



DESIGN GUIDELINES

Historic Residential Landmarks and Properties within the Historic District of Lancaster, Texas



City of Lancaster, Texas
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CHAPTER I. INTRODUCTION AND GENERAL INFORMATION

1.1 INTRODUCTION TO DESIGN GUIDELINES

These '*Design Guidelines for Historic Residential Properties within the designated Historic District and recognized Landmarks listed on the National register of Historic Places or Recorded Texas Historic Landmarks within the city limits of Lancaster, Texas*' will replace the "*General Design Guidelines*" section of the Lancaster Development Code pertaining to historic residences within any Historic District or Historic Landmark (Section 14.506 (b) (2) B).

These new (replacement) **Guidelines** will serve as a guide for owners of historic properties who are considering modifications to their properties, for those who may be planning new construction or additions to their historic properties, and by members of the Historic Landmark Preservation Committee (HLPC) in reviewing such proposed modifications for appropriateness and compatibility. These design guidelines will also assist property owners in making cost effective choices when planning an exterior rehabilitation or renovation. In addition, these guidelines offer suggestions for the normal repair and maintenance associated with historic properties.

Any exterior alterations to structures or buildings (including alterations to doors and windows) and sites, demolition of existing buildings and new construction require that a Certificate of Appropriateness (COA) be reviewed by the HLPC before any modifications can begin. After review by the HLPC, the recommendations are presented to the Planning and Zoning Commission, which may, in turn, provide a recommendation to City Council. Alterations that are considered 'minor exterior alterations' also require a COA but will be reviewed by staff; refer to section 1.4 – *Certificate of Appropriateness Process* within this chapter for additional information.

HLPC members, appointed by the Lancaster Planning and Zoning Commission and approved by the City Council, are Lancaster residents; their goal is to assist in the development of the most cost effective, quality, and historically appropriate project possible.

For further information about Lancaster's Design Guidelines or to obtain the necessary Certificate of Appropriateness forms, please contact the Development Services Department of the City of Lancaster Planning Division at 1425 N. Dallas Ave., Suite #101, Lancaster, Texas 75134. Information can also be found on the city's website at: www.lancaster-tx.com.

1.2 HISTORY OF LANCASTER

Lancaster is one of the oldest communities in north central Texas. The area was settled by members of the Peters Colony. On August 30, 1841, Republic of Texas President Lamar signed a contract with the W. S. Peters Company, authorizing the introduction of 600 families into Texas. The first group to arrive in the Lancaster area was led by Roderick Rawlins and his family. The Rawlins group set out from Greene County, Illinois, in September 1844 and arrived in the Lancaster area on January 2, 1845. They settled on the north bank of Ten Mile Creek, forming a community known as Hardscrabble. This temporary community consisted of two rows of log structures near the north edge of what is today Edgewood Cemetery on Nokomis Road. Pleasant Run, the second community to be established in the Lancaster area, was founded in 1846, several miles north of Hardscrabble. M. M. Miller, and his wife Polly, who was one of Roderick Rawlins's daughters, built a two-room structure near what is now the intersection of Pleasant Run Road and Dallas Avenue. The Millers lived in one half of the building and established a general store in the other half. In 1848, the Millers' store became a post office as well, with bi-weekly delivery, and Miller was appointed postmaster. By the 1850's, Miller had laid out a town and

sold lots; however, he never filed a plat of the town with Dallas County. At its peak, Pleasant Run boasted a stage stop, a hotel, a tin shop, a blacksmith, a woodworking shop, a steam-powered grist mill, and a school, in addition to the Miller's store.

The founder of Lancaster was "Honest A" Bledsoe. He was born in Lancaster, Garrard County, Kentucky, in 1801. An interesting note about his name: according to family lore, when his father, Moses Bledsoe, first looked at his newborn son, he is said to have remarked, "he looks like a Bledsoe." Thus his name, A Bledsoe, is unmarked by a period. As a young man, Bledsoe had settled in Missouri. In 1846, he ventured to the new state of Texas. Liking what he saw, he secured a 640 acre tract of land one mile west of what was later to become the town site of Lancaster and returned to Missouri to collect his wife and six children. Once his family was settled in Texas, Bledsoe began various speculative enterprises by which he hoped to make his fortune.

Bledsoe surveyed and staked off the original town of Lancaster in 1852. He purchased the land for the site of his new town from the widow of Roderick Rawlins, Mildred Parks Rawlins. Bledsoe laid out the town square and adjacent streets in the exact pattern of his birthplace, Lancaster, Kentucky. In this pattern, the streets enter the town square from the center of each side rather than from the corners. A Bledsoe's grandfather, Joseph Bledsoe, had used this same design when he laid out the town in Kentucky, borrowing the pattern from Independence Square in Philadelphia.

Bledsoe began to sell lots in his new town at a public auction in 1853, although the plat of the town was not recorded in Dallas County until 1857. Reportedly, Bledsoe gave away as many as two-thirds of the lots to attract settlers from nearby Pleasant Run. Lancaster's growth accelerated following the death of M. M. Miller in 1860, and Lancaster soon surpassed its neighborhood as the dominant community in the area. Incorporated in May 1866, Lancaster was one of the first incorporated communities in Dallas County.

Over the years, Lancaster's town square retained the look and feel of the 19th century

north Texas market town. Sometime in 1876, the first public well was dug in the center of the square. Major fires devastated the square in 1877, 1889, and 1918, but each time the square was rebuilt. In 1922, the square was paved and the circular park in the center of the square was created, with a bandstand. In the 1940's, the Lancaster Garden Club landscaped the center of the square, lacing a wishing well on the site of the town's original well. Throughout the 1950's, the town square remained the center of town. By the 1970s, however, Lancaster's downtown had suffered the loss of businesses, just like many other small downtown areas. In 1975, the town square was the focus of an urban renewal project. Buildings were restored, brick sidewalks were installed, the public canopy was erected, and North Centre Street was closed to create a pedestrian mall. That same year, the city's first historic preservation ordinance was passed and the five historic districts were created.

In April 1994, a tornado ripped a path through Lancaster, destroying more than 200 homes and damaging or destroying every building on the town square. The tremendous rebuilding efforts following the tornado resulted in a number of awards, including three Texas Downtown Association Awards (Best New Construction for the Green Building in 1995, Best Community Service Project for the Wishing Well Perennial Garden created by Save Our Square, Inc., in 1996, and Best Rehabilitation for the White & Co. Bank Building in 1997) and a Great American Home Award (first place for exterior rehabilitation) award to the Strain Farmstead by the National Trust for Historic Preservation.

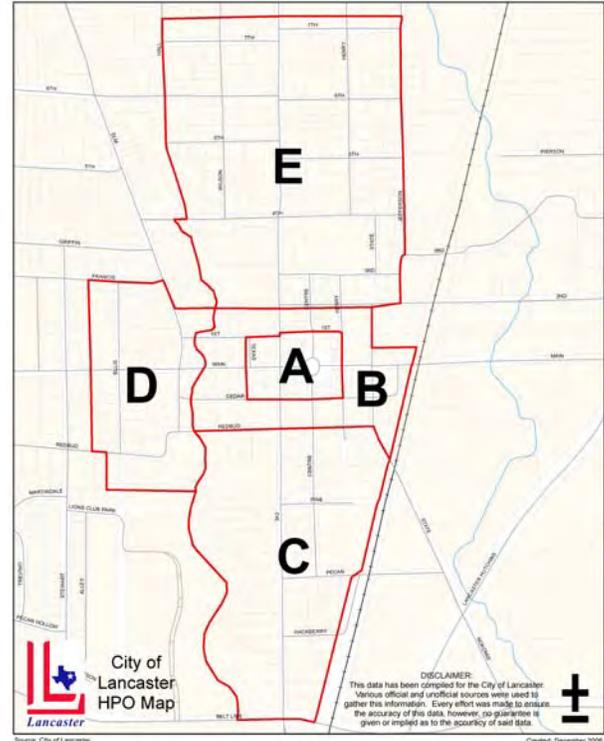
Lancaster boasts three houses listed on the National Register of Historic Places: the W. A. Strain Farmstead, the Randlett House, and the Captain R. A. Rawlins House. The Strain Farmstead and the Rawlins House are also Recorded Texas Historic Landmarks. In addition, the Strain Farmstead has been recognized by the Texas Department of Agriculture as a farm owned and operated by one family for over 100 years. Thirteen state historic markers are located in the Lancaster area, including the marker on the town square recognizing the founding of the City by A Bledsoe. Locally, the city has designated four historic landmarks, including the Strain

Farmstead, the Rawlins House, the Ellis/Nash Home on West Main Street, and the Crouch/Wood/Graham Home on East Belt Line Road. In 1993, the Lancaster Historical Society awarded bronze medallions to 19 homeowners who had restored, preserved, and maintained houses at least 75 years.

1.3 DISTRICTS AND LANDMARKS

Lancaster’s historic town square and adjacent historic residential neighborhoods are significant for the continuum of the architectural history of the community that it represents. The historic town square contains late nineteenth and early twentieth century commercial buildings that retain much of their historic character. For commercial buildings in the Historic Downtown District, refer to the *‘Historic Downtown District’* in the Lancaster Development Code.

The historic residential neighborhoods adjacent to the historic town square reflect a series of architectural periods representative of Lancaster’s development from late nineteenth and early twentieth century folk and vernacular styles, to modern styles of the 1950s and 1960s and some recent construction. The City of Lancaster recognizes historic structures or buildings of these types within the Historic Preservation Overlay (HPO) District, and its historic preservation program recognizes these buildings for their historic or aesthetic significance.



Historic Preservation Overlay District

In addition to the Historic Preservation Overlay district, individual sites, building and objects in Lancaster may be designated as Historic landmarks in the City of Lancaster in recognition for their historic or aesthetic significance. The following structures have been designated as historic Landmarks in the City of Lancaster:

- Ellis/Hash Home, 1000 W. Main Street
- Captain R. A. Rawlins Home, 850 S. Dallas Avenue
- W. A. Strain House, 400 Lancaster-Hutchins Road, and
- Crouch/Wood/Graham Home, 616 E. Belt Line Road

1.4 LANCASTER’S HISTORIC LANDMARK PRESERVATION COMMITTEE

The five (5) members and one (1) alternate of the Historic Landmark Preservation Committee (HLPC) are appointed by the Lancaster Planning and Zoning Commission and confirmed by City Council. These HLPC members are Lancaster residents, typically from a variety of backgrounds with a common interest in preserving the city’s historic resources. At least three members shall have

experience and/or expertise in architecture, planning, landscape architecture, building construction or real estate appraisal. At least one member shall be a member of the Lancaster Historical Society, and at least one member shall be the owner of a designated historic landmark or property within an historic district.

Among many of their responsibilities, HLPC members are tasked with the responsibility of reviewing proposed modifications to historic buildings and ensuring such modifications are consistent and compatible with the architectural character of the building or neighborhood, the Secretary of the Interior's *Standards for the Rehabilitation of Historic Buildings* and the Committees' Core Principles:

- 1) Every reasonable effort shall be made by the property owner to adapt the property in a manner which requires minimal alteration of the building, structure, or site and its environment.
- 2) The distinguishing original qualities or character of a building, structure, object or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.
- 3) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, object, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
- 4) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, object or site shall be kept where possible.
- 5) Deteriorated architectural features shall be repaired rather than replaced wherever possible. In the event replacement is necessary, the new material should reflect the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features shall be based on accurate duplications of features, substantiated by historical, physical or pictorial evidence rather than on conjectural designs or the

availability of different architectural elements from other buildings or structure.

- 6) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods which would damage the historic building materials should not be undertaken.
- 7) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historic, architectural or cultural material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.
- 8) Wherever possible, new additions or alterations to buildings, structures, objects or sites shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the building, structure, object or site would be unimpaired.

1.5 CERTIFICATE OF APPROPRIATENESS (COA) PROCESS

Any construction, reconstruction or alteration of a residential Historic Landmark or residential structures in a Historic Preservation Overlay District (HPO) require that a Certificate of Appropriateness (COA) be issued by the City before such proposed modifications can begin. Refer to Chapter 3.18 within these Guidelines for the demolition process.

Property owners are required to file a completed COA application for ALL proposed modifications to the exterior of a building and site work whether or not a building permit is also necessary; this complete COA application must be accompanied by documentation (such as photographs, drawings, written specifications, color samples and other information) sufficient to illustrate the proposal and its impact on the property. This documentation will assist the owner, the city staff and the HLPC in reaching a successful conclusion to the review, and provides a detailed record of the work for future reference. Documentation must be complete in order for staff to begin review of an application.

It is strongly recommended that owners who are planning exterior alterations, demolition or new construction to such structures or buildings or sites should first consult with the staff of the City of Lancaster Planning Division. In all cases, City of Lancaster professional staff with preservation, construction and architectural design expertise, are available, at no cost, to assist with design choices.

Certificate of Appropriateness (COA) applications must be filed with the city's HLPC staff in the Planning Division approximately one (1) month before a HLPC meeting in order for the completed COA to be checked for completeness and placed on the agenda for the upcoming HLPC meeting. It is recommended that property owners discuss their proposals with staff well before the filing deadline. Please check with staff regarding specific filing deadlines and hearing dates.

The application will be reviewed by city staff, and concerns, problems or proposed revisions will be discussed with the applicant prior to the HLPC hearing. Those COA applications for modifications that are determined by city staff to be 'minor exterior alterations' may be reviewed by staff in lieu of being reviewed by HPLC. Minor exterior alterations include the installation of or alterations of awnings, gutters and downspouts, lighting fixtures and landscaping; alteration, construction, restoration or removal of any exterior architectural feature of a building or structure which does not involve any significant change in the architectural or historic value, style, general design or appearance of the building or structure; removal of non-historic architectural features, and additions or changes not visible from a public right-of-way at the rear of the main building or structure or to an accessory structure. Again, it is recommended that property owners consult with staff of the Planning Division regarding work that may be considered 'minor exterior alterations.'

The HPLC reviews all COA applications (with the exception of those determined to be 'minor exterior alterations') at their monthly meetings where the applicant and any interested parties are invited to speak about the proposed modifications to the historic building, structure or site. At the end of the discussion, the

HLPC votes whether to recommend approval of the application as submitted, to approve with conditions, or to deny the application. The recommendation is then placed as an action item on the agenda of the Planning and Zoning Commission for final action. HLPC meetings usually occur in City Council Chambers, 211 North Henry Street, Lancaster, Texas.

1.5.1 Following an HLPC Recommendation

When the Planning and Zoning Commission votes to approve a COA application, a Certificate of Appropriateness (COA) is issued to the applicant and also forwarded to the appropriate city departments with direction that a building permit may be issued for this work. The applicant (property owner) may then obtain the necessary building permits from the Building Inspections Division; it is the applicant's responsibility to find out whether a building permit is needed and to obtain one. The applicant may then proceed with the work.

During construction, all of the conditions of the COA and building permit shall be met by the applicant throughout the construction of the project.

If an application is denied by the Planning and Zoning Commission, an owner may appeal the decision to the City Council. The denied application is then placed as an action item on the City Council agenda, who will determine whether or not a COA receives approval.

1.6 CERTIFICATE OF APPROPRIATENESS (COA) APPLICATION FORMS

The City of Lancaster's Certificate of Appropriateness forms are available by visiting the Planning Division of the Development Services Department at 1425 N. Dallas Ave., Suite #101, Lancaster, Texas 75134 or at www.lancaster-tx.com. A copy of the Certificate of Appropriateness form is attached in Appendix E.

1.7 DEMOLITION BY NEGLECT

A property owner or other person with an interest in a historic landmark or building (such as a contractor or tenant) included within an historic district “shall not permit the exterior of the property to fall into a serious state of disrepair that could result in the deterioration of any exterior architectural feature which would, in the judgment of the HLPC, produce a detrimental effect upon the character of the historic district as a whole or the life and character of the property itself.”

Additionally, a property owner or other person with an interest in a historic landmark, structure or building included in a historic district “shall not permit the interior portions of the structure or property to fall into a serious state of disrepair so as to result in the deterioration of any exterior architectural feature which would, in the judgment of the Committee, produce a detrimental effect upon the structural integrity of such structure or property which could make demolition necessary for the public safety. Examples of such deterioration include:

- Deterioration of exterior walls or other vertical supports.
- Deterioration of roofs or other horizontal members.
- Deterioration of exterior chimneys.
- Deterioration or crumbling of exterior stucco or mortar.
- Ineffective waterproofing of exterior walls, roof or foundations, including broken windows or doors.
- Deterioration of paint including significant, cracking, flaking, separation, or discoloration.
- Intrusion or growth of trees, vines, or other plants that have caused damage to a structure or that creates an unreasonable risk of damage to a structure.
- Deterioration of interior walls, other vertical supports (such as columns or stairs) or the building’s foundation.

Allowing such deterioration to occur is considered “Demolition by Neglect” and as noted above, is not acceptable and cause for action by the City against the owner or other party.

1.8 HOW TO USE THESE GUIDELINES

Why do we need Design Guidelines?

Design guidelines are written documents that help ascertain the cultural and architectural importance of a historic residence within the historic district or a historic landmark within the city of Lancaster. Please note that the City uses the term ‘Historic Preservation Overlay District’ (HPO) to describe these historic districts. Design guidelines provide for a common ground for making educated decisions for proposed alterations to properties (including additions and new construction) and ensuring those modifications will be compatible with the architectural character of the historic building or the historic district for which they apply.

Design guidelines are also intended to be recommendations and not rigid or direct interpretation of work to be executed on a property. Although appropriate, they do not require that buildings be restored to a historical period or style. They are intended to be flexible and used to promote communication about how appropriate design alterations can blend into and enhance the architectural character of the historic district or landmark.

These design guidelines describe certain criteria and recommendations by which the Lancaster HLPC and staff evaluate proposed exterior modifications. They are intended to serve as a reference and a resource for property owners to preserve the architectural and cultural integrity of a historic building or historic district.

Design guidelines are used in historic communities throughout the United States to not only protect historic structure or buildings, but also are used to protect the economic value of historic districts. The overall integrity and character of historic districts as well as individual historic properties are affected by the actions of property owners and their neighbors, and the decisions made by one owner can have positive or negative effects throughout a district. Design guidelines help protect the investment of a property owner in a historic district, and provide a uniform set of standards to which property owners can turn when changes are desired and necessary.

The Lancaster design guidelines are intended to help the city with its efforts to promote and improve the historic district in its boundaries. Throughout the country, as in Lancaster, the preservation of areas such as these has shown to promote economic development, increase the city's tax base, and to improve overall quality of life. Design guidelines help protect from inappropriate new construction, misguided remodeling, and demolition. Through these efforts, historic districts provide a degree of stabilization in neighborhoods, while not being so restrictive as to affect the use or appearance of the interior, require certain paint colors, or prohibit new construction or additions. Design review occurs only when a building permit or certificate of appropriateness is required. However, owners are encouraged to refer to this manual when performing regular maintenance as well, after checking with staff.

Design guidelines emphasize the preservation of existing materials, details, and overall plan of historic buildings. The repair, maintenance, and protection of original features are preferred to replacement, and these terms are referred to throughout.

The design guidelines primarily focus on the fronts and visible sides of buildings or structures in the Lancaster historic district. The most defining features are usually located on these façades, and are more protected. More flexibility is provided to rear façades, or those not visible from public view. These guidelines apply to all buildings within the historic district, regardless of age or architectural style.

Historic buildings and structures in Lancaster have in many cases, been standing for well over 100 years. With proper care and maintenance as described in these design guidelines, they can last many more years.

For further information about Lancaster Design Guidelines, Historic Landmark Programs, or to obtain the necessary Certificate of Appropriateness application package, please contact staff with the Development Services Department of the Planning Division at 1425 N. Dallas Avenue, Suite #101, Lancaster, Texas. They are also available at www.lancaster-tx.com.

CHAPTER 2. RESIDENTIAL DESIGN

2.1 BRIEF HISTORY OF RESIDENTIAL DEVELOPMENT IN LANCASTER

Incorporated in 1852, and platted in 1857 around Centre Avenue, the town of Lancaster developed around a town square which served as the heart of the community; this square contained commercial businesses, and was surrounded by residences. The MK&T railroad bolstered Lancaster's commercial core as well as served as the eastern edge of the community with limited development on the other side of the tracks.

As is common with late nineteenth century Texas communities based on agricultural and related industries, residential development originally developed along the major thoroughfares into the community – Dallas Avenue and Main Street and prominent members of the community built their larger homes on these streets. Additionally, Centre Street as it led to the town square, with its advantage of being a quieter street, was developed for larger homes. Middle-class residences were constructed in the adjacent streets and smaller, often vernacular houses surrounded these. Much of this early residential development occurred in the late nineteenth-century, and is reflected in the residential styles that were popular in that time frame – Queen Anne, Folk Victorian and Colonial Revival, followed by the Arts and Crafts and Tudor Revival homes of the early twentieth century.

This pattern of historic residential development continued until the early 1920's when the cotton market declined; Lancaster's residential development slowed with few homes constructed during World War II, with the exception of the 'victory lots' that were developed on Sixth, Seventh and Eighth Streets during the war. Following the war, Lancaster emerged as a 'bedroom' community to Dallas, and newer residential developments with Minimal Traditional and Ranch style homes were constructed to the north, west and south edges of the historic community; most of these newer residential areas were within walking distances of the town square, and continued the pedestrian connection to the heart of the community.

Recent residential development in Lancaster has focused on more remote, stand-alone developments that are further away from the town square and Lancaster's historic residential areas.

2.2 RESIDENTIAL STYLES IN LANCASTER

Like most historic towns in Texas, Lancaster retains several diverse architectural styles representative of the periods of

development within the city, which are reflected in its historic buildings.

The overall appearance of the design, structure, landscape, object, painting, or decorative design; including construction, form, space, scale, materials, and ornamentation define the style of a building or structure. A style may be a unique individual expression or part of a broad cultural pattern.

Lancaster’s historic buildings reflect its history, from late nineteenth century vernacular houses of the late 1800s to Queen Anne residences (ca. 1870 - ca. 1900) to 1950s and 1960s ranch style homes.

2.2.1 Folk or Vernacular (ca. 1860s-1915)

The oldest home style found in Lancaster are the “folk” or “vernacular” houses, which were modest homes with a simple floor plan and roof form. Early folk and vernacular homes included log cabins, dog-trots, pyramidal, shot guns and simple “L-plan” or “I-plan” houses. These early houses were impacted by availability of materials (wood and glass), transportation (wagons or railroads), and published information on home design and construction.

Characteristics of the “Folk” or “Vernacular” style can include:

- Simple floor plans;
- Front porches (with some wrap-arounds);
- Simple roof forms (pyramidal, gable, or hip roofs);
- Simple windows, often with a vertical orientation; and
- Wood siding and trim.

2.2.2 Folk Victorian (ca. 1870-1910)

Often, Folk house forms dating from the post-railroad era exhibit the use of Victorian trim and detailing, and door and window proportions. These houses are referred to as “Folk Victorian” in style. Houses were either built with these characteristics, but sometimes, older folk houses were updated with a new porch, and trim to make it “Victorian” or “Queen Anne” in style, which were found elsewhere in the country and made popular in home style books and articles.

Characteristics of the Folk Victorian style can include:

- Wood frame construction with clapboard siding;
- Front porches;
- Spindle work and turned columns at porches;
- Ornate porch railings and supports; and
- Gable ornamentation.



Folk house at Wilson Street



Folk Victorian house at Dallas Avenue



Folk Victorian house at Ellis Street

2.2.3 Queen Anne (Victorian) (ca. 1870-1910)

“Queen Anne” houses are the most popular variations of the Victorian period. The name “Queen Anne” was coined in England to describe an architectural style that grafted classical ornament onto medieval forms. This style was quite popular during the last half of the nineteenth century, and is a decorative, rich style that was used for modest and larger homes. In the later years of the style (1900-1910), homes grew very ornamental, airy, and light. This style is varied, highly decorative, and very picturesque.

With the development and prosperity that grew in the area during the Victorian period, the style became prominent. Other factors such as the expansion of railroads, which made transporting building materials easier; the balloon framing that replaced heavy timbers as the standard building technology; and growing industrialization throughout the country made possible the manufacture of many mass-produced building materials such as doors, windows, spindle work, and wood siding.

Characteristics of the Queen Anne style can include:

- Complex shapes including roofs with gables, hips, turrets, towers, dormers and steep roof forms;
- Vibrant colors (as better and more varied paints became available);
- Contrast of materials;
- Elaborate detailing;
- Variety in material textures (fishscales, siding, and shingles on walls, etc.);
- Tall, narrow window shapes
- Bay windows
- Art or leaded glass windows; and
- Front (often “wrap-around” 8 feet or more) porches with decorative porch railings and spindle work at the columns.

The interiors of Queen Anne and Victorian period houses were given greater freedom from previous styles, with asymmetrical floor plans with many of the following characteristics:

- Central halls with grand staircases;
- Central living rooms;
- Rich, dark woods;
- Wall paneling;
- Bright ornamental wall papers; and
- Exposed beamed ceilings.



Queen Anne house at Dallas Avenue



Queen Anne house at Dallas Avenue

2.2.4 Colonial Revival (ca. 1880-1955)

Colonial Revival was the most common style for houses during the first half of the twentieth century. The style was influenced by architectural types used by early American colonial settlers and has several subtypes, including Georgian, Adam, English, and Dutch Revival. These houses are characterized by their form and decorative detailing. They are usually side-gabled and can be one and one-half story or higher.

Characteristics of the Colonial Revival style can include:

- Accentuated front doors, with a decorative pediment, pilasters, and fanlights or sidelights;
- Front entry porches or stoops;
- Symmetrical façades;
- Centrally-located doors;
- Double-hung sash windows; and
- Dormers.

2.2.5 Arts and Crafts (Craftsman, Bungalows, and Prairie, 1900 -1920s)

Inspired by the work of the Green & Green brothers in California, the Arts and Crafts style was made popular largely through pattern books and the great amount of publicity surrounding the construction methods it employed. Through such publications, the Arts and Crafts style became the most fashionable smaller house in the country.

Arts and Crafts houses include subgroups such as the Craftsman and Prairie styles. One-story examples of this style are often called bungalows; bungalows with a small second-story with windows at most sides are commonly called 'airplane bungalows'. Details of Arts and Craft homes can include knee braces supporting the roof, detailed wood columns at the porch that were often sloped, simple wood decoration at the underside of the roof eaves – all details that are appreciated today.

Larger houses that typically have square or rectangular floor plans with large front porches, and are two stories are known as 'Prairie Four-Square' homes. These typically have Arts and Crafts ornament such as articulated wood trim and highly crafted, but not elaborate, details.

Characteristics of the Arts and Crafts style can include:

- Large porches integral to the house;
- Columns or pedestals on brick pilasters;
- Simple window forms;



Colonial Revival house at the 300 block of Centre Street



Colonial Revival house along N. Dallas Avenue



Prairie house at the 300 block of South Centre Street

Picture to be provided

Arts and Crafts at Dallas Avenue

- Horizontal wood siding;
- Natural wood trim;
- Originally painted in rich ‘earth colors’, they incorporated several colors for body, trim and accent colors;
- Large eaves or overhangs at roofs;
- Low pitched roofs;
- Variety of roof forms (including hipped and gable); and
- Exposed roof rafters.

2.2.6 Tudor Revival (1920s-1940)

The Tudor Revival style is loosely based on a variety of late Medieval English prototypes, ranging from thatched roof workers’ cottages to grand manor houses.

When first used in the United States, the Tudor Revival style was used for large, architect-designed residences that copied English examples. These were, in turn, copied for use on more modest homes in the 1920s and 1930s. This style was quite popular, as it was well suited for both small and large houses.

In Lancaster, as typical of north Texas, this style utilized brick veneer, which allowed more expression of the details that were seen on English examples.

Characteristics of Tudor Revival style can include:

- Steep roofs, often with front-facing gables;
- Façades dominated by cross timbers;
- Tall, narrow windows;
- Multi-pane glazing or stained glass;
- Massive, decorative chimneys;
- Various materials, including brick, stone, timber, and stucco infill;
- Asymmetrical forms; and
- Small front porches.

2.2.7 Classical Revival (1920s-1950s)

The Classical Revival or Neoclassical style was a prominent style during the later decades of the nineteenth century and the first half of the twentieth century. Interest in classical models date from the World’s Columbian Exposition held in Chicago in 1893. This exhibition was widely attended and photographed; soon afterwards the neoclassical buildings from the Exposition became the fashion and were imitated across the county.



Craftsman house along Dallas Avenue



Tudor Revival house at South Dallas Avenue



Tudor Revival house at North Dallas Avenue



Classical Revival (not in Lancaster)

While the building form is often simple, the entrances, porches, cornices, and windows are often articulated and possess great details that provide the buildings with their characteristic style.

Characteristics of the Classical Revival style can include:

- Relatively simple building forms,
- Symmetrical façades,
- Front façades dominated by full-height porches supported by classical columns,
- Elaborate horizontal cornices and rooflines,
- Large windows,
- Shutters at windows (common but not required)
- Wood siding or brick planar vertical surfaces, and
- Chimneys that are often articulated.

2.2.8 Minimal Traditional (1935-1950s)

The economic depression of the 1930s led to the development of a modest, compact house with roots in the eclectic movement, but without the decorative detailing normally used; it was adapted to meet the budgets of the depression economy. Concurrently, the Federal Housing Authority's 'Minimum House' program developed during the 1940's contributed to this style of house. This house style was widely used immediately after the Second World War in housing developments for the returning GIs and others seeking affordable houses.

Minimal Traditional houses were built of wood siding, brick or stone veneer, or a combination of these. They typically had large windows (often steel sash), and many times had side-facing gables, although many had front-facing gables at the entries. As these were typically smaller homes, porches were often recessed, and correspondingly small in size. Early versions of this style used horizontal wood siding or asbestos shingles, and later incorporated brick or stone accents. Even later versions sometimes incorporated brick or stone cladding.

This style was the precursor to the ranch, which then dominated the housing market in the 1960s and 1970s.

Characteristics of the Minimal Traditional style:

- Simple house and roof forms, often a square or rectangular floor plan,
- Front facing gables at entries or front living areas common,
- No overhanging eaves,
- Minimal front porch, typically under the main roof
- Wrought iron or small wood columns at porch,



Minimal Traditional house at Dallas Avenue



Minimal Traditional house at Dallas Avenue



Minimal Traditional house with large picture window

- Large windows, typically multi-paned,
- Chimneys are common,
- Wood siding or asbestos shingle cladding; metal siding was used infrequently,
- White or light, neutral color,
- Low-pitched roofs, with simple gables.

2.2.9 Ranch (1945s-1980s)

The Ranch style, which originated in California, replaced the Craftsman as the dominant style of residential construction in the United States and was made possible by the almost universal ownership of the private automobile and advances in technology that allowed for air conditioning and modern kitchens. In Lancaster, the Ranch house became popular as the town became a bedroom community for commuters to and from Dallas.

The style is typified by the maximization of the façade width and the incorporation of the garage into one wing of the structure (often with a concealed entry) so as to make the house look even wider. The Ranch style house reoriented activities by utilizing patios at the rear; and rear-facing picture windows or sliding glass doors allowed entertaining and family activities in the expansive back yard as opposed to the wide front porch of the Craftsman.

Characteristics of the Ranch style:

- One-story,
- Low-pitched hipped roofs,
- Wide eave overhangs with exposed rafter tails,
- Combined use of brick, stone, and wood siding,
- Decorative ironwork,
- Expansive picture or ribbon windows, and
- Decorative shutters.



Ranch house at South Dallas Avenue



Ranch house at the 200 block of East 7th Street

2.3 CHARACTER DEFINING FEATURES

Within the style of a building, each has character defining features that give it its historic nature or character. These features may include the form of the building, exterior cladding, roof materials, door and window design, canopies and porches, and the exterior and interior trim.

Character-defining features include:

Site:

- May exhibit a grid pattern of streets with a secondary circulation system of alleys or curvilinear street patterns,

- May possess historic curbing and paving materials of asphalt and concrete,
- May have consistent topography,
- Have varied lot sizes, and setbacks at the property line, and
- Is enhanced by mature plantings and street trees.

Alleys:

- Represent an important historic feature of a historic district's transportation network; and
- Provide a primary means of commercial access for those with rear parking.

Brick:

- Is used in a range of building styles from all eras ranging from vernacular residential to mid twentieth-century minimal traditional styles, and
- Enhances architectural character through its color, texture, dimensionality, and bonding patterns.

Wood:

- Articulates stylistic features in door and window trim, cornices, eaves, porch elements, and decorative trim,
- Is a relatively common exterior cladding material, especially for Craftsman houses, and
- Shall remain relatively free from the application of synthetic siding to retain its historic character.

Windows:

- Are generally wood, double-hung,
- Have one-over-one glazing patterns or a decorative multi-pane upper sash, and
- Often possess additional ornament when used in upper-story windows.

Doors:

- Are usually sheltered by front porches,
- Can possess decorative detailing such as panels and carved accents, and
- Stand alone or are accompanied by sidelights and transoms.

Roofs:

- Often establish relationships between houses on a given block through their overall form,
- Exhibit a wide range of configurations from simple to complex, and
- Employ various sheathing materials, with different colors and types of ornament to add visual distraction.

Applied Ornament:

- Distinguishes a variety of façade elements including windows, doors, walls and roof eaves; and
- Includes features such as brackets and jigsaw in woodwork to add dynamic visual interest.

Rear Facades:

- Face onto the rear yard;
- Have limited ornamentation; and
- Often include secondary entrances and windows.

2.4 READING YOUR BUILDING

Prior to making exterior changes to a historic building, property owners should identify the features and materials that give their structure its unique character, as well as its historic and non-historic elements. By taking the time to recognize and understand significant features, it is much more likely that you will plan a project that is compatible with the original style of the building.

The identification of the significant elements of a building is not complicated. This process begins by thinking about and answering the questions below.

Step One: Identify the overall visual aspects of the building by looking at the setting and architectural context. Begin by working through the checklist below.

Setting: What elements of the setting are important in establishing the visual character of the site? Think about the building's setback, its alignment with adjacent buildings, plantings, fencing, terracing, and outbuildings, and its relationships to the street and alley.

Form: Is the overall shape of the building tall and narrow or short and broad? What about the shape of the building gives it a unique identity?

Roof and Roof Features: What is the pitch and shape of the roof? How does it contribute to the building's character? Does it have unique features like weathervanes, cresting, or cupolas?

Door and Window Openings: What rhythm or pattern does the arrangement of window or door openings create? Are there unusually-shaped window openings or distinctive entryways?

Projections: Does the building have character-defining projections from the walls such as porches, cornices, bay windows, or balconies? Are there turrets, widely overhanging eaves, projecting pediments, or chimneys?

Trim and Secondary Features: What type of window and door trim does the building have? How does it contribute to the character of the building? Be sure to consider the decoration, color, or pattern of the trim. What about secondary features like shutters, decorative gables, and railings?



Multi-gable Roof



Eave or Roof Detail

Materials: From a distance, what contribution do the color, texture, and combination of exterior materials make to the overall character of the building?

Step Two: Identify the character of the building at close range by assessing the color and texture of the building materials as they convey the craftsmanship and age that give the building its unique appearance. Begin by working through the checklist below.

Materials at Close Inspection: Are there one or more materials that have an inherent texture that contribute to the building's character, such as stucco, exposed aggregate, concrete, or brick textured with vertical grooves?

Craft Details: Craft details, whether handmade or machine-made, contribute to the character of a building because they are manifestations of the time in which the work was done and of the tools and processes that were used. Is there high-quality brickwork with narrow mortar joints, or hand-tooled or patterned stonework? Are there hand-split or hand dressed clapboards or machine-smoothed beveled siding?

After the character defining features of your building are identified, it is much simpler to review the following design guidelines for those particular elements. If, after looking over these guidelines, you would still like more information, the staff at the City of Lancaster will be happy to arrange a pre-application meeting.



Wood 2/2 Windows



Column Detail

CHAPTER 3. DESIGN GUIDELINES

CHAPTER 3.1: PORCHES AND PORTE-COCHERES

Introduction

Porches are important features in historic houses and are often their most dominant characteristic. Porches are functional, protecting entrances from rain, catching breezes in the warmer months, and providing much needed shade in the hot local climate. They also provide a sense of scale to the façade of a building, and connect a house to its context by orienting the entrance to the street. Finally, porches often define the importance of a house or its occupants by the grandeur of its design. Many house styles are primarily defined by their porch type.

Because of their historic importance and prominence as character-defining features, historic porches should be preserved.

3.1.1 Front Porch Designs

Front porches are typically the dominant characteristic of historic residences and play an important role in their history. The various components of porches, including steps, railings and columns, provide scale and detail to these buildings.

Front porches vary in shape and size and can range from wide porches extending across the front of the building, to small porches at the end of a house, to wrap-around porches extending around two or more adjacent façades. All types are common in houses in Lancaster.

3.1.2 Existing Front Porches

The preservation of historic front porches is very important. All historic porches shall be preserved and repaired as necessary; the retention and repair of the original materials (such as porch columns, railings) is required.

However, those porches that have been enlarged or altered in the past and are now considered “historic” in their own right may remain.



Inset porch example at Wilson Street



Porch with separate roof example at Redbud Street



Large wrap-around porch example at Dallas Avenue



Prominent character-defining porch example at Centre Street

Recommended:

- Preserve and maintain historic front porches, as they are character-defining features of a house.
- Preserve and maintain the historic elements of a historic porch – specifically the porch columns, handrails and railings, and brackets.
- The reconstruction of missing historic elements or materials that have been removed from front porches is encouraged. Care shall be taken to utilize new components of the same size as the historic. The use of easily available “similar” components that are an approximate size or height can often result in a porch that is out of scale with the historic house and is not appropriate.



Large projecting porch example at Dallas Avenue

Not recommended:

- Do not alter the character of a historic front porch by enlarging or decreasing its size, changing the roof form or material, or any other modifications that change the historic appearance of the porch.
- Do not enclose a historic front porch (with glazing, windows, lattice, screening, or with walls), as this alters the character of a historic residence.
- Do not create a false historical appearance through the application of new elements and details to a porch.



Victorian-era Wood Porch Columns

3.1.3 New or Replacement Front Porches

New front porches on historic residences that did not originally have a front porch shall not be permitted, as the addition of a new porch would change the historic appearance of a house.

Reconstruction or replacement of a missing porch should be based on accurate evidence of the original configuration, placement, and detail, and supplemented with historic photographs that show the original porch. If no photographs or other documentation is available, and it is desired to rebuild a porch where there was one originally, similar houses in the neighborhood should be canvassed to determine elements that are common to most; these can then be incorporated into a new porch

design. Porches should be compatible with the style of the house; for example, a Craftsman style house should have a porch of this style instead of a Victorian style porch.

Recommended:

- Materials used in a replacement porch shall be consistent with historic materials. Typically wood elements are used. Brick column bases may be appropriate where compatible with the house style.
- Care shall be taken to utilize new components of the same size as the historic. The use of easily available “similar” components that are the approximate size or height can often result in a new porch that is out of scale with the historic house and is not appropriate.
- The porch floor in a replacement front porch shall be of wood; concrete is only acceptable when this was the original porch floor material.
- When a ramp is required for accessibility for individuals with disabilities, it shall not be installed at the front sidewalk or in the front yard but rather shall be installed on the side or rear of the porch.

Not Recommended:

- Adding a new porch to a front elevation where none historically existed is inappropriate and shall not be allowed.

3.1.4 Existing Side and Rear Porches

Like front porches, the preservation of historic side and rear porches is important, and especially so for those porches that are visible from public rights-of-way. The retention and repair of historic fabric is strongly encouraged.

Unlike front porches, however, side and rear porches were often “working porches” and were often modified throughout the history of the building. As such, minor changes in side and rear porches that are visible from public rights-of-way shall be allowed.

The removal of historic rear porches that are not visible from public rights-of-way may be allowed, although not encouraged.



Historic Wood Porch Floor and Steps



Wood Column with Unique Victorian Style Detail



Wood Column with Appropriate New Victorian Style Ornamentation above the Capital

Recommended:

- Preserve and maintain historic side and rear porches that are visible from the public right-of-way as they are character defining features of a residence.
- Enclosing a side or rear porch with insect screening to create a “screened in porch” was frequently done at historic homes. Such enclosures may be allowed if done sympathetically with the house and does not obscure historic fabric or details.
- Care shall be taken to utilize new components of the same size as the historic. The use of easily available “similar” components that are the appropriate size or height can often result in a porch that is out of scale with the historic house and is not appropriate.

Not Recommended:

- Do not create a false historical appearance through the application of new elements and details to a side or rear porch.
- Do not enclose historic side and rear porches (with glazing, windows, or with walls) that are visible from the public right-of-way as this alters the character of a historic residence.
- When a ramp is required for accessibility for individuals with disabilities, it should not be installed at the front sidewalk or in the front yard but rather shall be installed on the side or rear of the porch.



Brick Column

3.1.5 New or Replacement Side and Rear Porches

Reconstruction or replacement of a missing side or rear porch shall be based on accurate evidence of the original configuration, placement, and detail, and supplemented with historic photographs that show the original porch. If no photographs or other documentation is available (as is often the case with side and rear porches), and it is desired to rebuild a porch where there was one originally, similar houses in the neighborhood should be canvassed to determine elements that are common to most houses. These elements can then be incorporated into a new porch design.

However, adding a new porch to a prominent side elevation where none historically existed is inappropriate and is not allowed. Adding a new porch to a rear elevation

that is located in a back yard and not visible from the public right-of-way is allowed.

Recommended:

- Such reconstruction, replacement or new porches (at rear elevations) porches should not obscure historic elements of the house, shall be located near the rear of the house (for side porches), should not be easily visible from the public right-of-way, and shall be of a simple design that does not detract from the historic house.
- Materials used in reconstruction, replacement side and at reconstruction, replacement or rear porches shall be consistent with the historic materials of the house. Typically, wood elements for columns, railing, structure and exterior cladding, and composition roofing shingles or metal roofs are acceptable.
- Wood flooring should be used for a new or replacement side porch when visible from a public right-of-way.
- Concrete flooring may be used for a new or replacement side or rear porch when not visible from a public right-of-way or if there is evidence that concrete was the original material.
- The details of a new or replacement porch should be consistent with that of the original porch or the house. Do not incorporate details that are more ornate or inconsistent with the historic house; this creates a false sense of history.
- Care shall be taken to utilize new components of the same size as the historic. The use of easily available “similar” components that are the appropriate size or height can often result in a porch that is out of scale with the historic house and is not appropriate.
- When a ramp is required for accessibility for individuals with disabilities, it should not be installed at the front sidewalk or in the front yard but rather shall be installed on the side or rear of the porch.



Decorative Porch Columns, Balusters, and Trim



Decorative Porch Railings.

3.1.6 Porch Elements: Columns, Railings, Flooring, etc.

The various elements of a porch contribute greatly to the historic character of the house: columns, railing, column

brackets, fascia or cornice mold at the porch roof, and steps. Each of these elements may be simple in design (typical in Folk Victorian houses), more ornate as in Queen Anne styles, or articulated and “earthy” as in Arts and Crafts houses.

Columns at porches typically relate to the building or structure through the use of the same or similar materials and their details. These supporting members (piers or columns) can be wood, masonry, or metal and provide rich opportunities for decorative embellishments on the façade. Wood should be smooth and painted instead of unfinished or “rough.”

Porch columns can be classical in design and extend from the porch floor to the ceiling or porch beam. They can also be of wood, and turned as in turned spindles. These are typical in Queen Anne and Folk Victorian style houses and are often referred to as “posts.” Craftsman and bungalow homes typically have columns with piers. These are of brick or stone with wood half-columns on top.

Where porch columns or railings are deteriorated, it is preferable to remove only selected portions of the element and replacing only that section with spliced-in material. This is usually near the bottom near the porch floor or the ground. When total replacement is necessary, new wood elements should match the original in style, texture, size and design.

When porches are elevated above the adjacent yard or lawn area, a railing or low wall, usually with an open framework to admit breezes, is provided for safety. These railings or walls are typically constructed of wood and often vary in materials, height, details, and color and are individual to each house. The heights of these railings were typically low (less than 30” high). The proportion of these walls should match the original as much as possible. New handrails of 3’-6” in height (to meet building codes for new construction) are not appropriately scaled for historic houses and this height shall not be used. If there is a conflict between the building code and these design guidelines, contact the planning staff.

The spacing and height of railing balusters is important to the character of the house; these were typically spaced closely together. The proportion of replacement or replicated balusters should match the original house.

Porches with wood flooring should have wood steps, not brick or concrete steps. The steps shall match the original in size, material, design, and form.

Not Recommended:

- Porch flooring should closely match the original tongue-and-groove wood flooring dimensions. Do not use over-sized boards (2" thick) for porch floors; ¾" to 1" thick tongue-and-groove boards are generally appropriate. Boards should run in the same direction as the original.
- Wood decks on the front of houses or on other façades visible to the public are not appropriate and are not allowed.
- Do not cover original porch floors of wood or concrete with carpet, or other surface material.
- Unless it was historically used on a structure, wrought iron or metal pipe is inappropriate for porch columns and shall not be used.

3.1.7 Ramps at Porches

While accessible ramps for those with disabilities to single-family properties are not required by the Texas Accessibility Standards (TAS) or the American with Disabilities Act (ADA), if such ramps are needed or desired by the property owner they should be sensitively located so as to not obstruct the view of the historic porch and house, and should complement the historic character of the house. It is recommended that accessible ramps not be installed at the front sidewalk but rather be installed on the side or rear of the porch. Ramps shall be designed with a maximum slope of 1:12 with appropriate handrails, turning radius and otherwise to comply with ADA requirements.

3.1.8 Porte-cocheres

A porte-cochere is a covered area over a driveway and is often an extension of a front or side porch and creates an independent massing to a house. It is typically used for vehicular parking.

Porte-cocheres are historically important features and are a dominant characteristic of those residential buildings where they occur. The various components of porte-cocheres, including roofs, columns, railings, and steps



Simple Square Wood Porch Column and Wood Porch Floor



Porte-cochere

provide scale and detail to historic buildings similar to those elements at porches.

Reconstruction of a porte-cochere where a historic one existed but has been removed is appropriate. As with a porch, such reconstruction should be based on accurate evidence of the original configuration, placement, and detail and supplemented with historic photographs that show the original porte-cochere. Research at the library, published historic documents and books, resources at the City of Lancaster, previous owners of the house, and local historic organizations may be able to find or help locate historic photographs.

If no photographs or other documentation is available, and it is desired to rebuild a porte-cochere where there was one originally, similar houses in the neighborhood should be canvassed to determine elements that are common to most; these can then be incorporated into a new porte-cochere design.

Not Recommended:

- Because the elimination or enclosure of a porte-cochere alters the character of a building significantly, such demolition or modifications are not considered appropriate.
- Creating a false historical appearance through the application of new elements and details to a porte-cochere is also considered inappropriate
- The addition of a new porte-cochere to a house where none historically existed creates a false historical appearance and is considered inappropriate.

CHAPTER 3.2: ENTRANCES AND DOORS

Introduction

Doors and entrances are an important aspect of the expression of the architectural character of a house. Much care was given to the design of doors built prior to the mid twentieth century. The front door was always a paneled door, constructed of top quality materials and styled to match the architecture of the residence. Care was also given to the door hardware and surround including the opening, sidelights and transoms, as well as screen doors. Their design, craftsmanship, and other qualities make doors worthy of preservation. The contribution of the door(s) and entrance to the appearance of the facade includes discreet elements such as:

- Pattern of the door openings and their size;
- Proportions of the door, frame, and sidelights if present;
- Configuration of glass panes within the door;
- Type of wood;
- Paint color;
- Characteristics of the glass; and
- Associated details such as arched tops, hoods, or other decorative elements.

3.2.1 Door Styles

Like other components of a building, doors reflect both the style of the building and its use. Doors in Victorian or Queen Anne houses are more decorative than those typically found on Arts and Crafts homes. Each style of house also had corresponding door styles.

3.2.2 Existing Doors and Entrances

The retention and repair of original doors and entrances is encouraged whenever possible. When repaired and properly maintained, wooden doors and entrances will have greatly extended service lives while contributing to the historic character of the building.

Recommended:

- Preserve original or historic doors, openings, sidelights, transoms, fanlights, screen doors, and other architectural entry features.



Original Door Hardware



Example of an Arts and Crafts Door



Example of an Arts and Crafts Door

- Original hardware contributes to the character and design of the door, and should be retained.

Not Recommended:

- Do not alter the character of the historic doors and sidelights by the removal of historic elements or through the addition of elements for which there is no historic precedent.
- Do not enlarge or diminish historic wood openings to fit stock door sizes.

3.2.3 New or Replacement Doors and Entrances

Although the retention of an original or existing door and sidelight is always desirable and these guidelines encourage that goal, there is a point when the condition of a door may clearly indicate replacement. Doors which have been previously replaced with historically inappropriate doors are encouraged to be replaced with those that are appropriate.

- The design of replacement doors (particularly at the front entrance) must be based on historic documentation if possible. They should match in style, materials, glazing type and area, and pane configuration.
- If this is not possible, select a door (or entrance) that is appropriate for the period or style of the house.
- The decision process for selecting replacement doors should not begin with a survey of contemporary replacement door products available at home centers, but should begin with a look at the doors that are being replaced.
- Select appropriate hardware, including the style, size, location, and finish.
- If a new door opening is absolutely required, it should be compatible with existing door openings in proportion, shape, location, pattern, size, and material.
- New door openings at the rear façade are allowed. These should minimize damage to the original design of the house and to character-defining features. New doors must be compatible with the historic (or



Example of a Victorian Style Door



Example of a Victorian Style Door



Example of a Colonial Revival Style Door

existing) doors in proportions, shapes, location, pattern, size, materials, and details.

- New doors should be wood unless there is documentation that other materials were historically utilized.

Not Recommended:

- Do not create a new door opening in the front or side façade of a house. If new openings are necessary due to code requirements or other reasons, consideration should be given to removal of a window and inserting a door at this location. New openings should be placed on rear façades wherever possible.

3.2.4 Rehabilitation of Doors and Entrances

Historic doors and entrances should be rehabilitated whenever possible. Following an inspection of doors and sidelights, the scope of the necessary repairs will be evident and a plan for the rehabilitation can be formulated. Generally the actions necessary to return a door to "like new" condition will fall into four broad categories:

- Routine maintenance procedures;
- Stabilization;
- Weatherization; and
- Sill replacement.

3.2.4.1 Routine Maintenance

Repairs to wooden doors are usually somewhat labor intensive but relatively uncomplicated. The routine maintenance required to upgrade a door to "like new" condition typically includes the following steps:

- Some degree of interior and exterior paint removal;
- Weather-stripping and repainting; and
- Repair or replacement of glazing.

3.2.4.2 Stabilization

Stabilization is often required when doors show some additional degree of physical deterioration, but even badly damaged doors can be repaired using simple processes. Partially decayed wood can be waterproofed, patched, built-up, or consolidated and then painted to achieve a sound condition, good appearance, and greatly extended life.



Example of a Tudor Style Door



Back Door at an Accessory Building

When door sills, sidelight sills, or other horizontal members exhibit surface weathering they may also be built-up using wood putties or homemade mixtures such as sawdust and resorcinol glue, or whitening and varnish when minor areas of replacement exist. These mixtures can be built up in successive layers, then sanded, primed, and painted. The finish surface should be sloped slightly to carry water away from the door and building, and not allow it to puddle.

Any of these techniques discussed can stabilize and restore the appearance of the door and frame. There are times, however, when the degree of deterioration is so advanced that stabilization is impractical, and the only way to retain the door or entrance is to replace those parts that have been severely damaged.

Guidance on rehabilitation of wood doors and entrances is provided in the National Park Service's Preservation Briefs; refer to Appendix C for a list of these guidelines and how to obtain copies.

3.2.4.3 Weatherization

Weatherization of a door that is repaired should be made as energy efficient as possible by the use of appropriate weather-stripping to reduce air infiltration. Weather-stripping is a historic treatment, but old weather-stripping (felt) is not likely to perform very satisfactorily. Appropriate contemporary weather-stripping should be considered an integral part of the repair process for doors, and a wide variety of products are available to assist in this task.

3.2.4.4 Wood Door Sill Replacement

Like doors, the retention of original wood door sills (or thresholds) is always desirable but it is sometimes necessary to replace this due to excessive deterioration. Replacement sills should be of similar material (typically wood), profile, and finish.

3.2.5 Storm Doors

Exterior storm doors are permitted on houses because they are thermally efficient, cost-effective, reversible, and allow the retention of the original door. Storm doors and frames may be made of wood, metal or aluminum; however, unfinished aluminum storm doors or unfinished "raw" wood should not be used. Storm door frames should be simple in design and should have a narrow frame design that allows the historic door to be seen in its entirety. The visual impact of storm doors may be



Appropriate Storm Door (dark frame blends with dark wood door)



Inappropriate Storm Door (aluminum finish that does not blend with door frame)

minimized by selecting colors that match the existing door and frame color. Arched top storms are available for doors with special shapes.

Many styles of storm doors are available to improve the thermal performance of existing doors; these may be appropriate on residential buildings.

- Storm doors must have full glazed panels (clear glass) to maximize the view of the existing door, while not damaging or obscuring the door and frame. Storm doors should be sized to fit the existing opening. Doors openings should not be altered to fit storm doors.
- Storm doors should be painted a color that is compatible with the historic character of the door and the house.

3.2.6 Screen Doors

Original or historic screen doors contribute to the character and design of the door and entry, and should be retained and preserved. Historically, window screen frames were wood with bronze screenings; bronze screens were typically 'polished' on an annual basis to maintain their finish.

Recommended:

- If historic screen doors are removed to allow the installation of storm doors, it is strongly recommended these be retained (stored) for future use.
- Historic screen doors should be painted a color that is compatible with the historic character of the house. Historically, these were often painted a gloss black or dark green as this color and sheen was very serviceable and typically contrasted with the house color, thus highlighting the detail of these doors.
- The screen material should be bronze (historic material), galvanized metal or aluminum. Do not paint the screen material.

Not recommended:

- Do not use plastics, vinyl or other synthetic screen as these give a very dark, black appearance.



Appropriate Screen Door

CHAPTER 3.3: WINDOWS

Introduction

Windows are a very important aspect of the architectural character of a historic residence as they express its character and style. Their design, craftsmanship, materials (often cypress, long leaf pine, or other woods that may no longer be available or affordable) or other qualities make them worthy of preservation. Of all possible changes to a historic building, removal of the historic windows has a permanent, non-reversible, and adverse affect upon the historic appearance of a house more than any other modification.

The Secretary of the Interior's *Standards for Rehabilitation* and accompanying guidelines call for respecting the significance of original materials and features, repairing and retaining them wherever possible, and only when necessary by sever deterioration, replacing them in kind. As part of the original fabric of historic buildings, windows must be maintained and preserved in their original setting.

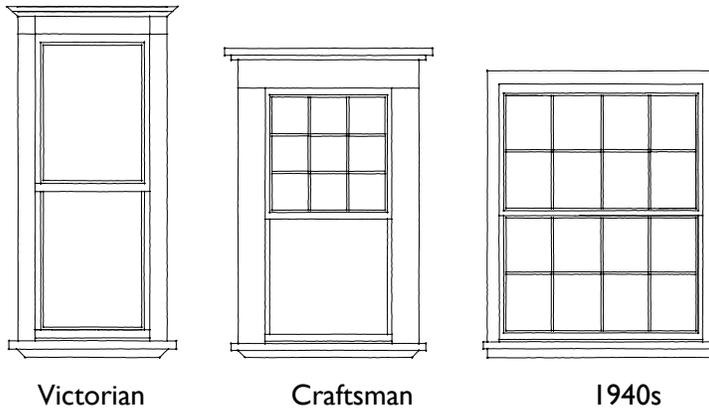
3.3.1 Window Styles

Windows are wall openings that provide light and ventilation for the building interior. Windows in early North Texas buildings were often without glass as this was not commonly available until retail establishments in cities like Fort Worth or Dallas were established and could have glass shipped in. With the arrival of the railroads in the 1870s, glass and other window components became readily available.

Like other components of a building, different styles of residences utilize different style of windows: in Victorian or Queen Anne homes, windows are vertical; in Arts and Crafts houses, the windows are typically less vertical and often grouped in pairs. In Tudor houses, windows continue to be grouped together in pairs or triples and often incorporate stained glass.



Window with 12/12 Sashes



Historic Residential Window Types

3.3.2 Existing Windows

Historic windows, when repaired and properly maintained, will have greatly extended service lives while contributing to the historic character of the residence. Thus, an important element of a residence’s significance will have been preserved for the future.

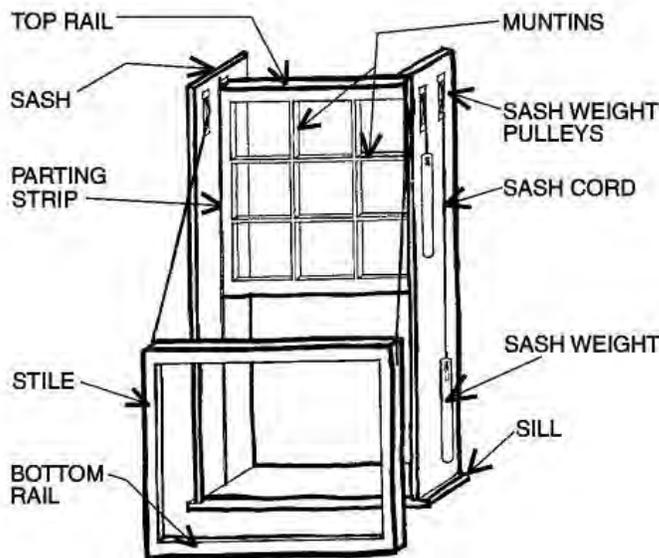
It is not unusual for historic wood windows in north Texas to remain serviceable for 100 to 150 years or more when maintained properly. Replacement of historic wood windows due to extreme deterioration must be reviewed carefully. Many times, historic yet damaged wood windows are replaced with windows of lesser quality (such as aluminum or vinyl) which have a much shorter life span than the original windows, and in turn, will require replacement in a relatively short interval.



Windows with 2/1 Panes



Decorative Arts and Crafts Window



Window Components

Recommended:

- Preserve original historic windows including opening size, lights (panes of glass), configuration, and trim (window frame, sills and heads).

Not Recommended:

- Window changes that do not reflect the historic style of the house or those elements defined as significant to the building should not be allowed. It is encouraged that such later changes be restored back to an appearance similar to the original. If no documentation can be found regarding the original appearance, restoration back to a window (or windows) that would be typical of windows of this style of house might be acceptable.
- Window air-conditioning units shall not be installed in windows at front facades nor at side facades when visible from a public right-of-way.
- Do not alter the character of the historic windows by the removal of historic elements or through the addition of elements for which there is no historic precedent.
- Do not enlarge or diminish historic window openings to fit stock windows.

As noted above, the retention and repair of original windows is required unless such windows are severely deteriorated; such deterioration should be documented by a survey of windows and their conditions noted with photographs for review by the HLPC. Many of the historic wood windows in Lancaster's historic structures or buildings can be easily repaired and properly maintained by property owners or contractors specialized in this work, and will last another hundred years. Refer to additional information regarding rehabilitation of wood windows later in this section.

3.3.3 New Windows

Although the retention of an original or existing window is always desirable and these guidelines encourage this goal, there is sometimes a point when the condition of a window may clearly indicate replacement. If replacement of historic wood windows is necessary and justified as noted above, replacement windows should follow these guidelines. Windows which have been previously replaced with inappropriate windows should be replaced with an appropriate window.



Decorative Window Trim



Historic Windows Replaced with Picture Window is Not Appropriate

Attempts to understand the contribution of the window(s) to the appearance of the façade include:

- 1) The pattern of the window openings and their size;
- 2) Proportions of the window and lights;
- 3) Configuration of glass panes within the window;
- 4) Type of wood;
- 5) Paint color;
- 6) Characteristics of the glass; and
- 7) Associated details such as arched tops, hoods, or other decorative elements.

Recommended:

- The design of replacement windows (particularly at the front entrance) must be based on historic documentation if possible. If this is not possible, select a window that is appropriate for the period or style of the house.
- The decision process for selecting replacement windows should not begin with a survey of contemporary window products, available at home centers which are available as replacements, but should begin with a look at the windows openings or windows that are being replaced to determine appropriate style, proportion, shape and material. To provide appropriate windows, custom windows may be necessary.
- Multi- or single-lite insulated windows are available that have appropriate sash and trim profiles. New exterior (and interior) trim is required to “finish out” matching the historic trim.
- When window replacement is necessary, do so within the existing historic opening. Use the same sash size to avoid filling in or enlarging the original opening.
- If an original window opening has been blocked or filled in, consider opening the space and reinstalling an appropriate window.
- New window openings at the rear façade are allowed. These should minimize damage to the original design of the house and to character-defining features. New windows must be compatible with the historic (or existing) windows in proportions, shapes, locations, pattern, size, materials and details.



Example of 12/12 window

- New windows shall be wood unless there is documentation that other materials were historically utilized.
- Select window trim (jamb and head trim, and window sills) that are appropriate to the replacement window in size, material and details.

Not Recommended:

- Do not create a new window opening in the front or side façade of a house. If new openings are necessary due to building code requirements or other reasons, consideration should be given to removal of a window and inserting a door at this location.
- Do not use metal, vinyl or other materials for windows unless there is documentation that such materials were historically utilized.

3.3.4 Window Screens

Most historic houses originally had window screens to allow ventilation without also letting in outside elements – insects, flying debris – and to provide security for the house. Window screens have a wood frame w/ inset wire screening that could be removed and replaced when worn out or damaged; historically, bronze screens were utilized and typically ‘polished’ on an annual basis to maintain their finish.

Screen windows typically aligned with and complemented the style of the window, as shown in the following photograph.



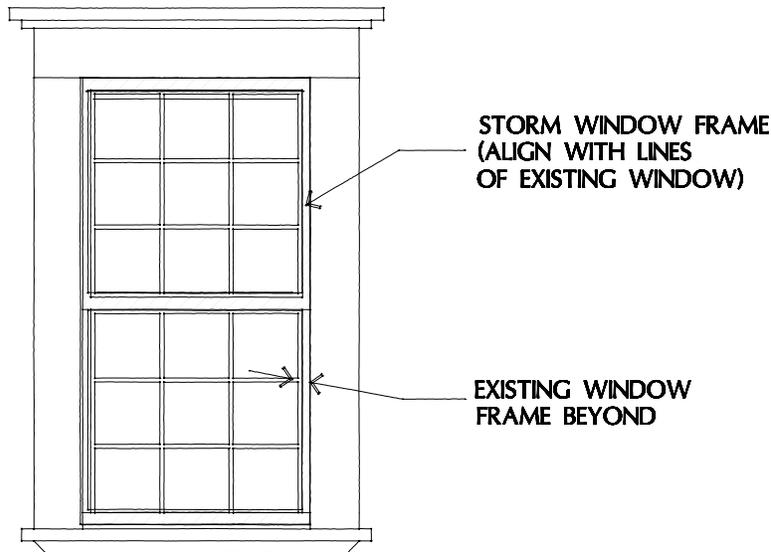
Appropriate Screen Windows

Recommended:

- Original or historic window screens contribute to the character of the windows and shall be retained and preserved.
- If historic window screens are removed to allow the installation of storm windows, it is strongly recommended these be retained for future use.
- Historic window screens should be painted a color that is compatible with the historic character of the house. Historically, these were often painted a gloss black as this color and sheen was very serviceable and typically contrasted with the house color, thus highlighting the windows.

3.3.5 Storm Windows

Many styles of storm windows are available to improve the thermal performance of existing windows. The use of exterior storm windows should be investigated whenever feasible because they are thermally efficient, cost-effective, reversible, and allow the retention of original windows.



Storm Window

Recommended:

- Storm window frames may be made of wood, aluminum, vinyl, or plastic; these shall be purchased or painted to blend with the surrounding elements (typically the window frame and sashes).
- Glass used in storm windows must be clear; plastic should not be used as this can be easily scratched by debris, trees, etc. The frames of storm windows shall be as narrow as possible, to align with the lines of the existing window sashes. Storm windows should be provided with a center horizontal mullion that aligns with the horizontal meeting stile of the historic windows.
- The visual impact of storm windows may be minimized by selecting colors which match existing trim color and styles which complement and work with the style of the windows.



Appropriate Storm Window

- Arched top storms are available for windows with special shapes.

Not Recommended:

- The use of unfinished aluminum frames should be avoided, as these are not historically appropriate for use on historic buildings; if existing aluminum frames are already on a house, the aluminum frame shall be painted.
- Muntins sandwiched between layers of glass (“snap-in muntins”) shall not be used.
- No reflective or tinted glass shall be used.

3.3.6 Interior Storm Windows

Although interior storm windows appear to offer an attractive option for achieving double glazing with minimal visual impact, the potential for damaging condensation problems must be addressed. Moisture which becomes trapped between the layers of glazing can condense on the colder, outer prime window, potentially leading to deterioration of the wood sill below. The correct approach to using interior storm windows is to create a seal on the interior storm while allowing some ventilation around the prime window. In actual practice, the creation of such a durable, airtight seal is difficult.

Magnetic interior storm windows are now available for windows in historic houses and are gaining popularity. As these have a very small frame that is held in place by magnets attached to the inside of the window frame, these storm windows can be easily removed for cleaning or to “dry out” any condensation that has accumulated between the window and the storm window. Many owners remove these during the fall and spring months when the climate is moderate and enjoy the clear visibility through the historic windows. As these storm windows are so easily removed and can be stored, owners are more likely to remove these and periodically inspect the condition of the window and frame to ensure it is not incurring damage

3.3.7 Security Grilles or Bars

Security or “burglar” bars should comply with current City of Lancaster and state codes regarding exiting and life safety requirements for windows to allow easy exit in the case of an emergency.

Recommended:

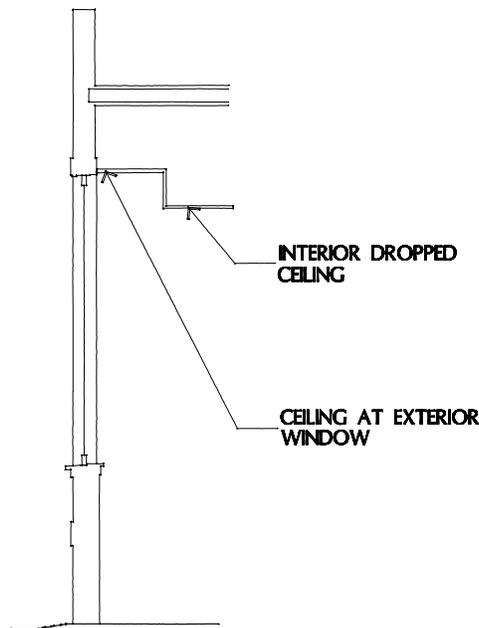
- The bar spacing at security grilles or bars shall align with the sash pattern where possible and these shall be painted a light color so minimize their visibility and painted to coordinate with the house. The bar spacing shall align with the sash pattern where possible.

Not Recommended:

- Exterior mounted burglar or security bars are not allowed at the front and side facades of a house.

3.3.8 Ceilings at Windows

If a dropped ceiling is installed in the interior of the residence, be sure it is installed above the window height, or if not, that it is held back from or slanted up at the window so that it will not cut into the window opening.



Ceiling at Dropped Window

3.3.9 Rehabilitation of Wood Windows

Historic wood windows should be rehabilitated whenever possible. This is often more practical than most people realize, resulting in many windows being replaced because of a lack of awareness of techniques for evaluation, repair, and weatherization. Wooden windows which are repaired and properly maintained will have greatly extended service lives while contributing to the historic character of the

building. Thus, an important element of the building's significance will have been preserved for the future.

Following an inspection of the windows, the scope of the necessary repairs will be evident and a plan for the rehabilitation can be formulated. Generally the actions necessary to return windows to "like new" condition will fall into four broad categories:

- 1) routine maintenance procedures;
- 2) stabilization; and
- 3) parts replacement.

3.3.9.1 Routine Maintenance

Routine maintenance on wooden windows is usually somewhat labor intensive and relatively uncomplicated. The routine maintenance required to upgrade a window to "like new" condition typically includes the following steps:

- 1) some degree of interior and exterior paint removal;
- 2) weather-stripping and repainting; and
- 3) repair or replacement of glazing.

3.3.9.2 Stabilization

Stabilization is often required when windows show some additional degree of physical deterioration, but even badly damaged windows can be repaired using simple processes. Partially decayed wood can be waterproofed, patched, built-up, or consolidated and then painted to achieve a sound condition, good appearance, and greatly extended life.

When window sills exhibit surface weathering they may also be built-up using wood putties or homemade mixtures such as sawdust and resorcinol glue, or whiting and varnish when minor areas of replacement exist. These mixtures can be built up in successive layers, then sanded, primed, and painted. The finished surface should be sloped slightly to carry water away from the bottom of the window sash and not allow it to puddle.

3.3.9.3 Parts Replacement

Any of the techniques discussed can stabilize and restore the appearance of the window and frame. There are times, however, when the degree of deterioration is so advanced that stabilization is impractical, and the only way to retain some of the original fabric is to replace damaged parts.

Detailed information on rehabilitation of wood windows is provided in the National Park Service's Preservation Briefs; refer to Appendix C for a list of these guidelines and how to obtain copies.

3.3.10 Weatherization

Wood windows should be made as energy efficient as possible by the use of appropriate weather-stripping to reduce air infiltration. A wide variety of products are available to assist in this task. Felt may be fastened to the top, bottom, and meeting rails, but may have the disadvantage of absorbing and holding moisture, particularly at the bottom rail. Rolled vinyl strips may also be tacked into place in appropriate locations to reduce infiltration. Bronze strips or new plastic spring strips may be used on the rails and, if space permits, in the channels between the sash and jamb. Weather-stripping is a historic treatment, but old weather-stripping (felt) is not likely to perform very satisfactorily. Appropriate contemporary weather stripping should be considered an integral part of the repair process for windows.

The use of sash locks installed on the meeting rail will insure that the sash is kept tightly closed so that the weather-stripping will function more effectively to reduce infiltration.

CHAPTER 3.4: AWNINGS AND CANOPIES

Introduction

Awnings and canopies were often popular features in historic residential structures or buildings in North Texas; they provided much needed shade in the hot summers and protected windows and doors from rain. They also provided a sense of scale to the façade of a building.

3.4.1 Awnings

Awnings at residential buildings provide protection from the summer sun, and are often found over south or west-facing windows and doors. Awnings were typically built of slatted wood or of canvas over a metal frame.

While wood awnings were a permanent feature of the building, canvas awnings were often less permanent as these were removed during the winter months to allow sunlight into the house and to limit exposure to the canvas itself during these wetter months of the year; they were also intended to last a limited number of years and then typically replaced as needed.

Some historic wood awnings remain in place within the historic areas; these are unusual and should be maintained and retained in place. However, finding intact canvas awnings and their frames is quite rare.

Some historic homes contain metal slat awnings; these date from the 1930s and imitate the design of historic wood slats.

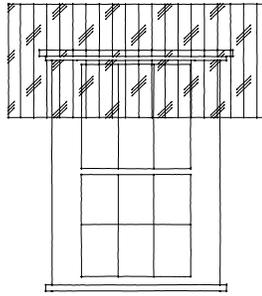
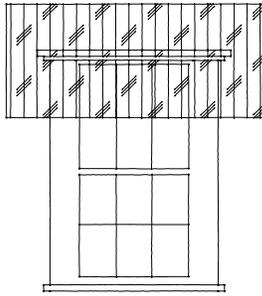
Like other features of a historic residence, the Secretary of the Interior's *Standards for Rehabilitation* and accompanying guidelines call for respecting the significance of original materials and features, repairing and retaining them wherever possible, and when necessary, replacing them in kind.



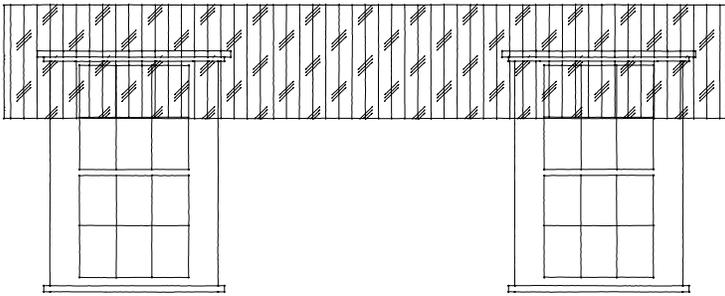
Canvas Awning over Single Window



Metal Awning over Single Window



YES



NO

Residential Awning Rhythm

3.4.1.1 Existing Awnings

As noted above, because of their historic importance and the limited number of historic awnings remaining intact, it is important to preserve any remaining historic wood or canvas awnings whenever possible.

Occasionally awnings are located over rear doors to provide protection from the elements for the occupants and visitors as they enter and leave.

Recommended:

- Preserve and maintain original or historic awnings.
- Replace canvas awnings with canvas or similar material with colors that are similar to the original, if known.
- Replace damaged or deteriorated wood slats and other historic fabric of historic awnings with wood slats or components that match the original.

3.4.1.2 New or Replacement Awnings

Replacement awnings at doors and windows which originally had historic awnings are encouraged; these replacement awnings

shall be of the same material (wood or canvas) and design of the historic awnings where possible.

As awnings were not always an original feature of a house but were often added and removed over the life of a house, new awnings can reflect a continuum of such changes and should be allowed.

Recommended:

- Replacement awnings at doors and windows are allowed; these should be of wood slats or fabric (such as canvas) similar to that of the original awning.
- New awnings at doors and windows are allowed; these should be of wood slats or fabric (such as canvas) over a metal frame. The design shall be similar to awnings typically found at similar homes in Lancaster.
- Canvas awnings on metal frames may be permanently attached to the building. The frame and fabric may be removed during the winter months to allow the sun to come into the window.
- Awnings should not be continuous across a façade, but rather relate to each window. The rhythm of awnings as shown in the following graphic is typical of residential applications.

3.4.2 Canopies

A canopy is a projecting roof structure that shelters an entrance to a building. While these are more common in commercial structures, they occasionally occur in residences. Canopies provided shade in the summer over a door, and were typically used at side or rear doors at larger homes.

Like porches, canopies are historically important features and can be an important historic feature of a house.

3.4.2.1 Existing Canopies

Because the elimination of a historic canopy alters the character of a building significantly, this is not considered appropriate. And application of new elements and details to a canopy to “dress it up” is also considered inappropriate, as is adding a canopy to a building where none historically existed.

Recommended:

- Preserve and maintain original or historic canopies.
- Replace damaged or deteriorated canopy components with new components to match the original.



Canopy over a Side Door

3.4.2.2 New or Replacement Canopies

Reconstruction of a missing canopy should be based on accurate evidence of the original configuration, placement and detail, and supplemented with historic photographs that show the original canopy.

New canopies may be provided at a non-primary façade such as a rear door or entry, or at a side door or entry that is remote from the primary entry. New canopies should be quite simple in design and compatible with the historic structure. They shall use materials that are compatible with the structure: wood or metal cladding or other materials. They shall be supported from the building by metal rods, chains, wires, or supported by wood or metal columns. New canopies shall extend just over the door or entry.

Recommended:

- Replacement canopies at doors are allowed; these shall match the historic design and materials of the original canopies.
- New canopies at rear or side doors may be allowed where appropriate. These shall be of a simple design and be compatible with the historic building.

CHAPTER 3.5: WOOD SIDING AND TRIM

Introduction

Historic wood siding and trim is the “skin” of the structure. This protects the structure from the elements while also expressing the style and character of the residence.

The materials used as siding have varied over the years: in the mid nineteenth-century, wood siding was used for both commercial and residential structures due to its availability in the north Texas area. Siding could be horizontal (novelty siding or 1” x 4” boards for example) or vertical (simple flat boards or board and batten). Towards the end of the nineteenth-century, masonry was available (although expensive as it was often not made locally) and was widely used at foundations, load bearing walls at larger residences and later as a veneer in residences.

The trim used on a residence is typically wood, and can be door trim (or casing), window trim, corner boards, fascia trim, cornices, patterned siding (or shingles) at a gable, dormer trim, porch and roof trim.

Trim provides the ornamentation that gives a house much of its architectural character and is associated with the style of the structure. For example, wood roof brackets are typically associated with Arts and Crafts houses while fanciful and delicate ornate porch or eave brackets are associated with Queen Anne houses. As such, trim is one of the most important components of a historic house, with most trim elements having both a structural function while expressing the style of the structure.

Refer to the 'Foundations and Skirting' chapter of these Guidelines for information regarding skirting.

3.5.1 Types of Siding

Siding, as the surface material on the outside of a structure, provides protection against weather. In north Texas, that includes often violent storms and accompanying rain, hail and sleet, and the searing heat of summer.

Wood siding typically used in Lancaster houses is horizontal siding with either a top front rabbet and a bottom rear rabbet that lap the board below or tongue-and-groove edges; this siding is installed directly against the wall

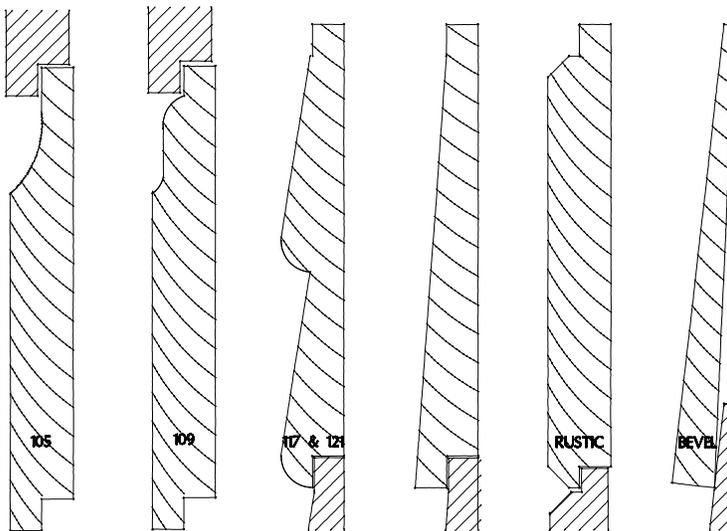
(exterior studs) of the house, and is commonly referred to as “drop” or lapped siding.

Board and batten siding is also a common siding type and is used at the side and rear of commercial properties, some houses and particularly on accessory structures. Wide vertical boards are applied directly to the structure, and are then covered at the joints with narrow boards (battens). A “reverse” board and batten siding has the smaller boards (battens) applied directly to the structure with the larger boards at the top.

As boards in horizontal and board and batten siding overlap one another, a limited amount of natural insulation is provided, and when properly maintained by caulking and painting, can last for a very long time. Many of the historic houses in Lancaster retain their original wood siding, including some that date from the 1880s.



Typical “Lapped” Siding



Typical Horizontal Wood Siding

Recommended

- Existing wood siding and trim on historic structures shall be retained and protected, and repaired.

Not recommended nor allowed

- Removal of existing exterior wood siding and trim on historic structures shall not be allowed unless it is severely deteriorated and repair is not possible.
- Newer and non-historic siding materials such as asbestos, asphalt, aluminum, and vinyl and cementitious board shall

not be used at historic properties; refer to the 'Synthetic Siding' chapter of these guidelines.

3.5.2 New Wood Siding and Trim

Wood siding and trim shall be used on historic structures where it is necessary to replace severely deteriorated existing siding and trim and where the historic siding has been previously removed.

Replacement wood siding on historic buildings or structures shall match the size, profile and texture of the historic siding as close as possible. If this is not possible, consideration should be given to the use of new wood siding in a selected area, with the new siding matching the historic as close as possible and of a simple profile. New siding should not be more elaborate than the historic.

Wood siding used on additions to historic residences shall be appropriate to and compatible with the historic wood siding. If an exact match is not possible, wood siding similar in size, style and appearance should be selected, but of a more simple profile. Such new siding should not be more elaborate than the siding on the original historic house.

Wood siding may be used on new construction (such as a new house in a historic neighborhood or a new accessory structure or outbuilding at a lot with a historic structure) shall be either wood siding used on other historic residences in the neighborhood, or may be another appropriate siding material (refer to the 'Synthetic Siding' chapter of these Guidelines).

Synthetic materials such as aluminum, vinyl siding or cementitious boards shall not be used as replacement siding materials on historic structures.

Recommended:

- Wood siding and trim shall be used on historic structures where it is necessary to replace severely deteriorated existing siding and trim and where the historic siding has been previously removed.
- Wood siding may be used on new construction (such as a new house in a historic neighborhood or a new accessory structure or outbuilding at a lot with a historic structure).
- Appropriate wood trim at windows, doors, corner boards, top and sill conditions, brackets, cornices, roof trim and other decorative trim shall be used. The size (width and height), scale, profile and relationship to other components (siding) should be carefully considered in design and installation.



Board and Batten Siding



Trim at a Queen Anne House

- Trim on new construction (additions to historic houses or new construction in a historic neighborhood) shall be of a simplified design, respecting historic trim used in other structures in the district but not imitative in design.

3.5.3 Repair and Replacement of Existing Wood Siding

Wood siding that has been damaged shall be repaired and preserved whenever possible. Avoid removing siding that is in good condition or that can be repaired in place.

Where wood siding has suffered minor damage, it may be sanded, filled with wood putty, and repainted. This approach is vastly preferable to removal of historic wood siding.

If the damage to a particular area of the wood siding is significant, and the original siding cannot be repaired, it may be necessary to remove a section of a siding board and replace it with either a piece recovered from elsewhere on the structure (if surplus siding is available from previous work at the house) or replace it with new. Replacement with new material should only occur if the existing historic siding cannot be reasonably repaired.

However, new siding may not necessarily match the dimensions or profile of the existing siding, so minor modifications may be necessary to accommodate new siding when used in selected areas.

In those situations where large expanses of wood siding are deteriorated beyond repair, it may be necessary to remove the original siding and trim and replace with new. In this situation, the replacement wood siding should match the original in size, the amount of exposed lap and the finish.

3.5.4 Cleaning and Painting of Existing Wood Siding

Cleaning of existing wood siding is associated with re-painting, and both topics are addressed in detail in the *Paint and Color Design* chapter of these Guidelines.

CHAPTER 3.6: SYNTHETIC (NON-WOOD) SIDING

3.6.1 Synthetic Siding Materials

Synthetic siding materials have been used since the 1930s with the introduction of asbestos cement shingles and asphalt shingles. Asbestos cement shingles were made of cement reinforced with asbestos fibers, and were rigid. Asphalt shingles are a composition of several materials – fiberglass saturated with asphalt – and were originally made as a replacement for wood roofing shingles, but also manufactured specifically for vertical siding installations. Asphalt shingles are pliable and are less likely to break or suffer damage than asbestos shingles.

Both asphalt and asbestos cement shingles were installed over wood siding in an effort to reduce the maintenance associated with wood siding. Typically, these shingles were nailed directly to the wood siding. The corner boards, window and door trim and other trim elements were often left in place. However, roof brackets, porch brackets and trim, considered to be ornamentation, were removed to accommodate these new siding materials.

These siding materials bear little resemblance to historic siding materials. While the original massing and style of the structure was retained after replacement of the siding, much of the historic character of the building was lost due to both the change in texture of the siding, and the loss of trim and ornamentation on the structure.

As these siding materials were installed for lengthy periods of time before removal, they hid deterioration to the historic wood siding and trim below due to moisture accumulation between the historic and new siding. Often, the historic wood siding was deteriorated beyond repair due to this, and replacement of the historic siding in its entirety was required.

Modern synthetic materials such as metal (typically aluminum or steel), vinyl siding, fiberboard and occasionally, cementitious siding are typically applied in a manner similar to the older shingles – directly on top of the historic siding, although rigid insulation is often installed on top of the historic siding, below these applied synthetic siding materials.

Synthetic siding materials adversely affect the appearance of a historic residence and typically result in the loss of historic elements that are critical to the character of the structure: door and window trim, roof brackets and other decorative trim, texture of the siding. With these synthetic types of siding, the existing window, door and other trim elements are typically removed and discarded as these synthetic siding systems provide new, low-profile trim at doors, windows, corners, etc. Loss of this historic



Asbestos Siding that Retains the Window Trim, Corner Boards, and Fascia



Asbestos Siding with Historic Trim Removed



Metal Siding with Changes at Windows and Loss of Majority of Trim

character at one structure also alters the historic visual relationship between the structures in a district.

Installation of metal, vinyl and similar synthetic siding materials also damage the historic wood siding by nailing directly to it. Existing problems which signal early warning signs of deterioration (such as water entry within an exterior wall or leaking from the roof) may be hidden by the installation of synthetic siding. Unfortunately, these problems continue and will only worsen, and may destroy the original wood siding if new siding is installed over it. Eventually moisture will surface and affect the new synthetic siding; however, by this time the historic wood siding underneath may be damaged beyond repair.

Refer to the 'Foundations and Skirting' chapter of these Guidelines for information regarding skirting.

Not Recommended

- Historic wood siding shall not be removed at historic buildings or structures for replacement with synthetic siding.
- Synthetic materials such as aluminum, vinyl siding, fiberboard siding or cement boards shall not be used on historic properties.

3.6.1.1 Cementitious Board Siding

As noted above, cementitious board siding shall not be used in Cementitious boards however, are available in siding profiles that are similar to historic siding profiles (with the exception of 'novelty' siding profiles) and are easily installed with wood trim or cementitious trim details that are similar to those of historic houses. Additionally, as it does not contain moisture absorptive materials, it is a material with a long life span and is not easily damaged by exterior elements as metal and vinyl siding are. It can also be painted any color. For this reason, it is permitted in new construction only in historic neighborhoods (such as a new house in a historic neighborhood or a new garage at a historic house).

Cementitious boards are available in siding profiles that are similar to historic siding profiles (with the exception of 'novelty' siding profiles) and are easily installed with wood trim or cementitious trim details that are similar to those of historic houses.

Recommended

- Cementitious board siding may be used in the construction of new houses in historic neighborhoods.

- Cementitious board siding may be used in the construction of new accessory structures (such as garages or similar structures) adjacent to a historic house.
- Where cementitious board siding is used, wood trim or cementitious board trim shall be consistent with wood trim used in nearby historic residences including width, thickness and profile.

Not Recommended:

- Metal, aluminum, vinyl, fiberboard, cementitious and other synthetic siding materials shall not be used on historic structures or buildings.
- Cementitious board siding with 'wood grain' surface is not appropriate for historic structures.

CHAPTER 3.7: MASONRY

Introduction

Masonry is defined as “stone, brick, or similar elements installed so that the weight of the unit bears on the one below, typically with mortar in the joints between the units.” Types of masonry typically used in north Texas include load-bearing brick walls, concrete block and stonework as well as brick or stone veneers.

Historic residential structures typically utilize two types of brick - a “pressed” brick or a “face” brick. Pressed bricks were hydraulically pressed while partially dry to create a dense, uniformly shaped brick with smooth faces; these were commonly used in North Texas in the late nineteenth and early twentieth centuries and are no longer made. Pressed bricks were typically used in foundation walls, chimneys, flues and at exterior walls in earlier structures.

Face bricks are typically kiln dried or fired brick and were more uniform in size and color; these were mass-produced beginning in the early 1900s. Many face bricks were wire-cut, or otherwise had some articulation in texture. In commercial structures, face bricks were more expensive than pressed bricks so typically used only on the public facades (or faces) of a structure with the cheaper, common bricks used at the less visible locations.

3.7.1 Existing Masonry

Existing, historic brick in foundation walls, columns and walls (either load-bearing or veneer) define the character of structures. The original natural finish is historically important and should be preserved. Masonry surfaces require minimal maintenance and are known for their durability.

Recommended

- Original brick shall be maintained and preserved.
- Original masonry surfaces shall not be painted.
- The use of any abrasive, strong chemical or high-pressure cleaning should never be used on historic masonry.
- If historic masonry has been painted, it is encouraged that the paint be removed if possible. See “*Removal of Paint*” section following.
- Replace damaged or deteriorated masonry with materials that match in color, texture and detail.



Pressed Face Brick



Textured Face Brick

- For replacement masonry in a prominent location on the structure when an exact match is not available, it may be necessary to remove masonry from a less noticeable location on the structure (rear façade) to use in the replacement. Masonry that is similar in color and size can then be used at the less prominent location.



Painted Brick



Brick in Need of Repair

3.7.2 Painting of Historic Masonry

Historic masonry walls and other masonry components shall not be painted for several reasons. First, if the brick was always exposed, the change of surface material and color will destroy the historic character of the structure. Painting also eliminates the potential for refurbishing masonry to its original condition because it frequently cannot withstand stripping treatments which may be more destructive than the paint. Painting of historic brick also has the possibility of sealing in moisture and supporting deterioration in the brick.

3.7.3 Removal of Paint from Historic Masonry

While the removal of non-historic finishes is desirable and consistent with preservation treatments, this may or may not be possible with masonry, including brick. Some historic brick structures or parts of structures were painted at the time of construction or shortly thereafter; and retention of the paint, therefore, may be more appropriate historically than exposing the brick.

If painting the masonry is appropriate, the retention of the paint may be more practical than removal in terms of long-range preservation of the masonry. In some cases, however, removal of the paint may be desirable. For example, the old paint layers may have built up to such an extent that removal is necessary prior to repainting.

3.7.4 Masonry Repairs

Masonry, as with any other exterior material, is subject to damage and deterioration from the elements, and abuse or accidents from property owners, tenants and others. When masonry is damaged, it should be repaired in a timely manner to avoid further damage due to lack of protection from the elements.

Brick details and ornamentation should be retained and repaired when damaged. These are part of the historic character of the house or neighborhood and should be retained. Good masonry contractors with experience in working with older structures can repair historic masonry, and replicate details and ornamentation.

3.7.5 Cleaning of Masonry

The general nature and source of dirt on masonry must be determined in order to remove it in the most effective, yet least harmful, manner. Soot and smoke, for example, may require a different method of cleaning than oil stains or bird droppings. The "dirt" also may be a weathered or discolored portion of the masonry itself rather than extraneous materials. Other common cleaning problems include metal stains such as rust or copper stains, and organic matter such as the tendrils left on the masonry after removal of ivy. The source of dirt, such as coal soot, may no longer be a factor in planning for longer-term maintenance, or it may be a continuing problem.

3.7.5.1 Types of Cleaning

Cleaning methods generally are divided into three major groups:

- Water;
- Chemical; or
- Mechanical (abrasive).

The potential effect of each proposed method of cleaning on the environment should be evaluated carefully. Chemical cleaners, even though diluted, may damage trees, shrubs, grass, and plants. Animal life, ranging from domestic pets to song birds to earth worms, also may be affected by the runoff. In addition, mechanical methods can produce hazards through the creation of airborne dust.

Several potentially useful cleaning methods should be tested prior to selecting the one for use on the structure. The simplest and least dangerous methods should be included as well as those more complicated. All too often simple methods, such as a low-pressure water wash, are not even considered, yet they frequently are effective, safe, and least expensive. It is worth repeating that these methods should be tested prior to considering harsher methods; they are safer for the structure, safer for the environment, and less expensive.

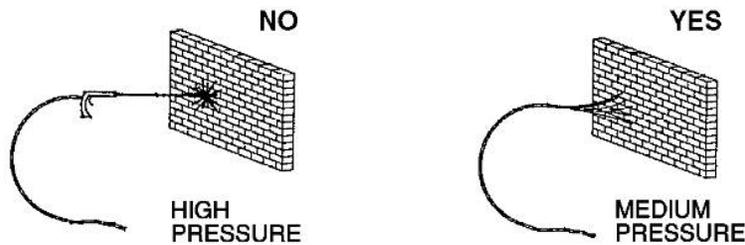
3.7.5.1.1 Test Patch

Cleaning tests, whether using simple or complex methods, should be applied to an area of sufficient size to give a true indication of effectiveness. The test patch should include at least a square foot, and, in structures with stone veneer, should include several stones and mortar joints

3.7.5.1.2 Water Cleaning

Water methods of cleaning soften the dirt and rinse the deposits from the surface, and include: (1) low-pressure wash over an extended period, (2) moderate- to high-pressure wash, and (3) steam. Bristle brushes frequently are used to supplement the water wash. All joints, including mortar and sealants, must be

sound in order to minimize water penetration to the interior. Water methods generally are the simplest to carry out, the safest for the structure and the environment, and the least expensive.



Water Pressure when Cleaning Masonry

3.7.5.1.3 Chemical Cleaning

Chemical cleaners react with the dirt and/or masonry to hasten the removal process; the deposits, reaction products ducts and excess chemicals then are rinsed away with water. Since most chemical cleaners are water based, they have many of the potential problems of plain water. It must be cautioned that some chemical cleaners may also attack the masonry, or change the color of the masonry (and not by removal of dirt) or leave a hazy residue in spite of heavy rinsing. In addition, chemicals can react with components of mortar, stone, or brick to create soluble salts which can form efflorescence, as mentioned earlier. Historic brick structures are particularly susceptible to damage from hydrochloric (muriatic) acid, although it is, unfortunately, widely used on these structures.

For these reasons, performing a “test” patch as described above with the chemical cleaner is critical to determine if the particular cleaner will cause any of these problems.

3.7.5.1.4 Mechanical Cleaning

Mechanical methods include grit blasting (usually sand blasting), grinders, and sanding discs, which remove the dirt by abrasion and usually are followed by a water rinse. Since the abrasion does not differentiate between the dirt and the masonry, some erosion of the masonry surface is inevitable with mechanical methods, especially blasting.

Mortar joints, especially those with lime mortar, also can be eroded by mechanical cleaning. In some cases, the damage may be visual, such as loss of joint detail or increased joint shadows. Joints constitute a significant portion of the masonry surface (up to 20% in a brick wall) so this change should not be considered insignificant.

Although a skilled operator can minimize this erosion, some erosion will still take place. Mechanical methods should never

be used on brick, soft stone, detailed carvings or polished surfaces and should be used with extreme caution on others.

3.7.6 Water Repellent and Waterproof Coatings

Coatings frequently are applied to historic structures without concern for the cause of any water infiltration or the consequences of the coating. Water penetration to the interior is often not caused by porous masonry but by deteriorated gutters and down spouts, deteriorated mortar, capillary moisture from the ground (rising damp), or condensation. Coatings will not solve these problems and may often make existing adverse conditions worse. In the case of rising damp, the coatings will allow the water to go even higher because of the retarded rate of evaporation.

This is not to suggest that there is never a use for water repellents or waterproofing. Sandblasted brick, for example, may have become so porous that paint or some type of coating is essential. In other cases, the damage being caused by local pollution may be greater than the potential damage from the coatings. Generally, coatings are not necessary, however, unless there is a specific problem which they will help to solve. Consideration should be given to treating limited areas of a structure rather than the entire structure.

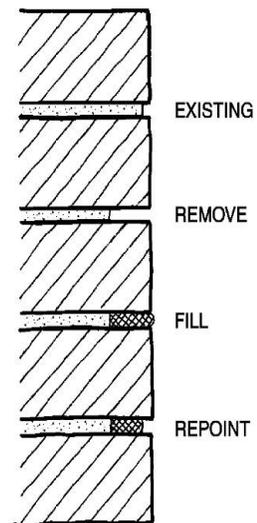
3.7.7 Repointing Mortar Joints

A good mortar joint on a masonry wall is meant to last at least 30 years, and preferably 50 to 100 years; re-pointing of these joints should be considered as a regular maintenance item for any masonry on a structure. The mortar joint in a historic masonry structure has often been called a wall's "first line of defense."

Repointing, also known simply as "pointing" or - somewhat inaccurately - "tuck pointing", is the process of removing deteriorated mortar from the joints of a masonry wall and replacing it with new mortar. Properly done, repointing restores the visual and physical integrity of the masonry. Improperly done, repointing not only detracts from the appearance of the structure, but may also cause physical damage to the masonry units themselves.

The exact physical and chemical properties of the historic mortar are not of major significance as long as the new mortar conforms to the following criteria:

- The new mortar must match the historic mortar in color, texture and tooling.
- The new mortar should be 'softer' (measured in compressive strength) than the existing masonry units. If not, any harder, newer mortar will affect the flexibility of movement of the historic mortar, and can result in damage to this historic mortar.



Masonry Repointing

CHAPTER 3.8: FOUNDATIONS AND SKIRTING

3.8.1 Foundations

The foundation of a house is the basis for the structural integrity of a house and its preservation. The foundation accepts the weight of the house and distributes it evenly to the surrounding soil. A weakened foundation threatens the very structure of the house and all of its architectural features.

Settlement of the adjacent grade (earth) is a major concern in North Texas where the ground has a high shrink-swell potential and moves seasonally. In times of dry weather (typically in the summer) the earth actually shrinks and during wet weather (the fall and winter) the earth contracts; this movement is more extreme at the surface of the earth (“grade”) and is lessened with depth into the ground.

As the structure’s foundation rests on this earth, it moves also, resulting in the cracks that are so common in historic (and new) houses. Historic homes were often built of materials that “forgave” such movement – wood structure and exterior cladding as well as interior finishes that allowed for such movement – finished wood walls and wallpaper at walls and ceilings that would be replaced on a regular basis.

In North Texas foundations typically found at historic homes include pier and beam, perimeter grade beams and occasionally the wood floor structure is supported by stones or short bois d’arc posts that sit closely to the ground; this is typically called a “mudsill”.

This chapter cannot address the structural implications of foundation design of historic houses and new construction, as this can only be done by a qualified structural engineer with experience in historic residential structures.

3.8.1.1 Pier and Beam Foundation

This foundation type consists of a pier – of brick, concrete or bois d’arc (wood, commonly known as Osage Orange) posts that extend into the ground typically a short distance – 18” to 30” and sometimes less; these posts are in a regular pattern that relates to the load-bearing walls above. The beams of the house are then placed on top of these posts with floor joists placed on top, with flooring laid above.

Pier and beam homes typically have an open “crawl space” below the house, allowing easy access for “leveling” or replacement of deteriorated piers or beams. Access to the underside of the house is also easily accessible for future changes to the foundation or other systems such as plumbing or electrical work.

Recommended

- As there is often not a perimeter beam around the house, the surrounding ground should slope away from the house, to provide positive drainage away from the house.
- The ground below the house shall be slightly higher than the surrounding ground.
- The piers shall be inspected regularly for signs of deterioration or shifting.
- The crawl space shall be kept dry, to facilitate the ground “drying out” during wet seasons.
- Consideration shall be given to enclosing the crawl space with skirting to prevent moisture, potentially harmful plants and vegetation extending under the house as well as animals; this skirting shall allow ventilation so that moisture below the structure can be dissipated.

3.8.1.2 Mudsill Foundation

A mudsill foundation is similar to a post and beam foundation, with the exception the wood foundation rests on stone or short bois d’arc posts that sit directly on the grade. Such foundations typically sit only a few inches above the surrounding grade and often settle into this grade...thus the term “mudsill”.

These homes typically have little to no crawl space, with wood members often sitting directly on the ground; these wood members are very susceptible to deterioration and rotting.

If wood members are in contact with the ground, consultation with a structural engineer experienced in historic homes is recommended to address this issue. If it is determined that the house should be raised, this shall be limited to a minimal amount to avoid changing the historic appearance of the house and its relationship to the site.

Recommendations

- The ground below the house shall be slightly higher than the surrounding ground and the grade around the house shall drain away from the house.
- The crawl space shall be kept dry; to facilitate the ground “dries out” in those wet seasons.

3.8.1.3 Perimeter Beam Foundation

A perimeter beam extends around the perimeter of the house, supporting the exterior wall and floor structure of the house.

Interior piers support the beams and joists in the center of the house, with the sub floor and flooring on top of the joists.

Perimeter beams in structures dating from the late 1800s and early 1900s are typically brick while later houses typically have concrete perimeter beams.

As this foundation types separates the ground surrounding the house from the ground below the house, it can offer a more stable foundation. However, this depends on the local soil conditions and drainage conditions around the house.

Like post and beam houses, houses with perimeter beams typically have an open “crawl space” below the house, allowing access for “leveling” or replacement of deteriorated piers or beams. Access to the underside of the house is also somewhat accessible for future changes to the foundation or other systems such as plumbing or electrical work.

Recommendations

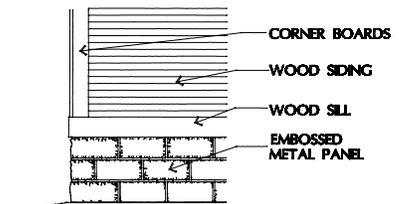
- The ground below the house (crawl space) shall be slightly higher than the surrounding ground (on the other side of the perimeter beam) to ensure that standing water outside the house does not filter back into the crawl space.
- The perimeter beams and piers shall be inspected regularly for signs of deterioration or shifting.
- The crawl space shall be kept dry, to facilitate the ground “drying out” in wet seasons.
- Ventilation penetrations shall be maintained to facilitate moisture below the structure dissipating.

3.8.2 Skirting

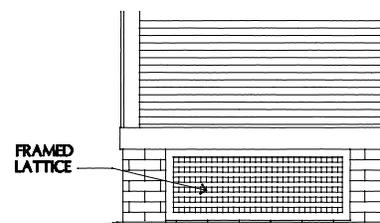
Historic skirting at historic houses contributes to the historic character of the house and shall be retained and preserved. It is encouraged that later, non-historic skirting materials should be removed and replaced with skirting that is more appropriate to the historic house.

Where skirting has been removed and is to be replaced, new skirting shall be appropriate to the historic house in profile (straight or sloped), material and color.

When the historic skirting has been previously removed or replaced with inappropriate skirting, or the existing skirting has deteriorated and requires replacement, cementitious boards may be used for skirting materials. As with other uses of this material, the 'smooth' boards shall be used, and size and profile shall be appropriate for the historic structure. Historic skirting



Residential Building Skirting



Lattice Skirting

materials shall not be removed and replaced with cementitious boards.

Recommendations

- Historic skirting shall be retained and preserved.
- Wood siding as a continuation of the siding on the walls above is appropriate for those houses with solid skirting.
- At pier and beam houses, lattice that is “framed” or pressed metal are examples of appropriate skirting materials.
- Wood or vinyl lattice are appropriate skirting materials.
- Lattice or similar materials shall not be continued on top of the piers of a house.
- Skirting materials shall be simple, and shall relate to the house.
- Avoid the use of non-treated (worn) wood as skirting where this is in contact with the ground.



Pressed Metal Skirting

3.8.3 Other Foundation Elements

Other elements at a foundation such as simple or decorative vents, steps, exterior finishes of a perimeter beam shall be preserved.

CHAPTER 3.9: ROOFS

Introduction

During many periods in the history of architecture, the roof of a structure has imparted much of the architectural character of the structure. It has defined the style and contributed to the structure's aesthetics. The hipped roofs of Georgian architecture, the turrets of Queen Anne and the graceful slopes of the Craftsman designs are examples of the use of roofing as a major stylistic and design feature.

But no matter how decorative the patterning or how compelling the form, the roof is a highly vulnerable element of a shelter that will inevitably fail. A poor or unmaintained roof will permit the accelerated deterioration of historic interior building materials - masonry, wood, plaster, paint - and will cause general disintegration of the basic structure.

A weather-tight roof is basic in the preservation of a structure, regardless of its age, size, or design. In the system that allows a structure to work as a shelter, the roof sheds the rain, provides shade from the harsh sun, and buffers the weather.

3.9.1 Roof Styles and Ornamentation

Roofs occur in three fundamental shapes or forms: gabled, hipped and flat.

3.9.1.1 Gable Roofs

A gable roof is a pitched roof with two inclined planes having equal angles that meet at a peak in the center and terminate at a vertical gable. Variations of this roof form include front facing gable, side facing gable, cross gable and square gable. The wall that encloses the end of a gable roof is called the "gable". This roof form is used often for Victorian and Queen Anne, Arts and Crafts, Tudor and Minimal Traditional-styled houses within the historic areas of Lancaster.

Please note that while houses may have one dominant roof style, they can have minor forms or components of another style. For example, many Tudor Revival houses will have gables at the front elevation, but have hip roofs in the back of the house.

Lancaster has a large number of multi-paired front-facing gable roof forms on many of the historic houses; these typically occur on Queen Anne homes. Collectively, these form an unusual collection of houses with this roof type in north Texas.



Gabled Roof at Front Porch



Gabled Roofs Facing Opposite Directions example at Wilson Street



Front Facing Gable Roofs with Side Facing Gables example at N. Dallas



Cross-gabled Roof example at Jefferson Street

3.9.1.2 Hip Roofs

A hip roof is a roof that slopes inward from all exterior walls, and forms either a pyramid roof form or one with a ridge that all four (or more) roof planes adjoins. Pyramid roofs are typically found at smaller, square houses while hip roofs with a ridge are used at rectangular or more complex building plans.

Subtypes of a hip roof form include the pyramid, simple hip as well as a cross-hip, dual-pitched hip (mansard) and half-hipped.

3.9.1.3 Flat Roofs

Flat roofs are roofs with a pitch or slope sufficiently low that it can be walked upon easily; this may be a true horizontal plane or have a low pitch for rainwater drainage. Typically used at historic commercial structures, flat roofs are usually surrounded by a parapet or have only a gravel stop at the rear perimeter.

Other roof components include roof dormers, turrets, chimneys, eaves, multi-level eaves, verge boards (below gables), fake beams, exposed rafters, articulation or detailing at eaves, castellations (typically at commercial parapets) and more. Some of these components have purpose – dormers provide light to the building interior – while others are purely decorative and serve to support the architectural style of the structure. Examples of some of these components found in Lancaster are shown following:

3.9.2 Historic Roofing Materials

3.9.2.1 Wood Shingles and Shakes

Wood shingles and shakes were popular throughout the country in all periods of building history. The size and shape of the shingles and shakes as well as the detailing of the shingle roof differed according to regional practices.

Commonly in urban areas, wooden roofs were replaced with more fire resistant materials, but in rural areas this was not a major concern. On many Victorian country houses, the practice of wood shingling survived the technological advances of metal roofing in the nineteenth century, and near the turn of the century enjoyed a full revival in its namesake, the Shingle Style. The Bungalow styles in the twentieth century assured wood shingles a place as one of the most fashionable, domestic roofing materials.

3.9.2.2 Metal Roofing

Metal roofing in America is principally a nineteenth-century phenomenon. Before then the only metals commonly used were lead and copper. Tin-plate iron, commonly called "tin roofing,"



Paired Front-facing Gable Roofs



Hipped Roof



Front-facing Hipped Roof with an Attached Front Porch Roof



Hipped Roof with Exposed Rafters



Fishscale Wood Siding at Gable

was used extensively in Canada in the 18th century, but was not commonly used in the United States until rolling mills were established in this country. The low cost, light weight, low maintenance and ease of shipping of tin plate made it a common roofing material. Embossed tin shingles, whose surfaces created interesting patterns, were popular throughout the country in the late nineteenth century. Tin roofs were often kept well-painted in red or green to imitate the green patina of copper. Unfortunately, few of these roofs remain intact today.

3.9.2.3 Composition Shingles

Composition shingles have been a popular and widely used roofing material since the early decades of the twentieth century. Asphalt composition shingles have replaced wood shingles and ceramic tile roofs due to their ease of installation, low cost and availability. In addition, they are fire-resistant which in urban areas, is preferred by building officials. Originally available in many patterns – variegated, diamond and plain (or square) – and colors (green, red, grays and browns), these are typically used in patterns and colors to imitate wood shingles. Since the early 1980s, thicker composition shingles styles are available which offer a longer life (30-year), have a more rugged appearance and are available in a selection of natural colors (greys and browns), thus giving an appearance of wood shingles. These are typically referred to as “architectural grade roof shingles”.

3.9.2.4 Asphalt Roofing

Rolled (or sheet) asphalt roofing provided an economical roof for flat or low sloped roofs. Sheets of felt canvas or cloth were impregnated with asphalt, then laid in overlapping strips across the roof, with the joints sealed with a heated asphalt compound.

3.9.2.5 Other Roofing Materials

Other Roofing Materials commonly used on more elaborate residential and commercial structures in the early twentieth century included ceramic tile (glazed and unglazed), cement tile, stone and slate tiles.

Flat roofs utilized rolled or sheet asphalt and built-up roofs since the mid-nineteenth century in north Texas.

3.9.3 Existing Roofs

The retention and repair of original roof forms and materials is encouraged whenever possible, although it is acknowledged that it is impractical (and expensive) to maintain original wood shingle roofs.



Eave Return at Gable



Dormer between Two Gable Roofs



Detailed Verge Boards



Wood Shingles



Slate Roof

Recommended

- Preserve the original shape, lines, slope and overhang of historic roofs as well as architectural features such as dormers, chimneys, turrets, and associated trim.
- Preserve roof details such as ridge cresting, fishscale shingles, exposed rafters, brackets, gutters and downspouts.
- Replacement gutters and downspouts shall be reviewed for style through the CA process.
- New dormers, if necessary to make attic space usable, should be located only on non-primary facades.
- Do not add non-historic roof features (such as dormers, new porch roofs, etc) on front facades or other facades that face public streets.
- Roof features such as roof ventilators, antennas, satellite dishes and skylights may be installed, but should be located on rear slopes as to not be visible from the street.
- Gutters and downspouts should be metal.
- Metal surfaces shall be painted that require protection from the elements, and shall be painted to match the body or trim of the house. Copper downspouts and gutter should not be painted but allowed to develop a patina.
- Do not remove historic fabric such as brackets or fascia boards to install gutters and downspouts.



Cornice



Ceramic Tile Roof



Asphalt Shingle Roof (Architectural Grade Shingles)



Roof Cresting



Turret and Finial

CHAPTER 3.10: COLOR DESIGN AND PAINT

Approval of exterior colors is not required through the Certificate of Appropriateness process, this section includes information and suggestions that are compatible with historic properties, and this chapter is provided 'for information only'.

Introduction

In addition to providing protection to wood surfaces, paint provides an opportunity to reinforce the architectural style of a historic house, and greatly contributes to its historic character.

Paint colors shall be selected that are appropriate to the style, period and type of structure and its district or area. Selection of paint and stain colors based on research of historic finishes is encouraged.

3.10.1 Color Palette

The variety of architectural styles and periods represented in Lancaster provide a diversity of color palettes and treatments. Historically, the colors used at Folk Victorian and early homes were quite simple – a body color and one trim color. These were typically light in color, reflecting both the lack of availability of quality darker colors, and the desire for painted surfaces that required little maintenance. Later Queen Anne and other Victorian style houses utilized multi-colored paint schemes in deep, rich hues, with the various materials (wood shingles, siding, door trim, window trim, fascias, and corner boards) painted different colors to emphasize the richness of the textures.

Arts and Crafts houses (bungalows and prairie styles) typically combined exterior colors in warm, rich earth tones to reflect the connection of this style to nature although occasionally more pastel colors were used too. Brick Tudor homes often used contrasting, lighter colors in the limited wood surfaces available. Minimal Traditional houses were typically painted a single, light color (white was quite popular) to de-emphasize the trim and size of these houses.

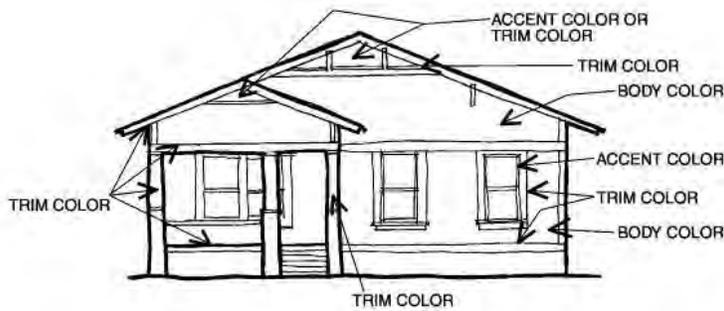
While it is informative to know the historic paint colors used at a house, these colors may be considered inappropriate by today's standards or not be desired by the current owner. Paint, as a material finish on wood, is considered temporary and may reflect trends and preferences of the current owner or neighborhood. Most paint companies have historic palettes that are excellent color choice sources.



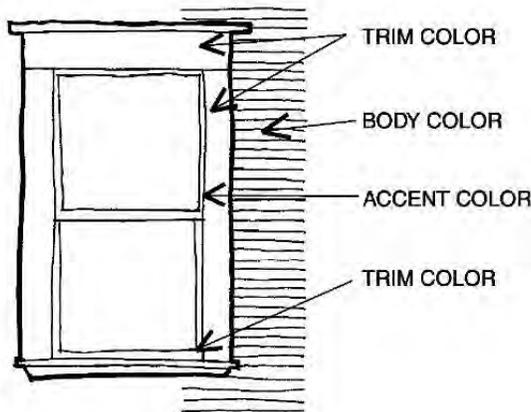
Appropriate Colors for a Folk Victorian House (simple paint scheme with a single trim color used)



Appropriate Colors for a Victorian House (colorful with several colors used at various materials to highlight these)



Trim and Accent Colors



Window Trim Colors

Many national brand paint manufacturers publish historic paint palettes for various architectural styles. These can be very useful in researching appropriate colors for particular styles of homes. Additionally, there are numerous other resources available for researching colors associated with historic homes. Refer to the “Bibliography and Resource” section in the Appendix.

Recommended

- Paint colors should be complementary to each other and the overall character of the historic structure and shall be used to accentuate the structure’s significant features; the right colors respect the historic structure.
- When possible, research the original paint colors and finishes of the historic structure, and document these for future use.
- Selection of paint and stain colors based on research of historic colors and finishes is encouraged.
- Fluorescent or day-glow colors shall not be used. The articulation and details of exterior walls, window and doors openings, trim, scale and texture of exterior materials can



Appropriate Colors for an Arts & Crafts house (use of “earth” colors for the body of the house and lighter trim colors)

be enhanced or obscured by appropriate and inappropriate paint colors selected for a structure.

- Body and trim colors should not be similar in hue or tone intensity (i.e. 2 shades of colors that are closely related like green and red or 2 dark or light shades of the same color).
- Paint replacement gutters, downspouts, metal frame screen and storm doors and windows, roof-vent assemblies and fire escapes to match the color of the wall, trim, cornice or roof color, whichever is the most effective in reducing the visibility of these elements.
- Paint color of skirting on residential structures should be appropriate to the structure; a very light color should not be used unless this matches the body color of the house.

3.10.1.1 Body Color

As described, the body of the house is the most dominant color of the historic house. This color is commonly referred to as the “body color” and comprises the largest single material (and color) of the house.

3.10.1.2 Trim Colors

Having selected a base or body color that is appropriate to the period or style of your historic structure, the next decision is for a trim color to contrast and complement that of the body color.

Nearly all houses built in Lancaster prior to WWII were defined by trim colors. Trim color, for houses, was used to define wood elements such as the porch features, corner boards, window and door trim and fascia boards. All of these elements were usually painted to contrast with the base or body color, or to define the body of the house.

Porches were also painted a trim color to provide an outline or contrast color to the color of the body of the house.

3.10.1.3 Accent Colors

A third color, commonly called an accent color, was quite often utilized to accentuate or highlight a particular feature of a house or structure. Doors, window sashes, or special or decorative trim was typically painted with an accent color.

3.10.2 Painting

A good coat of paint is one of the most important defenses exterior wood has against the elements. Paint applied to exterior wood must withstand yearly extremes of both temperature and

humidity; the Texas summers are extremely hard on painted surfaces. While never expected to be more than a temporary physical shield (requiring reapplication every five to eight years) the importance of paint should not be minimized.

Because one of the main causes of wood deterioration is moisture penetration, a primary purpose for painting wood is to exclude such moisture, thereby slowing deterioration not only of a structure's exterior siding and decorative features but, ultimately, its underlying structural members. Another important purpose for painting wood is, of course, to define and accent architectural features and to improve appearance of a structure.

Exterior paint is constantly deteriorating through the process of weathering, but in a program of regular maintenance (and assuming all other structural systems are functioning properly), surfaces can be cleaned, lightly scraped and hand sanded in preparation for a new finish coat. Unfortunately, these are ideal conditions.

More often, complex maintenance problems are inherited by owners of historic structures, including areas of paint that have failed beyond the point of mere cleaning, scraping and hand sanding (although much so-called "paint failure" is attributable to interior or exterior moisture problems or surface preparation and application mistakes with previous coats). Repainting should not occur until problems with leaking water, moisture infiltration, or non-functioning gutters and downspouts are repaired.

3.10.3 Painting of Non-wood Surfaces

Original stone or masonry surfaces should be maintained and shall not be painted, unless severe deterioration of the brick or stone requires painting, and other consolidation or stabilization methods are not possible.

Painting of brick or stone eliminates the inherent color variation of the brick or stone that was a conscious part of the original design of the structure. Painting of original stone or masonry also initiates a continuing cycle of paint maintenance that is unwanted on historic structures.

- If masonry was previously painted, it is often not appropriate or possible to remove paint, and appropriate repainting should be considered; new paint colors for masonry should echo the color of the original brick or stone.
- If color or texture of replacement brick or stone cannot be matched with existing masonry material, painting may be an appropriate treatment. The color of such surfaces should approximate the color of the original masonry or, if not appropriate, that of a natural masonry color.

- Painting of stucco that has never been painted is not recommended for the same reasons as painting of stone or masonry surfaces. In addition, there are often details in the stucco that painting will obscure as well as adversely affect the wall's vapor transmission performance.
- Metal surfaces that require protection from the elements shall be painted. Paint should not be applied to metals types that require protection from the elements or to metals such as brass, copper, or stainless steel that were historically meant to be exposed.

CHAPTER 3.11: SIGNS AND LIGHTING

Introduction

In residential areas, the pedestrian's focus should be directed towards buildings, landscape and the streetscape and not signs. Signs for commercial use, where permitted, should be visible and legible, but the choice of appropriate design, details and materials and proper location are more effective than the content and size of the sign. Signs that compete for attention detract from the character of the historic residential neighborhood. All signs must comply with the Sign Ordinance section in the Lancaster Development Code regarding the conditions under which signs are allowed in residential neighborhoods, their placement, size, design and number.

3.11.1 Sign Styles

To prevent damage to historic houses or the limited number of commercial buildings in the Historic District, freestanding monument-type signs are preferred. They should be placed in the front yard areas of houses used for commercial activities. These signs can be easily removed and do not damage the historic building. Monument signs in general, should be small and limited to one per building; this includes buildings with multiple tenants. Avoid clutter and limit the size of the signs at residential buildings. Signs should not obscure historic building features such as cornices, gables, porches, balconies or other decorative elements. Where applicable, monument signs should be aligned with those of neighboring buildings to avoid visual clutter and enhance readability.

Avoid garish colors or patterns, but use the detail and style of the building's architecture to speak for the business. Locate signs so that they relate to and do not compete with architectural features of the building. No signs attached to the building, roof signs, off premise signs, flashing signs or plastic backlighted signs shall be used. Signs should be constructed of painted wood or metal and shall not be illuminated or lit from separate lighting source.

3.11.2 LIGHTING

Illumination of residential facades to highlight ornamental detail may be permitted. Fixtures should be small, shielded and directed toward the building rather than toward the street, so as to minimize glare for pedestrians. Incandescent white light is encouraged. Exposed conduit is discouraged. Lighting of building entryways and low-level sidewalk lighting of less than 12" in height are allowed. Where entryways are recessed, fixtures should be located in the ceiling of the recess and shielded to direct light downward, and shall be compatible with the historic character of the house.

CHAPTER 3.12: ADDITIONS

Introduction

Additions to historic homes are quite common; with as rich a history as Lancaster, it is unusual to find homes that have not had additions built over the years. Homes reflect the history of their occupants and as families change over time, they often make modifications to their homes to accommodate new family members and changed circumstances. New additions are a continuum of this history.

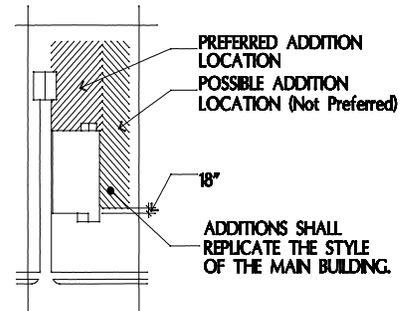
This relationship of the form and massing of an addition to a historic house and to nearby historic structures is critical to maintaining the character of the district or area. New additions – both horizontal and vertical - should reflect the character of the historic house in form, massing, size and materials.

Recommended

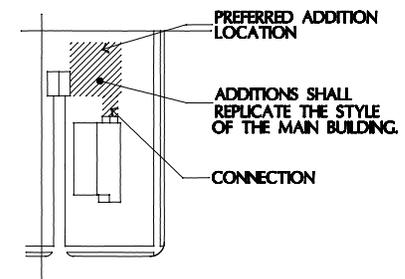
- Whenever possible, new additions and alterations to structures should be done in such a manner that, if removed in the future, the essential form and integrity of the historic house and site would be unimpaired.
- A new addition should, if at all possible, be located at the rear of the historic structure. If this is not possible, the addition may be added to the side if it is recessed at least 18 inches from the historic building facade or a connection is used to separate old from new.
- Additions to historic structures should reflect and be compatible with the architectural style of the house.
- New additions should be designed in such a manner that it is clear that it is an addition and not a part of the original house; differentiation between the historic structure and the addition is desired. Additions should not replicate the historic house in exact detail.
- As a minimum, new additions shall reflect the massing, roof shape, bay spacing, cornice lines and building materials of the house.
- New vertical additions should be set back from primary facades so as not to be readily apparent from the facing street.
- When replacing elements that were originally part of a historic structure, they should be replicated when evidence of the actual detail has been documented by photographs, drawings, or remaining physical evidence. If no evidence



Compatible Addition to Historic Building



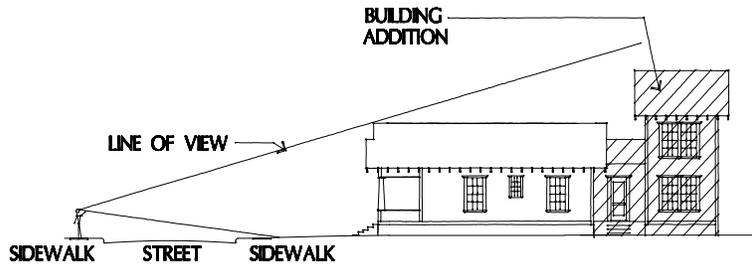
Building Addition on a Narrow or Interior Lot



Building on a Corner Lot

exists, elements typical of the architectural style may be used.

Historic photographs can often provide information on the original elements of the structure.



Vertical Addition to a House

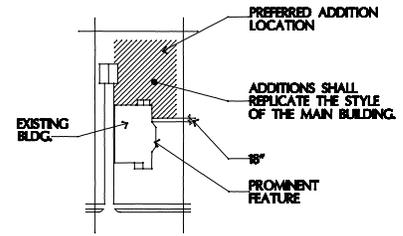
3.12.1 Addition Materials

Horizontal wood siding (either novelty, tongue and groove, shiplap or equivalent); cementitious materials, brick, stone or stucco are appropriate exterior building finishes as appropriate for individual houses. For example, a side addition to a historic house with novelty siding should be clad with novelty siding but the use of similar, but simpler, wood trim and detailing is recommended to differentiate the 'new' from the historic.

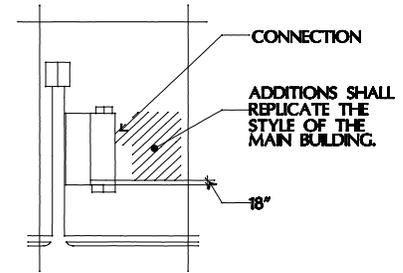
3.12.2 Windows at Additions

Windows in additions to historic houses shall be compatible in size, shape, design and materials with the windows at the historic structure. It is recommended that windows in an addition be simpler in design and pattern than the historic structure; for example, if the historic houses contains, 4/1 or 2/1 wood window, the new windows in the addition could be 1/1.

If historic windows are wood, windows at the addition shall be wood; aluminum or vinyl windows are not allowed. Insulated wood windows shall be allowed in an addition.



Building Addition to a House with a Prominent Architectural Feature



Building Addition on a Wide Lot

CHAPTER 3.13: NEW CONSTRUCTION

Introduction

Lancaster's historic residential neighborhoods reflect a series of architectural periods representative of Lancaster's development from the 1890's to 1940's. New buildings in Lancaster's historic neighborhoods have the responsibility of respecting the older neighborhood in which they are going to be built while still being true to their own era and needs of their owners. Old and new structures can reside successfully side by side.

3.13.1 Materials of New Construction

It is important that new construction compliment the dwellings found in close proximity to the planned construction site. A design that may be appropriate in one block may not work for a different block. For example, a new dwelling compatible with one story Bungalows designs may not be appropriate next to a two story Queen Ann and vice versa. The general approach to new construction is for it to be compatible with adjacent dwellings so that it will blend in.

- **Form/Shape** - The form of new residential construction and its integration with the neighborhood is a significant issue to be considered. Form includes the size, shape, massing, details and materials of a new residence. The relationship of a structure's form to the neighborhood in which it is located or to adjacent historic structures is critical to maintaining the unique character of the neighborhood.
- **Design** - The design of new structures may incorporate key elements nearby historic structures or that are typical of the neighborhood, including massing, scale, fenestration, and materials. New residential construction should not be absolute reproductions, and should appear as clearly modern.
- **Height** - The height of the new house shall relate to the height of nearby structures and other structures in the neighborhood. However, a very tall 2-story or a 3-story house would be out of scale with the neighborhood and therefore not appropriate. New structures that tower over existing structures should be avoided.



New Construction Massing and Scale

- **Building Elevations** - The front and side elevations of the new house (as measured from the ground) of a new house and its front porch floor and porch roof should be similar to those of adjacent houses. New homes that are slab-on-grade construction often have porch levels that are only inches above the adjacent ground.

However, most historic homes have pier and beam foundations, resulting in a first floor that may be 24” to 42” above the grade. When viewed side by side, these two houses will not be compatible from a massing and scale as the new house’s porch and first floor is so different than those of the adjacent houses. Height of foundations should generally be similar to foundation heights in the area. While pier and beam foundations are still an appropriate and sound means of elevating the first floor, other methods to raise the first floor level can be considered (such as building perimeter foundation walls and using fill). The critical issue is a proportional one accomplished by raising the first floor height to two feet or more.

- **Site Setbacks** - New construction or additions at front or corner side yards shall align with the typical existing setbacks of other historic structures along the block face. In addition, particular attention shall be given to the setback of those structures on each side and the new construction shall attempt to align with their setback lines where appropriate.
- **Materials and Material Color** – If the new construction is clad with brick veneer, the brick should closely match typical mortar and brick color tones found in the historic district and along the block. White or light mortars provide too much contrast with typical dark brick colors and should be avoided.

If the new construction is clad with wood, the preferred exterior material is wood or a material which is similar to original materials in the area like shingle, stucco, etc. The use of cementitious products or similar materials are allowed if it meets size recommendations and proper construction detailing of traditional siding materials. If wood siding is used, its exposure shall reflect the



exposure of traditional wood siding such as novelty, or lapped siding.

The details and textures of building materials should be applied in a manner consistent with traditional construction methods and compatible with surrounding structures. Imitation brick or stone, or gravel aggregate finishes are not allowed.

CHAPTER 3.14: OUTBUILDINGS AND ACCESSORY BUILDINGS

Introduction

Outbuildings in Lancaster include a wide variety of building types, reflecting the town's unique history and heritage as a rural, farming community. Types of outbuildings include sheds, outhouses, garages and small barns as well as smaller metal work or storage sheds.

Refer to the Lancaster Development Code for information regarding quantity and location of outbuildings and accessory buildings.

3.14.1 Existing Outbuildings

Traditionally these structures were important elements of a house in rural community. As these smaller structures tell us how an entire lot was historically organized and used, their preservation is strongly encouraged.

Historically, materials used on exterior facades of outbuildings were often different than those of the main structure. The primary materials used were wood siding (both horizontal and board and batten) with metal or wood shingle roofs. These structures had simple gable or hip roofs.

Recommendations

- Existing “outhouses” (toilets) are very rare and reflect life in the late 1800s and early 1900s in Lancaster prior to indoor plumbing. It is strongly encouraged that these be retained and repaired.
- Existing outbuildings should be retained in their historic condition, and protected against deterioration and neglect.
- Repairs to existing outbuildings should be made with historic materials such as stone, brick, wood and other materials as deemed appropriate.

3.14.2 New Outbuildings

New outbuildings should follow the setback patterns of other outbuildings in the area. For garages, typical locations on the site are at the rear of the site, with a driveway leading to the garage. When located at a corner lot, garages typically faced the site street and were quite close to this street. Other types of outbuildings such as sheds and barns were located for utility on the site, and should be located in the rear portion of a residential lot.



Garage and Workshed



Storage Shed



Garage with Apartment



Historic Outhouse

Recommendations

- New outbuildings should be compatible in size, scale, proportion, spacing, texture, setbacks, height, materials, color and detail to adjacent or nearby buildings and streetscapes.
- Each type of outbuilding should have its own identity. However, they should “read” as secondary structures and not compete with the main structure in size or form
- Barns, sheds and other utilitarian buildings should reflect their use with roof forms and exterior materials which represent this unique building form. For example, a new barn structure should reflect its use as a barn and not attempt to reflect the materials or function of the house.
- The exterior materials of new outbuildings should reflect the use and function of the building and not that of the primary structure when the use is non-historic. For example, a new garage behind a residence should complement the house, and may use similar or the same materials.
- Materials used in the construction should be typical of common building materials, or structures of this type, age and location: wood siding (novelty, tongue and groove, shiplap or equivalent), stone or brick.
- Board and batten may be appropriate for use on outbuilding buildings. Exterior insulation finish systems, concrete block, wood shingles, fake brick or stone or gravel aggregate materials should not be used.
- Ramps or other accessibility-related installations should be located on the rear or side elevation of an outbuilding and in an unobtrusive location. If locating a ramp on the primary façade is required, it should be unobtrusive and installed to not damage the historic fabric.
- A new garage should typically have a low-pitched gable or hip roof, simple rectangular form, and little or no ornamentation at the doors or windows. When a house is one-story in height, the garage should also be one-story, and be of similar massing and height to nearby garages.
- The use of two single garage doors rather than one larger double door is recommended. Two smaller doors will maintain the rhythm of older structures, making a two-car garage seem smaller and more compatible with the house.
- Spacing and size of window and door openings in a new outbuilding should be similar to their historic counterparts nearby, as should the proportion of window to wall space, without duplicating them.



New Garage

CHAPTER 3.15: LANDSCAPING

Although approval of landscaping is not required through the Certificate of Appropriateness process, this section includes information and suggestions that are compatible with historic properties, and is provided 'for information only'.

Introduction

The landscape and plantings in Lancaster's residential historic areas vary from original landscapes that have remained largely unchanged since the historic house was built, to those landscapes that have gradually changed with the times and newer or modern landscapes and plantings.

As the historic residences in Lancaster reflect a variety of structure types – from rural houses to those that were built within town – the landscapes and plants varied accordingly. Houses originally in rural locations typically had simple, plain yards with grass that surrounded the house and provided a separation between the house and the dirtier, "working" areas of the farm with such uses as chicken houses, livestock areas and fields. In the very early history of Lancaster, these yards might even have been brushed dirt. Gardens and flower beds were commonly located immediately adjacent to or in close proximity to the house. These flower beds cultivated flowers and herbs for the house and attracted bees for the beehives and honey. The nearby working gardens provided the fruits and vegetables that the family needed during the year.

In Lancaster's developed areas, houses also had flowerbeds and gardens, with the flowerbeds providing ornamental flowers; while the gardens provided fruits and vegetables although not in the quantities found at rural houses.

In addition to landscape and plantings included in this chapter, the landscape of a residence includes man-made features such as driveways, parking areas, sidewalks, fences, walls, swimming pools, children's play equipment, site lighting, etc. These features are addressed in later sections.

3.15.1 Landscape design

For purposes of this section, "landscaping" is defined as the overall design of a yard or area. A house may have an overall landscape design that could consist of open lawns, shrubs to provide privacy from neighbors or screening from a busy road and planting beds of flowers, ground cover or herbs.

Plants or "planting" is defined as the individual plants that are grown within the landscape. Similar houses with a similar landscape design but with different plants will be quite different in character and even appearance.



Example of Historic House with Trees in the Rear of the House and Lawn Facing the Public Street



Example of Historic Landscape with Grass Lawn Surrounding a House

Just as the site and context of a historic house is critical to the character of the house and neighborhood, landscape design and plantings of a house are also important character-defining features and it is encouraged that this should be an integral part of the planning for a historic site.

Recommendations

- The landscape design should reflect the historic landscape design appropriate for the historic house, and should enhance its surroundings.
- The landscape design of a historic house should also be appropriate to the surrounding neighborhood.
- The landscape design should not obscure significant views of the historic house from public streets.

All vacant sites shall be cleared of debris, and planted with grass or turf.



Shrubs Used to Soften Landscape and Provide Privacy

CHAPTER 3.16: FENCES AND SITE ELEMENTS

Introduction to Fences

As with other site elements, fences at historic properties vary in style and materials – from historic twisted wire fences, open wood fences, fences with masonry bases and wood pickets to newer wood privacy fences in rear yards.

3.16.1 Historic Fences

Historically fences served more uses than their modern counterparts. Historic fences separated the “living” areas of the yard from the “working” areas (rear yards) in developed as well as rural areas. Many residents in Lancaster kept chickens, horses and had gardens in their large back yards. Fences provided separation between these different uses in a yard and from adjacent properties. Fences between neighbors were typically open and low, and allowed visibility and access between adjacent properties.

Historic fences often express the style, craftsmanship and status of a house and are an important aspect of the landscape of a historic house.

Property owners are encouraged to replicate historic fences that no longer exist, or to replace with a fence that reflects the historic fences’ design or one that is simpler in design and constructed of similar materials. Photographs may be used to determine the historic fence design.

Recommendations:

- Original and historic wood or wire fences are important character-defining features of a historic house and should be preserved and maintained.
- Existing non-historic fences in a front yard should be replaced with a fence that reflects the design of the historic fence or one that is simpler in design.
- Additions to historic fences should be carefully designed to complement and not visually overwhelm the historic fence.

3.16.2 New Fences

In the 1950s the concept of privacy fences in residential neighborhoods began with the construction of 5’ and 6’ high wood fences. Such high, solid fences are now quite typical, even at historic properties and neighborhoods.

New fencing that is appropriate for the type and style of house and its status within the community is encouraged. For example,



Simple Wood Fence



Decorative Wood Fence



Elaborate Wood Fences should complement the Style of a Historic House

while it may be appropriate for a historic mansion to have a simple 6' wood privacy fence around their back yard, it would not be appropriate for a modest 1910s Arts and Craft Bungalow to have a 8' high fence with stone columns with decorative urns on top with infilled wrought iron fence with decorative fleur-de-lis metal caps. This fence would be more appropriate at the aforementioned historic mansion.

Recommendations

- The side of the fence facing a street or alley should be “finished.”
- For properties located on a corner, corner side yard fences shall be located in the rear 50% of the side yard and shall not obscure projecting features of the historic house.
- A fence in a corner side yard located adjacent to a public right-of-way shall be located a minimum of 2' from the inner edge of a public sidewalk, or 6' from the curb or edge of street where there is no curb.
- Fences shall be constructed of wood, twisted wire, and metal or other appropriate materials; these materials are consistent with the historic fence materials in Lancaster.
- Stone shall only be used at fences or walls where stone is used elsewhere in the historic house or property. If used at a wall or fence, stone should be similar in size, pattern and color to that used elsewhere.
- Chain link fences shall have a bottom and top rail, and should be galvanized or clad in green or black vinyl.
- Tops of new fences shall be horizontal and stepped, scooped or arched as appropriate for the fence surfaces. Tops of fences should not be parallel to the grade where the grade is not level.
- New wood fences that are painted shall be painted in colors and finishes appropriate to the style and period of the historic house, or stained gray or brown.

Not recommended nor allowed

- Fences should not obscure views from the public right-of-way to a historic structure.
- Chain link fences may be used at side and rear yards and should not exceed 4' in height. Chain link fences shall not be used in the front yard.
- Decorative painting or murals applied to fence surfaces should not be visible from the public way.



Simple Metal Fence

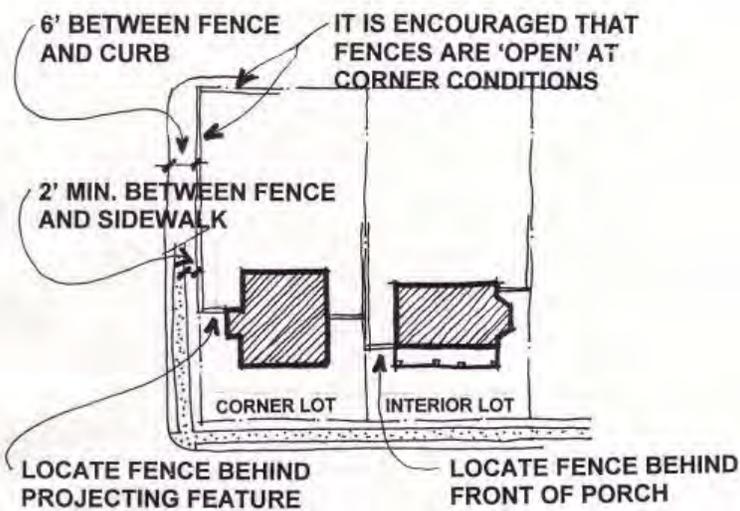


Simple Wood Fence Appropriate for Rear Yard

- Fences should not exceed 8' in height at the rear property line or alley except for chain link fences (see guidelines for chain link fences). Fences at side yards or front-facing portion of front yards (and behind the front façade of the historic house) should not exceed 6' in height except for chain link fences (see guidelines for chain link fences).

The following fence materials shall not be used:

- Chain link with slat inserts.
- Concrete masonry units.
- Fences should not obscure the views to and vistas from a historic structure within the district. In addition, these features should be typical for structures of this type, age and location.



Fence Locations

Plastic or vinyl fences are discouraged.

Introduction to Site Elements

In addition to landscaping and planting discussed in the previous section, properties contain other man-made features or elements such as sidewalks, driveways, children's play equipment and backyard decks. These can affect the property's historic character and should be integral in planning for every historic house.

Other site elements such as outbuildings, mechanical equipment and fences are addressed in other sections.

Historic site elements should not be removed or rearranged. This is especially true for sidewalks, driveways and fences that define the property's historic value.

3.16.3 Sidewalks, Driveways and Parking Areas

Sidewalk, front walks, drives or driveways were historically gravel, caliche, or concrete in later historic properties. While walks and drives to rural houses were typically curvilinear and often "U-shaped", those at early historic homes (Folk or Vernacular, Victorian, Arts and Crafts and Tudor Revival style) were typically straight. However, those at later styles (Minimal Traditional and Ranch) were often curvilinear in form.

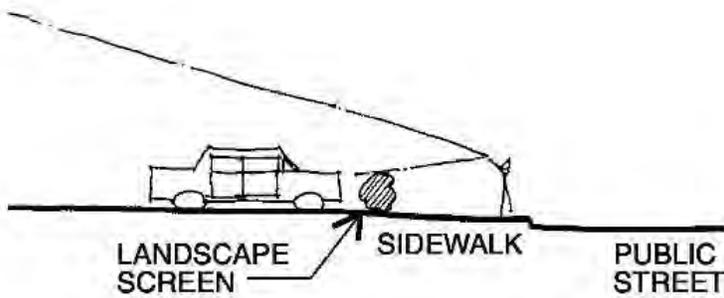
Sidewalks were typically concrete; brick sidewalks were usually a later change.

Off-street parking at historic houses, including those now with commercial uses should not be allowed in front or corner side yards. This is important to retain the historic character of a house and that of the neighborhood. Existing parking areas in such front yards should be screened per the following guidelines.

Recommendations

- Sidewalks and front walks shall be appropriate to the historic house in placement, material and form, and should be of brush-finished concrete.
- Brick at sidewalks or front walks shall only be used where brick was historically used.
- Driveways shall be appropriate to the historic house in placement, material and form, and should be of brush-finished concrete or gravel over an approved substrate.
- Brick may be used at driveways when determined to be appropriate.
- 'Ribbon' driveways are allowed and shall be of concrete.

- Driveways should be located perpendicular to the street.
- Circular drives should not be allowed in front or corner side yards unless the historic drive was circular.
- Locate new driveways and sidewalks so that the topography of the property is maintained and significant landscape features such as trees are maintained. Protect mature trees and other landscape features from new construction.
- Existing parking areas at houses located adjacent to streets and sidewalks should be screened to the height of car hoods. This will provide continuity of the building facade line and will screen unsightly views of vehicles.



Screening at Parking Areas

3.16.4 Site Elements in Rear Yards: Decks, Swimming Pools, Children’s Play Equipment, Tennis Courts, Etc.

Site elements such as decks, swimming pools, children’s play equipment, tennis courts and other site elements in a rear yard are desirable for modern lifestyles and should be compatible with the historic character of the house and property. However, consideration in the placement and height of such elements should be given with respect to adjacent properties and visibility from the public street.

3.16.5 Historic Site Elements

Historic site elements such as hitching posts, water pumps and wells that remain in their original location are quite unique. These elements are often the only remaining resource that reminds us of common tools and elements that were used daily in the history of Lancaster’s residents. These historic elements shall be preserved and maintained in place.



Historic Carriage Steps

3.16.6 Service Areas and Satellite Dishes

Service areas such as exterior work areas or permanent garbage holding areas should not be located in front or corner side yards. They should be screened so that they are not visible from the public street and should be screened from adjacent residential properties.

Satellite dishes should not be located in the front yard or a corner side yard. They should not be clearly visible from street.

3.16.7 Other Site Landscape Elements

Other site landscape elements such as retaining walls, site lighting and other exterior elements should be appropriate and enhance the historic house.

Existing historic retaining walls and other site elements should be preserved and maintained.

Low, stone retaining walls are encouraged in side and rear yards. Exposed concrete is acceptable for retaining walls at property lines.



Historic Retaining Wall at Property Line

CHAPTER 3.17: MECHANICAL EQUIPMENT

Introduction

Mechanical equipment and accessories such as condensers, window air conditioning units, roof vents and turbines, gas and electric meters are necessary components of modern houses. However, if not thoughtfully considered before installing, these can have an adverse effect on the character of a historic house.

3.17.1 Mechanical Equipment

Mechanical equipment that is mounted in yards such as condensing units or evaporative coolers should be located in the side or rear yard, and not visible from the public street. For existing equipment that is visible from the street, screen should be provided. Screening can be shrubbery or a low fence.

It is encouraged that window air-conditioners not be installed in windows on the front façade or windows on the side facades that are near the front of the house and visible from the public street.

3.17.2 Roof Vents, Turbines, Skylights, and Other Equipment

Roof vents, turbines, skylights and other roof-mounted equipment should be located on the rear side of the house, such that these are not visible from the public street. If this is not possible, or for existing elements, they should be painted the same color as the roofing material so they are less obtrusive.

3.17.3 Utility Meters

While a necessity of modern houses, meters that are wall mounted (such as electrical meters or telephone service) in prominent locations on a historic house adversely affects the character of the house. It is encouraged that these not be mounted on the front façade, but should be mounted on side or rear facades and in a non-prominent location or weather proof electrical enclosure box.

Gas meters are typically mounted above grade and should be located in the rear or side yard. These also should not be located in the front yard or in the front areas of a side yard such that they are visible from the public street.



Wall and Shrubbery Screen
Condensers at Side Yard

CHAPTER 3.18: DEMOLITION

Any proposed demolition of a structure or portion of a structure (such as a porch, wing of a structure) in a Historic Preservation Overlay District or Site require that a Certificate of Appropriateness (COA) be issued by the City before any proposed demolition work can begin.

Property owners are required to file a completed COA application to the HLPC for ALL proposed demolition. This includes historic and non-historic structures or portions of such structures, whether or not a building permit is also necessary. As noted in the “Certificate of Appropriateness Process” section above, COA applications must be submitted to the City with documentation (such as photographs, drawings, written specifications, and other information) sufficient to illustrate the proposed demolition and its impact on the property. It is strongly encouraged that when partial demolition is proposed in conjunction with new construction, that the COA address both the demolition and associated new work. Please note that other City of Lancaster permits for demolition are required.

Refer to the “Certificate of Appropriateness Process” section above for information and requirements of the COA process.

It is strongly recommended that owners planning demolition to such structures or sites should first consult with the staff of the Planning Division, City of Lancaster. In all cases, City of Lancaster professional staff with preservation, construction and architectural design expertise are available, at no cost, to assist with design choices.

APPENDIX A: TERMS AND DEFINITIONS

The following terms are used throughout these Design Guidelines:

ADDITION means construction that increases the size of the original structure by structure or building outside of the existing walls and/or roof. Additions can be either horizontal or vertical.

ALLEY means a walkway or roadway between adjacent buildings or rows of buildings leading to the rear, providing secondary access to a building.

ALTERATION means an act that changes one or more of the exterior architectural features of a structure or its appurtenances, including but not limited to the erection, construction, reconstruction, or removal of any structure or appurtenance.

MAJOR ALTERATION means an alteration, which affects the historic, cultural, or architectural integrity, interpretability, or character of a building, structure, site or district. Generally includes the kind of work which is normally done with the aid of a professional drafter or professional quality plans.

MINOR ALTERATION means an alteration, which does not significantly affect the historic, cultural, or architectural integrity, interpretability, or character of a building, structure, site or district. Generally includes the kind of work, which is normally done without the aid of a professional drafter or professional quality plans.

APPROPRIATE means typical of the historic architectural style, compatible with the character of the historic district, and consistent with these preservation criteria.

ARCHITECTURAL STYLE means a category of architecture of similar structures or buildings distinguished by similar characteristics of construction, design, materials, etc. Typical styles in Round Rock include Vernacular, Classical Revival, Craftsman, Queen Anne, Palladian and Mission.

AWNING means a roof-like cover extending over a window or door, intended to provide the pedestrian protection against sun, rain and wind. Awnings are usually made of soft canvas or other fabric and may be fixed or adjustable.

BOARD AND BATTEN means a type of wall cladding for wood frame houses where applied boards are closely spaced, usually placed vertically, the joints of which are covered by narrow wood strips.

BRIDGE means a structure that spans over a depression or waterway; typically carries a transportation way such as a footpath, road or railway.

CANOPY means a projecting roof structure that shelters an entrance to a structure.

CERTIFICATE OF APPROVAL means a certificate required by Lancaster's HLPC when there is a proposal for any construction, reconstruction, alteration, restoration or relocation.

CHARACTER-DEFINING means those architectural materials and features of a building that define the historic nature or character of the building. Such elements may include the form of the structure or building, exterior cladding, roof materials, door and window design, exterior features such as canopies and porches, exterior and interior trim, etc.

COMMITTEE means the Historic Landmark Preservation Committee of the City of Lancaster.

COMPATIBLE means a design or use that maintains the historical appearance of a structure or building and does not require irreversible alteration.

CONTRIBUTING

BUILDING/STRUCTURE/SITE means a building, structure or site that retains its essential architectural integrity of design and whose architectural style is typical of or integral to a historic district. A contributing building, structure or site is not necessarily "historic" (50 years old or older). A contributing structure or building may lack individual distinction but may add to the historic district's status as a significant and distinguishable socio-cultural entity.

CONSTRUCTION means the act or business of building a structure or part of a structure.

CORNERSIDE FACADE means a facade facing a side street.

CORNERSIDE FENCE means a fence adjacent to a side street.

CORNERSIDE YARD means a side yard abutting a street.

CORNICE means a horizontal projecting band that caps an architectural composition.

COPING means a protective cap, top or cover of a wall or parapet, often of stone, terra cotta, concrete, metal or wood. This may be flat, but commonly is sloping to shed water.

DEMOLITION means an act or process that destroys or razes a structure or its appurtenances in part or in whole, or permanently impairs its structural integrity,

including its ruin by neglect of necessary maintenance and repairs.

DIRECTOR means the Director of the Development Services Department or the Director's representative.

DISPLAY WINDOW means a large area of glass within the storefront opening. The display window is used to show merchandise and provide a means of interaction between the public outside and the business inside.

DISTRICT means a historic district within the City of Lancaster.

ENTRANCE AREA means the point of entry into the storefront, traditionally recessed to provide additional window display, weather protection, and protection from the outward swing of a door. Made up of the following components: door, transom window (above the door), sidelights or display windows, floor area.

ENTRY means a door, gate or passage used to enter a structure or building.

ERECT means to attach, build, draw, fasten, fix, hang, maintain, paint, place, suspend, or otherwise construct.

FAÇADE means any exterior faces or elevations of a building.

FASCIA means a flat horizontal member or molding with little projection.

FENCE means a structure or hedgerow that provides a physical barrier, including a fence gate.

FENESTRATION means the proportion and size of window and door openings and the rhythm and order in which they are arranged.

HEIGHT means the vertical distance from the average grade level to the average level of the roof.

HISTORIC means mentioned, celebrated or having influence in history.

HISTORIC BUILDING or structure means a building famous because of its association with a historic event or with the history of a locality. In these Design Guidelines, particular reference is to a landmark of the City of Lancaster.

HISTORIC DISTRICT means a definable geographic area that contains a number of related historic structures, features, or objects united by past events or aesthetically by plan or physical development and that has been designated on a local, state or National Register of Historic Places. In these Design Guidelines, particular reference is to a historic district of the City of Lancaster.

INFILL CONSTRUCTION means construction on property between or adjacent to an existing structure or buildings.

INTEGRITY means a measure of the authenticity of a property's historic identity, evidenced by the survival of physical characteristics that existed during the property's historic period in comparison with its unaltered state.

INTERIOR SIDE FACADE means a facade not facing a street or alley.

INTERIOR SIDE FENCE means a fence not adjacent to a street or alley.

INTERIOR SIDE YARD means a side yard not abutting a street or alley.

KICKPLATE means the solid panels (usually wood) below the display window. The kickplate provides the base support for the display window frame.

LANDSCAPE means the whole of the exterior environment of a site, district, or

region, including landforms, trees and plants.

LOT means a surveyed parcel of land that fronts on a public street, especially of a size to accommodate an individual structure or building.

LINTEL means a horizontal structural element (usually a steel beam covered by masonry), which spans the storefront opening and supports the upper portion of the facade wall above it. Also defines the upper boundary of the storefront.

MAIN BUILDING or structure means the primary historic building in an individual historic site.

MINOR EXTERIOR ALTERATIONS means those alterations that are determined to be minor and can be reviewed by staff instead of the Historic Landmark Preservation Committee.

MODIFY or MODIFICATION means to make changes to an existing structure.

MORTAR means the material used to fill the joints of masonry.

MORTAR JOINT means masonry joint between masonry units, such as brick or stone, filled with mortar to transfer the load, provide a bond between the units and keep out the weather.

MORTAR MIX means the chemical composition of the mortar used in masonry.

MOVING means the relocation of a structure on its site or to another site.

NATURAL FEATURES means features or elements of the exterior environment that is substantially unaltered by human activity.

NEW CONSTRUCTION means the act of adding to an existing structure or erecting

a new principal or accessory structure or appurtenances to a structure, including but not limited to structures or buildings, extensions, outbuildings, fire escapes and retaining walls.

NON-CONTRIBUTING BUILDING/STRUCTURE/SITE means a building, structure or site, which detracts from the visual integrity or interpretability of a historic district.

ORDINARY MAINTENANCE AND REPAIR means work meant to remedy damage to deterioration of a structure or its appurtenances, which will involve no change in materials, dimensions, design, configuration, color, texture or visual appearance.

ORNAMENTATION means any decorative objects, which are used to increase the beauty of the facade.

OUTBUILDING means a structure, such as an outhouse, gazebos, barns, stables or other structure or building that supports the function of the principal building on the site and that is subordinate to this principal building.

PARAPET means the part of an exterior wall, which extends entirely above the roof.

PARKING LOT means an area on the ground surface used for parking vehicles; this may be paved or unpaved.

PARKING STRUCTURE means a structure (building), which houses parked vehicles.

PORCH means a covered and floored area of a building, especially a house that is open at the front and usually, the sides.

PRESERVATION means the act or process of applying measures necessary to sustain the existing form, integrity and materials of a historic property.

PROPORTION means the dimensional relationship between one part of a structure or appurtenance and another. Facade proportions involve relationships such as height to width, the percent of the facade given to window and door openings, the size of these openings, and floor-to-ceiling heights. Often described as a ratio, proportions may be vertical (taller than wide), horizontal (wider than tall), or non-directional (equally tall and wide).

PROTECTED means an architectural or landscaping feature that must be retained and maintain its historic appearance, as near as practical, in all aspects.

REAL ESTATE SIGN means a sign that advertises the sale or lease of an interest in real property.

RECONSTRUCTION means the act or process of duplicating the original structure, building form and materials by means of new construction.

REHABILITATION means the act or process of making possible a compatible use for a property thru repair, alterations and additions while preserving those portions or features, which conveys its historical, cultural or architectural values.

RENOVATION means the act or process of repairing and/or changing an existing building for new use, or to make it functional; may involve replacement of minor parts.

REPAIR means fixing a deteriorated part of a building, structure or object, including mechanical or electrical systems or equipment, so that it is functional; may involve replacement of minor parts.

REPLACEMENT means to interchange a deteriorated element of a building, structure or object with a new one that matches the original element.

REPOINTING means repairing existing masonry joints by removing defective mortar and installing new mortar.

RESTORATION means the act or process of accurately depicting the form, features and character of a project as it appeared at a particular period of time.

RIGHT OF WAY means the land used for a transportation corridor, such as a street, alley or railroad; typically owned by the government.

SCALE means the relative proportion of a structure or building to neighboring buildings, or of a building to a pedestrian observer.

SERIF means a type of typeface (or font) with a fine line projecting from a main stroke of a letter; commonly used “serif” fonts include Times Roman, Baskerville and Bookman. “Sans serif” means a typeface without such projections.

SETBACK means the horizontal distance between a structure’s vertical planes and a reference line, usually the property line.

SIGN means any display of letters, numbers, pictures or other symbols upon a building, structure or other object for the purpose of attracting attention to a building, structure, property or the goods or services offered therein. A sign shall include all parts of which it is composed, including the frame, background and lighting. As used herein, “sign” does not include any sign located inside a building, not intended to be seen from the building’s exterior. The sign is one of the most important components on the façade because it is the first perception of the business image.

SILL means the horizontal bottom member of a window frame or other frame.

SITE means the land on which a structure or building or other feature is located.

SOFFIT means the exposed undersurface of any overhead component of a building, such as an arch, balcony, beam, cornice, or roof overhang.

STOREFRONT means a ground level façade of a commercial structure or building with display windows with minimal mullions or columns; often this had a recessed entrance. Storefronts were typically provided at retail establishments.

STOREFRONT COLUMN means slender vertical elements within the storefront opening that help support the lintel.

STORY means the space between two floors of a structure, or between a floor and roof.

STREETFRONT means the environment encompassing a street or road within one block, and includes structures or buildings, landscaping, street furniture and signage.

STRUCTURE means anything constructed or erected, which requires permanent or temporary location on the ground or attachment to something having a location on the ground, including but not limited to buildings, gazebos, billboards, outbuildings, and swimming pools.

TRANSOM means a glass panel above a horizontal frame bar (transom bar) atop a display window or door, used to allow greater light into the store interior.

UPPER FAÇADE means the mostly solid part of the wall above the display window. May be a plain surface on a one-story structure or building, or contain rows of windows defining the number and location of floors in a multi-story structure or building. May include decorative bands or patterns. Usually presents the largest

surface of color on the building, since the first floor is mostly glass.

VISIBILITY FROM A PUBLIC WAY

means able to be seen from any public right-of-way, or other place, whether privately or publicly owned, upon which the public is regularly allowed or invited to be.

WALL means a structure or hedgerow that provides a physical barrier, typically constructed of a solid material such as stone or rock.

APPENDIX B: NATIONAL PARK SERVICE PRESERVATION BRIEFS

Preservation Briefs are easy-to read publications with guidance on preserving, rehabilitating and restoring historic buildings and are written with the building owner and non-professional in mind. These publications assist owners and developers of historic buildings in recognizing and resolving common preservation and repair problems prior to work. The briefs are especially useful to preservation tax incentive program applicants because they recommend those methods and approaches for rehabilitating historic buildings that are consistent with their historic character.

These Preservation Briefs are published by the Technical Preservation Services, National Park Service, U.S. Department of the Interior; these can be downloaded (at no cost) in color from the National Park Service website: <http://www.nps.gov/index.htm>.

Black and white copies are available for purchase from the U.S. Government Printing Office from their website at: <http://bookstore.gpo.gov/> or by phone at 1/866-512-1800.

Preservation Brief 1: The Cleaning and Waterproofing Coating of Masonry Buildings

Preservation Brief 2: Re-pointing Mortar Joints in Historic Masonry Buildings

Preservation Brief 3: Conserving Energy in Historic Buildings

Preservation Brief 4: Roofing for Historic Buildings

Preservation Brief 5: The Preservation of Historic Adobe Buildings

Preservation Brief 6: Dangers of Abrasive Cleaning to Historic Buildings

Preservation Brief 7: The Preservation of Historic Glazed Architectural Terra Cotta

Preservation Brief 8: Aluminum and Vinyl Siding on Historic Buildings

Preservation Brief 9: The Repair of Historic Wooden Windows

Preservation Brief 10: Exterior Paint Problems on Historic Woodwork

Preservation Brief 11: Rehabilitation of Historic Storefronts

Preservation Brief 12: The Preservation of Historic Pigmented Structural Glass

Preservation Brief 13: The Repair and Thermal Upgrading of Historic Steel Windows

Preservation Brief 14: New Exterior Additions to Historic Buildings

Preservation Brief 15: Preservation of Historic Concrete

Preservation Brief 16: The Use of Substitute Materials on Historic Building Exteriors

Preservation Brief 17: Architectural Character – Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character.

Preservation Brief 18: Rehabilitation Interiors in Historic Buildings

Preservation Brief 19: The Repair and Replacement of Historic Wooden Shingle Roofs

Preservation Brief 20: The Preservation of Historic Barns

Preservation Brief 21: Repairing Historic Flat Plaster – Walls and Ceilings

Preservation Brief 22: The Preservation and Repair of Historic Stucco

Preservation Brief 23: Preserving Historic Ornamental Plaster

Preservation Brief 24: Heating, Ventilation and Cooling Historic Buildings

Preservation Brief 25: The Preservation of Historic Signs

Preservation Brief 26: The Preservation and Repair of Historic Log Buildings

Preservation Brief 27: The Maintenance and Repair of Architectural Cast Iron

Preservation Brief 28: Painting Historic Interiors

Preservation Brief 29: The Repair, Replacement and Maintenance of Historic Slate Roofs

Preservation Brief 30: The Preservation and Repair of Historic Clay Tile Roofs

Preservation Brief 31: Mothballing Historic Structures.

Preservation Brief 32: Making Historic Properties Accessible.

Preservation Brief 33: The Preservation and Repair of Historic Stained and Leaded Glass

Preservation Brief 34: Applied Decoration for Historic Interiors

Preservation Brief 35: Understanding Old Buildings

Preservation Brief 36: Protecting Cultural Landscapes

Preservation Brief 37: Appropriate Methods of Reducing Lead-Paint Hazards

Preservation Brief 38: Removing Graffiti from Historic Masonry

Preservation Brief 39: Holding the Line: Controlling Unwanted Moisture

Preservation Brief 40: Preserving Historic Ceramic Tile Floors

Preservation Brief 41: The Seismic Retrofit of Historic Buildings

Preservation Brief 42: The Maintenance, Repair and Replacement of Historic Cast Stone

Preservation 43: The Preparation and Use of Historic Structure Reports

Preservation Brief 44: The Use of Awnings on Historic Buildings: Repair, Replacement and New Design.

APPENDIX C: RESOURCES AND BIBLIOGRAPHY

GENERAL RESOURCES

Bucher, Ward ed., *Dictionary of Building Preservation*, Preservation Press, John Wiley & Sons, Inc., New York, NY 1996.

Harris, Cyril M. *Illustrated Dictionary of Historic Architecture*. Dover Publications, Inc., New York, 1977.

Historic Landmark Preservation Committee, *Lancaster, Texas Historic District Guidelines and Policies*. City of Lancaster, Texas, 2007-2008.

Louisville Landmarks Commission Design Guidelines, Louisville, Kentucky

McAlester, Virginia and Lee, *A Field Guide to American Houses*, Alfred A. Knopf, New York, 1986.

Prentice, Helaine Kaplan, *Rehab Right*. City of Oakland Planning Department, Oakland, California 1978.

Preservation Criteria: Historic Landmarks & Historic Districts, City of Grapevine, Texas, 1998.

Prototype Preservation Criteria, City of Dallas, Texas, 1996.

Preservation Briefs; published by Technical Preservation Services Division, National Park Service, U.S. Department of the Interior.

Texas Historical Commission, *Resource Team Report for Lancaster, Texas*. Texas Main Street Program, 1995.

Weeks, Kay D. *The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitation, Restoring & Reconstructing Historic Buildings*. United States Department of the Interior, National Park Service, Washington DC 1995

MAGAZINES AND PERIODICALS

American Bungalow

123 S. Baldwin Ave, Pasadena, CA, USA Ph: 800/350-3363

American Woodworker

33 East Minor St, Emmaus, PA. USA Ph: 215/967-5171,

Architecture

BPI Communications, 1515 Broadway, New York, NY Ph: 800-745-8922.

Architecture Record

McGraw Hill Company, 1221 Avenues of the Americas, New York NY Ph: 877/876-8093

Bulletins of the Association for Preservation Technology.

4513 Lincoln Avenue, Suite 213, Lisle, Illinois 60532-1290. Ph: 630/968-6400

Old House Journal

2 Main St., Gloucester, MA. Ph: 508/283-3200 www.oldhousejournal.com

Old House Interiors

2 Main St., Gloucester, MA. Ph: 508/283-3200.

Period Homes

www.period-homes.com

Style 1900

17 South Main St, Lambertville, NJ Ph: 609/397-4104

This Old House

www.oldhouseweb.com

Period Homes

www.period-homes.com

Preservation

National Trust for Historic Preservation, 1785 Massachusetts Avenue NW, Washington DC
Ph: 800/944-6847

Traditional Building

69A Seventh Avenue, Brooklyn, NY Ph: 718/636-0788

INTERNET RESOURCES AND ORGANIZATIONS

American with Disabilities Act Information

<http://www.ada.gov/>_____

American Institute of Architects

www.aiaonline.org

American Society of Landscape Architects

www.asla.org

Association for Preservation Technology International
www.apti.org

Heritage Preservation Services
www.heritagepreservation.org

Historic American Buildings Survey/Historic American Engineering Record
<http://www.loc.gov/pictures/collection/hh/>

Internet Resources for Heritage Conservation, Historic Preservation and Archeology
www.ncptt.nps.gov

National Center for Preservation Technology and Training
www.ncptt.nps.gov

National Park Service
www.nps.org

National Register of Historic Places
www.cr.nps.gov

National Trust for Historic Preservation
www.nationaltrust.org

National Trust's Main Street Program
<http://www.preservationnation.org/main-street/>

Old House Network (Old House Journal, Old House Interiors)
www.oldhouse.com, www.oldhousejournal.com, www.oldhouseinteriors.com

Secretary of the Interior's Standards for the Treatment of Historic Properties
www2.cr.nps.gov/tps/secstan2

Technical Preservation Services (NPS)
www2.cr.nps.gov/tps/index

Texas Historical Commission
www.thc.state.tx.us

Traditional Building: The Professional's Source for Historic Products
<http://www.traditional-building.com/>

**APPENDIX D:
CERTIFICATE OF APPRIATENESS (COA) FORM AND
HISTORIC PRESERVATION OVERLAY (HPO) DISTRICT MAP**

CERTIFICATE OF APPROPRIATENESS FORM (3 pages)



**Certificate of
Appropriateness**



Application Packet

Community Development Department
Planning and Zoning Division
700 E. Main Street
Lancaster, Texas 75146
(972) 218-1200
Fax: (972) 227 - 7220

Or visit us on the web at www.lancaster-tx.com.

Planning & Development
 972.218.1200 phone
 972.227.7220 fax
 www.lancaster-tx.com

CITY OF LANCASTER HLPC APPLICATION

City of Lancaster
 700 East Main Street
 PO Box 940
 Lancaster, Texas 75146

Application Type			
<input type="checkbox"/> New Construction	<input type="checkbox"/> Remodeling/Addition	<input type="checkbox"/> Demolition	<input type="checkbox"/> Other
Applicant/Owner Information			
Key Contact _____		Telephone No. _____	Fax No. _____
Address _____			
City _____		State _____	Zip Code _____
E-Mail Address _____			
<i>Contact's Status: (check one)</i> <input type="checkbox"/> Owner <input type="checkbox"/> Representative <input type="checkbox"/> Home Builder <input type="checkbox"/> Prospective Buyer			
Owner _____		Telephone No. _____	Fax No. _____
Address _____			
City _____		State _____	Zip Code _____
E-Mail Address _____			
<i>Ownership Status: (check one)</i> <input type="checkbox"/> Individual <input type="checkbox"/> Trust <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation			
Applicant Signature _____		Owner Signature _____	
Request Information			
Site Location _____			
Site Street Address _____			
Subdivision* _____		Lot No. _____	Block No. _____
Explain Request _____			

Notary Statement (All signatures must be notarized)

Before me, the undersigned authority, on this day personally appeared _____
 known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that he/she
 executed the same for the purposes and consideration expressed and in the capacity therein stated.

Given under my hand and seal office

on this _____ day of _____, 20____

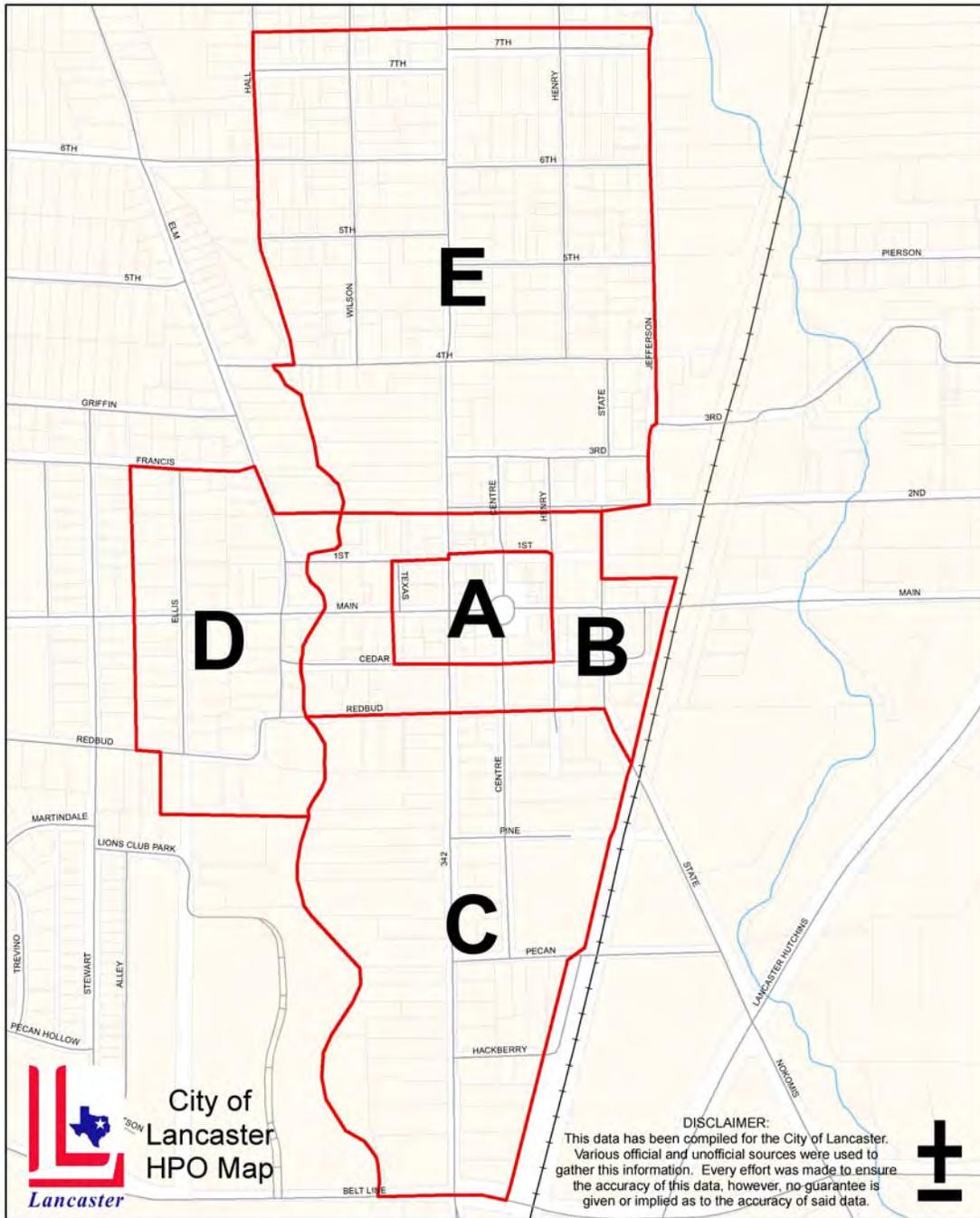
Seal



Notary Public in and for the State of Texas: My Commission Expires: _____

For Office Use Only		
Application Date: _____	Fee: \$100.00	Case No: _____
HLPC Hearing: _____	Planning and Zoning Hearing: _____	

HISTORIC PRESERVATION OVERLAY (HPO) DISTRICT MAP



**APPENDIX E:
DESIGNATED SITES AND PROPERTY DESCRIPTIONS FOR
HISTORIC PRESERVATION OVERLAY (HPO) DISTRICT MAP
AREAS**