CITY OF DANVILLE
ARCHITECTURAL REVIEW BOARD
RESIDENTIAL DESIGN GUIDELINES

Chapter 1 Introduction

Danville's older neighborhoods form a critical part of the city's character and sense of place. They stand as documentation of Danville's built history and display our unique character. The intent of these guidelines is to preserve the historical character of the Districts while allowing Districts to remain vital and fluid so that they are livable by today's cultural standards.

These design guidelines for residential historic districts encourage a goal of quality development in Danville's historic districts. Homeowners can accomplish this goal through alterations and new construction which are congruous with the character of the neighborhood. Design principles embodied in these guidelines should encourage creative solutions that enhance the character of a neighborhood and offer education to those seeking solutions to their building design.

The purpose of the design guidelines for Danville's residential historic districts is to provide guidance to property owners, architects, designers, builders, developers, city staff, and the Architectural Review Board (ARB) as well as the City Commission. These guidelines provide direction on preserving the integrity of the community's historic resources through congruous new construction and alteration.

1.1.1 Review Criteria

These guidelines apply only to the exterior of dwellings in the district and **only the portion of the façade that fronts a public street**. In the case of a dwelling that is sited on a corner or intersection, these guidelines apply to sides of the façade that face the street. Views from alleyways are exempt. The guidelines do not apply to the exterior sides of the house that <u>do not face</u> a public street or the interior of the house.

Prior to beginning a project that requires ARB approval, property owners must present an application to the ARB. The application requesting a Certificate of Appropriateness (COA) must be filled out in its entirety and should be submitted with photographs and specific details about the proposed modifications.

1.1.2 The purpose of the residential design guidelines:

To preserve and protect the architectural integrity and enhance the value of residential properties located in Danville's historic districts by maintaining the character of these historic neighborhoods.

1.1.3 Where the guidelines apply:

Changes that affect the exterior of the house that faces a public street.

Construction

1.1.4 What requires approval:

The following points are general in nature. Property owners should consult the design guidelines for a complete explanation of what is required for work in the residential, historic neighborhood

Alterations that require design review and a Certificate of Appropriateness (COA) include:

- Painting an unpainted house
- Changes to the roof form and pitch
- Synthetic, **c**omposite, or modern manufactured siding
- New shutters
- Window alterations
- Door alterations
- New or altered porches
- Constructing a:
- New building
- Room addition
- Roof dormer
- Fence (if it exceeds 5 ft. in height)
- Demolition or moving a building

1.1.5 What does not require approval:

Alterations that do NOT require design review or a Certificate of Appropriateness (COA) include:

- Routine maintenance
- Painting surfaces already painted
- Choosing paint colors
- Replacing a door or window with like materials
- Landscaping
- Lighting
- Chimneys
- Gutters
- Tuck-pointing and masonry work

Anything not mentioned in this document is assumed to require a COA. Consult your Architectural Review Board prior to commencing any work.

1.1.6 Frequently Asked Questions:

Who is the ARB?

The ARB is a city functioning committee, operating under City of Danville Ordinance 1479. Members are appointed by the Mayor and approved by the City Commission. Terms are for three years. Each ARB meeting is a public meeting and everyone is welcome to attend.

Will the ARB make me restore my home to its original condition?

No. These guidelines DO NOT require the homeowner to restore the property to its original historic period nor do they dictate that property owners must do unplanned work. New, modern materials and fixtures are considered appropriate in many cases.

Will the ARB make me repaint my house or change the current condition?

No. The ARB does not dictate that property owners change something on the home. These guidelines only become relevant if you decide to make changes to portions of your home that face a public street.

When should the design review process take place?

Ideally, the property owner should plan at least one month for design review. Review should just become part of your preliminary planning and preparation scheduling. This gives your contractor time to complete the application and submit plans for review. All paperwork must be filed one week prior to the meeting. However, should an emergency situation arise, the ARB will try to call a special meeting to attend to your matter.

Does ARB approval cover me with Planning and Zoning?

No. Planning and Zoning regulations are separate from the Architectural Review Board and you should consult with their office.

Chapter 2. Architectural and Design Character

The dwellings in Danville's Historic Districts are composed primarily of residential structures dating from the early nineteenth century to the first third of the twentieth century. These two-story wood and brick structures illustrate the variations of national styles practiced in Danville as the town grew from an early settlement to a regional center. The early twentieth century dwellings outnumber those from all other periods, but the district does contain excellent examples of other styles including Federal, Greek Revival, Gothic Revival, Italianate, and Queen Anne.

These districts present a distinctive historic character which defines the area as a visually recognizable pre-World War II residential neighborhood. The individual properties are unified as a district through comparable setbacks from the street, the sizes of the lots, the high quality of architectural detailing, and the relationship of the buildings to one another.

The development of the Historic Districts occurred outside the area included in Danville's original town plat. In the case of the Lexington/Broadway Historic District, landowners such as Daniel McIlvoy and Philip Yeiser gradually sold off their farmland north of town to accommodate the need for new housing sites. By 1835, houses were being built on large lots carved from the McIlvoy bankruptcy sale. These lots were subsequently subdivided at different time periods to create the streetscape of the district today which juxtaposes Federal houses with Italianate or Classical Revival dwellings.

By the time this area developed, Danville had a well-developed cultural and commercial status. New construction was more often in frame and brick than log. Several dwellings with log cores remain in the district, including the Rice-Cowan house at 478 W. Broadway; the G.W. Doneghy House at 454 W. Lexington; and 424 W. Broadway. It is also thought that several dwellings on North Fourth have or had log cores including 233, 227, and 215 N. Fourth.

Four brick houses of the Federal period remain: The Ayers-Weissinger House; 425 W. Broadway; The Philip Yeiser House, 135 West Lexington Ave; The Perkins House, 240 N. Second Street; and the Batterton-Rochester House, 402 West Broadway. Only the Ayers-Weissinger House, built in 1833, has been restored to display fine Adam detailing used in the period.

By 1840, the Greek Revival style was being used in both the porticoed façades of the houses being built by Robert Russel and Robert Montgomery as well as the less elaborate designs done by other builders. From 1836 to 1842, Robert Montgomery was involved either as a builder or developer of three houses along North Third Street.

By 1860, the Gothic Revival form was being used by some builders in Danville. This is reflected by steeply angled wall gables, bargeboards, and drip moldings. The Italianate style was chosen by home builders in the latter half of the nineteenth century. During the latter decades of the nineteenth century, the Queen Anne style was also used with its multiple window shapes, varied building materials, and patterned wood details. Several houses within the district which are good examples of this asymmetrical style have wrap-around porches.

With the advent of the twentieth century came more symmetrical styles and subdued wall treatments. The earliest houses built in the new era had the floor plan of the American Foursquare, but retained vestiges of the Victorian Wall treatment. The hospital was essentially a square, two-story, three-bay brick building with overhanging eaves and brick quoins at the corners. Other good examples of houses from the period include the Boyle-Rodes house, 105 E. Lexington, built in 1910, and the Hudson-Banks House, 200 W. Lexington, from 1919. In the Richardson House at 201 N. Fifth St, dating from 1929, are references to the Prairie style in its horizontal lines. Contemporaneous with these structures in the Classical Revival Style are some buildings in the Colonial revival style, including the original Danville Public Library.

Bungalows were also abundant during this period. Characterized by side-gabled roofs which overhang the porches, the bungalows in the district feature Craftsman elements such as brackets under the wide eaves and exposed rafter tails.

2.1 Benefits of Designation

Designation as a historic district under the Architectural Review Board is an indication that buildings within the district are considered historic resources that contribute to the value of the city and therefore are worthy of preservation. When considering whether this designation is necessary, one must pose the question, "Would the City of Danville suffer if the district were to decline?"

Although the styles of the dwellings span an era from the early nineteenth century to the mid-twentieth century, they present a harmonious whole through a sympathetic treatment of scale, materials, design, and detailing. The dwellings represent the different historic styles which were popular in central Kentucky through the time period including Greek Revival, Gothic Revival, Italianate, Classical Revival, and Colonial Revival. The Lexington-Broadway Historic District contains one of the more significant and major approaches into the town from communities to the north, including Lexington.

Some benefits of this designation are:

Location in the historic district makes property owners eligible for technical information and design assistance provided by the Architectural Review Board and the Design Guidelines.

Buildings and demolition projects are known before they happen and "time-out" can be taken to consider all the options. Designation promotes planning of projects.

Historic designation highlights the district as important to the City of Danville. Location in a historic district encourages maintenance, and, one hopes, future investment resulting in enhanced physical appearance and property values.

Buildings within the area display unique architectural features worthy of preservation. Historic designation promotes compatible renovation and repair.

While designation as a local historic district discourages unnecessary demolition, it does not discourage compatible change. New construction in the area is, therefore, acceptable and location within the district ensures that the design of a new construction will represent the architectural character of the area. Setbacks and scale similar to those existing in the district, use of materials common to the area, and retention of other features characteristic to the area are encouraged in new construction.

Chapter 3. General Principals of Residential Design

It is recommended that the historic character of the original residence be preserved. This includes the preservation of original detailing, doors, windows, exterior materials, roof configuration, and landscaping.

Identify, retain, and preserve. Identification of the structure's character is the basis of the successful rehabilitation project. Once this is identified, the first treatment is to retain and preserve the form and detailing of the architectural materials and features which are critical to defining the historic character of the structure.

Protect and maintain. The second step involves protecting, through the least degree of intervention and prior to further rehabilitation efforts, the important architectural materials and features. Protecting often includes maintenance measures such as caulking or cleaning of roof gutter systems. This step also provides an opportunity to evaluate the structural condition to determine the course of future rehabilitation.

Repair. The third step is only necessary when the previous evaluations determine that repair work is necessary. The preferred method of repair is the least degree of intervention such as parching and splicing, using acceptable, sensitive preservation methods.

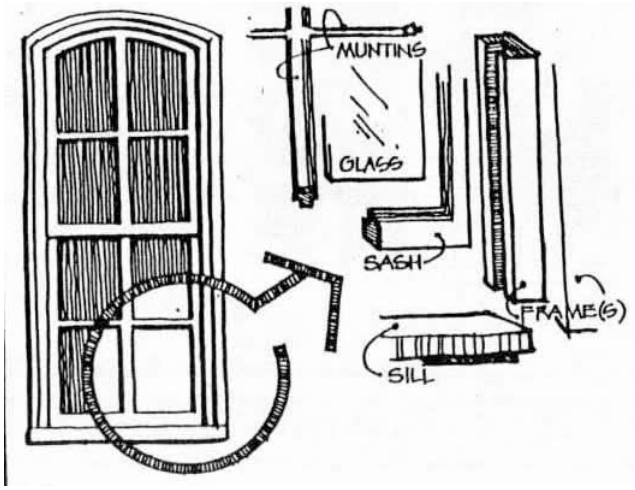
Replace. If an important feature is missing, either due to deterioration or damage, the preferred option is to design a replacement based on any existing information, such as remnants of the original feature, plans, or old photographs. Ideally the replacement will be identical in material, color, and design to the original; however, substitutes may be used provided they are congruous to existing historic features and the prevailing character of the district.

Chapter 4. Residential Components

4.1 Windows, Shutters

4.1.1 The historic home has many windows frequently exhibiting a variety of styles. The type, location, and placement of each window and how it related to the overall design of the house are all important to the identification of historic character.

4.1.2 Every effort should be made to repair original windows rather than replace them. Appropriate protection and maintenance of window framing, glass, and trim includes appropriate surface treatments such as cleaning, rust and paint removal, and re-application of protective coating systems. Original windows may be made more efficient by re-caulking and replacing or installing weather-stripping.



4.1.3 When altering the window <u>size,</u> pattern and configuration a Certificate of Appropriateness is required. New window openings or other visible alterations to the façade are discouraged.

4.1.4 Replacement windows should reflect the appropriate period and style of the home. A Certificate of Appropriateness is required. Metal window frames must not be left as bright, unfinished metal but should be anodized or painted as recommended by the manufacturer.

4.1.5 Storm windows should not unduly alter the window appearance visible from the street. Bright aluminum frames and screens are inappropriate.

Interior storm windows are suggested as an appropriate option.

4.1.6 Careful attention should be paid to the vent holes (if they exist) to allow moisture to exit the storm window.

4.1.7 The pattern of window openings that exist in surrounding homes should be considered during new construction and renovations. Openings should indicate floor levels and should reflect the symmetry or asymmetry of the home.

4.1.8 Original wood shutters should be retained or repaired whenever possible

4.1.9 New shutters require a Certificate of Appropriateness. New shutters should match the old in materials, composition, size, shape, color, and texture.

NOTE: *An ordinary wood-framed single-glazed window with an aluminum storm window has an R-value of about 2, while a fancy wood-framed triple-glazed window with quarter-inch spaces between the panes (but no storm window) has an R-value only somewhat higher—about 2.5. A triple-glazed window that has a low-emissive coating on the glass and is filled with argon, an inert gas, instead of ordinary air, has an R-value of little more than 4....For almost any house, spending an additional twenty thousand dollars on energy-related window features would have much less impact on actual energy use than spending two thousand dollars on more insulation in the attic.*

—David Owen, Sheetrock and Shellac: A Thinking Person's Guide to the Art and Science of Home Improvement (2006)

4.2 Roofs, Chimney, Dormers and Gutters.

The key to determining the historic character of a home is often found through the functional and decorative features of the roof. These features include the roof's shape, such as hip, gambrel, or shed; decorative features, such as cupolas, cresting, and chimneys; and materials, such as wood, clay tile, or metal. The size, color, and patterning are also important to identifying roof design. **In such cases where work is proposed to the front façade roof or roofline where visible from the street, ARB approval is necessary.**

ROOFS:

Changes to the roof form and pitch that are visible from a public street **require a Certificate of Appropriateness** because the original roof form and pitch should be preserved.

Original roofs cannot be raised to allow for additional stories on the façade(s) that faces the street(s).

When an addition such as a dormer is necessary, it should be set back from the primary façade to preserve the appearance of the original roof form.

Character distinguishing historic roof materials such as slate, tile, or pressed metal should be repaired rather than replaced.

Roofing materials should closely match the composition, color, and texture of materials used traditionally. Appropriate materials include wood shingles, composition shingles, and seamed metal roofs – though metal roofs are not appropriate for all house styles.

Whenever possible, the original scale and texture of roofing materials should be retained. New roofing should be appropriate to the style and period of the building and neighborhood and should match the old in composition, size, shape, and texture.

Preserve or replace, where necessary, all architectural features that give the roof its essential character, such as dormer windows, cupolas, cornices, brackets, fish scale shingles, dentils, fascia, eave trim and flashing, bargeboards, coping, chimneys, cresting, and weather vanes.

CHIMNEYS:

Removal of masonry chimneys is discouraged unless the integrity of the structure is in danger. The preservation of original chimneys is encouraged. The repair and repointing of brick chimneys should be done with brick and mortar that match the original or are compatible with the rest of the structure. See Masonry Repair on page 13.

Chimneys should be preserved, maintained, or restored. The use of clay, slate, or stone chimney caps is acceptable; however, the use of metal chimney caps is not recommended. New chimneys added to historic homes are best limited to the rear of the house.

Covering chimneys with other materials is discouraged. Not only does it alter the integrity of the structure, these treatments tend to trap moisture, creating even more problems.

GUTTERS:

Concealed or box gutters should be preserved and repaired whenever possible. If box gutters cannot be repaired, they should be sealed and covered to match the existing roof and replaced with hanging gutters.

Exposed street front gutters and downspouts, unless made of copper, should match the trim. To prevent the paint from flaking and peeling within a short period of time, new metal gutters or downspouts should be coated with a steel primer before applying the finish coat of paint.

Where hanging gutters are appropriate, they should be historically accurate.

Consider gutter screening both at downspouts and over the full length of all gutters. Such screening should be hidden so as not to distract from the roof line and will greatly decrease cleaning and maintenance, especially in the fall when gutters accumulate leaves and debris.

DORMERS:

All attempts should be made to preserve and maintain original dormers and their decorative elements.

Preserve or replace, where necessary, all architectural features that give the roof its essential character, such as dormer windows, cupolas, cornices, brackets, fish scale shingles, dentils, fascia, eave trim & flashing, bargeboards, coping, chimneys, cresting, and weather vanes.

OTHER SIMILAR ELEMENTS:

Skylights, appropriate dormers, roof decks, and roof gardens may be added to rear roof slopes if they are not readily visible from the street. Flush or flat skylights are preferred.

Solar tubes, light tubes, or light pipes that are used for transporting or distributing natural or artificial light are an excellent option to areas where there is no natural light. These can be used in historic structures.

4.3 Entrances, Porches and Doors

Features important to the historic character of entrances and porches include doors, fanlights, pilasters, columns, balustrades, shutters, and stairs. Particular attention should be paid to the size and shape of the entrance treatment and its relationship to the rest of the structure.

PORCHES:

Deteriorated porches should be repaired rather than demolished. If replacing a deteriorated porch, materials should replicate the old as closely as possible. Modern materials are acceptable in most cases.

A Certificate of Appropriateness is required when removing, altering or enclosing a porch visible from a public street.

Porch piers and foundations should be treated much like other foundations. Ideally, original piers should be left in place and exposed. Continuous foundations, such as continuous brick foundations, should similarly be left intact.

DOORS:

The front door adds unique character to the home. Many homes in Danville feature doors with sidelights and transoms. Surrounding moldings such as frames, sills, heads, and jambs are equally important and often feature decorative moldings or detailing. These types of features contribute to the historic charm of a residence and should be retained.

When repair of the existing door is not feasible, take care when replacing it with a design similar to those found historically on the residence. Use the existing door as a guide or compare the home with others in the area that are of similar date and style and still retain their original door.

A Certificate of Appropriateness is required when doors are reduced, enlarged, or filled in on facades facing the street. Original transoms should be retained.

If a new door is required, the size, proportion, shape, and number of panels of the original door should be duplicated as closely as possible. It is encouraged that new

doors have materials and hardware that match the period.

The addition of a clear storm door can provide additional insulation and protection to the original door of the residence. Bright, aluminum frames and screens are inappropriate and should be finished.

The use of screen, security, or storm doors on primary entrances is acceptable and appropriate as long as the design allows for visibility of the original door. Storm doors should be of appropriate materials.

4.4 *Fences, Landscaping and Driveways.*

The appearance of a historic residential building from the street is more important than creating privacy in the front yard. Property owners should maintain the openness between the street and the house whenever possible.

FENCES & WALLS:

Preserve and maintain historic fence and/or wall materials and design. New retaining walls should be of brick or stone or other appropriate materials.

Chain link fences are prohibited when placed in the front and/or visible from the public street. When used in the rear of the property, chain link fencing should be screened from the public street view using appropriate materials.

Fences should be open in character and appropriate in materials.

General front yard fences should not exceed five feet in height. The fence design should be consistent with the style of the house on the property. **A Certificate of Appropriateness** is required for any fence that exceeds five feet in height.

Appropriate fence materials are concrete, stucco, brick, stone, ornamental iron, or wood. Vinyl is allowed if appropriate in scale and design.

Side yard privacy fences are best placed well behind the front wall of the house.

Existing historic retaining walls are significant historic features that should be repaired rather than replaced or removed. Should a historic retaining wall need to be replaced, the replacement should match the original in material, height, and design. New retaining walls in front and side yards must follow established precedent within the block face by using granite, stone, brick, or smooth stucco.

If a new retaining wall is required, fence height is measured from the top of the retaining wall.

LANDSCAPING:

While no ARB review is needed, large trees on private property along the streets or sidewalks contribute to the "avenue" effect of streets in the local historic district. The continuation of this precedent is encouraged. Periodic maintenance should be carried out to insure the proper height and appearance of the landscaping. Retain and protect mature shade trees. If a mature tree must be removed, the stump should be cut at ground level and removed.

Before planting trees that abut sidewalks, it is suggested that the City Engineer or Beautification Committee be consulted to ensure that eventual root damage to sidewalks is avoided.

Planting of trees is not allowed in easement areas, per city code.

DRIVEWAYS AND SURFACES:

Some appropriate driveway and parking area materials include poured concrete, brick, or some other natural material.

4.4.13 It is recommended to consult with the ARB and City Engineer for any changes to the footprint or location of the driveway.

4.5 Lighting.

Preserving the original lighting is important to remember when maintaining or renovating a historic house. Make sure to preserve original light fixtures whenever possible.

New porch lighting should use design appropriate to the scale and character of the house. Utilitarian fixtures should be placed inconspicuously.

Use flood lights where needed, located toward or at the rear of the house and placed in trees or at the base of buildings.

4.6 Modern Elements.

Modern elements, including devices for the generation of energy, satellite dishes, swimming pools, and wheelchair ramps, as well as decks and accessory buildings, should not be placed on the façade that faces a public street.

Central A/C units shall not be placed on the façade of a building or in the front yard. Generally, it is best for such features to be placed at the rear of the property.

Swimming pools and similar recreation facilities should not be placed in the front yard. Generally, it is best for such features to be placed at the rear of the property and away from public view.

Wheelchair ramps are best located to the rear or to the side whenever possible.

4.7 Exterior Materials.

The most important characteristic of historic materials is their scale. Retain the original exterior material whenever possible.

WOOD:

Most materials, such as wood siding, brick, and stone are appropriate for historic structures. Wood material is used on many historic houses in Danville and it is important to preserve these exteriors through good maintenance. Replace wood siding with wood that is of the same lap dimension as the original. If the structure is brick or stone, it is not recommended to cover it with paint. Consult the ARB on ways to clean the exterior of the structure. Some materials can damage the structure.

For additions or repairs, use materials similar in type and scale to those of the existing building.

Finish new materials to match the existing materials. Highly reflective materials are inappropriate in the historic area.

Siding should be considered only if the existing exterior is deteriorated or damaged beyond repair, and if the installation will not cause irreversible damage or obscure the architectural features and trim of the residence. It is recommended that the new siding match the historic materials in size, profile, and finish so that there is no change in the character of the historic property.

It is not recommended to install synthetic siding materials such as vinyl, aluminum, steel, or imitation brick over the original structure. These materials do not accurately convey the effect of the original exterior, and the added layer of siding can destroy the historic integrity of a residence. If vinyl is necessary, owners should take care to use vinyl siding that successfully imitates wood.

Synthetic, composite, or modern manufactured siding will be considered and require a Certificate of Appropriateness**.**

MASONRY:

Cleaning of masonry is discouraged. If cleaning is deemed necessary, it should be done by the least damaging method available. The use of chemicals is discouraged, unless there is an extreme situation that calls for this treatment.

When removing paint from a masonry surface, use the gentlest means possible. High-pressure water cleaning (greater than 500 PSI) or other harsh methods can destroy the surface of historic brick and damage the mortar between bricks.

Older, softer bricks require a softer mortar than new bricks. Tuck pointing should be done with a softer mortar, simulating the old lime and sand mortars in appearance and composition. The following mixture is appropriate for most historic renovations: a mixture consisting of one part white masonry cement, two parts lime, and seven to nine parts of the smallest available mesh sand (to match the original sand).

The use of this mixture will insure that during periods of freezing and thawing, the expansion and contraction characteristics of the brick and mortar will be nearly the same. If a hard, modern mortar with a high Portland cement content is used, the softer bricks may suffer irreparable damage during freeze/thaw periods.

Portland cement may be acceptable for some buildings constructed in the early twentieth century, but only if the original mortar is Portland cement.

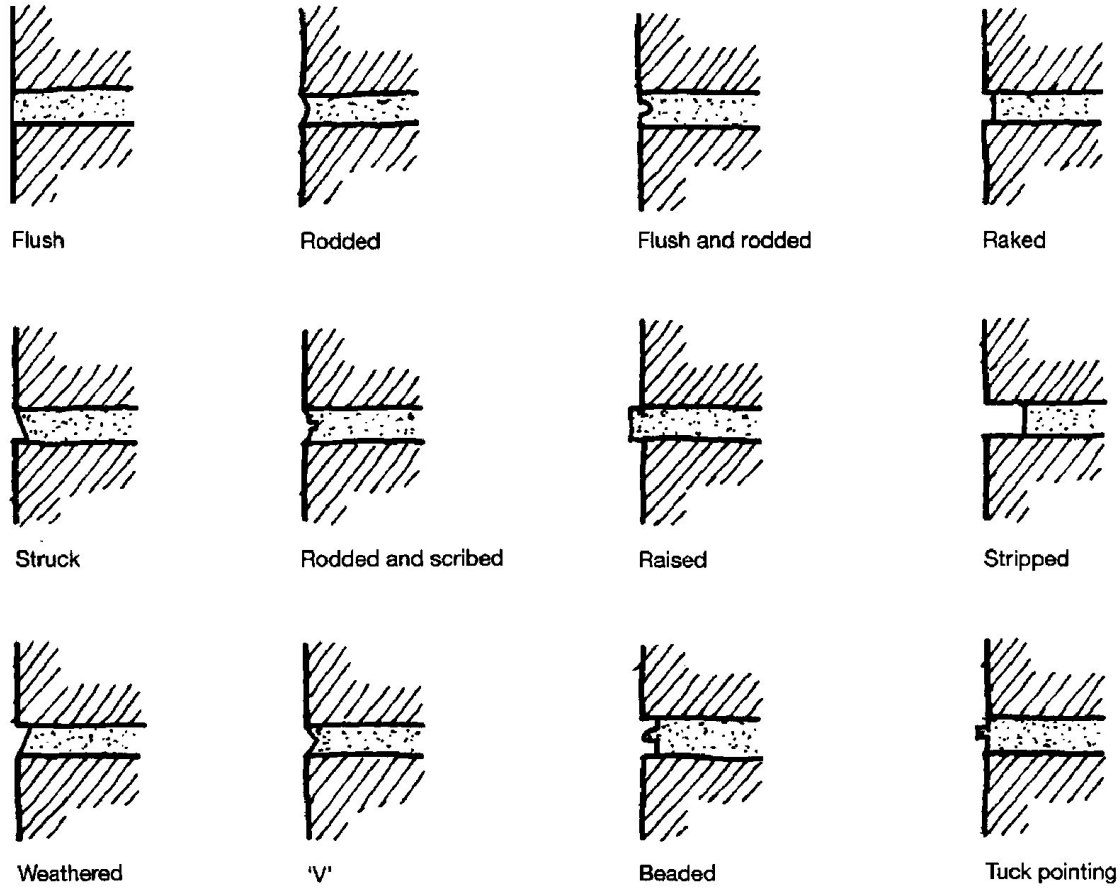
The original type of joint should be matched by the new tuck pointing. (See Page 13 for examples) In general, the mortar joint should be concave, because it is the best way to bond the mortar to the brick.

New mortar should be tinted to match the color of the original mortar as closely as possible. If the brick itself needs replaced, the new brickwork should match the original brick in color, texture, profile, and bond. Brick types and sizes should not be mixed.

Original brick and stone foundation walls should not be altered or concealed.

It is inappropriate to cover a foundation with a new stone or brick veneer, rolled asphalt, or stamped metal screen, because these treatments tend to trap moisture. Houses need to breathe.

Typical mortar joints found on historic properties



Mortar joint profiles. The joint profile affects both the functional and aesthetic qualities of the masonry.

4.8 Paint Color

The ARB does not review painting of buildings that are already painted. Furthermore, paint colors are at the discretion of the property owners. Generally, muted, natural hues are appropriate as base colors for new or renovated buildings in the residential historic district. These points exist only to assist property owners in understanding various paint practices.

Trim and other details may be painted in a bright accent color adding vitality and interest to the building.

It is recommended that a chosen color be tested on a section of the structure because large areas of paint will look different than small one inch paint chips. A painted cardboard mock-up of the structure may also be considered to evaluate a paint scheme.

Historic building paint palates are available at local paint stores or at any private decorating firm.

4.9 Alterations and Additions to the Residential Historic District.

New additions that are on sides facing public streets require a Certificate of Appropriateness.

4.9.1 A newly constructed addition should be compatible in size and scale with the historic portion of a house. Whenever possible, additions should be visually subordinate to the historic residence.

4.9.2 Place additions on the rear where they are not visible. It is important to maintain the setback from the street that is typical to the neighborhood. Use materials compatible to the original historic materials used on the residence. Maintain a scale and proportion compatible to the existing property. For example, it would be inappropriate to add a two-story addition to a one-story house.

5.0 New Construction in the Residential Historic District.

All new construction requires a Certificate of Appropriateness. The placement, orientation, massing, scale, façade elements, materials, and ornamentation should be considered for new construction in the residential historic district. It is important to remember to maintain the typical size and shape of historic homes found within the neighborhood.

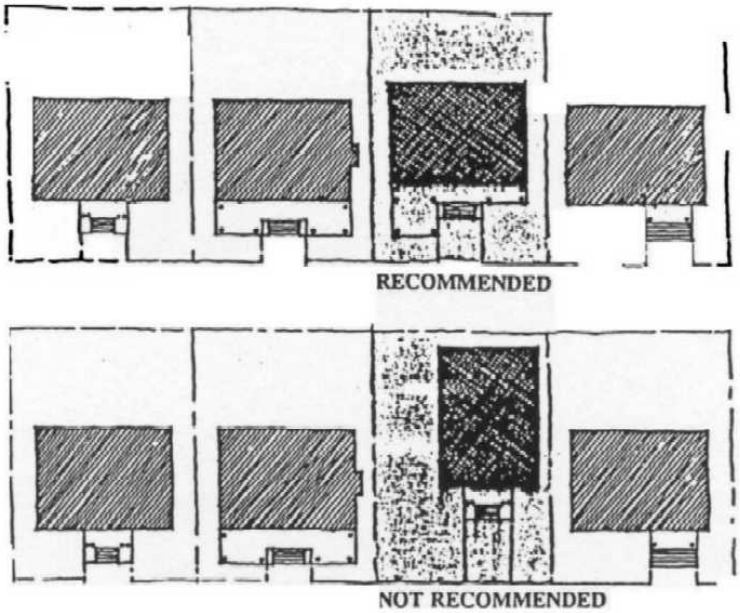
5.0.1 Keep the setbacks of proposed buildings consistent with the setback of adjacent district buildings or nearby district buildings fronting on the same street.

5.0.2 As a general rule, new buildings should be at the same or average height of existing buildings on the block or street.

5.0.3 The form, shape and style of new buildings shall be consistent with the historic neighborhood.

5.0.4 New buildings shall not vary significantly from the characteristics of the historic area and should have similar heights and widths to surrounding historic residences. It is not recommended to try to replicate historic styles. New residential construction should complement the neighborhood, avoiding materials and styles that are not common in the area.

5.0.5 In new construction, it is not necessary to replicate the historic materials used on the exterior of surrounding building, but the type, scale, and detail of historic materials should be used.



5.1 Moving Historic Buildings

Moved buildings should not be relocated to a historic area unless the only alternative for the structure is demolition *(For more information, refer to City of Danville Ordinance 1479, page 185)*. The moved building must not require the

demolition of a historic building in the neighborhood and must be compatible with the surrounding architecture in terms of style, period, design, scale, setting, and location on the lot.

In rare instances it is necessary to move historic buildings in order to preserve them. If a building must be moved, the following steps must be taken:

5.1.1 Retain as much of the original building as possible.

5.1.2 Take care in dismantling elements for the move. Label all parts before dismantling.

5.1.3 Make a careful photographic (and ideally graphic) record of the building prior to the move.

5.1.4 Select a new site that shares many characteristics with the original or historic site.

5.1.5 Maintain the original or existing orientation of the building.

5.1.6 Maintain the original elevation of the building (the same height above ground).

5.2 Demolition

5.2.1 Do not demolish any buildings or significant architectural elements that contribute to the overall sense of place and design character of the neighborhood and the City of Danville. The only instance where a demolition will be considered is if the building is so structurally deteriorated that its rehabilitation is not feasible. The determination of structural stability must be made by a structural engineer and not the property owner.

5.2.2 Public Hearing Process for Demolition

Per City of Danville Ordinance 1479, when an applicant wishes to demolish a landmark, building, or structure in a historic district, the Board shall negotiate with the applicant to see if an alternative to demolition can be found. The board may ask interested individuals and organizations for assistance in seeking an alternative to demolition and in obtaining estimates on rehabilitation costs for the threatened building. After its public hearing, the board may decide that a building or structure in a historic district may be demolished because it does not contribute to the historic district.

In all other instances, the board shall study the question of economic hardship for the applicant and shall determine whether the landmark or property in the district can be put to reasonable, beneficial use without the approval of the demolition application.

City of Danville Ordinance No. 1479 includes an allowance to consider economic hardships for buildings outside the historic district, but under ARB review.

ADDENDUM I - Definitions:

These are terms that you will read in this document and hear from ARB members during the review process.

ADDITION- New construction attached to an existing structure

ALTERATION - Any construction, replacement or change to the exterior of a building or structure when it is visible to the public. An alteration shall include a proposed sign or changes to an existing sign. Painting or ordinary maintenance and repairs shall not be considered alterations.

APPROPRIATE- Meaning especially suitable, compatible, or fitting. Changes to historic properties are evaluated for "appropriateness" during the design review process.

APPURTENANCES - The visible, functional objects accessory to and part of buildings.

ARCH- A curved or pointed opening in a wall, usually masonry, supported on either end by piers or pillars and spanning a passageway or open area, such as a door or window.

ARCHITECTURAL FEATURE - A prominent or significant part of a building, structure or site.

ARCHITECTURAL STYLE- The characteristics, form, and detail of buildings of a historic period.

BALUSTER - A spindle or post supporting the railing of a balustrade.

BALUSTRADE - An entire railing system with top rail and balusters.

BARGEBOARD - A decoratively carved board attached to the projecting edges of the rafters under a gable roof. Also called a verge board.

BAY - The regular division of the façade of a building, usually defined by windows, doors, pilasters, or other vertical elements.

BAY WINDOW - a window in a wall that projects at an angle.

BOARD or ARB BOARD - The City of Danville Architectural Review Board

BOND - The pattern in which bricks are laid to increase the strength of the wall or to enhance the design.

BRACKET- A small carved or swan wooden projecting element which supports a horizontal member such as a cornice or window or door hood.

BUILDING - Any structure designed or constructed for residential, commercial, industrial, agricultural, or other use.

CAPITAL - The upper portion of a column or pilaster.

CERTIFICATE OF APPROPRIATENESS- The permit, issued by the Architectural Review Board, which gives its approval for work or demolition to be done in a historic district or on a landmark.

CHARACTER- The qualities and attributions of any structure, site, or district which separate and distinguish the individual from its context.

CHARACTERISTIC- A quality or aspect of an element, component, structure, site, street, or district which distinguishes individual elements, structures, sites, streets, and districts from their context.

CLAPBOARD- Siding consisting of overlapping, narrow, horizontal boards, usually thicker at one edge than the other.

CLASSICAL- Pertaining to the architecture of Greece and Rome or to the styles inspired by this architecture.

COLUMN- A vertical support, usually supporting a member above.

COMMISSION- The City of Danville Commissioners

COMPATIBILITY- Harmony in the appearance of two or more external design features in the same vicinity.

COMPONENT- Part of a building, site or structure, also see "elements".

CONFIGURATION- The arrangement of elements or components on a building or site which help to describe the character of a structure, site, street, or district.

CONSERVATION- The protection and care that prevent destruction or deterioration of historical or otherwise significant structures, buildings, or natural resources.

CONSTRUCTION- The act of placing an addition on an existing structure or the erection of a new principal or accessory structure on a lot or property.

CONTEMPORARY- Marked by characteristics of the current period. Distinguished from "historic" and "imitation historic" by characteristics which illustrate that an element, component, structure or site feature is constructed in the present time rather than some period of the past. Structures and site features of compatible contemporary design are recommended in the guidelines.

CONTEXT- The setting in which a historic element, site, structure, street, or district exists.

COPING- A cap or covering to a wall, either flat or sloping, which sheds water.

CORBEL - a piece of stone jutting out of a wall to carry any superincumbent weight. A piece of timber projecting in the same way was called a "tassel" or a "bragger".

CORNERBOARD- A vertical strip of wood placed at the corners of a frame building.

CORNICE- A projecting molding at the top of a wall surface, usually found below the eaves of a roof.

CRESTING- A decorative ridge for a roof, usually constructed of ornamental metal.

CUPOLA- A domed roof set on a circular base, often set on the ridge of a roof.

DEMOLITION- any act that destroys in whole or in part a landmark or building in a historic district.

DENTIL- small square blocks closely spaced to decorate a cornice.

DESIGN GUIDELINE- A standard of appropriate activity that will preserve the historic and architectural character of a structure or area.

DESIGNATED PROPERTY- A landmark or building or structure in a historic district. Designated property shall include all lots within a historic district and the entire lot containing the landmark.

DORMER- A small window with its own roof that projects from a sloping roof.

DOUBLE HUNG WINDOW- A window with two sashes, one sliding vertically over the other.

DOWNSPOUTS- A pipe which directs rain water from the roof to the ground.

EAVE- The edge of the roof that projects beyond the face of a wall.

ELEMENT- A material, part, or detail of a site, structure, street, or district.

FAÇADE - The face or front of a building

HISTORIC/OVERLAY DISTRICT- An area of architectural, historical, or cultural significance which meets one or more of the criteria contained in Section 6 of Ordinance No. 1479 of the City of Danville Zoning Ordinance and which has been designated by the City of Danville.

"IMITATION HISTORIC"- elements and components not of the same style or period as the existing building and create a misleading or false historic appearance. "Imitation Historic" can also be elements or components of the same period or style as the building, but for which there is no documentation that these elements ever existed on a given historical building or site.

INFILL- A type of construction which "fills in" vacancies found in sites, streets, and districts created by earlier demolition of historic buildings. Infill describes the insertion of new components and structures into vacancies.

LANDMARK- A building or structure of architectural, historical, or cultural significance which meets one or more of the criteria contained in Section 6 of Ordinance No. 1479 and which has been designated by the City of Danville.

LANDSCAPE- Site features including topography, transportation patterns, vegetation, etc.

LINTEL- The horizontal top member of a window, door, or other opening.

LOCAL HISTORIC DISTRICT- An area, neighborhood, or place which is identified as a historic resource significant to the area, city or county. Historic districts are designated by the City council through a designation process specified in Ordinance No. 1479 of the City of Danville Zoning Ordinance.

LOCAL HISTORIC LANDMARK- A building, structure, object, or site which is identified as a historic resource significant to the area, city, or county. Historic landmarks may be designated by the City Commission through a designation process specified in Ordinance No. 1479 of the City of Danville Zoning Ordinance.

MUNTIN- The strip of wood separating the lights or panes of glass in a window.

MUST- Required or commanded by ordinance.

NEW CONSTRUCTION- An addition to an existing building or structure or the construction of a new building or structure.

OBSCURED- Covered or hidden from view. Historic elements, sites, and structures may be obscured by new construction or public improvements in historic areas.

ORDINARY MAINTENANCE AND REPAIRS- Any work, the purpose of which is to correct deterioration or to prevent deterioration of a designated historic property. The work shall restore the property to its appearance prior to deterioration or shall result in the protection of its present appearance. The work shall involve the use of the same building materials or available materials that are as close as possible to the original. Work that changes the external appearance of a property shall be considered an alteration for the purposes of Ordinance No. 1479.

PARAPET- A low wall that rises above a roof line, terrace, or porch.

PEDIMENT- The triangular space forming the end of a roof in classical architecture, or the triangular cap over a window or door.

PIER- An upright structure of masonry which serves as a principle support.

PILASTER- A square pillar attached to, but projecting from, a wall. Pilasters often resemble classical columns.

PITCH- The degree of a slope on a roof.

PLANT MATERIALS- Trees, shrubs, vines, groundcovers, grass, perennials, annuals, and bulbs.

PRESERVATION- Retaining the historic integrity of a building, site, or structure through reconstruction, restoration, rehabilitation, adaptive use, or compatible design.

PROPORTION- balanced relationship of parts of a building, landscape, structures, or building to each other.

RAFTER TAIL - Part of the rafter that extends beyond the wall.

RECONSTRUCTION- Reproducing by new construction the exact form and detail of a vanished structure, or part thereof, as it appeared at a specific period of time.

REHABILITATION- To restore a building or structure to a good condition for a new purpose. The activity involves the retention and repair of historic elements.

REMOVAL- A relocation of a structure to another position on the same site or to another site.

RESTORATION- To return a building, structure, or site to its original condition.

RE-USE- Use again

RHYTHM- Relationship of solid elements to open spaces in a streetscape or a building façade.

RIDGE- The top horizontal member of a roof where sloping surfaces meet.

RISER- The vertical face of a stair step.

ROOFSCAPE- The physical appearance of a roof: roof shape, forms, materials, pitch chimneys, bays, skylights, and other roof elements.

SASH- The moveable framework holding the glass in a window or door.

SCALE- Proportional relationship of the size of elements in a building to one another and to the human figure.

SCREENING- Use of vegetation or fences to conceal an area from view.

SETTING- The time, period, and physical environment reflected by historic elements, sites, structures, streets, and districts.

SHALL- Must or what is mandatory.

SHOULD- What is expected or suggested, but may not be mandatory.

SIDING- The exterior wall covering of a structure.

SIGNIFICANT- Having important meaning to an element, site, structure, street or district; important to the historic context of Danville.

SILL- The horizontal water-shedding member at the bottom of a door or window frame.

SPANDREL- The triangular space between the shoulder of an arch and the square enclosing it.

STREETSCAPE- The distinguishing character of a particular street created by its natural and man-made components: width, alignment, paving materials, planting, and forms or surrounding buildings.

STRUCTURE- Anything constructed or erected, the use of the ground, including (but without limiting the generality of the foregoing) barns, smokestacks, advertising signs, billboards, backstops for tennis courts, bridges, fences, pergolas, gazebos, cellular, radio and television antennae, solar collectors, microwave antennae (including the supporting towers), roads, ruins, or remnants (including foundations), swimming pools, or walkways.

STYLE- A type of architecture distinguished by its characteristics of form and ornamentation. A style is often related to a specific historic time period.

TERRA-COTTA- Cast and fired clay units, used ornamentally.

TRANSOM- An opening over a door or window containing a glazed or solid sash.

TREAD- The horizontal surface of a step.

TRELLIS- Lattice work as an outdoor screen, often a support for vines.

TURNED WORK- Woodwork cut on a lathe.

TURRET- A small, slender tower.

<u>There are many phrases that may be found in the guidelines or heard during meetings which cannot be defined by breaking the phrase into individual words. Instead, these phrases are described below:</u>

"ADJACENT & SURROUNDING"- Those properties next to and near the property under review.

"ADVERSE IMPACT/NEGATIVE IMPACT"- Used interchangeably to describe the result of changes in historic areas which do not reinforce the character of individual elements, sites, structures, streets, or whole districts.

"RETAINED/MAINTAINED"- Used in conjunction with one another to describe both the keeping of an element, site, structure, street, or district and the assurance of physical repair and upkeep to those elements, sites, structures, streets, and districts.

"WHEN APPROPRIATE"- Used to describe a means for the Architectural Review Board to determine whether a guideline permitted activity or action is correct for each element, site, structure, street, or district where changes are proposed.

ADDENDUM II: THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITION

The following standards are to be applied to specific projects in a reasonable manner, taking into consideration economic and technical feasibility.

(1) **Property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**

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

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

(4) **Most properties change over time. Those changes that have acquired historic significance in their own right shall be retained and preserved.**

(5) **Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.**

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

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

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

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

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

CERTIFICATE OF APPROPRIATENESS APPLICATION

PROPERTY ADDRESS: _____

Historic and/or common name (if applicable):
_____

OWNER-OF-RECORD: _____

Mailing address: _____

Telephone: _____ Fax: _____

E-mail: _____

Signature: _____

New construction, exterior alterations, and additions: One copy of each of the items listed below must be submitted with the application:

Drawings or Sketches including plans and exterior elevations. N**o larger than 11" x 17"**, with sufficient detail to show the exterior location, scale, and extent of the proposed changes;

Specifications or other information describing proposed materials and textures. Samples of materials may be required;

Plot plans or site layout, drawn to scale**,** showing the location of all existing structures and proposed work;

Photographs clearly depicting the project location, contiguous properties, and streetscapes.

Project Description

Project Checklist

SIGNATURE: I certify by my signature below that the information in this application is accurate and complete. The City of Danville has permission to copy materials, including architectural drawings necessary for the review of my Certificate of Appropriateness application.

Signature of applicant: _____ Date: _____

Print or type name: _____ Title: _____

CITY OF DANVILLE ARCHITECTURAL REVIEW BOARD

PROJECT CHECKLIST & DESCRIPTION

DESCRIPTION: Provide a written description of the work requiring a Certificate of Appropriateness. (For additional space, use the back of this page or additional sheets.)

_____

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CHECKLIST: Mark all applicable items and provide details in the project description.

Painting (if applicable)

Roof work

Exterior work

Shutters

Window

Door

Porch

New Construction

New Addition

Fence (if exceeds 5 ft. in height)

Demolition

Other _____

_____

Rev. 6/2012

DANVILLE ARCHITECTURAL REVIEW BOARD
RESIDENTIAL APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

The Danville Architectural Review Board meets the third Wednesday of every month at Danville City Hall, 445 W. Main St. at 2:00 p.m. Please submit this application to Bridgette Lester, Director Codes Enforcement, no later than 10 days prior to the scheduled meeting. A hearing of the application will be conducted at the next regular meeting after the application is determined to be complete. The applicant's attendance at the hearing is recommended. Refer to the Residential Design Guidelines for more information on appropriate work. Residential Design guidelines are available Danville City Hall, Codes Enforcement, 445 W. Main St. or online at www.danvilleky.org/arb.

Project /Property Address:

Historic and/or common name (if applicable):_____

Applicant: _____ Phone #: _____

Address: _____ City/State/Zip: _____

Cell#_____Email:_____

Application is for (check all that apply and provide details in the project description below):

_____Painting _____Shutters _____Porch _____Fence (if exceeds 5 ft. in height)

_____Roof Work _____Window _____New Construction _____Demolition

_____Exterior Work _____Door _____New Addition _____Other_____

Describe project scope: *(attach additional sheets if needed)*

_____

_____

_____

_____

SIGNATURE: I certify by my signature below that the information in this application is accurate and complete. The City of Danville has permission to copy materials, including architectural drawings necessary for the review of my Certificate of Appropriateness application.

Signature of applicant:_____Date:_____

Print or type name: _____Title: _____

Architectural Review Board Use Only

Case Number: _____ Date Received: _____ ARB Meeting Date: _____

Comments/Conditions:

_____

_____

_____

Final Action: _____ APPROVE _____ APPROVE WITH CONDITIONS _____ DISAPPROVE

Chairman: _____ Date: _____

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New construction, exterior alterations, and additions: One copy of each of the items listed below must be submitted with the application:

Drawings or Sketches including plans and exterior elevations. **No larger than 11" x 17",** with sufficient detail to show the exterior location, scale, and extent of the proposed changes;

Specifications or other information describing proposed materials and textures. Samples of materials may be required.;

Plots plans or site layout, drawn to scale, showing the location of all existing structures and proposed work;

Photographs clearly depicting the project location, contiguous properties, and streetscapes.

Project Description

Project Checklist

Complete & Return to:
City of Danville ARB/Codes Enforcement
Attn: Bridgette Lester
445 W. Main St., Danville, KY 40422