reflect the environmental, cultural and historical context in which it exists. It has often been dismissed as crude and unrefined, but also has proponents who highlight its importance in current design.

American Foursquare (1900-1920's)

The Foursquare has a simple square or rectangular plan, low pitched hipped roof, and symmetrical facade. One-story wings, porches, or carports are clearly subordinate to the principal two-story mass. The entrance, which may be centered or off center, is a conspicuous focal point of the facade. In Vernacular examples, hipped dormers are common, as are full width, single-story front porches and double-hung sash windows.

Tudor (1890's-1940's)

Steeply pitched roof, usually side gabled; facade 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.

Neoclassical (1895-1950's)

Facade dominated by full height porch with roof supported by classical columns which typically have ionic or Corinthian capitals; facade shows symmetrical balanced windows and center door.

Italian Renaissance (1890's-1935)

Low-pitched hipped roof (flat in some examples); roof typically covered by ceramic tiles; upper story windows smaller and less elaborate than windows below; commonly with arches above doors, first-story windows, or porches; entrance area usually accentuated by small classical columns or pilasters; facade most commonly symmetrical.

Prairie Style (1900's-1920's)

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

Craftsman/Bungalow (1905-1930's)

Low-pitched, gabled roof (occasionally hipped) with wide, unenclosed eave overhang; roof rafters 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).

Eclectic

The term Eclecticism is used to describe the combination in a single work of elements from different historical styles. Eclecticism never amounted to a movement or constituted a specific style. It is cauterized precisely by the fact that it was not a particular style.

Lustron (1949-1950)

The Lustron house was an innovative solution to the post WWII housing crises. Many thought the porcelain enamel clad wonder

would be the General Motors of the housing industry. Production began in 1948, and halted in 1950. Only about 2,680 of these unique homes were built. Sadly it is estimated that only 1,500 of these unique homes survive today.

Modern ca. 1935 - Present

Normally a one story house with a very low pitched roof and broad rambling facade. Some lack decorative detailing, but some have decorative shutters, porch-roof supports, or other detailing loosely based on colonial precedents. Also during the 1950's the closely related Split Level style, with half-story wings and sunken garages, began to emerge. A somewhat less common modern sub style, the Contemporary, with non-traditional form and detail, particularly favored in architect-designed houses of the 1950's, 60's, and early 70's. These generally have wide eave overhangs and either flat roofs or low-pitched roofs with broad, low, front facing gables. Exposed supporting beams and other structural members are common. The most recent sub style is the Shed style. It is characterized by one or more shed-roof elements, usually of moderate to high pitch, which dominate the facade and give the effect of several geometric forms shoved together.

DOVER RESIDENTIAL ARCHITECTURAL DESIGN GUIDELINES

INTRODUCTION

These guidelines focus on the three major historic residential districts in Dover - the North Wooster, East Third Street, and East Iron Avenue. The recommendations in the guidelines will help building owners in any of these districts preserve the unique historic character of their homes but also can be useful for any older structure throughout the city.

The guidelines are intended to assist building owners and the Architectural Review Board when making decisions about repair, rehabilitation, and alteration of Dover's historic buildings. The guidelines focus on preserving the maximum amount of historic building materials while also encouraging the sensitive use of modern materials. The ARB duties are defined by city ordinance,

as are penalties for property owners who do not comply with ARB decisions.

Each historic building has certain design elements called "character-defining features." These features may distinguish a building from others; or make the building an example of a particular architectural style; or simply make it attractive and appealing. The guidelines aim to help homeowners and the ARB by identifying character-defining features in the three historic districts and describing appropriate ways to preserve them.

The guidelines are consistent with and have grown out of a set of historic preservation standards developed by the National Park Service, where national preservation programs are housed. Known as the Secretary of the Interior's Standards for Rehabilitation, they summarize several decades of experience with historic buildings of all kinds. See the appendix for the complete text of the Standards.

How to Use the Guidelines

The guidelines are arranged from bottom to top - that is, from foundation to roof - and address all the major components of a house. In addition, there also are guidelines on subjects such as site elements (fences, garages, and outbuildings) and also on new construction and additions. In each section there is a series of Rehabilitation Requirements, which provide guidance for owners undertaking full or partial rehabilitation projects and indicate the issues of major concern for the ARB.

In discussions about historic buildings, you will find the word "rehabilitation" used frequently. This is defined as maintaining or returning a historic building to a state of usefulness while preserving the design elements that give the building its essential character. It is not restoration, which means returning a building to a condition at a specific time in the past. Rehabilitated buildings are modern, functional, safe, and efficient, while retaining all the ornamentation and stylistic elements that make them special.

Foundation

Rehabilitation Requirements

1. Do not alter the appearance of an original foundation wall. A stone wall, for example, must not be covered with stucco or replaced with concrete block. This changes the original appearance, and stucco may prevent the wall from drying properly when it gets wet.
2. If an original foundation wall is deteriorating, attempt repair with matching materials. If original materials are unavailable or too costly, suitable modern replacements may be appropriate. Some concrete block materials, for example, may match older concrete materials fairly closely. A rock-faced concrete block might in some cases be a suitable replacement for stone, but matching color and shape of the stone may be difficult. In some cases, a new thin veneer of stone may be a better choice; it can be applied to a block wall to re-create the original appearance. Filling original basement window openings with glass blocks is discouraged, because this significantly changes the character of the foundation.

Wood Siding

Rehabilitation Requirements

1. The first recommendation is to keep existing wood siding, repairing or replacing missing or damaged pieces as needed. You may feel that replacement siding is more convenient and easier to care for, but no siding is truly maintenance free. Further, installation of artificial siding may damage historic siding and trim material.
2. There may be instances where replacement siding is acceptable, and where installing such siding does not eliminate all of a building's historic character. The ARB may accept the application of replacement siding over existing wood siding, with the following restrictions:

The new siding must simulate beveled wood siding and have the same width (as close as possible) and appearance as the original siding.

The old siding must remain in place, so that new siding could be removed and the historic siding restored in the future.

New siding may be applied only where siding exists already. It must not cover up decorative shingles or similar areas; it may not be used to wrap porch columns; and it may not cover eaves, soffits, and fascias.

Application of new siding must not result in the loss or damage to historic elements such as: brackets, medallions, panels, corner boards, window trim or other decorative elements;

3. Consider removing existing replacement siding if the original siding underneath is in good condition or is repairable. Many homeowners have found that doing so greatly improves the appearance of their properties.

Masonry - Brick and Stone

Rehabilitation Requirements

1. Avoid cleaning historic masonry walls. Only if you are sure that accumulated dirt is causing damage or moisture retention should you consider cleaning. An aged patina on a masonry wall is evidence of a building's long life and should be left in place.
2. It is recommended that the owner get a qualified contractor for masonry work.
3. Do not cut new openings or enlarge existing openings in masonry walls. Doing so can affect structural stability and strength of the masonry around the opening.

4. There are two excellent publications available through the National Park Service on masonry cleaning and re-pointing. See appendix

Other Exterior Materials

Rehabilitation Requirements

1. Stucco must remain on a building that has been stuccoed, and it must not be applied to a building that has not been stuccoed in the past. Wood frame buildings that have been stuccoed in all likelihood were built that way. The stucco is the exterior surface. Masonry buildings that have been stuccoed often had their surfaces chipped or scored to hold the stucco and look unappealing when the stucco is removed. For un-stuccoed buildings, unless the masonry is in a deteriorated condition (even then you should not apply stucco before determining why the masonry is bad), retain the exposed masonry and repair it.

2. Similarly, painted masonry buildings should remain painted, and unpainted ones should not be painted. Removing paint from masonry is difficult, and often it is impossible to do completely. Such work often requires harsh chemicals and can cause damage to the masonry; sandblasting must never be undertaken due to the damage it does to masonry.

Windows and Doors

Rehabilitation Requirements

1. Retention and repair of historic wood windows is always the first choice, rather than replacement. Note that historic windows may not always be original - often houses from the early 19th century received replacement wood windows in the late 19th or early 20th centuries. These "new" windows, in turn, have been associated with the building for so long that they now are considered historic and have become a character-defining feature.

2. Energy efficiency is often an issue with single-glazed historic wood windows. The insulating ability of windows can be greatly increased by the use of interior or exterior storm windows. An added benefit of using exterior storm windows is that they protect the historic windows from weathering. Use storm windows if energy efficiency is a concern. In some cases, where the wood sash is thick enough, it may be possible to re-glaze historic windows with insulated glass units. However, do not remove old, wavy historic glass, leaded and stained glass – it should remain in place.

3. If deteriorated windows must be replaced, the new windows must match the material, dimensions, profiles, and details of the historic windows as closely as possible. Do not use "snap-in" or applied muntins (the wood grid that holds the individual panes in place) to multiple-paned windows. If you cannot obtain true through-the-glass muntins, windows with applied muntins (inside and out) with a spacer are preferred to one-over-one windows when historic windows were multiple-paned. Real wood windows are preferred. Do not use a window design that is inappropriate for the style of your house.

4. Install shutters only if there is some evidence - old photos, surviving hinges, old shutters stored in an outbuilding - that your house had them in the past. Be sure that they are the right size; they do not have to operate but must look as though they could and as though they can close properly and correctly cover the opening on which they are mounted.

5. Original doors and entry elements should be retained and repaired. Look at the architectural guide for information on appropriate new doors if the originals are missing from your house. Generally, older buildings' doors had few or no windows, while later doors could be half, three-quarter, or fully glazed. Be sure to select doors appropriate for your house. True wood doors are much preferred to metal doors that simulate wood.

Porches

Rehabilitation Requirements

1. Retain original porches and their detail elements. If some elements are deteriorating, they must be replaced in kind - that is, with new pieces of the same material and design. If possible, don't remove original design elements such as wood columns, decorative trim, and tongue-and-groove ceilings.

2. Do not enclose stoops and porches to create interior space. This can significantly change a house's character and can result in the loss of significant porch trim and details. Enclosures on front and side porches must be avoided completely. Rear porch enclosures may be appropriate but must be decided case by case, taking into account the impact upon the house's character.

3. Do not use wrought or cast iron and aluminum elements such as posts and handrails, unless your house was built in a style that originally used such elements.

4. Adding a new porch, where one is missing or where there has not been one in the past; can be appropriate. A simple design is best. Look at other porches for ideas on appropriate size, height, materials, and roof slope - making it compatible with the historic architecture.

5. If added, decks must be located at the rear of a house and must be kept as low as possible to reduce their visibility.

Roofs, Gutters, and Downspouts

Rehabilitation Requirements

1. Slate roofs should be retained and repaired to the greatest extent possible. Sometimes only a few slates need to be replaced, and this will cost much less than a new roof. Be sure you have a qualified roofer who understands slate

when you undertake repairs. The same is true for clay tile roofs. Like slates, these are brittle but very durable if not abused.

2. Repair and retain chimneys rather than removing unused ones. They are part of a building's design and should be kept intact, even if they are no longer in use. Other important roof design elements that should be retained are ridge caps, finials and ornamental cresting.

3. If an older slate or tile roof does require replacement and you choose not to install new slate or tile, it is important to choose an appropriate color for the new shingles. A medium gray, without shadow lines or staggered butts, usually is best when replacing slate. For tile, find a color that matches the color of the old roof. Green, red, or black shingles also may be appropriate, depending on the principal color of the house.

4. Replacement gutters and downspouts should have the same design as the existing. When in doubt, the simplest design is usually the best. Be sure new gutters and downspouts are correctly sized for the amount of water they will have to remove.

5. Repair and maintain cornices and friezes as they contribute to the character of the building. They were usually constructed in wood and damage can frequently be repaired by a competent carpenter.

6. Do not remove original dormers. They are part of a building's character and must be retained. If you wish to add dormers to increase usable space on an upper floor, this can be acceptable. However, a new dormer is a major design change, so it must be located on the rear slope of the roof, or toward the rear if it is built on the side of the house. Keep the dormer's roof below the ridge of the main roof, and build the dormer with compatible siding and roofing materials.

7. Skylights were not common in Dover's residential architecture, but they sometimes are a popular addition

during rehabilitation projects. They can be acceptable, but their visibility must be minimized, and placed on the rear elevation, if possible. Use only a skylight that is just large enough to provide the desired amount of light, and select a design that rises above the roof as little as possible.

Ornamentation

Rehabilitation Requirements

1. Window and door trim, corner boards, brackets, fascias, friezes, and water table boards and similar character-defining elements should be retained when possible. Retaining and repairing these forms of ornamentation is always the best choice. Unless an element is severely deteriorating, sometimes all that is necessary is a coat of paint.
2. If a decorative detail is so deteriorated that it must be replaced, be sure to use a replacement that is as nearly identical as possible in material, size, and design.
3. Do not add ornamental elements that your building would not have had originally. Replacing lost elements is acceptable, but new ones that never existed must not be added.

Outbuildings

Outbuildings are considered as garages, barns, sheds, carriage houses, etc., and are part of a historic neighborhood. They are considered accessory buildings under City of Dover Ordinance 1353.06.

Rehabilitation Requirements

1. Retain and repair existing older outbuildings such as barns and sheds when possible. Do not remove them unless they are so deteriorated that repair is not possible. Most outbuildings are simple structures that a competent carpenter can repair. If an outbuilding must be demolished

and replaced, the replacement must complement the historic district.

2. Repair outbuildings with the same materials of which they are built when possible. Do not add decorative elements that would not have been used originally.

3. There may be appropriate modern designs for compatible, contemporary outbuildings; generally, they are most successful when built of wood. It is advised that you don't use metal or plastic sheds, which use designs and materials not compatible with Dover's historic neighborhoods.

4. Older garages should be retained and repaired. If they are beyond repair, they should be built new in a traditional design. For replacement garages and for entirely new ones, the roof slope is one of the most important elements. Most historic garages had roof pitches that matched those of their houses. Use this same pitch for a new building and stay away from the much shallower pitches typical of contemporary garages. Use siding and trim elements that are compatible with the design of the house the garage serves.

Color

Color is a major design element. In Dover's historic neighborhoods, the appropriateness of various colors will vary with the construction dates of the houses. The ARB will recommend the use of colors appropriate to the age, character, and style of a given building or neighborhood.

Early - and mid-19th century houses were frequently painted off-white, cream, light gray and sand. After about 1860, typical colors included greens, reds, browns and olives that were fairly dark and rich. The body color usually was lighter, with trim painted in darker compatible colors; sometimes just the opposite was true. Color patterns were simple, usually with only two different colors used for body and trim.

Interiors

The ARB does not review projects that involve only interior work.

BUILDING SITE

Fences and Walls

Fences provide a clear indication of property boundaries; protection for planting areas and trees; privacy for the property owner; and they can also serve a decorative purpose. There are many kinds of fences, some of which are appropriate for Dover's historic neighborhoods and some of which are not. Another consideration is whether a fence that meets a property owner's needs may cause problems for a neighbor.

Generally, traditional forms of wood and iron fencing are appropriate, and in some cases masonry walls of stone or brick also are compatible with neighborhood character.

Requirements

1. Fences require zoning approval, as well as approval from the ARB. Use traditional fence designs appropriate for the style of your house and the time period in which it was built, also keeping in mind that compatibility with other fencing in the neighborhood is important. Early-to mid-19th century homes often had picket and low masonry walls, some of these, because they are opaque, block views of the house, are appropriate mainly for side and back yards. From the mid-19th century to the early 20th, cast and wrought iron fences were popular for both front and side yards. Mid-20th century stockade, "cyclone," and basket-weave fences are not appropriate for Dover's historic neighborhoods.

2. Front and side yard fences must be of open designs that permit a view of the house and between houses. Rear yard fences may be solid or opaque, but avoid the inappropriate designs discussed previously. Consideration will be given to whether or not the fence will have an adverse impact on nearby properties. Front and side fences must comply with Dover's building codes.

3. Brick or stone walls, while expensive, may be appropriate, but generally only in back yards. They may also be appropriate when used as retaining walls in raised yards. Use only the best quality of brick or stone and be sure it is intended for the high moisture and weather exposure typically endured by fences. Vinyl or plastic fencing may be appropriate, but primarily in back yards where it is less apparent that they are not made of wood.

4. Consider using plantings instead of actual fencing materials. Many species of bush or shrub can be used in this way; a nursery or landscaper can advise you about appropriate species. Keep in mind, that plantings that serve as fences have the same height requirements.

5. The finished side of the fence should face the public right-of-way or adjacent properties.

6. Locate rear yard fencing so that it conceals containers and utility elements such as transformers, telephone boxes, and air-conditioning compressors. Natural fences - bushes and shrubs - can be very effective for this purpose, but be sure there is enough room for repair and trash crews to work. Satellite dishes must also be in the back yard, concealed by fences or plantings as much as possible.

Lighting

Exterior residential lighting should not contrast with the era and style of the home.

NEW CONSTRUCTION

Additions to Existing Buildings

Requirements

1. Use traditional exterior materials. These include wood siding such as beveled siding and board-and-batten siding, as well as brick. Do not use inappropriate modern materials

such as concrete block, rough-cut wood, and diagonal wood siding. Stone usually was not used as an exterior material for additions and should not be used, other than as a foundation material. If artificial siding is used, it must meet the conditions outlined on page _____.

2. Make the addition secondary in appearance to the main house. It must be smaller in overall size, and its form and location must not overwhelm the original building. The addition must have a lower roofline, design cues that give the addition its secondary character. Do design the addition to be compatible in size, scale and materials.

3. Locate additions to the rear of the house as much as possible, and do not duplicate the design and details of the trim and ornamentation on the main house.

4. Additions such as dormers and skylights on existing roofs can be acceptable, but do not place them on side and front elevations if at all possible.

New Buildings

Site

In the past, new buildings typically were designed as an extension of existing neighborhoods. Streets were extended, lots created, and new houses constructed. These new buildings tended to be similar to those already in existence in many ways, though they did not necessarily use the same architectural style.

When planning a new building, take into account the siting of adjacent and nearby structures. Look at how homes have been located on their lots, the amount of lot they cover (be sure to check into zoning regulations), and how they are oriented. How much tree cover is maintained? Where are driveways and walks located? Your goal should be to develop a compatible design that is a continuation of the development characteristics that have come before.

Form, Massing, and Scale - Materials - Ornamentation - Color

Should compliment (not contrast) with surroundings structures or adjacent buildings. Context may be an overriding consideration of the ARB.

APPENDIX

A glossary of Terms

Alteration: To make or become different.

Architrave: In classical architecture, a horizontal element resting on columns or piers; in current usage, the trim elements around window and door openings.

Baluster: A vertical member, usually of wood, which supports the railing of a porch or the handrail of a stairway.

Balustrade: Railing or parapet consisting of a handrail on balusters; sometimes also includes a bottom rail. A balustrade is a row of repeating balusters -- small posts which support the upper rail of a railing. Staircases and porches often have balustrades.

Bay: 1) A spatial structural unit of a building facade; 2) A structure protruding out from a wall.

Beveled siding: Tapered wood siding that overlaps for weather protection. It is applied horizontally to buildings of frame construction.

Board and Batten: A type of wood siding that consists of wide vertical boards with narrow strips (battens) concealing the joints between the boards.

Bracket: A projecting member, often decorative, which supports an overhanging element such as a cornice.

Casement: A type of window with side hinges and a sash that swings outward.

Clapboard: Large wood boards which taper slightly (they are a type of beveled siding) so that overlap and lie flat; applied horizontally on buildings of frame construction.

Column: A post found on storefronts, porches, and balconies; may be fluted or smooth.

Corner-board: A board used to cover the exposed ends of wood siding to give a finished appearance and make the building watertight.

Cornice: The projecting uppermost portion of a wall, often, treated in a decorative manner with brackets. The cornice is the uppermost section of moldings along the top of a wall or just below a roof.

Cresting: Continuous roof ridge ornament.

Dormer: A structural extension of a building's roof intended to provide light and headroom in an attic space; usually contains a window or windows on its vertical face. A dormer is a window which is set vertically on a sloping roof. The dormer has its own roof, which may be flat, arched, or pointed.

Double-hung Windows: A window with two balanced sashes, with one sliding over the other vertically to open.

Eaves: The lower portion of the sloping surface of a roof, especially the part that overhangs the building's wall.

ENTABLATURE: Refers to the superstructure of moldings and bands which lie horizontally above the columns. It is horizontally divided into cornice, frieze, and architrave supported by a colonnade.

Facade: The "face" of the building; usually refers to the main side of the building, though it can be applied to all sides.

Fascia: A flat horizontal wooden member used as a facing at the ends of roof rafters or in the cornice area.

Flashing: Flat metal, or other material that is used to keep water from penetrating the joint between different surfaces and materials (such as around the chimney on a roof).

Flush Siding: A type of horizontal wood siding where the individual boards fitted closely together which creates a flat appearance with a barely visible joint between the boards.

Frieze: A frieze board is a horizontal band which runs above doorways and windows or below the cornice. The frieze may be decorated with designs or carvings.

Gable: The end of the building where the wall area is defined by the shape of the roof, with a triangular shape being the most common. A gambrel or double-pitch roof forms a non-triangular gable.

Hipped Roofline: A roof formed by four angled roof surfaces.

In-Kind: Replacement of one element of a building with another of the same material, design, size, and appearance.

Mansard Roof: A mansard roof has two slopes on each of the four sides. The lower slope is steeper than the upper slope. Dormers are often set in the lower slope. The upper slope is usually not visible from the ground.

Mullion: A wooden vertical piece that divides window sash, doors or panels set close together in a series.

Muntins: The wooden pieces that make up the small subdivisions in a multiple-pane glass window.

Parapet: An area of wall that extends above the roofline. Typically this occurs with flat roofs.

Pediment: The triangular face of a roof gable; or a gable which is used in porches, or as decoration over windows, doors, and dormers.

Pilaster: A flat pier which is attached to the surface of the wall and has a slight projection; the pier may be given a base and cap, and may be smooth or fluted.

Portico: An entrance porch, usually supported by columns and sheltering only the entry.

Quoins: Oversized rectangular blocks (or wood simulating block) that typically appear at the corners of buildings.

Rehabilitation: The process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values.

Renovation: Renovation is the process of improving a structure (putting in good condition, to make like new again).

Restoration: Work performed on a building in order to return it to a previous state of conservation (to put back into original state).

Return: The continuation of a projection or cornice in a different direction, usually around a corner at a right angle.

Rock-faced: A rough-cut finish on a piece of stone or a manufactured product such as concrete block or ceramic tile.

Soffit: A flat wood member used as a finished undersurface for any overhead exposed part of a building, such as a cornice. Commonly found on the underside of the eaves.

Splash block: A piece of stone or clay material with a channel in it, which when placed on the ground under a down spout carries water away from the foundation.

Transom: A glass panel, either fixed or moveable, which is placed over a door or window to provide additional natural light or ventilation to the interior of the building. Used on both residential and commercial buildings.

Water Table Board: The water table trim is an element below the siding. This trim creates a visual "base" for the rest of the exterior.

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

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

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

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

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

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

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

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

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

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

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