

Village of Montgomery

Historic District Guidelines

STANDARDS TO GUIDE THE BOARD

- The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historical material or distinctive architectural feature shall be avoided when possible.
- All buildings, structures, and sites shall be recognized as products of their own time. Alterations that are incompatible shall be discouraged.
- Changes that have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected
- Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity.
- Deteriorated architectural features shall be repaired rather than replaced whenever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplication of features, substantiated by historic, physical, or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other buildings or structure.
- Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, color, scale, material, and character of the property, neighborhood, and environment.

1.0 Exterior of Buildings

1.1 Wood

- 1.1.1** Historic defining wall features shall be retained including clapboards, corner boards, cornices, guoins, and corbelling.
- 1.1.2** Original walls shall be repaired when necessary. If a wall feature needs replacing due to deterioration or damage, the new feature shall match the original in size, profile, material and texture.
- 1.1.3** Paint shall not be applied to original unpainted surfaces.
- 1.1.4** Covering original wall surfaces with vinyl or aluminum siding is prohibited.
- 1.1.5** Existing siding can be replaced with wood or approved material. Removal or covering of existing asbestos siding will be recommended based on the environmental regulations and cost factors.

1.2 MASONRY

- 1.2.1** Preserve and protect character-defining masonry architectural features including corbelling, cornices, sills, guoins, foundations, and walls
- 1.2.2** Deteriorated masonry shall be repaired using materials that match the original in size, texture, color and overall appearance of the original structure.
- 1.2.3** Paint shall not be applied to masonry surfaces that were historically not painted.

1.3 Metal

- 1.3.1** Preserve and protect character-defining metal features including cast-iron columns, metal roofs, gutters, architectural details, gates and hardware.
- 1.3.2** Deteriorated metal shall be repaired rather than replaced. Should replacement be warranted, the element shall match the original design, color, detail and material.
- 1.3.3** The protective patina coating on metals such as copper and bronze shall not be removed.

1.4 Foundations

- 1.4.1** Retain and preserve historic foundations including their design, texture, color and materials.
- 1.4.2** Historic foundation features include vents, grills, panels, piers, lattice, porch steps, basement windows and door openings.
- 1.4.3** Paint shall not be applied to previously unpainted masonry foundations. If painting is to be applied to previously painted surfaces the color should closely match the existing masonry material.

- 1.4.4** New foundation openings including vents, or mechanical installations shall be installed in non-character-defining elevations.

1.5 Windows and Doors

- 1.5.1** Retain and preserve historic windows and doors including frames, trim, sashes, muntins, glass, lintels, shutters, and hardware.
- 1.5.2** If replacement of a window or door is necessary, the new unit shall match the original in size, scale, material, detail, pane and/or panel configurations.
- 1.5.3** Install shutters on historic structure only if the building would have originally had shutters assemblies. New shutters shall be made of wood and have the appearance of being operational.
- 1.5.4** Metal storm windows with painted or baked enamel finishes are acceptable.
- 1.5.5** Storm doors shall be full-view glass doors and have a finish matching the trim color or louvered full length shutters that are operational.
- 1.5.6** Introduction of new windows or door openings is discouraged. If allowed, they should match proportionally existing openings and have matching sash, glass, sills, frames, casings and muntin patterns.
- 1.5.7** Sash, window panes, muntins and rails shall not be replaced with those incompatible in size, configuration, and reflective qualities or alter the relationship between window and wall.
- 1.5.8** Permanently filling or covering window or door openings must conform to the architectural integrity of the structure.
- 1.5.9** Canvas awnings may be installed over windows and doors if they are historically appropriate. Awnings shall fit within the scale of the window.
- 1.5.10** Exterior muntins must be raised on windows and doors.

1.6 Roofs

- 1.6.1** Retain and preserve historical roofs and roofing materials including design, shape, pitch and line.
- 1.6.2** Character-defining elements of historical roofs shall be retained including dormer windows, chimneys, turrets, cupolas, and parapet walls. Eave overhangs, mouldings, trim, and soffit boards should also be retained and preserved. Original materials should be preserved whenever possible.
- 1.6.3** Changing the historical character of a building by adding roof elements that are not historically accurate, such as dormer windows, vents or sky lights are prohibited, however, when installed for energy efficiency alterations will receive consideration. Exterior vents, when necessary for moisture release, must not be invisible from public right-of-way.
- 1.6.4** Roof ventilators and other mechanical items shall be placed on rear slopes or other locations not easily visible from public right-of-way.
- 1.6.5** Built-in gutters shall be repaired rather than be replaced.
- 1.6.6** Installation of new gutters and down spouts shall be done in a manner that does not damage any architectural feature.

1.7 Porches and Entryways

- 1.7.1 Entryways and porches shall be retained and preserved including steps, columns, balustrades, doors, railings, brackets, roofs, cornices and entablatures.
- 1.7.2 If replacement of a porch element is necessary, repair only the deteriorated or missing detail with new materials that match the design of the original as closely as possible.
- 1.7.3 Reconstruction of missing or extensively deteriorated porches is encouraged. If adequate documentation is not available, a new design is appropriate if compatible with the style and period of the building.
- 1.7.4 Enclosure of porches on primary elevations is prohibited. Porches on rear elevations not seen from public right-of-way may be screened or enclosed as long as it can be installed or removed without damage to the historical structure.
- 1.7.5 Repairs to porches shall be done with materials compatible with original materials.
- 1.7.6 The installation of temporary features to aid the handicapped and disabled is recommended as long as the features are added to a non-character defining elevation and designed so that it can be installed or removed without damaging the historical structure.

1.8 Paint

- 1.8.1 Select paint schemes that are most appropriate to the architectural style and period of the structure. Example: Victorian colors for a Victorian structure, Colonial colors for colonial structures, etc.
- 1.8.2 Painting arch features such as trim, brackets, corner boards, and mouldings a different color than the body of the structure will accentuate these details.

1.9 Architectural Details

- 1.9.1 Original architectural components and details shall be retained whenever possible.
- 1.9.2 When architectural components or details must be replaced the new components and details shall match the historical elements as closely as possible in style, proportion, and material.
- 1.9.3 Architectural components or details that are not appropriate to the historical character of the structure shall not be added without physical evidence that they historically existed.
- 1.9.4 Historical architectural components shall not be replaced with materials such as plywood, vinyl and aluminum that would not have been available and used in the original construction.
- 1.9.5 Architectural details shall not be covered or obscured by artificial sidings.

1.10 Storefronts

- 1.10.1 Retain and preserve commercial storefront details including display windows, recessed entryways, doors, transoms, corner posts, columns and other decorative features.

- 1.10.2** Retain and preserve historic materials including wood, stone, architectural metal and cast iron.
- 1.10.3** If replacement of deteriorated storefront or storefront feature is required, replace only the deteriorated element to match the original size, scale, proportion, material, texture and detail.
- 1.10.4** Altering a storefront so that it appears as an office or residence, or use other than commercial is prohibited. Altering a residence so that it appears as a storefront is prohibited.
- 1.10.5** Using material which detracts from the historical and architectural character of the building, Example: mirrored glass, is prohibited.

1.11 Storefront Upper Arcades

- 1.11.1** Retain and preserve historic arcades and their architectural features such as brick corbelling, brick and stone string columns, cornices and other façade elements.
- 1.11.2** Retain and preserve historic materials whenever possible including wood, stone, architectural metal and cast iron.
- 1.11.3** Covering of architectural details or entire facades with non-historic materials is prohibited.
- 1.11.4** If replacement of upper façade element is necessary, replace with element that matches the original in size, scale, design, proportion, detail and material if possible.
- 1.11.5** Original windows of upper façade shall not be covered up or bricked in.
- 1.11.6** Original windows on upper floors that are located on rear or non-character defining areas may be replaced with vinyl clad windows that match the design, size and proportions of original.

1.12 Outbuildings and Accessory Structures

- 1.12.1** Retain and preserve original outbuildings which have gained historical significance on their own.
- 1.12.2** Architectural elements of outbuildings such as roofs, siding, material, windows and doors, foundations and character-defining detailing shall be retained and preserved.
- 1.12.3** If replacement of an element on a historic outbuilding is necessary, replace only the deteriorated portion to match the original in material, size, proportion, texture and detailing.
- 1.12.4** Designs for new outbuildings and accessory structures shall compliment the architectural style and period of the primary structure.
- 1.12.5** New outbuildings shall be located in rear yards if possible.
- 1.12.6** New outbuildings shall be proportionally the same size and height as seen in relationship between other primary and secondary structures in the district.
- 1.12.7** Notwithstanding the provisions of Sections 1.12.2 and 1.12.3 above, upon good cause shown (hardship), outbuildings may be resided with materials other than original materials.

2.0 Streetscape and Site Design

2.1 Landscaping Guidelines

- 2.1.1** Retain and preserve significant and character-defining vegetation including mature trees, hedges, shrubs, and ground cover whenever possible.
- 2.1.2** Historical site features such as walkways, walls, formal and informal gardens, fountains, and trellises shall be retained.

2.2 Driveways

- 2.2.1** Driveways on residential properties within the historic district shall be composed of either concrete, brick, asphalt or crushed stone.
- 2.2.2** New driveways shall be designed to minimize impact to the landscape, building and historical curbing.

2.3 Fences and Walls

- 2.3.1** Retain and preserve historic fences and walls whenever possible including gates, hardware, cast or wrought iron details, ornamental pickets, etc.
- 2.3.2** Chain-link fences will be prohibited.
- 2.3.3** Deteriorated fences and wall elements should be repaired rather than replaced. New elements shall match the original in material, texture, and design.
- 2.3.4** New fences and walls should be of a design that is appropriate to the architectural style and period of the historical structure.
- 2.3.5** Front yard fences shall be of an open design such as picket and no greater than four (4) feet in height. The use of privacy, split-rail, basket weave, lattice and shadowbox fencing in front yard is prohibited.
- 2.3.6** Masonry walls that were historically unpainted should not be painted. Repainting previously painted masonry walls is permitted.
- 2.3.7** Retaining walls, when visible from a public right-of-way shall be constructed of brick or stone. Landscape timbers and railroad ties may be used when they are not visible from the public right-of-way.

3.0 Signs

3.1 Residential and Commercial Signage

- 3.1.1** All signs in the Business, Industrial, and PDD Districts require a sign permit from the building inspector and must comply with the zoning regulations. The sign must get approval from the Architectural and Historic Review for materials and sign style.

Some signage has gained historical significance in its own right. Whenever possible, retain and preserve historical signage.

Four (4) styles of signs are permitted:

1. Flush mount
2. Projection (overhanging)
3. Pole
4. A-Frame Sign (Sandwich)

Each business is allowed a maximum of two (2) sign styles.

- 3.1.2** The request for a Certificate of Appropriateness must meet all applicable requirements of the zoning code sign regulations of the Village of Montgomery.
- 3.1.3** Size, scale, location, style and material of signage shall be compatible with the architecture of the historic buildings and character of the district.
- 3.1.4** Signs attached to an historic structure shall be mounted so that no significant architectural feature is concealed or damaged.
- 3.1.5** Flush-mounted wall signs on buildings shall be located on the wall space above the store front if possible.
- 3.1.6** Historic sign materials such as wood, metal, masonry, or composite of these materials can be used.
- 3.1.7** Free-standing/Post signs are recommended for residential structures that serve a commercial function. However, the size of the sign shall be limited so that it does not obscure the building or disrupt patterns of facades or yards.
- 3.1.8** Signs mounted on residential buildings, including those that serve a commercial function, shall be up to six (6) square feet identification panels at the primary entrance.

4.0 New Construction

4.1 Residential

- 4.1.1** The height of new construction shall be compatible with other residential building in the district
- 4.1.2** New homes shall not be built farther back than an average of its neighbors along the same block face, unless prohibited by zoning code
- 4.1.3** Main entrances shall be clearly evident and shall be oriented toward the sidewalk and street. If possible, new buildings shall include a front porch or portico.
- 4.1.4** The design of a new building shall not attempt to create a false historic appearance, but rather compliment the existing district.
- 4.1.5** The fenestration of a new building shall reflect that of existing historic structures within a district and be compatible in proportion, shape, location, pattern and size.
- 4.1.6** Architectural details such as cornices, trim, windows and doors shall reflect the scale of buildings in the existing historic district.
- 4.1.7** New homes within the district shall be built with approved materials. Modern materials, if used, should be similar in appearance and texture to traditional materials.
- 4.1.8** If windows are replaced they must have permanent exterior muntins to match existing windows.
- 4.1.9** Aluminum and vinyl siding, and windows, shall be prohibited on new construction.
- 4.1.10** The roof forms on new construction shall relate to neighboring buildings in form and material.
- 4.1.11** When undertaking new construction, significant trees or vegetation shall be

preserved.

4.2 Additions

- 4.2.1** Additions shall be located to the rear or non-character defining elevation. With historic residential structures, additions shall be placed in a manner that they are not seen from the public right-of-way.
- 4.1.2** New additions shall not remove, damage, or obscure character-defining architectural features.
- 4.1.3** Additions shall be compatible in materials, design, roof form, and proportion to the main structure.

4.3 Decks

- 4.3.1** A deck shall be designed and constructed so that the historic structure and its character-defining features and details are not damaged or obscured. Install decks so they can be removed in the future without damage to the structure.
- 4.3.2** If feasible decks shall not be visible from the public right-of-way.
- 4.3.3** Design and detail of decks and associated railings and steps shall reflect materials, scale, and proportions of the building.
- 4.3.4** The decks shall be painted or stained in a color that is compatible with the historic structure and district.

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