DESIGN REVIEW GUIDELINES

2009 Revision

PURPOSE:
To protect, preserve, and enhance the distinctive architectural and cultural heritage of the City; To promote the educational, cultural, economic, and general welfare of the people of the City; To foster civic pride; To encourage harmonious, orderly, and efficient growth and development of the City; and to improve property values.

Seneca, South Carolina

Historic Preservation & Conservation

Seneca, South Carolina

Seneca's post hos *provided her* residents *with* a *unique hislory* and *character that is evident collectively in the setting of its historic* business *district and residential neighborhoods,* as *well as individual historic buildings. By preserving all these historic resources, Seneca ensures that its history will remain* a *significant part of its present* and *future.*

To further the goals of historic preservation, Seneca enacted a Design Review Ordinance on August 8, 2000. An ordinance is a law and the Design Review Guideline (DRG) is part of that law. The ordinance encourages a general conservation of the character of the commercial and neighborhood districts, as well as harmony of style, form, proportion, and material between buildings of historic and contemporary design. In so doing, the City of Seneca's historic resources will continue to be a distinctive aspect of the City of Seneca and State of South Carolina.

Section 1. Introduction & Process Overview

The guidelines contained herein will be used by the Board of Architectural Review to determine if a proposed change(s) is compatible with the historic character of the individual and adjacent properties along with the district. When fully utilized these guidelines should provide property owners, contractors, and consultants with technical support and alternatives to ensure that proposed projects are consistent with Seneca's efforts to preserve her historic resources and conservation districts.

1.01 The Board of Architectural {BAR)

The Board of Architectural Review (BAR) was created by local ordinance (see Appendix). The ordinance established a five-member board of citizen volunteers appointed by the City Council. Its members have demonstrated interest in historic preservation and architectural review.

The BAR, with the help of trained professionals, has carefully and thoughtfully evaluated Seneca's historic neighborhoods, buildings, structures, sites, landmarks, and objects and set forth a plan of action for their stewardship. The BAR has the power to approve, approve with modifications, or deny applications in accordance with adopted procedures and guidelines.

1.02 Design Review Guidelines (DRG)

The guidelines protect the design review district from alterations to historic buildings, structures, sites, landmarks, and objects that would lessen their architectural significance, new construction, not in character with the district, any other project that would adversely affect or cause the loss of architecturally or historically significant resources. By state and local law, guidelines for historic zoning districts must be in accordance with The Secretary of the Interior's Standards for the Treatment of Historic Properties developed by the National Park Service and used by private and public preservation organizations throughout the country. Occasionally alterations are proposed to properties that were not anticipated in the Guidelines. When this occurs, the Board turns to the Secretary's Standards for direction (see Appendix).

The guidelines also provide direction for project applicants and ensure that the decisions of the Board are not arbitrary or based on personal likes and dislikes. The Board recognizes that each project is unique, and each may have a different set of circumstances. However, it is the responsibility of the property owner to demonstrate to the Board that an exception is justified (exceptions will be listed at the end of each section if applicable).

1.03 Designation and Classification

Historic districts, conservation districts, and historic landmarks are designated by ordinance of the Seneca City Council with recommendations from the BAR and the Seneca Planning Board. Collectively, these form the Design Review District. Designation provides for protection and the stewardship of these irreplaceable historic resources by the BAR through the design review process.

(a) Designation

Building(s)

A building, such as a house, barn, church, hotel, or similar construction, is created principally to shelter any form of human activity. "Building" may also be used to refer to a historically and functionally related unit, such as a courthouse and jail or a house and barn.

Structure(s)

The term "structure" is used to distinguish from buildings functional constructions made usually for purposes other than creating human shelter. Structures may contribute to the landscape's significance and historic character. Structures are non-habitable, constructed features, unlike buildings, which have walls and roofs and are generally habitable. Structures may be significant individually, or they may simply contribute to the historic character of the landscape. They may include walls, terraces, arbors, gazebos, follies, tennis courts, playground equipment, greenhouses, cold frames, steps, bridges, and dams. The placement and arrangement of buildings and structures are important to the character of the landscape; these guidelines emphasize the relationship between buildings, structures, and other features, which comprise the historic landscape.

Object(s)

The term "object" is used to distinguish from buildings and structures those constructions that are primarily artistic in nature. Objects usually are small-scale elements in the landscape that may be functional, decorative, or both. An object is associated with a particular setting or environment. They can include benches, lights, signs, drinking fountains, trash receptacles, fences, tree grates, clocks, flagpoles, sculpture, monuments, memorials, planters, and urns. They may be moveable, used seasonally, or permanently installed. They may occur alone, in groups of similar or identical features, or as part of the system (e.g. signage). They may be designed or built for a particular site, available through a catalog, or created as vernacular pieces associated with a particular region or cultural group. They may be significant in their own right, for example, as works of art or as the work of an important designer.

Site(s)

The site is the location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined, or vanished, where the location itself possesses historic, cultural, or archeological value regardless of the value of any existing structure.

Landmark(s)

Historic landmarks are buildings that are individually significant for their architectural and/or cultural merits. Like historic districts, these properties are typically listed on the National Register of Historic Places (see appendix), or are eligible for listing on the National Register.

District(s)

A district possesses a significant concentration, linkage, or continuity of buildings, structures, sites, landmarks, or objects united historically or aesthetically by plan or physical development.

1) Historic District(s)

Historic districts are geographically cohesive areas with significant concentrations of buildings and other resources that possess a high degree of historic integrity. Historic districts are typically first nominated to and listed on the National Register of Historic Places (see appendix), and then designated as local historic districts. Designation as a local district provides the BAR with the authority to review changes to properties thai" may affect the historic character of the property and the district. The overall charader of the historic district must convey a distinct sense of time and place.

2) Conservation District(s)

Conservation districts are neighborhoods that appear similar to historic districts in character. The Conservation Districts exhibit a greater variety of building styles from different periods. Culturally, these may be less related. In applications like these, the historic contexts are more loosely defined. Although they have fewer properties that retain a high degree of historic integrity or contribute to a distinct sense of time and place

within the neighborhood, and do not qualify as historic districts; nonetheless, they are still considered worthy of protection by means of historic conservation.

(b) Classification

During the process of evaluation of historic neighborhoods, dis-tricts, and the National Register of Historic Places nomination, each property was carefully inspected and historically researched. The BAR uses this information to determine the classification of each property.

Buildings, structures, sites, landmarks, or objects in conservation and historic districts are then classified based on their historic and architectural significance and integrity. Because neighborhoods change over time, these districts typically have some buildings, structures, sites, landmarks, or objects that are not historic or that have been significantly altered. Their condition may range from outstanding to architecturally incompatible. Depending on the classification of a property, certain exceptions to the guidelines are appropriate.

Contributing
A contributing building is not necessarily "historic" (50 years old or older). A contributing building may lack individual distinction but add to the historic district's character as a significant and distinguishable entity.

In historic districts, to be listed as a contributing property the primary building must:

- have an architectural style and character that is clearly evident; and or
- be constructed during the district's period of significance and relate to significant historic context in the neighborhood's history.

The primary factors determining the classification as a contributing property in a non-historic district are:

- the age of the primary building, which is typically less than 50 years old at the time a district was designated; and
- The historic integrity of the primary building.

Noncontributing
Buildings, structures, sites, landmarks, or objects identified as noncontributing may have been constructed less than 50 years ago and/or do not reinforce the cultural, architectural, or historical significance of the district. Some may have been altered in such a way that they have lost their historic character, or the deterioration of important character defining details and otherwise incompatible with their historic surroundings.

The demolition of existing nonhistoric buildings and construction of new, more architecturally compatible buildings is appropriate. However, the preferred approach is restoration followed by rehabilitation, when technically and economically feasible.

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Potentially Historic

Buildings, structures, sites, landmarks, or objects with incompatible alterations or deteriorating conditions that, if reversed, would reinforce the cultural, architectural, or historic significance of the district in which it is located are listed as potentially historic. The restoration or rehabilitation of noncontributing historic resources is encouraged.

Exceptions

Classifications do not deem buildings, structures, sites, landmarks, or objects exempt from historic preservation regulations. However, the BAR may grant certain exceptions to the guidelines. These exceptions, where appropriate, are noted at the end of each guideline.

To qualify for an exception, the proposed change/action(s) to the exterior of a nonhistoric, contributing, or noncontributing buildings or structure shall comply with the following criterion:

- The proposed action(s) does not further detract from the historic character of the district;
- The proposed action(s) does not create a false historic character; and
- The proposed action(s) is visually compatible with the style and character of the nonhistoric properties in the block face primarily, and the district generally.

Changes in Designation or Classification
The BAR may vote to change the classification of a noncontributing or nonhistoric property under any or all of the following conditions:

- Additional information is discovered that documents it has greater cultural significance than originally determined.
- It is determined that the original research and inspection did not accurately document the architectural or historic fabric of the property.
- The property has been substantially altered since it was originally classified.
- If an owner feels his or her property has been incorrectly classified, the owner may submit a letter to the City's Planning and Development Department requesting that the property be re-evaluated. The department staff will submit a request, along with a report and recommendation, to the BAR for a determination.

1.04 When and Where is Design Review Required?

For any building, structure, site, landmark, object, district, or designated property that is located wholly or partially within the boundary of the Design Review District, owners are required to make application for a Certificate of Appropriateness for exterior changes proposed, prior to obtaining a building permit. Applications are available in the Planning and Development office of the City of Seneca, located at 250 East North Second St, Seneca, SC or by calling 864-885-2726.

(a) Certification Types

A Certificate of Appropriateness, Certificate of No Material Effect, and Certificate of Hardship are utilized to ensure the exterior work proposed meets the minimum standards of the Design Review Guidelines. A building permit is a separate application and type of review that ensures structural soundness and building safety.

Certificate of Appropriateness - COA

An application for Certificate of Appropriateness must be obtained before work is started, if on a historic building, structure, object, or district whether or not it is contributing or non-contributing unless a Certificate of No Material Effect has been issued by the BAR or Planning Department staff.

Certificate of Hardship - COH

A Certificate of Hardship offers the applicant an opportunity to explain and document any special circumstances or conditions that makes it economically and/or technically impossible to restore, repair, replace, or rehabilitate the proposed project(s) as require without relief from the standard.

Certificate of No Material Effect - CONME

A Certificate of No Material Effect may be issued if the scope of work presented in the application will have no effect on the appearance of significant architectural features.

1 Step Process

Step One - Contact Planning Staff

The staff will provide you with the application form and the dates of the hearings and submission deadlines. Meetings are usually on the fourth Monday of the month at 6:00 p.m. at City Hall, Council Chambers.

Pre-Application Conference (optional, but recommended)

A pre-application conference with the Planning staff is recommended to discuss the proposed treatment and scope of work; determine if a Certificate of Appropriateness is required; if a Certificate of Hardship is needed; or if a Certificate of No Material Effect may be issued. Staff may help by answering questions and clarifying the application process; review preliminary plans, specifications, and/or photos; identify additional information and materials needed for submittal, and provide general advice regarding compliance with guidelines. You will also receive a copy of the Submission and Materials Checklist. This document lists the requirements needed for the Board's review. These materials will be due at least fifteen (15) days prior to the hearing date so that the Board can have time to review them.

Step Two - Submit Application

Submit application, plans, and specifications to the Preservation Planner. The Planner will provide the applicant with an application checklist of items needed for review. The information identified is needed fifteen (15) days prior to the hearing date. This will speed the processing of the request and reduce the possibility of delays. Once all the information is received by the Preservation Planner, your application will be evaluated by staff.

Step Three - Staff Evaluation

Upon receiving an application for a Certificate of Appropriateness, or Certification of Hardship, or Certification of No Material Effect the planning staff will review the application to ensure that adequate information has been submitted for consideration.

The staff may identify potential problems and if necessary suggest changes that will bring the proposal into compliance with the Design Review Guidelines. The applicant may be asked to provide additional information.

Step Four - Public Hearing of the Board of Architectural Review

If the work proposed requires review by the BAR, the application will be scheduled for hearing at the next regular meeting (see deadline and meeting schedule). Regular

meetings of the BAR are usually held on the fourth Monday of each month at 6:00 p.m. in the Council Chambers of City Hall, unless otherwise noted.

The applicant or representative must attend the meeting to present an overview of the project and answer questions. If this is an architect-designed project, it may prove helpful to have the architect present. Consult with BAR staff for guidance. For more information on the meeting, please contact the Planning and Development Department at 864-885-2726.

Alternative Staff Review

Staff is authorized to review and decide applications for COA for minor work and CONME if the proposed action(s) will have no material effect on the appearance of significant architectural features. See Glossary of Terms for descriptions - minor work, intermediate work, and major work.

Step Five - Coordination with Other Processes (Reviews & Permits)

The requirements of the building regulations and the zoning ordinance must be met, in addition to the requirements of, these guidelines. The guidelines may be more stringent than the building code or the zoning ordinance in matters like size, proportion, site considerations, setbacks, etc. (in all cases the stricter regulation shall apply).

The Board does NOT review projects for compliance with the building code or zoning ordinance. A building permit is a separate regulatory process and document that ensures the structural soundness and safety of a building. Please consult with the Building Codes and Zoning Administration Departments to ensure that the project complies with these regulations.

1.06 Project Treatment and Scope Work

The planning staff can help the applicant with the identification of the project treatment best suited for the scope of work, condition of the current building, site, structure, or object and its location in the district. Typically, there are five project treatments used to modify or construct buildings, structures, sites, objects, or landmarks within districts. The Seneca Design Review Guidelines are divided into five sections that correspond to the following treatment options:

(a) Restoration of Historic Resources

To "restore," the owner/agent reproduces the appearance of the building exactly as it looked at a particular period in time - to reproduce a pure exterior style. This process may include the removal of later work or the replacement of missing historic features. One should use a restoration approach for replacing missing details or features of a historic building if the features are determined to be particularly significant to the character of the structure, and the original configuration is accurately documented.

(b) Preservation and Rehablltation of Historic Resources

Preservation places a high premium on the retention of all historic fabric through conservation, maintenance, and repair. It reflects a building's continuum over time, through successive occupancies, and the respectful changes and alterations that are made.

Rehabilitation emphasizes the retention, repair, or returning the property to a state that makes a contemporary use possible while still preserving those portions or features of the property that are significant to its historical, architectural, cultural values, and historic materials. Rehabilitation may include the adaptive use of the building and additions.

"Rehabilitation," is often confused with "remodel" which is to remake or to make over the design image of a building or structure. Remodeling is changing the appearance by removing original details and by adding new features that are out of character with the original. Remodeling is NOT appropriate for historic resources, districts, or within the Conservation District.

(c) Reconstruction of Historic Resources

Reconstruction establishes opportunities to re-create by new construction the exact form and detail of a non-surviving buildings, structures, sites, landmarks, or objects in all new materials, as it appeared at a specific period of time.

(d) New Construction & Alterations to Nonhlstork: Resources

Although most lots in conservation and historic districts are developed, there may be occasions where a new primary or secondary building is constructed. Secondary buildings include garages, garden sheds, gazebos, and other accessory structures.

(e) Relocation and Demolition Historic Resources

Under most circumstances, non-historic buildings, structures, sites, or objects may be demolished, and the lot redeveloped. However, the new construction and the demolition must be approved by the BAR before any construction or demolition permits are issued.

Alterations are modifications to the sii'e or to the exterior of a building or structure that do not increase the size of the footprint. Most maintenance and remodeling projects such as siding repair, reconstruction or repair of porches, adding dormers to convert the attic space to the living space, and replacing doors and windows are also considered alterations.

These projects will be evaluated using both Design Review Guidelines for New Construction and Alterations and Design Review Guidelines for Demolition.

(f) Exception

In order to provide changes to buildings, structures, and sites in conservation districts and, in limited circumstances, noncontributing properties in historic districts, and setbacks addition, exceptions to the Design Review Guidelines are possible. These exceptions are intended to provide additional flexibility in cases where the proposed construction project does not significantly affect the architectural character of a historic structure or district.

1 Principles Used for Evaluation

The Board and staff will utilize the following principles in their evaluation of proposed action(s):

(a) "Period of Significance"

Every historic neighborhood, building, structure, site, landmark, or object has a period of significance or time span during which it gained architectural, historical, or cultural importance. A property is significant because it represents or is associated with a particular period or specific date in history.

Frequently, this period of significance is its construction date and may include the dates of subsequent additions or alterations. The fabric and features that date from the period of significance contribute to the character of the structure and or district.

(b) "Integrity'"

In addition to being historically significant, a property must have integrity-a sufficient percentage of the building or structure must exhibit characteristics from its period of significance. The building's structural system and its materials shall date from that time, as well. Its key character-defining features should remain intact. These may include architectural details, such as dormers and porches, ornamental brackets and moldings, materials such as exterior siding, etc. and the overall size and form of the building. These elements allow a building to be recognized as a product of its time.

(c) [11]Contemporary Design (Style)"

Contemporary means to be built of the present period style, so that new buildings can be distinguished from those that are historic.

(d) "Visually Compatible"

Visual compatibility means that the proposed action shall compliment historic buildings, contributing non-historic buildings, structures, sites, and objects on the block face primarily, and the district generally by their setting, design style, size, proportion, form, sense of entry, rhythm, architectural details, textures, and materials.

Historic Context

Historic context is created when the proposed action(s) is located in the historic district or visually related to locally designated historic buildings, structures, sites, landmarks, and or objects (Sec. 1207). All properties, wholly or partially, within the perimeter of three-hundred feet (300') of the same are considered as having a historic context.

Non-Historic Context

Non-Historic Context is created when the proposed action[s) is located outside of locally designated historic district or is not visually related to historic buildings, structures, sites, landmarks, and or objects (Sec. 1207). Properties wholly outside the three-hundred feet (300') perimeter and not visually related to any locally designated historic building, structure, site, landmark, and or object are considered as having a non-historic context.

New construction within the non-historic context shall be visually compatible with of the majority of contributing buildings or structures on the block face particularly, and the district, generally. A design that may be appropriate along one block may not work for a different block. The front facade (and street side facades on corner lots) of the primary building or structure shall maintain, not disrupt, the existing pattern of surrounding historic buildings and structures along the block face particularly and the district, generally.

(e) "Visually Related"

Visually relatedness considers the relationship of a building or structure's street facade to that of other buildings and structures, as viewed from the corners of the property lines at the right of way. A historic resource shall be visually compatible with buildings, structures, sites, landmarks, and or objects to which it is visually related. Buildings and structures located on lots having more than one frontage are reviewed to ensure compatibility with each elevation along the block faces primarily, and the district generally.

(f) Exception

Parcels with larger than average square footage (on block and block face) will be reviewed from both the existing setback patterns and building footprint.

1.08 Decisions & Appeal Process

(a) Approved as Submitted

Upon a favorable decision, the Planning Department staff will issue the COA that will include a list of all approved work. Then proceed to obtain any other necessary reviews and permits.

(b) Approved as Modified

If the project were approved as modified, it would be necessary to submit revised plans to staff for review and approval.

(c) Tabled

If the project is tabled, it will be necessary to answer the questions and concerns before resubmitting the application for consideration of the Board at a regularly scheduled meeting or a specially called meeting by the Board with appropriate legal notice.

(d) Continued

If the project is continued, the Board will call a special meeting with appropriate legal notice for the purpose of continued discussion, fact-finding, and determination.

(e) Denied

If the project is denied, several options remain. One may revise the project taking into account the reasons for denial and resubmit. If the standard cannot be achieved either financially or technically, an application for a Certificate of Hardship may be submitted. If it is believed that the decision was unsound, the option remains to appeal.

(f) Submission of a New Application after Denial

If the BAR denies a COA, a new application by the same property owner(s) affecting the same building, structure, site, landmark, or object and the same proposed action(s) may NOT be submitted more often than once every twelve (12) months.

If changes are made or new information provided that complies with the guidelines and the original decision of the BAR, a new application may be submitted.

(g) Appeals

Any person aggrieved, by any officer, department, board, or bureau of the municipality or county may appeal the decision of the Board to the Courts of South Carolina pursuant to South Carolina Code of Laws, Section 6-29-900 et sequitur (Official Zoning Ordinance. Article XIII. § 1212).

(h) Post Approval Changes

Following the issuance of a COA, the applicant can obtain the other permits needed (i.e., building, zoning) and adhere to the plans as presented and approved. The Board recognizes there are times during construction that it may be necessary to make changes to the scope of work. All changes to the project must first be presented to the staff. If the staff determines the changes result in a substantive difference from the approved plans, then the project must go back to the Board for approval.

1.09 Enforcement

(a) NonmCompliance & Vlolatlons

Like the Building Code, the Design Review Guidelines are a legal instrument. Work done without prior review and approval, or that violates rulings or regulations by the Board of Architectural Review is subject to fines or penalties that may result in an order to restore the building to its original condition, removal of any unauthorized construction, feature removal, addition, alteration, or relocation, including the complete reconstruction of a building demolished or altered.

Board staff and Building Code inspectors regularly monitor the Design Review Districts for compliance with the Design Review Guidelines. Additionally, staff members frequently receive notice from district residents of possible violations. When a violation is discovered, staff determines the most appropriate course of action. Typically, the following steps are taken to reach compliance:

If the work is still underway, an order to discontinue any use or a "Stop Work Order" issued for non-compliance with the ordinance (Official Zoning Ordinance §800; §808; §809; §1210.8).

The property owner shall be held responsible and notified for violations of this ordinance and the provisions of the Code of Laws Section 6-29-870 et sequitur. The notice cites the infraction and identifies a deadline for contacting the BAR staff. Once the owner or his/her representative contacts the BAR, staff provides information on how to abate the violation; a deadline is established for reaching compliance.

If the property owner does not respond or the violation is not abated, staff may issue a citation to appear in Municipal Court.

Rehabilitation is a practical approach to historic preservation. It is the process of repairing or altering a historic building while retaining its historic features. Rehabilitation is a compromise between remodeling that is not sensitive to the historic features of the building. Original material should be preserved, not only for their historic value, but also because they are usually of better quality and longer lasting than materials obtainable today.

Many historic resources have experienced alterations over time, as design tastes changed or need for additional space occurred. In some cases, the owner would add a wing for a new bedroom, or expand the kitchen. These early alterations typically were subordinate in proportion and character to the main building and alterations were often executed using materials that were similar to those in use historically.

Some earlier alterations may have taken on historic significance of their own. A building or structure constructed in a manner that was compatible with the original building, and that is associated with the period of significance may merit preservation in its own right.

In contrast, alterations that are more recent usually have no historic significance. Some later additions may detract from the character of the building and obscure significant features, particularly enclosed porches. Removing such additions or alterations is encouraged.

This tradition of alterations is anticipated to continue. It is important, however, that new alterations be designed in such a manner that they preserve the historic character of the primary structure and the integrity of the district.

2.01 Preservation and Rehabilitation to Historic Resources

Site and Setting

(a) Landscaping

Site features and plantings not only provide the context for the buildings of the historic districts, they also contribute significantly to the overall character of the districts.

In locally designated districts, landscaping is not reviewed by the Board of Architectural Review unless features such as historic retaining walls and fencing are affected and for visual screening. Although landscape planting does not require approval, a general rule of thumb is to consider the use of landscape plants native to the area. Traditional plants such as boxwoods, dogwoods, and azaleas remain in the district. Maintain, do not remove, historic or early landscaping, especially trees (information available in the Planning and Development office). Keep new landscape patterns as historically traditional for the neighborhood, and avoid concealing architectural features of the historic building.

(b) Setbacks and Orientation

Typically, historic residential and commercial buildings had their primary entrances oriented to the street. This helped establish a "pedestrian-friendly" quality. In most cases, similar entryways were evenly spaced along a block, creating a rhythm that also contributed to the sense of visual continuity for the neighborhood.

In a residential context, buildings are typically set back a uniform distance from the sidewalk. By contrast, buildings in commercial areas often are aligned immediately at the inside sidewalk edge. This contributes to a sense of visual continuity in the commercial areas.

Commercial building entryways are evenly spaced along a block, creating a rhythm that also contributes to the sense of visual continuity. These entrances are also typically recessed from the sidewalk edge. Locating the entrance of a new building in a manner that is similar to those seen traditionally is strongly encouraged.

(c) Rhythm

Within all districts, rhythm is a regular and harmonious reoccurrence of lines, shapes, forms, elements, and are within a proportional system as further indicated below:

Yards

l) Front yards - Property owner(s) are encouraged to view front yards as public space. Lawns (\ should be united along the street giving an open and inviting sense. Fencing was usually a decorative feature and served as a frame of the house on the site.

2) Side yards - Side yards should be considered a continuation of the front yard. Open lawns, with additional plantings to provide screening for the back yard is encouraged. The rhythm of spacing of buildings on streets and the open space between them shall be maintained.

3) Back yards - Back yards should be considered the area behind the line drawn parallel with the primary rear wall of the structure. For example, on a two-story house with a one-story addition, the back yard would begin at the two-story rear wall.

Historically, back yards were viewed as service areas. So, traditional fences usually had three functions:

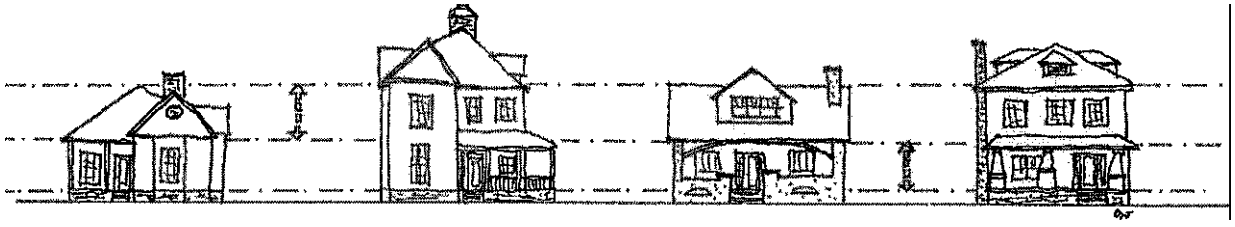
a] Screening - create areas of privacy or to hide service areas;

b} Decorative - frame vistas or add *visual interest; and*

c] Utilitarian - keep animals out of garden areas.

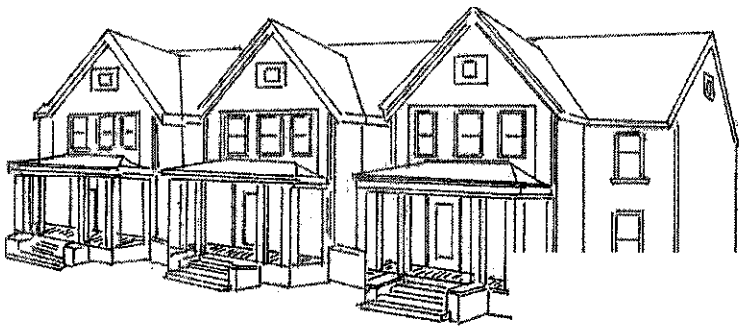
Height

The height of proposed building changes must be visually compatible with buildings to which they are visually related.

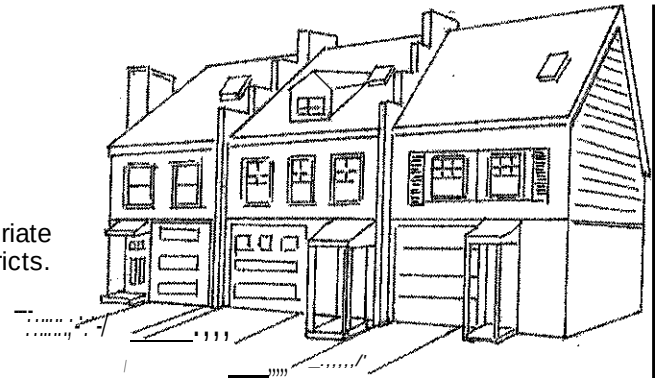


Changes or alterations should be consistent with exlsting foundation and floor to ceiling heights.

Changes or alterations should be consistent with existing roof forms, heights, and spacing.



Yes



Attached townhome designs should reflect appropriate size, massing, and porch placement in historic districts.

No

(d) Windows and Doors

The relationship of the width to the height, placement, and fenestration of windows and doors on the front facade of a building or structure must be visually compatible with buildings to which it is visually related.

(e) Entryways Porch Projections

The relationship of entrances and porch projections of the building to sidewalks must be visually compatible with buildings, structures, and places to which it is visually related. The relationship of solids (walls) to voids (openings) in the front facade of a building must be visually compatible with buildings to which it is visually related.

(f) Fences

Wood fences were generally used in Seneca to separate lots and outline front yards. Cast iron, brick, stone, and wire fences were also used. New fences shall follow the local traditions appropriate to the property's period of significance and immediate neighborhood.

Historic (50 years and older) Fencing
All fencing material original to the site (50 years and older) shall be preserved and maintained, not moved, or altered. If missing may be reconstructed based on physical or pictorial evidence.

New Fencing
New fences shall be based upon historic designs and materials from the same period of significance as the primary building or structure.

Placement

1) Install fences or walls along the property boundary where technically possible. Random placement may create dead or false spaces that detract from the continuity of the district.

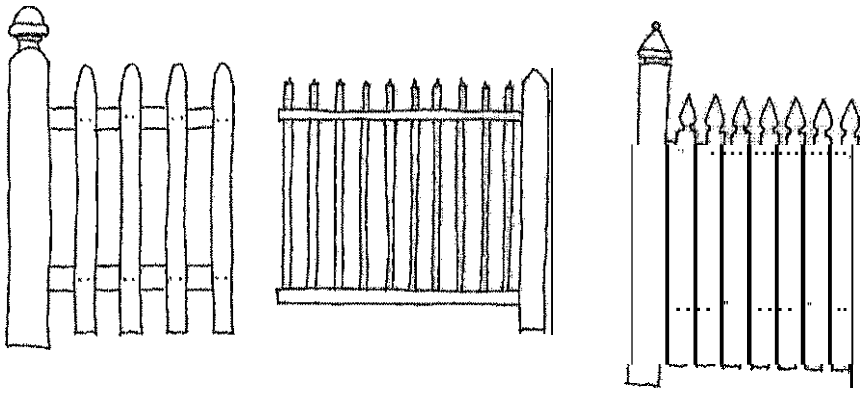
2) Generally, side yard fences placed from the street to a distance of 1O' behind the front (public) facade shall not exceed 48". A side yard fence that extends between two homes should be set back 1O' behind the closest street facade.

3) Fences placed in the rear yard where visibility is limited can usually be approved by staff.

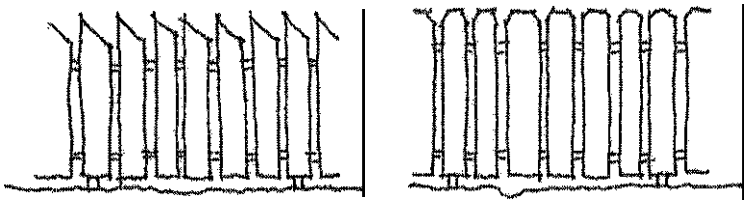
Style, Height, & Material

4) Cast iron may be added to buildings constructed in the late 19th and early 20th century. However, cast iron fences are not appropriate for, adjacent to Bungalow/Craftsman style dwellings, or for other designs built after 1920.

5) Wood pickets are permissible on front, side, or rear yards, usually following property lines. Wood fences shall be painted or stained a light color, pale white, or beige tones. Heights may range from 24 inches to 48 inches. Pickets shall be no wider than four inches and set no farther apart than three inches.



Appropriate Picket Fences

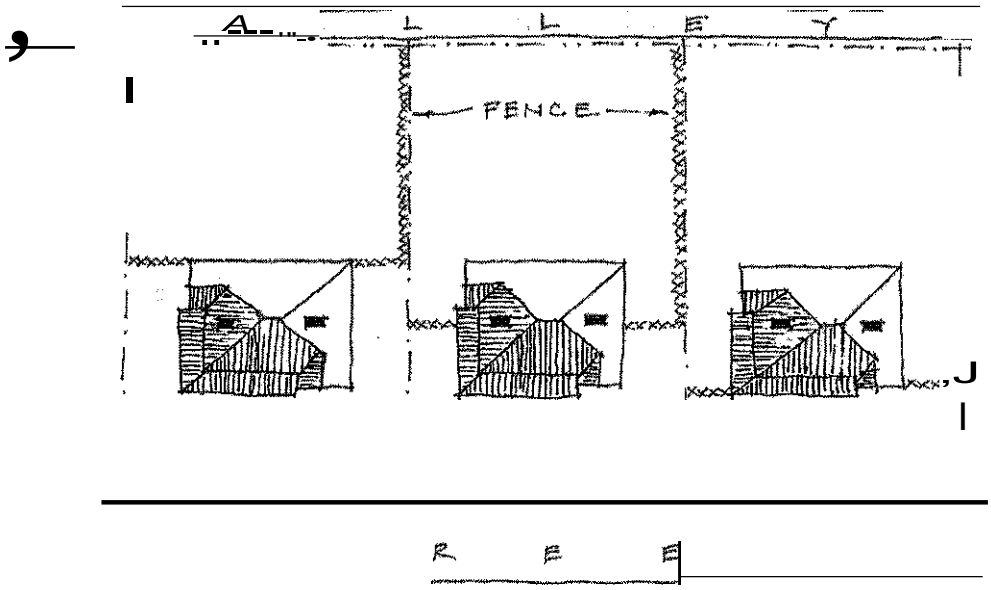


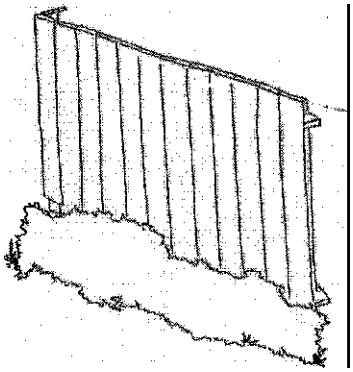
Non-Appropriate Fence Styles

6) Wire fences of historic design shall not be more than 48 inches tall.

7) Privacy wood fencing shall only be placed in rear and side yards and usually no taller than eight feet (most pre-fabricated wood fence sections are 8' wide by 6' high). Privacy fences of this height should be setback at least halfway from the front to the back walls on the side of the house.

8) High board fencing was considered a good choice for screening and creating privacy. Privacy fences of flat board in a single row are preferred to shadow box (alternating board) design. Flat boards in a single row and lattice (perpendicular with square openings) fences with climbing vines and blossoms are encouraged. Fences with flat tops, "dog ear", or Gothic (pointed tops) designs are all acceptable. "Stockade" fence design is not allowed. Fences should be stained or painted to blend with the dwelling or building. Corner lots will be considered on a case-by-case basis.





Appropriate Privacy Fence

9) Chain link fences are not appropriate for front yards. Chain link is acceptable material at rear and side yards if it is not visually related to the street. Where visible, chain link fences shall be screened in any of the following:

- native evergreen plants, shrubs/hedge, or ivy;
- Paint visible sections of chain link fences or install plastic coated chain link fencing material in dark green or black colors.

10) For masonry and concrete walls, see Masonry, and Retaining Walls below.

11) Split or horizontal rails, railroad ties, or timbers, whether freestanding or as retaining walls, are not appropriate in front yards but are permissible at rear yards and side yards not visually related to the street (see Landscape).

12) The combination of fences and walls in front yards shall not exceed 48".

13) Replacement or new fencing between side yards and along the rear yard shall be compatible with the historic context.

14) Privacy fencing is typically placed on the side property line. It shall begin behind the primary building's front facade a minimum of ten feet (10').

15) Privacy fencing height may increase up to 96 inches if the top 24 inches are open in nature (vertical, horizontal, do not use diagonal designs such as lattice generally available at lumber retailers).

Exception

Consideration for the physical features of a property and its use will be given in determining the appropriate fence height and location if one of the following occurs:

a) exceptional topographic condition

b) lot location within the District (street corners, etc.)

c) adjacent to non-compatible use

d) irregular or unusual lot size and/or lot shape

(g) Retaining Walls

The topography of an area often led to the construction of retaining walls, which serve to diminish erosion and to delineate property lines and paths for streets and drives. Location, height, and construction materials are defining features for retaining walls. Retaining walls should be preserved and maintained. The use of wood timbers and cross ties is inappropriate.

Historic Walls

Historic retaining walls may be important to a block's streetscape. The quality and variety of masonry materials and designs make them notable contributions to the surrounding buildings and streetscape.

1) Shall be preserved and maintained with original materials, not be removed or replaced with new, unless technically not maintainable due to deterioration. The original location and height should be retained. Stable materials should be repaired and reset, never discarded.

2) A Deteriorating wall shall be rebuilt using original materials or materials that match the original as closely as possible (See Brick and Mortar). Replace only those portions that are deteriorated beyond repair. Any replacement materials should match the original in color, texture, size, and finish.

3) Alterations - Painting a historic masonry retaining wall, or covering it with stucco or other synthetic material coating, is not allowed.

4) Increasing the height of the historic wall to create a privacy screen is inappropriate. If a fence is needed for security, consider using wrought iron or a durable material that gives the same appearance, similar to those seen historically, that are mounted on top of the retaining wall.

New Walls

5) Walls of solid masonry construction within the front setback are permitted up to 24" in height.

6) Freestanding brick or concrete walls (fences) are not appropriate in front yards but are permissible at rear yards and side yards not visually related to the street.

(h) Lighting (see Exterior lighting)

(I) Sidewalks, Steps, and Stoops

Original sidewalks and walkways, including details such as original curbstones, brick, etc., shall be preserved in their original state as closely as possible. Special care shall be taken to preserve existing specimen trees and significant landscape elements.

Providing access to buildings and structures shall be serviceable and relate to the building in scale, width, placement, and material. (- "

Shall be visually compatible with historic materials and historic placement.

Brick, concrete, concrete pavers, stone, and stepping-stones are suitable material.

Both the front and side visible porch steps/stoops within the residential districts are primarily constructed of concrete and a few with a combination of brick and concrete. These shall remain or be reconstructed in like style. Other materials include brick, wood, *wood/concrete, and stone/concrete designs and shall be visually compatible with the same on the block face particularly and the district, generally.*

(j) Driveways, Parking Areas, Parking Lots, and Paving

Access to the buildings in Seneca's historic residential areas is usually via driveways from the street. The popularity of the Craftsman/Bungalow style coincided with the rise in automobile ownership and many of these dwellings have side lot driveways and original garages. Original designs, materials, and placement should be preserved.

Vehicular access to infill lots (specifically large lot developments) shall be accomplished with techniques that minimize interruption to the sidewalk system and the pedestrian environment. Use of a crosswalk between parking areas to reduce street curb cuts and adjacent driveways are encouraged. (,

Driveways

1) Original designs, materials, and placement shall be preserved.

2) Driveways shall be located at the rear or recessed side of the building.

3) Semi-circular design shall not be situated in front yards, unless supported by historic evidence. If, being replaced the standards for style, width, material, etc. shall match that of the original.

4) Curb cuts and driveways shall not be visually dominant.

5) Use techniques that minimize interruptions to the sidewalk system and the pedestrian environment.

Parking Areas and Parking Lots

6) Minimize the visual impact of parking areas. Shared parking that efficiently utilizes parking space is encouraged.

7) New curb cuts to access driveways and parking lots shall be kept to a minimum. The addition of curb cuts usually results in the removal of historic sidewalk materials. Removal of original curbs and retaining walls and should be avoided.

8) If located on a vacant parcel the parking area shall be screened with fencing and/or native evergreen plants, shrubs, and trees and align with the front facades of adjacent buildings.

9) Corner parcels, shall have setbacks no greater than both the primary and secondary streets and be aligned with the lesser of the front facade(s) or buildable area and shall be screened with fences, hedges, or shrubs if visible from the pedestrian level at the street.

10) Non-residential parking shall be placed in rear yards.

11) Non-residential parking located in the Core Commercial zoning classification should be generally located below or behind buildings and landscaped to lessen the visual impact of pedestrians at ground level.

12) Non-residential parking structures are encouraged to include retail space at street level to reduce the visual impact of the structure and engage the pedestrian system. Where street level retail uses are not feasible, architectural treatments shall be used to modulate the facade breaking the mass and horizontal lines typical of parking structures.

Exception

Where rear placement is not technically feasible, the BAR *may grant an exception to the placement in the side yard, with no part closer than the front wall of the structure and screened with fences and or native trees, evergreen, hedges, or shrubs where visible from the pedestrian level at the street. Parking in commercial areas is further regulated by building* codes *and zoning ordinance. Each application will be assessed on a case-by-case basis.*

Paving Materials

13) Residential

a) Use materials that minimize the impact a driveway or parking pad has on visually related properties and streetscape at a pedestrian level.

b) Decomposed granite, pea gravel, concrete ribbons (two paved driving strips) with turf between the strips, smooth concrete, and *gravel are acceptable materials. Blacktop/asphalt and chip and seal (sometimes referred to as Tar and Chip) driveways are not traditional to the historic district. However, later applications* of *these materials are present (exception below). The use of pervious paving materials that* do *not create runoff into the street or onto adjacent properties is most favorable for driveways and parking areas.*

14) Commercial

a) Commercial properties must meet the minimum standards set forth in Section 736.20 *of the Official Zoning Ordinance (of which these guidelines are a part) and where technically feasible screened with fences or native trees, evergreen, hedges, or shrubs where visible from the pedestrian level at the street.*

b) Blacktop/asphalt or chip and seal may be suitable with the following conditions:

i) It shall be visually compatible with the majority of contributing properties along the block ( ) *face;* and

ii) Located wholly outside a three-hundred feet (300') perimeter of the historic site, building, structure, site, object, landmark, or district.

(k) Swimming Pools

Shall be located in rear yards and screened from street view by fencing or a landscaping screen.

2.02 Size, Proportion, and Form

Primary buildings shall maintain and not disrupt the existing pattern of surrounding contributing buildings and or structures on the block face primarily and the district, usually the street or district.

(a) Size

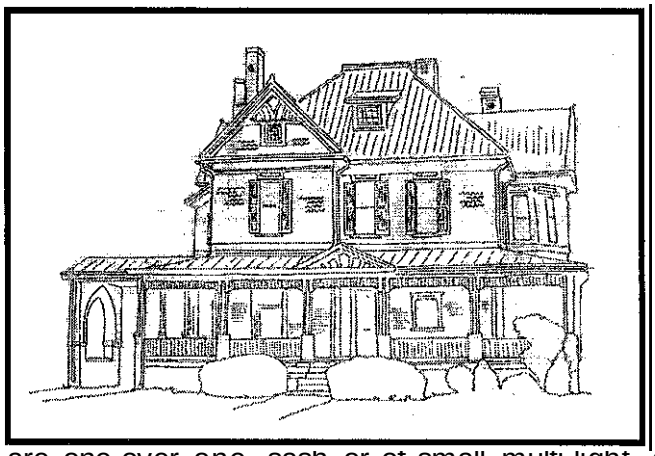
That part (foundation, main, and upper blocks, roof, etc.) of a building or structure's front facade (or side facade of a corner lot) must be visually compatible with historic and other contributing buildings, and structures to which it is visually related. Zoning height is limited to thirty-five feet. This maximum height is appropriate for most blocks in the city's design review areas.

(b) Proportion and form

Seneca's neighborhoods have distinctive building form/shape that shall be preserved. Forms include the design or shape of the building, its roof, and other original physical features (porches, railings, etc.).

Some of the varied forms that contribute to the periods of significance were of ordinary rectangular or square shape. Some of these typical forms are seen throughout the districts and evidence in the following House Forms (Building Styles):

QUEEN ANN ca. 1880 1910



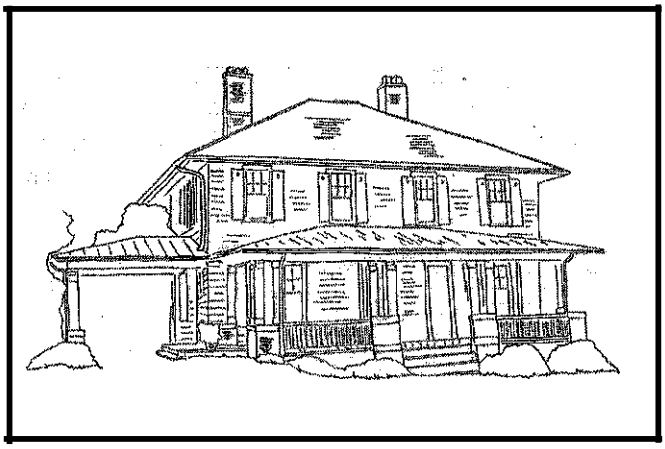
The Queen Anne style was popularized in the late 19th century and featured an asymmetrical floor plan and extensive exterior detailing.

Characteristic of this style is two-story construction and often features corner towers, turrets, or projecting bays. Exterior wall surfaces are often varied with mixtures of brick, wood, stone, and wood shingles. Large wraparound porches with milled columns and balusters are usually present on the main facade. Windows are one-over-one sash or of small multi-light design. Roofs may have slate or metal standing seam surfaces. Brackets or decorative verge board are often found in the gables.

AMERICAN FOURSQUARE, ca. 1900 1925

A related version of the Colonial Revival style is the American Foursquare. American Foursquare designs feature rectangular plans with hipped roofs and one-story porches on the primary facade.

Porches often have square or Tuscan columns and eaves often feature modillion blocks or brackets. The roofline on the primary facade often displays a hipped dormer window.



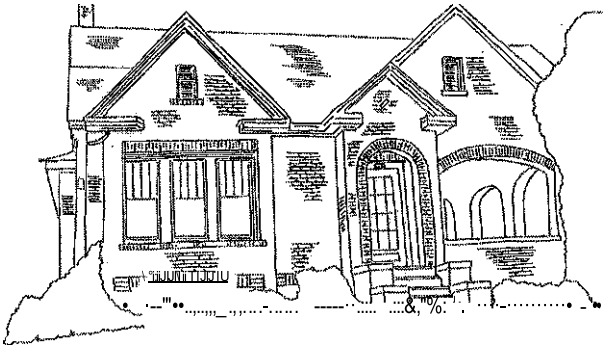
CRAFTSMAN/BUNGALOW STYLE, ca. 1910 - 1940

The Craftsman or Bungalow style was the most common architectural style in America during the early 20th century. The Craftsman style is characterized by square plans with low-pitch gable or hipped roofs, often with shed dormers.

Windows are double hung-sash with three or more vertical lights in the top sash and a single-light bottom sash.

Craftsman Style dwellings have large broad porches, which, usually extend across the front facade and are supported by tapered columns resting on stone, frame, or brick piers. In contrast to the vertical emphasis in Victorian styles, Craftsman dwellings emphasized the horizontal, with wide windows and wide roof eaves. In many examples, rafter ends and knee braces are visible below the eaves. The popularity of the Craftsman style corresponded with the continued growth and development of Seneca and many dwellings reflect this style.

TUDOR REVIVAL, ca. 1910 - 1940



Although less popular than Bungalows, the Tudor or English Revival style was also built in Seneca. These dwellings are based upon medieval house forms of England and were popular in America from 1915 to 1940.

This house form has high-pitched gable roofs, multiple gables on the main facade, and usually of brick and stucco construction.

Doors are usually set within rounded or Tudor arches. Windows often have multiple lights in the upper and lower sashes. In gable fields, stucco and wood are often combined to create the appearance of half-timbering.

COMMERCIAL BUILDINGS, ca. 1880 - ca. 1

The downtown area of Seneca evolved in the late 19th century to provide stores and services for the community. By 1915, Ram Cat Alley and Main Street contained a row of one- and two-story brick buildings housing clothing shops, drug stores, and grocery stores.

Commercial buildings from this period share similarities in their composition and have separate storefronts and upper facades. Storefronts were designed to be as transparent as possible for merchandise display. Large display windows resting on short lower panels known as bulkheads, and often the front entrance had a large single light door.

Upper facades of one-story buildings usually feature decorative brickwork and cornices. In addition to the decorative brickwork and cornices, two-story buildings feature symmetrically placed windows.

Roof Forms and Related Features

Seneca's roof forms are primarily of gable and hipped design or variations of the same. Less prevalent are flat, mansard, or gambrel forms. The roof shape of a building or structure shall be visually compatible with buildings and structures to which it is visually related. Retain and preserve roofs and roof forms that contribute to the overall historic character of a building or structure in their original size, shape, and pitch, including their functional and decorative features, such as roofing materials, cresting, dormers, chimneys, cupolas, and cornices or other such detailing.

1) Existing roofs shall be preserved in their original size, shape, and pitch, with original features (such as crestings, chimneys, finials, cupolas, etc.), and when technically possible, with original material.

2) Existing roofs may be re-roofed with compatible shingles if the use of the original material is not technically or economically feasible (both must be demonstrated by an application for Certificate of Hardship).

3) Do not introduce new dormers, skylights, satellite, vents, solar collectors, antennas, any other mechanical device, or appurtenance on front facades. Dormers and other roof features may be added on rear facades or secondary facades where not readily visible if they are in keeping with the character and scale of the structure. When planning a rooftop addition or dormer preserve the overall appearance of the original roof (see Additions).

4) If the replacement of a partially deteriorated roof feature is needed, replace it in kind, matching the original in scale, detail, pattern, design, material, and color. Use compatible substitute materials only if using the original material is not technically feasible.

5) If full replacement of a deteriorated historic roofing material or feature is needed, replace it in kind, matching the original in scale, detail, pattern, design, material, and color. Use compatible substitute materials only if using the original material is not technically feasible.

6) If a roof feature is completely missing, replace it with a new feature based on accurate documentation of the original feature or a new design compatible in scale, size, material, and color with the historic building and district.

7) It is not appropriate to patch any roofing or flashing with tar or asphalt products. Flashing should be in scale with the roof material. If copper flashing is to be used, it should be treated to establish a matte, non-reflective finish. If a metal roof is to be used, it should be applied and detailed in a manner that is compatible and does not detract from the historic appearance of the building.

8) Preserve the original eave depth. The shadows created by traditional overhangs contribute to the perception of the building's historic scale and, therefore, these overhangs should be preserved.

9) A new chimney should reflect the height and width of those used historically. Preserve the original chimney even if it is made non-functional.

10) A metal roof material should have earth tone and have a matte, non-reflective finish. A metal roof with a lead-like patina also is an acceptable alternative. Seams should be of low profile. A roof assembly with high profile seam or thick edge is inappropriate.

11) Avoid using abstract features on the roof. Adding ornamental cresting, for example, where there is no evidence that it existed previously creates a false impression of the building's original appearance, and is inappropriate. However, the uses of materials that replicate the period of significance (texture, profile, and color) of the building are acceptable.

12) Eave depths, fascia, soffits, and cornice trims (see Sec. 2.5 Architectural character) should be compatible with contributing buildings on both sides of the street of the same block, particularly, and in the district generally.

13) Traditional downtown building types shall have flat or low-pitched roofs with a parapet, or other roof type of contributing traditional downtown buildings within the Design Review District, in particular, and generally in the City. Appurtenances placed on the roof shall be screened from pedestrian view.

14) Gutter System

The placement and style of gutters on historic structures varies. Some structures were not designed to have gutters; others were built-in, and some were mounted at the roof edge. These systems may be needed to carry water away from foundations and avoid water infiltration. Gutters and downspouts must be designed for roof size, placement, and method of attachment.

Although a secondary feature of roofs, gutter systems should be retained whenever possible through maintenance and repair. Deteriorated gutters and downspouts can cause extensive moisture and water damage to building materials and detailing. Existing gutters should be regularly cleaned and maintained.

Gutters and downspouts will be reviewed for location, design, method of attachment and material. Most applications may receive staff review.

Prevalent Styles

- No Gutters

Two types of eaves that may never have had gutters are common in the historic districts of Seneca: tapered eaves and eaves with open rafter tails. They are designed to allow water to drip off the edge without flowing backward and down the face of the building.

In cases where a gutter is used, the half-round design is usually appropriate because it is intended to hang free of the trim details and rafter ends.

• "K Style"

"K Style" gutters are designed for roofs with flat vertical edges that are most common for structures popular from the 1900's through the present day.

The "K Style" gutters are shaped to be mounted against the flat fascia board, and to mimic classical crown moldings. In effect, it replaces the detailing common in tapered roof edges discussed below. The plain flat back of the "K Style" makes it appropriate only if placed against the flat fascia board original to many "revival" style houses. It is not appropriate in situations where it needs to hang free beneath. the roof edge.

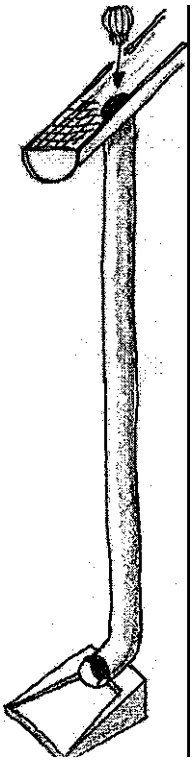
Installations rely on a vertical fascia board on the eave to support the base of the gutter. This allows the gutter to be pitched along its length for drainage.

• Built-In Gutters

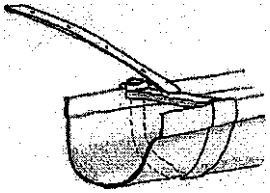
Two types of built-in gutters are common in the historic districts. One is visible from the ground because it is built on top of the roof surface. The other is mostly out of sight because it is built within the eave structure below the level of the roof. Both allow all of the detailing of the roof edge to be seen.

Built-in gutters that are integral to a historic property are an important characteristic of the property and should be preserved.

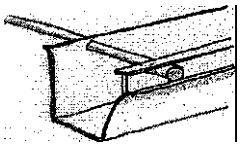
Rectangular downspouts typically complement "K Style" gutters. Round downspouts complement half-round and built in gutters.



Downspouts ond splash blocks chonnei water away from a dwemng.



Half round gutter are more appropriate than ogee gutters.



Ogee gutters area also acceptable.

a) 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, material.

b) Removal of an architectural feature that cannot be repaired and not replacing it or replacing it with a new architectural feature that does not convey the same visual appearance is inappropriate.

c) If replacement of add-on gutters is considered it should first be determined if gutters are needed at all. In some cases, re-grading and removing excess vegetation around the structure in order to direct run-off water away from the foundation will make gutters and downspouts unnecessary. Not every structure was intended to, or should, have gutters and downspouts.

d) Gutter systems must be of the appropriate size to accommodate the volume of water collected on the roof during a heavy rain. There are standards for the appropriate size of gutter needed in relation to the size of the roof that can be obtained from contractors and architects. In certain cases, the detailing on the eaves may also dictate a larger size in order to be compatible with the size and placement of other details at and near the roof edge.

e) Built-in, "K Style" and "Half Round" gutters all have a historical presence on homes in historic districts depending on the architectural design of the roof /eaves of the house. The proper application of any gutter system is directly related to the overall roof design to ensure the practical long-term success and economy of the roof drainage system.

f) Historic gutters, scuppers, and downspouts should be maintained and when necessary shall be repaired rather than replaced.

g) It is not appropriate to install a gutter system that compromises existing eaves and details or the success *of the entire system.*

h) Do *not alter, remove, or cover original rafter tails, moldings/trim, or other detailing in order to install* a *gutter* system.

2.03 Sense of Entry

(a) Porches

Porches are an important part of the residential sections of older neighborhoods and should not be enclosed. Every effort should be made to maintain the design integrity of both individual buildings and the overall streetscape in historic and conservation districts, of which porches play a role.

Many architectural styles and building types developed with the porch as a prime feature of the front and side facades. Because of their historical importance and prominence as character-defining features, porches should be preserved, and they should receive sensitive treatment during exterior rehabilitation. Porches vary as much as architectural styles. They differ in height, scale, location, materials and articulation.

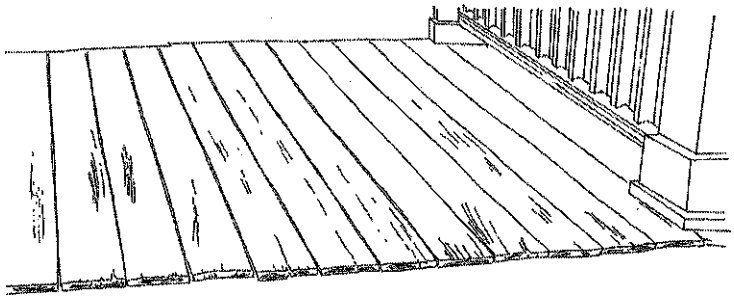
Porches help to provide visual interest to the building, and can influence its perceived scale, protect entrances and pedestrians from rain and provide shade in summer.

The original configuration, design, *and materials of the porches shall be* preserved *and maintained.*

Original porches shall not be removed. Front and side facade porches shall be maintained in their original configuration with original materials and detailing.

Every effort shall be made to preserve viable materials when the rehabilitation of historic porches becomes *necessary.*

The original design and architectural elements of porches shall be maintained. Details shall be preserved and undamaged with repair work and replacement of missing parts, such as *flooring, columns, posts, railings, balusters, decorative molding, and trim work to match the original in design, materials, scale, and placement.* *(/*



Wood porch floors should be repaired with floorboards to match the original.

1) Columns and Railings

a) Historic porch columns and railings shall be retained and repaired with materials to match the original.

b) Preserve and *maintain original columns and railings.*

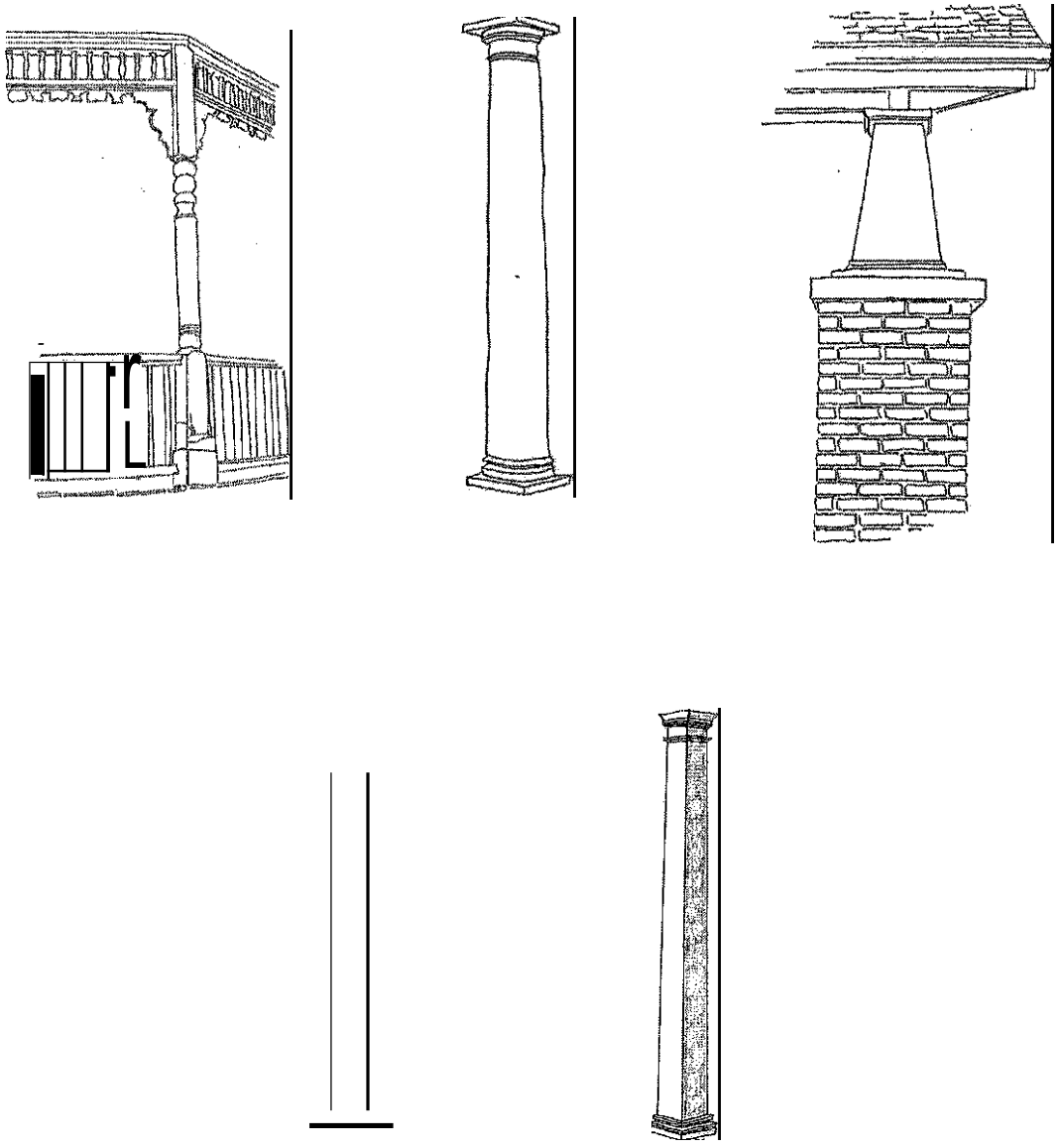
c) If repair is required, use materials to match the original in dimensions and detailing. Columns often deteriorate first at the bottom next to the porch floor. If this is *the case, consider sawing off the deteriorated area and replacing this section rather than replacing the entire column.*

d) Columns of aluminum, wrought iron, or other modern materials are not appropriate for front porches, however, may be used on the rear of *a building or on side porches that are not readily visible from the street.*

Queen Anne Style

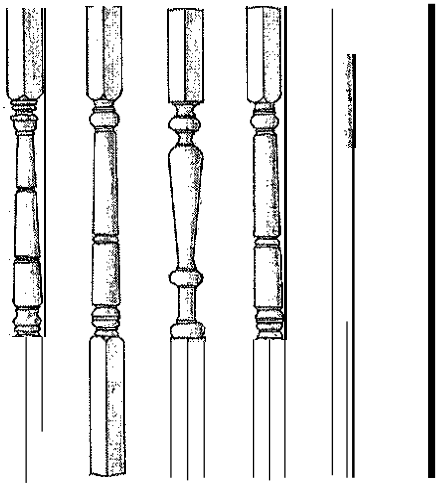
Original Tuscan design on Colonial Revival Style

Tnr,,,.-.,,,r1 wood column on brick pier common to Bungalow



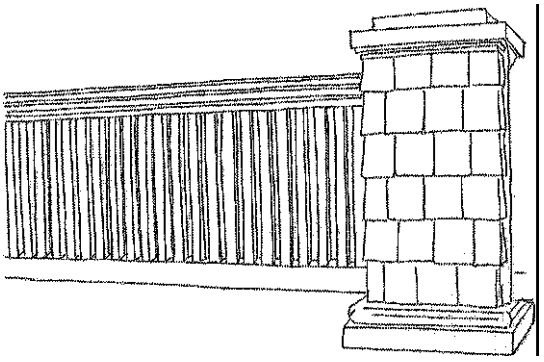
Appropriate replacement columns for Colonial Revival dwellings.

e) If the original columns and railings are missing, replace with in-kind material and design. If the original porch columns and railings are missing, replacement columns and *railings shall be appropriate for the dwelling's architectural style and period.*



f) For *Queen Anne* and *Folk Victorian styles of the tum of the century, milled porch columns* ore *appropriate and ore readily available from wholesale companies. These porch columns* are *usually eight feet (8') in height and have widths and depths of four inches (4").*

g) For Craftsman/Bungalow porches round, square, or *tapered square* wood *columns* ore *best. Although usually not available at wholesale hardware stores, they can be* ordered *from milling companies. These columns should fit the porch height and if rounded have diameters of no less than six inches (6'1 and no* more *than ten inches (10'!, Square columns* or *tapered square columns should be* a *minimum of eight inches (8'1* and *a maximum of ten inches (10'1* in *depth* and *width.*



h) Front porches may require new newel posts. Porch newel posts in historic designs are *readily available,* are *usually four feet (4 ') high, and measure four inches (4") in width* and *depth. The "ball top" newel post is best for Queen Anne* or *Folk Victorian porches. The* "V-Groove" *post is acceptable for Queen Anne, Folk Victorian, and Craftsman/Bungalow dwellings. Do not use the "French Gothic" post, as it is not appropriate.*

i) Balusters railing can be found *at most wholesale hardware stores. The milled spindles* measuring *3' high* and 2" *in diameter are best for Queen Anne* and *Folk Victorian dwellings. Balusters* or *spindles that* are *smaller than 2" in diameter* are *not suitable* for *exterior porches. Square balusters that* are *3' high and 2" in width* ore *best for Craftsman/Bungo/ow dwellings. The 'Jumbo" balusters* or *spindles that* measure 3"x *3"* or *4"* x *4"* ore *too large* and *should not be* added *to front porches.*

2) Porch Enclosures

In general, porches should not be enclosed or removed.

a) The enclosure of the front porch or balcony is not allowed.

b) Porches and balconies on *front facades or prominent side elevations shall not be enclosed without an approved Certificate of Hardship. If a COH is issued, enclosure of the front facade porch or balcony shall be constructed of transparent materials, such* as *clear glass enclosures or screens that are set behind balustrade* and *structural systems* and *maintain the visual openness of a porch.*

c) Porches on *the rear* and *recessed rear* sides *of buildings* and *structures may be enclosed when not readily visible from the street* and *if the height* and *shape of the porch roof are not disturbed.*

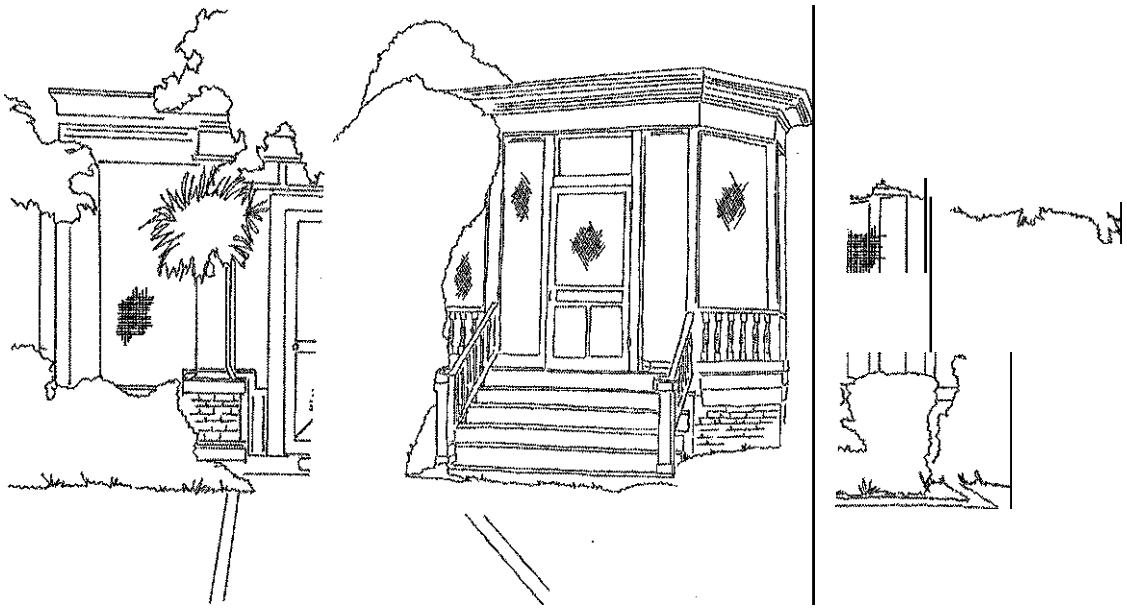
d) Framing or glassing in the front porch or a *prominent side porch may not be* used *as an alternative to the* addition. *Permanent elements that may prohibit the reversibility or change the original configuration of the enclosed porch are not permissible.*

e) Enclosures on *front porches shall be oriented to the street elevation.*

3) Porch Screening

a) Porches may be screened with wood *panels (structural framework) that are minimal* and (-) *situated behind porch columns, posts,* and *railings. The open appearance of the porch must be maintained.*

b) Screen doors and/or *porch screening shall not obscure the visibility of the historic door(s). (See Section 2.04)*



Screening front porches is appropriate when the framing is kept to a minimum and original porch columns and railings are preserved and maintained.

4) Porch Construction, Replacement, and Removal

a] In some cases, turn of the century dwellings had their original porches removed and replaced with Craftsman/Bungalow style porches in the 1920s and *1930s. If desired, these Craftsman/Bungalow porches may be replaced with porches in keeping with the original design.*

b] If the original porch is missing, construct a *new porch based upon photographic or physical evidence, or* base *the design upon historic porches of district buildings built at the same period and in a similar architectural style.*

c] Porch heights should be consistent with those of adjacent buildings. Porch depths should be a minimum of six feet.

d) Non-historic, decorative details should not be added *to porches.*

5) Porch Step, Stairs, and Stoops (see Sidewalks, Steps, and Stoops above).

2.04 Doors and Windows

Windows and doors are some of the most important character-defining features of historic structures. They give scale to buildings and provide visual interest to the composition of individual facades. Distinct window and door designs, in fact, help define many historic building and structure styles. Windows and doors often are inset into relatively deep openings or they have surrounding casings and sash components which have a substantial dimension that cast shadows which also contributes to the character of the historic style. Because window and door designs have a significant effect on the character of a historic structure, their treatment, and the replacement design are important considerations.

(a) Doors

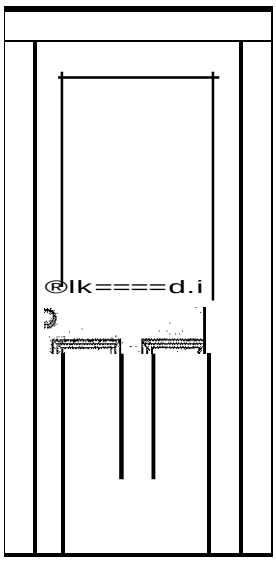
Historic door designs, which are missing, should be replaced with new doors appropriate for the style and period of significance of the building. If the original design is unknown, a secondary entrance may contain an original door, which can be moved to the main entrance or salvage companies may also have historic doors available. Design and materials for replacement doors shall be compatible with the period of significance for the building.

1) Replacement doors shall be similar in design to the original in style, materials, glazing (glass area), and lights (pane configuration). New doors should not replace historic doors at the front entrance or at side entrances that are readily visible from the street.

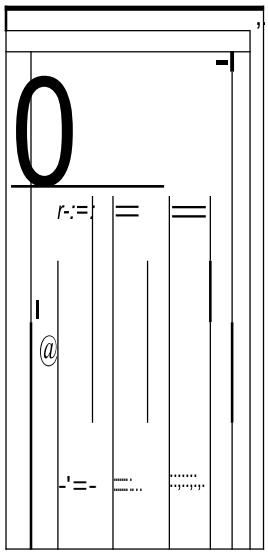
2) Original doors and surrounds, sidelights, transoms, and detailing shall not be removed or altered.

3) Non-historic or compatible doors of solid six-panel, flush wood, steel design, fake leaded glass, "decorator" designs, etc. are not allowed on front entrances; however, they may be introduced at the rear or sides of buildings where not readily visible.

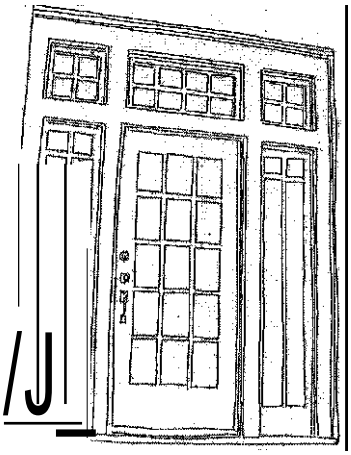
Typical Door Styles in the Seneca Historic Districts



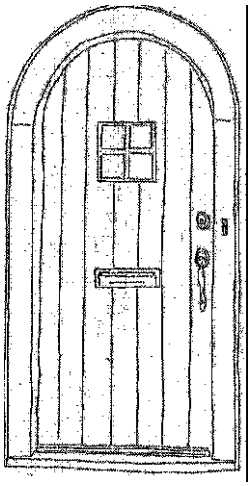
Queen Anne Style Door



Colonial Revival Style Door



Bungalow Style Door with Sidelights and Transom



Tudor Revival Style Door.

Repair v. Replace is 1st option!

(b) Windows

Seneca is proud of the variety of historic wood windows in various sash designs and sizes. Original windows were constructed so that individual components could be repaired, instead of requiring an entire new unit if one piece breaks or rots. This often means that an existing, historic window can be repaired for far less cost than a replacement. Repair 6)f historic windo'v\'..JS thei1 best first step when confronted with a damaged or deteriorated unit.

The size, shape, and proportions of historic windows are among their essential features. For example, many early residential windows were vertically proportioned. Another important feature is the number of "lights," or panes, into which a window is divided.

i) If only a few windows on the front facade are deteriorated, consider replacing with windows of good *condition from the rear or sides of building or structure.*

ii) New windows shall not be added *to primary facades or to secondary facades where readily visible from the street.*

iii) Original door and window openings should not be covered, concealed, nor reduced in size. The size, shape, and proportions of window and *door openings are important features. They give scale to buildings and provide visual interest to the composition of individual facades. These features are often inset into relatively deep openings in a building wall or they have surrounding casings and sash components that have substantial dimensions. They cast shadows that contribute to the character of the building. Windows of steel or other metal designs shall be preserved* and *maintained, or replaced with new metal windows that are similar in appearance and materials.*

iv) The use of snap-on or flush muntins are not allowed. Newer muntins are much thinner than the muntins on historic windows.

v) Substitute window units must be appropriate to the home's period of significance, maintaining the use of historic materials.

vi) When technically and economically feasible, repair of deteriorated, or damaged *doors,* and *windows shall be preferred over replacement.* A *COH must be obtained is cases of technical and economic hardship.*

vii) Carefully examine the sill, frame, sash, paint and wood *surface, hardware, weather-stripping, stops, trim, operability, and glazing. If, after a thorough examination, fifty percent (50%) or more of the windows are deteriorated or missing, then wholesale replacement of windows may be allowable. Replace with units that match the original sash, lights (pane) size, configuration, glazing, materials, muntins and mullion detailing, location of meeting rail, reflective quality of glass, and profile (the reveal or setback of window from the wall plane). Small differences between replacement and historic doors and windows can make significant differences in appearance.*

Exception:

In the Conservation District, it is permissible to substitute the window configuration with verification that the proposed configuration matches the same building style and the same period of significance.

(c) Energy Efficiency Conservation (Storms and Screens)

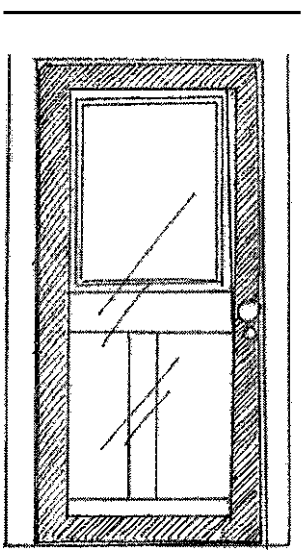
i) Original screens and/or storms should be preserved and maintained.

ii) Improve the thermal performance of existing windows through adding or replacing weather stripping and adding storm windows which are compatible with the character of the building and which do *not* damage *window frames.*

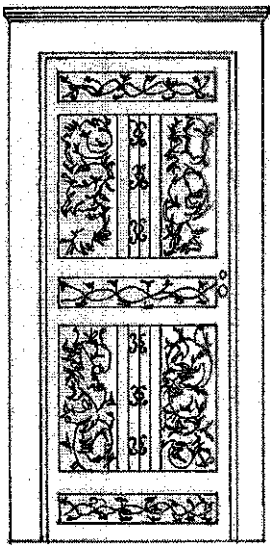
iii) If window storms and/or screens are in need of replacement the frame shall be of wood, *baked-on, or anodized aluminum, and fit within the window frames.*

iv) Storms and/or screens shalt be full-view design or have a central meeting rail at the same location as the historic window behind it. Storm windows with built-in lower screen panels are appropriate. The uses of raw or shiny aluminum frames are not allowed.

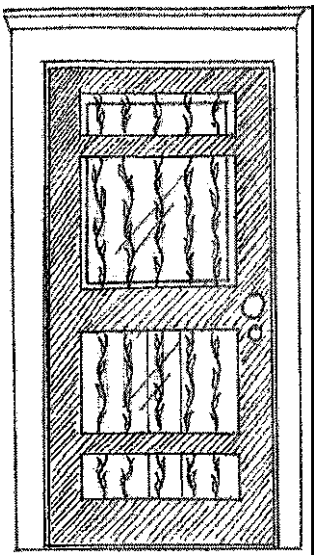
(d) Security and Windows



Yes



No



No

a) While less fitting on front facades, security doors may be installed provided they are, full view design or have minimal structural framing, which allow the viewing of the historic door behind it.

b) Ornate security doors with extensive grillwork or decorative detailing are not suitable for entrances on *the front facade. Window bars on primary facades should also be as visually unobtrusive as possible.*

2.05 Architectural Character (Materials, Details, and Textures)

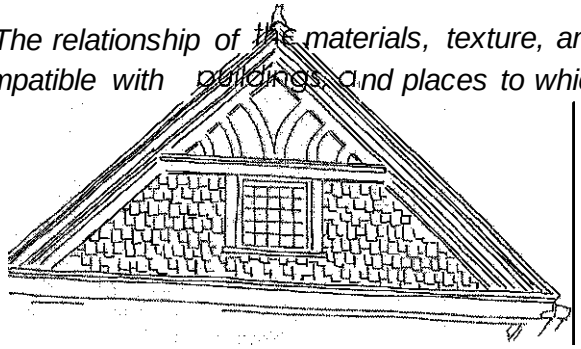
(a) General Principles:

Original architectural and decorative ornamentation shall be preserved, maintained, and repaired. These may include eaves, cast iron pilasters, porches, brick corbelling or inlaid patterns, terra cotta, decorative cast concrete, window hoods, cornices, brackets, trim work, shingles, columns, balusters, verge boards, gingerbread, moldings, or any other character-defining feature.

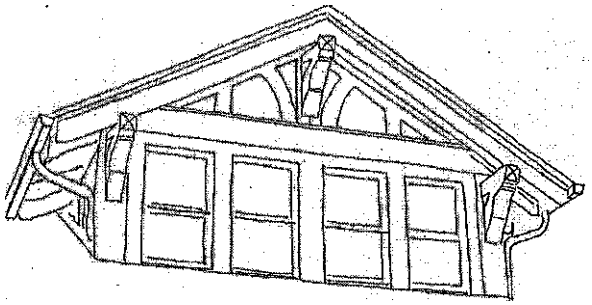
i) Architectural features shall not be removed or concealed.

ii) Architectural features that have been removed or concealed should be replaced with new features based upon their original design, materials, proportions, and details.

iii) The relationship of the materials, texture, and color of the facade of a building shall be visually compatible with buildings and places to which it is visually related.



Details shall not be removed or concealed.



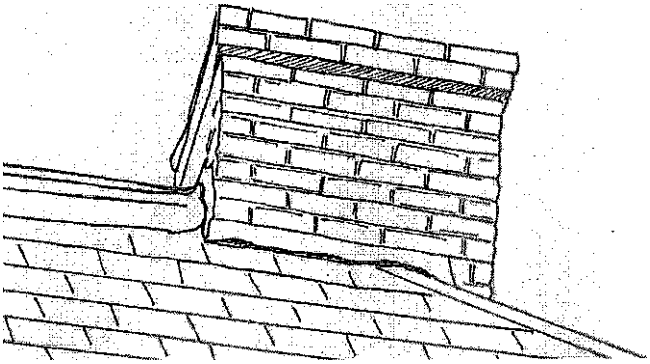
Preserve and maintain original architectural features.

iv) Architectural features shall not be added *unless original and authentic to the building and accurately based on physical, pictorial, or historical evidence (not guesswork) in materials, scale, location, proportions, form, and detailing.*

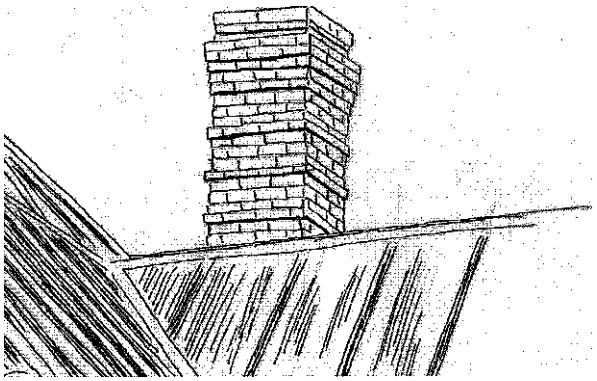
2.06 Chimneys

Chimneys often feature decorative brickwork or designs that contribute to the building's architectural character. For some Tudor Revival and Craftsman/Bungalow dwellings, chimneys on the front of the house are important to its style.

(a) Chimneys should be maintained and preserved in accordance with the brick and mortar guidelines.



Chimney should be preserved and maintoined.



Chimneys were often designed with decorative brickwork.

(b) Original chimneys should be preserved and maintained - not removed or altered.

(c) Repolnt according to masonry guidelines to match original materials (mortar composition, profile, colors, etc.), and brick pattern. if extensive repointing has resulted in mismatched colors and textures, painting the chimney to match existing brick and mortar is appropriate.

(d) chimney repair and new chimneys shall mak:h the original design and period of significance.

(e) Shall have day, slate, stone caps or other compatible material matching the period of

slgnifk:cmce.

(f) Do not cover with stucco or other veneers. See Masonry Section for brick or stone constrndion.

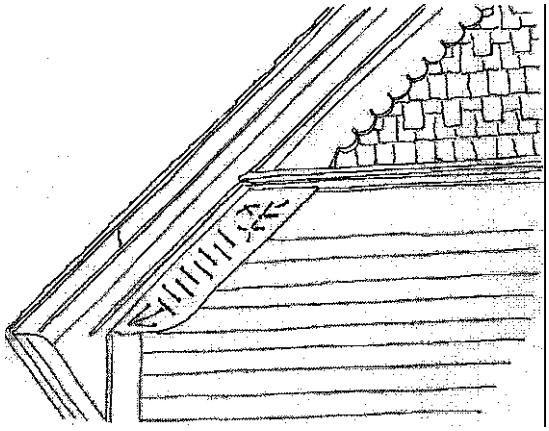
2.07 Exterior Wall Material

Exterior wall materials play a large role in defining a building's architectural character. The character or identity of a historic building is established by its form, size, scale, and decorative features. 11" is also influenced by the choice of materials for the exterior wall cladding - by the dimension, detailing, profile, color, texture, and other surface characteristics.

Wood

In early building construction, wood was the most commonly used building material. The structural system of most homes is a wood framework. Depending on the styles of the era and the taste and the financial resources of the owner, decorative details were added.

Many of the residential buildings have original decorative wooden saw work, posts, beams and rafters, and columns embellished, cladding materials, and decorative details like moldings, brackets, pediments, balustrades, trim, shakes, and siding made of wood. Many porches, fences, and storefronts were constructed of wood, as well. Commercial buildings typically used wood and masonry and wooden trim, sashes, and wood doors.



1) Retain and preserve wooden features that contribute to the overall historic character of the building and a site, including such functional and decorative elements as siding, roofing and wall shingles, cornices, architraves, brackets, pediments, columns, balustrades, and architectural trim.

Original wood siding and shingles should be maintained and not covered or concealed with synthetic sidings.

2) Repair historic wooden features using recognized preservation methods for pa1'ching, consolidating, splicing, and reinforcing.

3) If the replacement of a deteriorated detail or element of a wooden feature is necessary, replace only the deteriorated detail part with the same materials, rather than the entire feature. Match the original detail or element design, dimension, texture, and material. Consider compatible materials only if using the original material is not technically feasible. However, if the replacement of the entire wood feature is necessary, replace it with in kind, matching the original in design, dimension, detail, material, and texture.

4) If a wooden feature is completely missing, replace it with a new feature based on accurate documentation of the original feature or a new design compatible in scale, size, material, texture, and color with the historic building and district.

5) It is not appropriate to replace or cover wooden siding, trim, or window sashes with substitute materials.

6) It is not appropriate to introduce wooden features or details to a historic building in an effort to create a false historic appearance.

7) Siding of particleboard or pressboard is not allowed for the fronts or sides of buildings that are readily visible from the street.

Brick, Mortar, and Masonry

Many of Seneca's buildings are of brick and brick veneer construction. Brick can last for hundreds of years if it is well maintained (see Appendix for maintenance information). Site features as well as building elements, surfaces, and details executed in masonry materials contribute to the character of historic districts. Concrete, brick or stone exterior walls clad most buildings in the commercial and institutional districts. (-)

8) Brick, mortar, and masonry exteriors, foundations, and other features are integral to a building's character and shall be preserved and maintained. Stone retaining walls, gateposts, and other original landscape features should also be preserved and maintained.

9) Materials original to the building shall be preserved and maintained.

10) Brick, mortar, and masonry exteriors shall be cleaned only when necessary to halt deterioration or remove heavy soiling to avoid needlessly introducing water or chemicals into the building. Sandblasting or subjecting the exterior to any kind of abrasive cleaning is not allowed, including high-pressure water that exceeds 600 pounds per square inch. Brick, mortar, and masonry exteriors should be cleaned by professionals if using detergent cleansers or chemical agents.

(

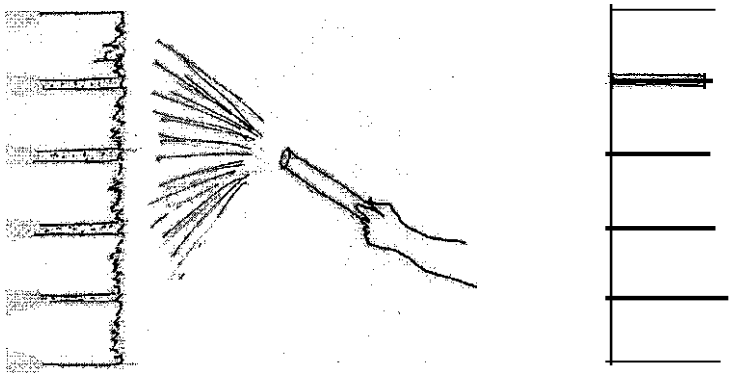


Figure l - Abrasive cling such as scmdblosting can harm brick buildings.

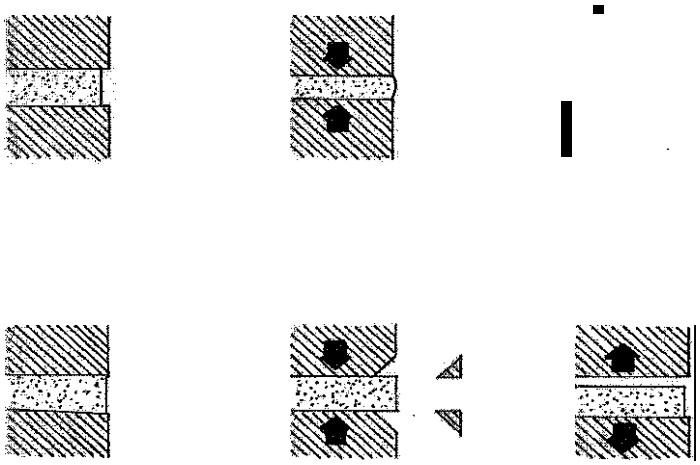


Figure 2 - Row 1: Replacement mortar should allow the brick to expand and contract.
Row 2: Hard mortars can cause spa!ling and cracking.

11) Retain and preserve masonry features that contribute to the overall historic character of the building, structure, or a site, including walls, foundations, roofing materials, chimneys, cornices, quoins, steps, buttresses, piers, columns, lintels, arches, and sills.

12) If the replacement of a deteriorated detail, module, or element of a masonry surface or feature is necessary, replace only the deteriorated part in kind rather than the entire surface or

feature. Consider compatible substitute materials only if using the original material is not technically feasible.

13) Repair historic masonry surfaces and features using recognized preservation methods for piecing-in, consolidating, or patching damaged or deteriorated masonry. It is not appropriate to apply a waterproof coating to exposed masonry rather than repair it. Repairs should be made carefully to match the original brickwork and mortar, using hand tools, not electric power saws, to remove mortar.

14) Repointing [fixing the mortar between the bricks) should match the original brick and mortar regarding width, depth, color, raking profile, composition, and texture. Repointing shall be made with the original compound, if it can be determined. If the original mixture cannot be determined, repointing shall use a historic compound such as one part lime and two parts sand (see Appendix).

15) Missing decorative brick features shall be replaced with matching brick and design details. Salvage companies may have molded or decorative bricks to match those missing on a building.

16) Before brick and motar is to be painted, whether to correct for color mismatch, to protect brick that has been damaged or is in poor condition, or to change the color of the building, the building owner or their agent must complete a Certificate of Appropriateness and have it approved by planning staff.

17) Do not use silicone-based water sealants. Water sealants can have the effect of trapping water on the interior of the building, and that can damage your inside walls. Water-repellent coatings should not be added unless repairs have failed to stop water getting into your brick.

18) Do not stucco over brick and mortar.

19) It is not appropriate to paint unpainted masonry surfaces that have not been painted, historically.

20) Paint removal should not be made if the paint is firmly adhered to, and therefore protecting, the surface. Repaint previously painted masonry surfaces in colors that are appropriate to the historic material, building, and district.

21) Protect and maintain historic masonry surfaces and features through appropriate methods [see appendix)

Asbestos

22) Asbestos shingles that are original to a dwelling should be preserved and maintained.

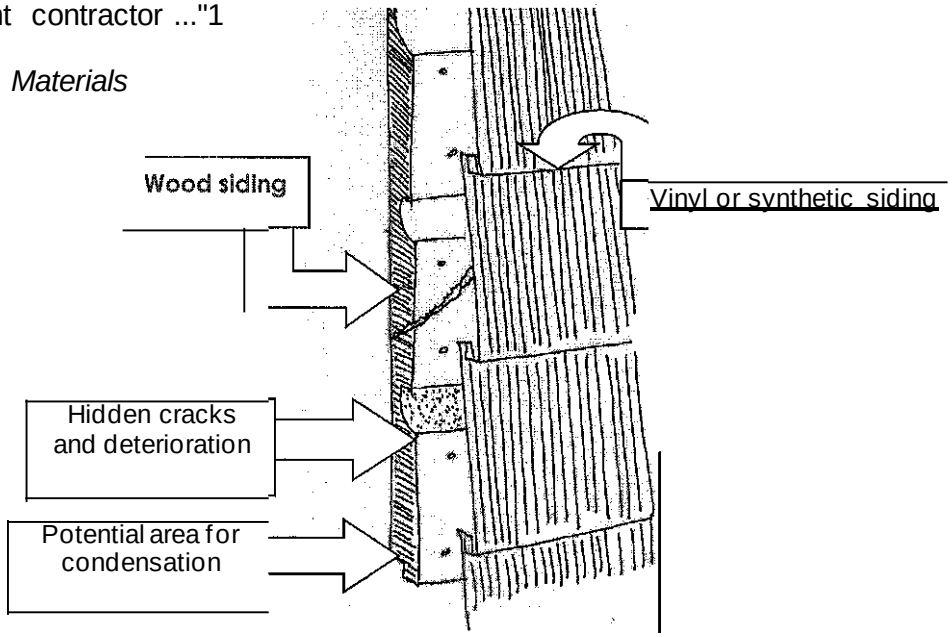
23) If siding materials containing asbestos were used to cover original materials, it is highly recommended that they be removed.

24) If asbestos shingle siding is deteriorated, broken, or if it is proposed to be removed, enclosed, or covered with siding material, the proposed siding material must match the original cladding in detail or element in the design, dimension, texture, and profile. New products have been developed that do not contain asbestos. One approved replacement material is referred to as fiber cement board siding.

25) An owner-occupant choosing to remove asbestos siding due to potential health hazards will not be denied. However, the owner-occupant must support the reasoning in an application for a Certificate of Hardship and Synthetic Material Application Addendum.

26) Please note that asbestos is a hazardous material. For more information, contact South Carolina Department of Health and Environmental Control (DHEC) or visit their website: <http://www.scdhec.gov/environment/baq/asbestos.aspx>. "Homeowners, who choose to [remove,] repair or replace damaged asbestos roofing or siding has three options. They can do the work themselves, hire a general contractor who is not licensed to perform asbestos abatement, or hire a licensed asbestos abatement contractor. DHEC regulations do not apply to work done at private mrl homeowner selects a licensed asbestos abatement contractor ..."1

Synthetic Materials



Wood deterioration can be accelerated by the use of synthetic sidings.

(1 < http://www.scdhec.gov/environment/baq/regulatory.aspx> Accessed February 11, 2009,

27) The concealment of original wall material is not permissible within the historic context. The original material shall be repaired rather than replaced.

28) The restoration of original siding and removal of synthetic materials such as aluminum or vinyl are highly encouraged. When existing synthetic siding requires replacement, original materials shall be used.

29) Replacement of original wall material with synthetic material is limited to cases of hardship due to technical or financial need. In those particular circumstances, the owner shall make application for a Certificate of Hardship and complete a Synthetic Material Application Addendum [see Appendix).

The Board will make its determination for use of synthetic materials based upon the scope of work to be completed and the materials proposed by each of the following:

a) Requirements of the Certificafe of Hardship have been satisfied;

b) The original wall material of contributing buildings and or structures in a historic context shall be preserved, restored, or replaced with the same materials and not damaged *by the use of synthetic material(s);*

(/;

c) Nonhistoric buildings and structures located wholly or partially, within a perimeter of three-hundred feet (300') from a historic site, building, structure, site, object, landmark, or district;

d) The building or structure is severely deteriorated and is supported by pictorial evidence;

e) All sources of moisture that have caused damage *to the building or structure are corrected and the* damage *repaired prior to the use of exterior wall cladding;*

f) Do not hide, remove, cut, or otherwise damaged *any of original decorative detailing or historic architectural features such as window and door trim; window and door surrounds, brackets, moldings, rafter tails, columns, balusters, and related details;*

g} Material shall match the original in exposure, profile, texture, design, and vented to the maximum extent possible; and

h) Original trim and architectural details shall be placed over (in front of) the wall material.

2.08 Architectural Metals

Architectural metals are commonly used for numerous roofing and guttering applications, including standing-seam roofs, flashing, gutters, downspouts, finials, cornices, copings, and crestings. Beyond those building features, other architectural elements often crafted or detailed

in metal include storm doors and windows, vents and grates, casement windows and industrial sash, railings, storefronts, hardware, and trim work.

Traditional architectural metals, such as copper, tin, terneplate, cast iron, wrought iron, lead, and brass, and contemporary metals, such as stainless steel and aluminum are all found within the historic districts. The shapes, textures, and detailing of these metals reflect the nature of their manufacture, whether wrought, cast, pressed, rolled, or extruded.

(a) Preservation

Retain and preserve architectural metal (such as copper, tin, brass, cast iron, wrought iron, lead, and terneplate) features including such functional and decorative elements as roofing, flashing, storefronts, cornices, railings, hardware, casement windows, and fences.

(b) Replacement

If the replacement of a deteriorated detail or element of the architectural metal feature is necessary, replace only the deteriorated part in kind rather than the entire feature. Match the original detail or element design, dimension, texture, and material. Consider compatible substitute materials only if using the original material is not technically feasible.

If the replacement of the entire architectural feature is needed, replace it in kind, matching the original feature design, dimension, detail, texture, and material. Consider compatible substitute materials only if using the original material is not technically feasible.

If an architectural metal feature is completely missing, replace it with a new *feature based* on *accurate documentation of the original design or a* new *design compatible in scale, size, material, and color with the historic building* and *district.*

It is not appropriate to introduce architectural metal features or details to a historic building in an effort to create a false historic appearance.

(c) Repair and Maintenance

It is not appropriate to patch metal roofs or flashing with tar or asphalt products.

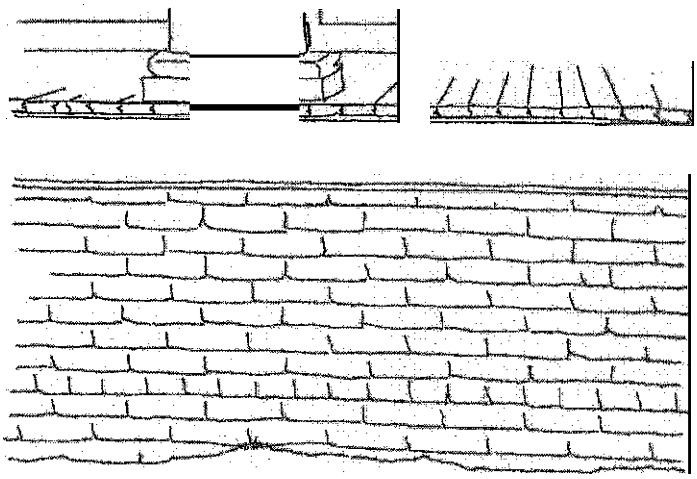
Protect and *maintain architectural metal surfaces* and *features through appropriate methods (see Appendix).*

2.09 foundations

Foundations are very strong visual characteristic of historic areas. The warm, moist climate of the South encouraged the construction of houses on piers, so they could breathe. More recently the introduction of modern heating, cooling, and plumbing has increased the use of continuous foundations and slab foundations.

Seneca dwellings have finely designed foundations of native stone and brick as a foundation materiaL Brick foundations are quite common. While less typical, local natural si"one foundations uniquely add dimension and color to the architecture of the building or structure.

Foundations provide a base for building and make the transition from the walls above ground



to the walls or supports below ground. The amount of exposed foundation varies with historic structures and throughout the district. On many structures, the foundation material may be (\ different in color and texture from the wall material, and the two are usually separated by a belt course of yet another material.

Cleaning, repointing, and repair of masonry foundations should follow masonry guidelines (see Appendix).

Original foundation material should be preserved and not concealed or stuccoed.

(a) Original Foundations

Shall be preserved and maintained in their original design, materials, and detailing. Retain the size, shape of historic doors, windows, or cellar openings in the foundation. If a new opening is required, the material used must look similar to the existing foundation material.

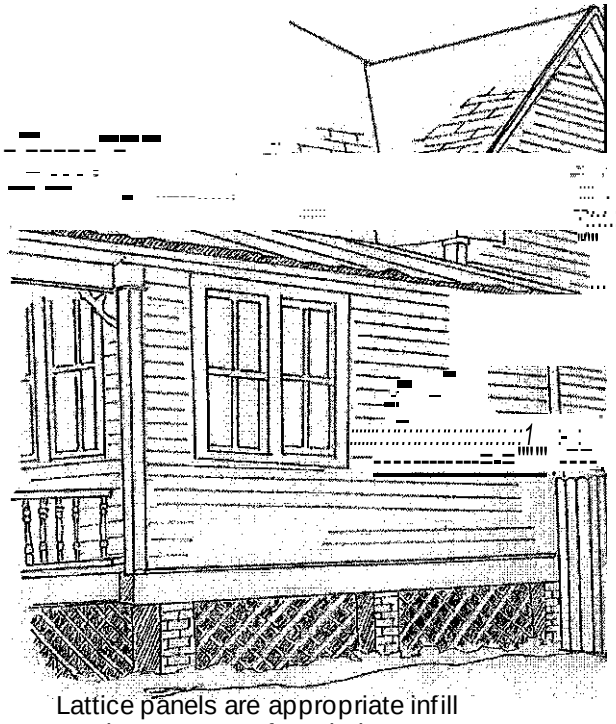
It is not appropriate to replace piered foundations with a continuous foundation.

Correct all sources of moisture and other conditions that may cause damage to the foundation wall and footings.

(b) Repair and New foundations

Do not hide the foundation or any part thereof with concrete block, plywood panels, corrugated metal, wood *shingles, earth, or any other material that was historically* exposed.

If infilling between foundation piers is proposed the owner must effectively demonstrate the need (e.g., mismatched or inappropriately repaired). Acceptable materials recessed from the face of the piers to retain a visual appearance of piers are as follows: wood *lattice framed panels; with brick of color, tooling,* and *mortar color appropriate for the period of the house; or with decorative vertical* wood *boards. The visual impact of the non-historic infill material should be lessened further by painting a dark color (dark reds, browns, or other traditional brick colors) and/or plantings. To obtain relief from these guidelines see Certificate of Hardship.*



Lattice panels are appropriate infill between foundations.

The height of a new or replacement foundation shall be visually compatible with neighboring (- ; *properties such that the foundation height at its most shallow point is between* 6 and *24 inches above grade. Slab* and *at-grade foundations are not in keeping with the intent of the* design *review district* and *are restricted to garages; outbuildings;* and *attachments to the main structure not visible to the adjoining street(s).*

10 Appurtenance(s)

Appurtenances to a building, structure, or the site (such as utilities, parking, walls, wrought iron fences, and landscape screening) should form cohesive walls of an enclosure along the street facade, to ensure visual compatibility of the contributing sites to the buildings and places to which it is visually related.

(a) Antennas

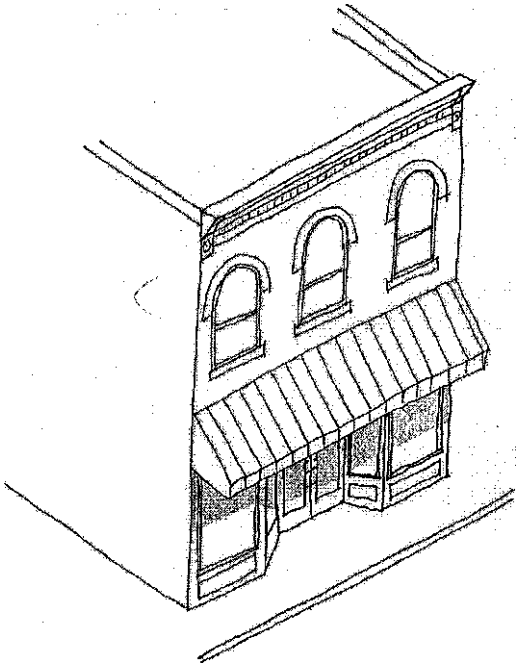
Antennas are allowed in local historic districts. The members of the Board of Architectural Review and *its staff will work with property owners seeking antenna installation approval to determine the installation location that meets the continued technological needs of the owner while having the least impact on the district.*

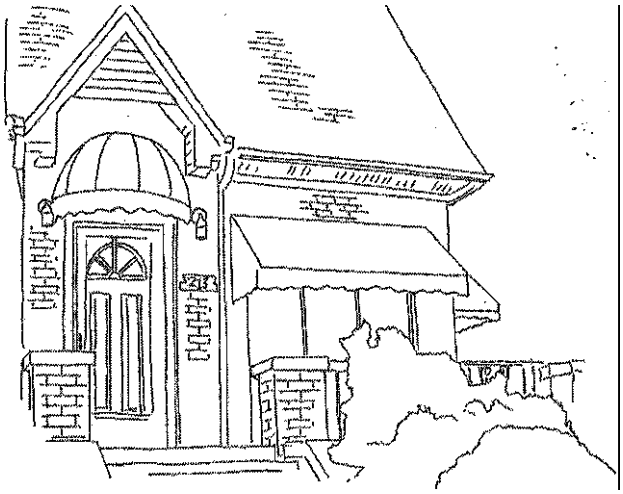
The BAR cannot prohibit the installation of such antennas, but at the same time, it is under no obligation to approve any antennas configuration or location brought before it that fails to meet the Secretary of Interior's Standards. (

Paint telecommunications and *mechanical equipment in muted colors that will minimize their appearance by blending wifh their backgrounds.*

(b) Awnings

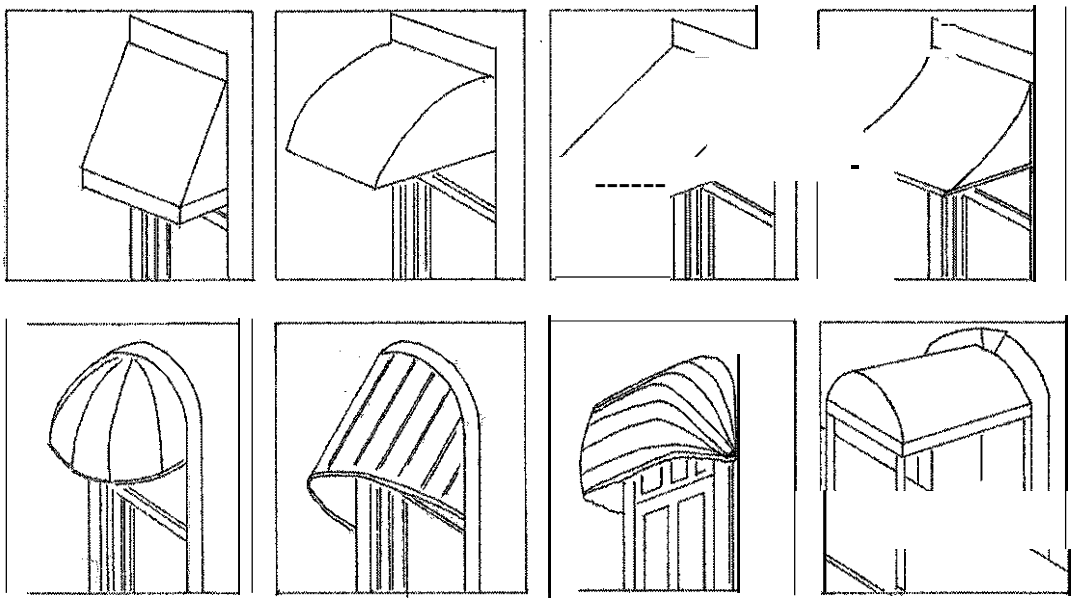
Canvas awnings for windows and porches were common features of buildings in the early 20th century. With the widespread use of air conditioning after World War II, the use of awnings declined. In recent years, the use of awnings has increased because they are attractive and save energy costs. Canvas and similar material awnings are suitable for many Seneca dwellings and nonresidential/commercial buildings.





Historically, awnings were common on storefronts and upper facades of commercial buildings and are appropriate.

(



Selection of appropriate awning for commercial buildings.

Materials should be compatible with those of the period of significance. Awning materials should be canvas, acrylic, or vinyl coated. The use of fixed metal, vinyl, or wood *awnings is discouraged.*

Do not cover or conceal significant architectural details (such as transom lights of prism or stained glass) and *match the period of significance.*

Only be added on *buildings at traditional locations such as over windows* and *doors and attached to porches. All awnings should fit the related opening. Rectangular window* and *door openings should have straight across shed type awnings, not bubble or curved forms. Awnings over windows with rounded or oval shapes should have arched awnings to match the opening.*

Awning in residential districts shall not be internally lit.

Awnings may be retractable or fixed in place.

The addition of awnings to commercial buildings is appropriate. Awnings should be in traditional awning designs, materials, and placement. Storefronts and upper facade windows are both appropriate locations for awnings.

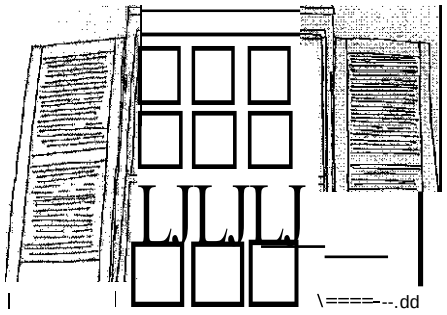
Shed awnings are most appropriate for non-residential buildings. Internally lit awnings are not appropriate in the commercial district.

Transom lights of prism glass or stained glass should not be covered with awnings.

(i

(c) Shutters

Window shutters were common on houses built at the turn of the century. Shutters had practical uses to block the sun in the summer and to protect windows during storms. With the widespread use of air conditioning in the mid-20th century, window shutters became more ornamental than practical, and many original shutters have been removed. Most ornamental shutters, available today, are not appropriately sized or of the right materials.



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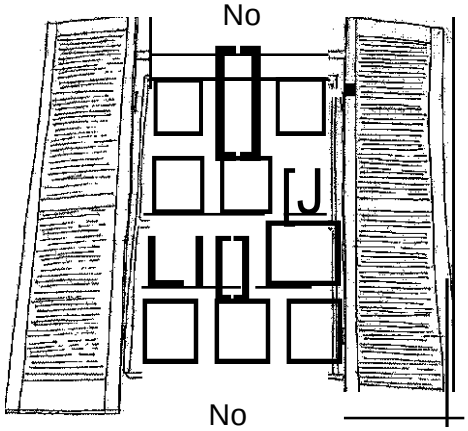
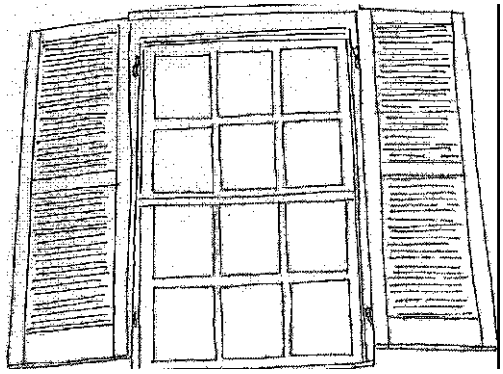


No



Yes

Shutters that are original to the dwelling should be preserved and maintained.

The installation of shutters is appropriate provided:

1) There is physical or documentary evidence of use;

2) The building architectural style and period of significance shall support the same;

3) Shall provide that adequate space is available for proper installation;

4) Shall be operable or appear to be operable;

5) Shall measure the full height and one-half the width of the window frame;

6) Shall attach to the window casing rather than to the exterior finish material; and

7) Shall be constructed of wood with horizontal louvers.

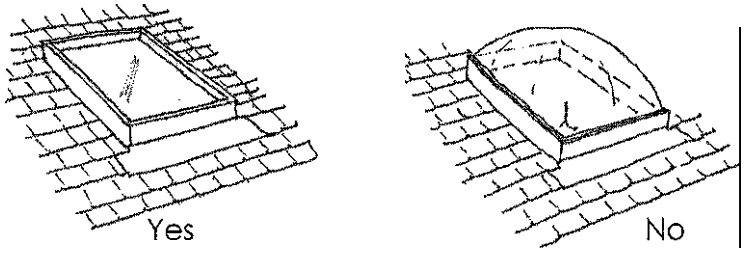
8) Alternative materials may be an appropriate substitute for deteriorated shutters if the following conditions are met:

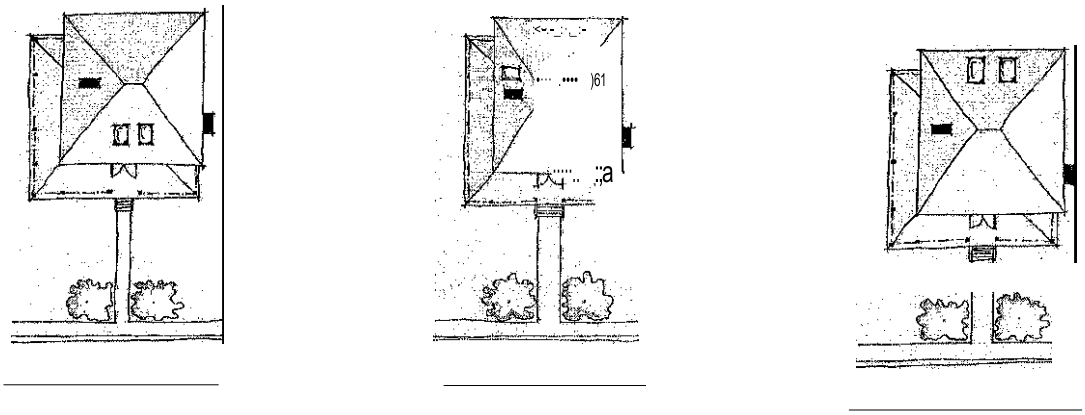
a) The building is located outside a *three-hundred feet (300') perimeter from* a *historic site, building, structure, site, object, landmark, or district; or if the building and others along block face are without historic context: and*

b) Materials shalt be similar in scale, proportion, texture, and finish and have proven durability in locations with similar climate.

(d) Skylights, Tube & Tunnel Systems, Roof Windows, and Solm **Collectors**

The installation of skylights, tubes, or tunnels is acceptable when placed on rear roof/ines, behind gables or dormers, or otherwise not readily visible from the street. These systems shall be flat or flush with the roofline, not convex or "bubble" designs.





No Acceptable No

Skylights should be mounted on side or rear facades not readily visible from the street.

Solar energy collectors or panels are available which can be either freestanding or attached directly to the building. Solar collectors attached to buildings are usually located at the roofline and consist of flat panels. Freestanding collectors are a *series of pole-mounted panels sited next*

to the building. Freestanding collectors shall be located at rear or on side yards not visible from the street. If side yard locations are readily visible (such as a corner lot), panels may be installed provided they are effectively screened by fencing, lattice panels, or landscaping.

(e) Ceiling Mounted fans (Porches)

Although not common, *ceiling fans were sometimes* added *to front and side porches to assist in air circulation. New ceiling fans are appropriate for dwellings in Seneca's historic neighborhoods.*

May be flush mounted on front and side porches.

Fans shall be simple in design and unintrusive.

(f) Trash and Garbage Storage Areas

Garbage storage areas (cans, dumpsters, etc.) shall be located at the rear of buildings unless technically not feasible. If larger than a typical residential use, areas shall be screened with landscaping or approved fencing materials where visible from the street.

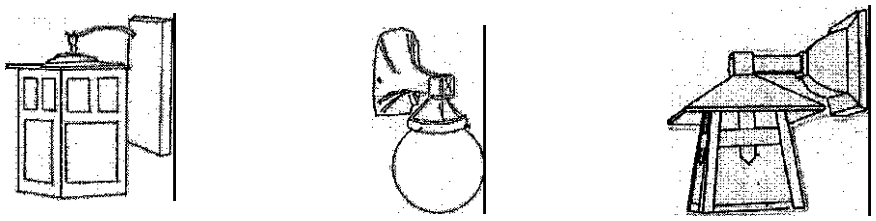
For institutional and commercial structures, garbage storage areas shall be located at the rear of buildings and shall be screened from the street view with fencing or landscaping where technically feasible.

Note

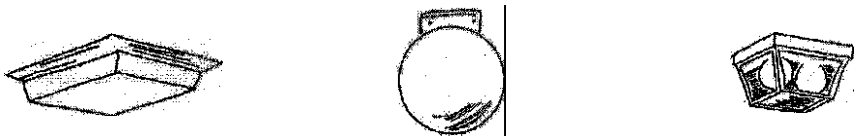
The Core Commercial District presents technical challenges for convenient trash and garbage storage for businesses while providing aesthetically appropriate screening. The Board will continue to work with other groups, boards, and committees to find a solution to best approach this challenge.

(g) Exterior Light fixtures

Many dwellings retain original exterior light fixtures at the porch ceiling or adjacent to the main entrance. Distinctive tinted globes and the "box" shaped fixtures for Craftsman/Bungalows are part of a building's character and should be preserved and maintained. If the original light fixtures are missing, light fixtures with simple designs and detailing are preferred to large, ornate colonial or "Williamsburg" style fixtures. Many companies now provide light fixtures based upon historic designs, and the addition of these types of period fixtures is appropriate and encouraged.



Preserve and maintain historic light features.

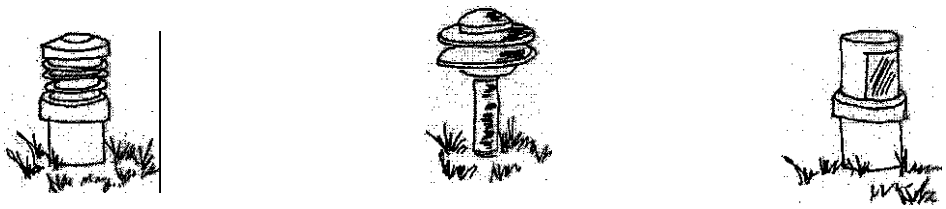


Appropriate porch cemng light fixtures.

Original lighting shall be preserved or restored and maintained.

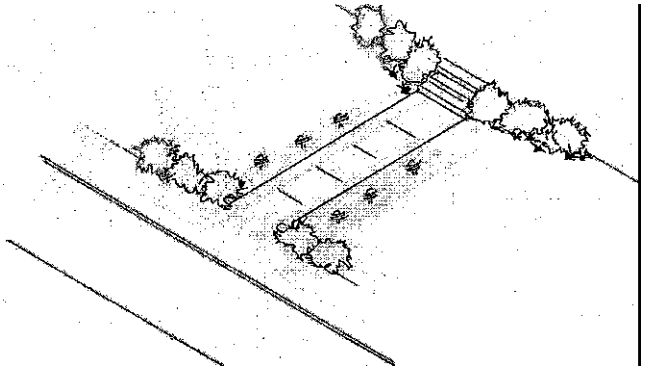
Fixtures introduced to the exterior of *a structure shall be from the same period of the significance. The style, scale, and placement or location shall be appropriate to the* (-) *architecture and period of the building.*

Lighting utilized for security purposes, such as floodlights, shall be mounted on rear or sides of buildings rather than on the front.

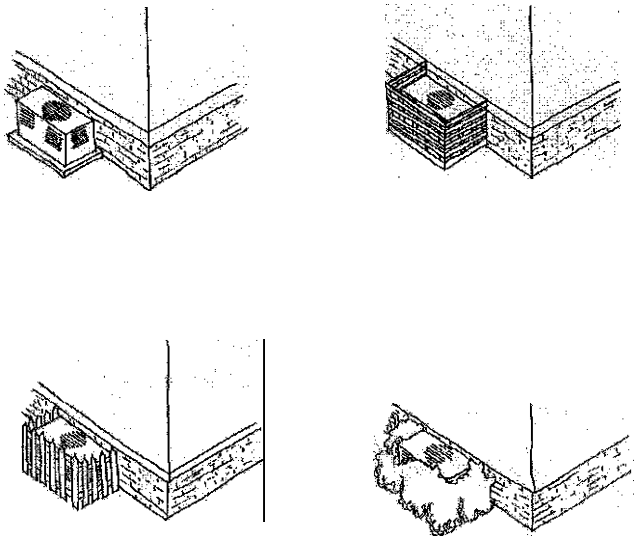


Appropriate footlights for walkways.

If sidewalks and or front yards are to be lighted, use small sidewalk lighting rather than post-mounted fixtures. Post-mounted fixtures may be installed in the Conservation Districts, if it matches the period of significance of the primary building or structure is located outside a three-hundred feet (300') perimeter from a historic site, building, structure, site, object, landmark, or district; or if the building and others along the block face are without historic context.



(h) Mechanical Equipment



Minimize the visual impacts of mechanical equipment as seen from the public way.

Mechanical equipment may only be installed on the rear or a screened side so as not to create a negative visual impact.

Mechanical equipment or vents on the roof must be grouped together to reduce their visual impact. Where rooftop units are visible, provide screening with materials that are compatible with those of the building itself.

Ground-mounted mechanical units shall be screened from view shall be screened by fencing or and/or native evergreen plants and shrubs.

Corner Lots: Due to the high visibility of corner lots, installation of mechanical equipment will be reviewed more carefully. Given that up to three out of four sides of a corner lot have high visibility, it is recommended that applicants work with staff to determine the best location.

Commercial Equipment: All efforts should be made *to locate such equipment behind an exterior solid wall or on the interior of the building. Where this* is *not technically feasible, rooftop installation* is *the preferred location for commercial structures. It shall be installed in a way that is not visible from the ground and will not cause* damage *to or obscure architectural details.*

Any equipment attached to the facade will need to be done in such a manner as not to destroy or cover architectural elements. Staff may approve these installations in locations that are not visible from the public right-of-way and do *not* damage *or obscure architectural* details, *site, or district.*

Locate standpipes, *meters, and other* service *equipment such that they will not* damage *historic facade materials.*

Cutting channels into historic facade materials damages *the historic building fabric and* is *inappropriate.* Do *not locate equipment on the front facade. If a channel must be cut, either locate it on* a *secondary facade or place it low on the wall.*

Window air conditioning units may only be installed on the rear or screened side of the building.

Minimize the visual impacts *of utility connections and service* boxes.

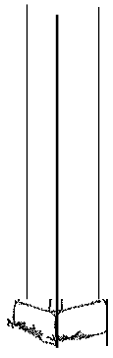
Use smaller satellite dishes *and mount them low to the ground and away from front yards, significant building* facades, *or highly* visible *roof planes.*

Satellite dishes that are mounted on the ground *shall screen from view with fencing and* or *native* evergreen *plants and* shrubs.

(i) Signs

Seneca's *concrete street* sign markers *shall be preserved and maintained and nof be disturbed or* damaged *by any action(s]. If it* is *believed that, the marker may be at* risk *of being* damaged *contact the planning department who will arrange to temporarily (during the period of construction)* remove *the marker.*

Signs shall be kept to a maximum of two per *commercial* business or *institution in residential* zoning *districts.*



Concrete Street Sign Marker

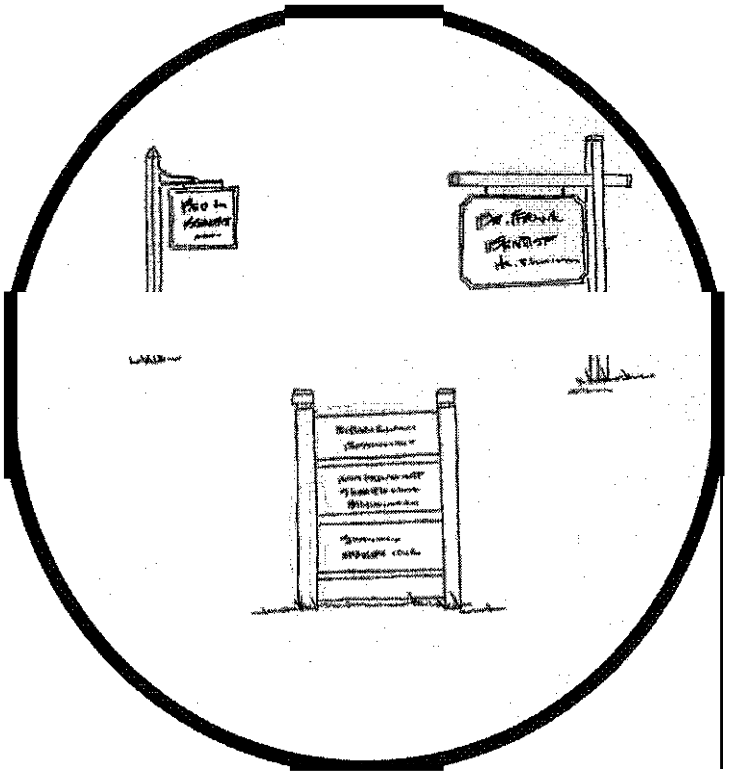
Bui/dings *and* or *structures located in a commercial* zoning *district shall have a maximum of three* signs, *not counting signs placed on windows.*

Signs shall be of compatible materials not plywood, plastic, or unfinished wood.

Signs shall not cover or obscure architectural features.

Signs shall have no more than three colors. Colors should coordinate with the building colors. Buildings and structures located in a residential zoning district shall not be illuminated with visible bulbs or luminous paints.

i) When possible utilize logos or symbols for businesses that fit the context.



Appropriate freestcmding signs for front yards of residential areas.

Institutional and commercial building signs may be affixed to windows, freestanding, attached to the face (front wall sign) of, or projecting from the face of the building.

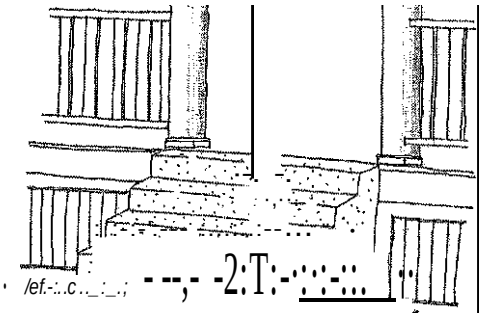
Traditional sign locations include storefront belt courses, upper facade walls (not exceeding 20% *of the overall wall surface}, hanging, or, mounted inside windows, or projected from the face of the building.*

Lighting for signs in non-residlntial settings must be concealed. Spot or up-lit lighting for signs is recommended.(Internally lit signs, neon, LED, animated, and those signs with movement may . be allowed in the design· review district with the approval of the Board.

When mounting on masonry walls, signs shall be anchored into the mortar, not the masonry.

0) Stairs, Steps, and Stoops

Original exterior stairs and steps shall be retained, repaired, or replaced with materials to match the original and compatible with the other contributing structures in the neighborhood or district.



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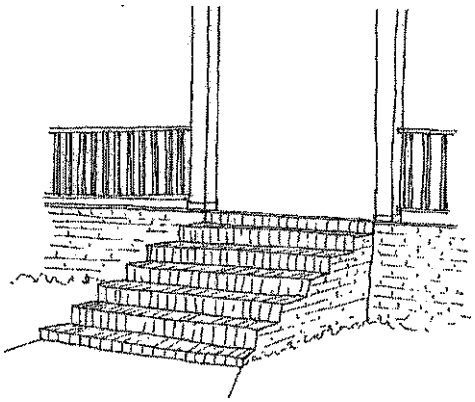
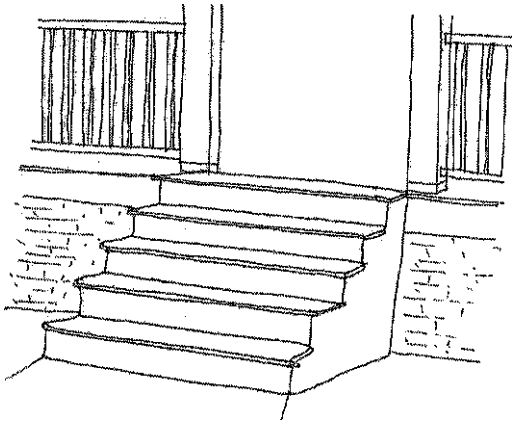
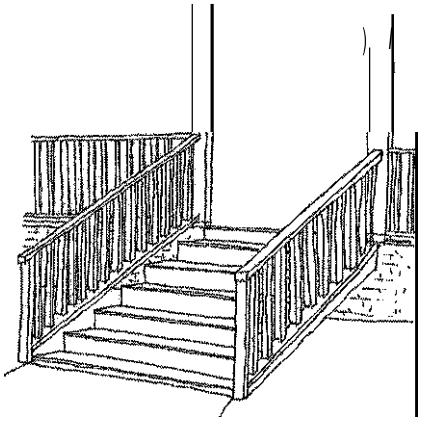


Brick - Acceptable



Wood (Open) -fppropriate



Wood (Enclose) - Appropriate

Stair/Step above 36 inches may require stair rail.

Multi-story buildings used for commercial and/or rental residential uses often require fire escapes to meet fire and safety codes. *Fire escapes, whether incorporated within the walls of the building or attached to exterior walls, should be sited at the rear or sides* of *buildings that are not readily visible from the street.*

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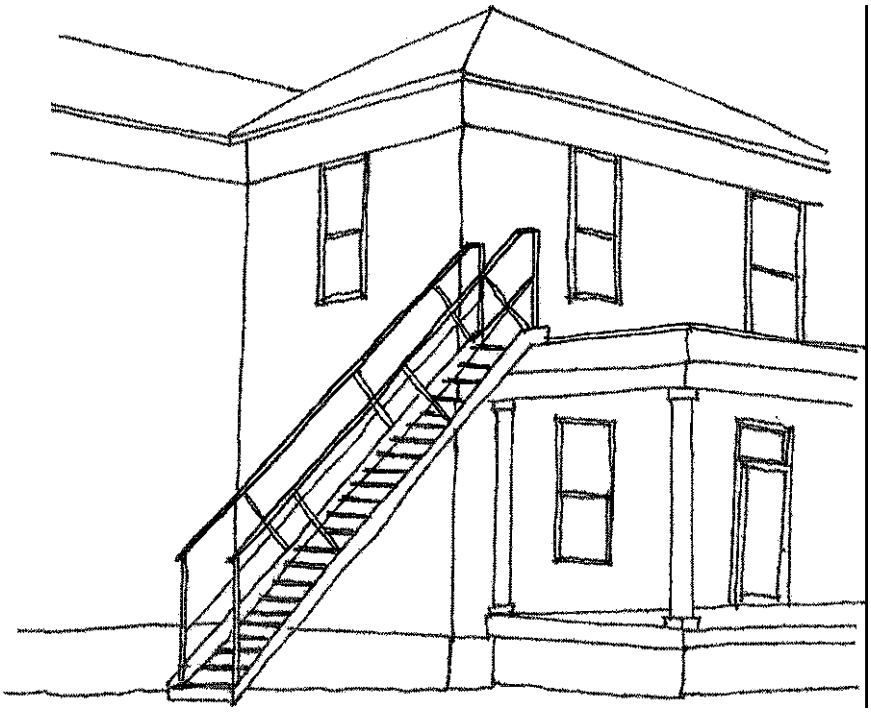


Flre escapes should not be sited 011primary facades.

Stairs shall not be added *to building exteriors where visible from the street. Rear or side facades are appropriate locations for exterior stairs (see Accessibility and* ADA *Standards below).*

2.11 Safety and Americans with Disabilities Act (ADA)

The Americans with Disabilities Act (ADA) mandated that all places of public accommodation be made accessible to everyone. This includes historic structures that are used for commercial and multifamily uses. While all buildings must comply, alternative measures may be considered if the integrity of a historic resource is threatened. In most cases, property owners can comply without compromising the historic resource.

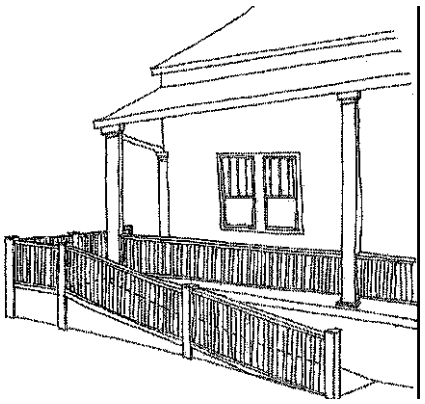
Properties in local historic districts are not exempt from federal, state, or local laws requiring that structures be made accessible to handicapped citizens. The goal is to meet the requirements of these laws and codes, while at the same time maintaining the character of the building and/or site.

Americans with Disabilities Act Accessibility Guidelines (ADAAG) are a separate type of review that is completed and administered by Building and Codes Department. Historic buildings and structures that undergo alterations or a change of occupancy are regulated for accessibility. The International Building Code describes a historic building as one that is listed or is eligible for listing in the National Register of Historic Places, or designated as historic under an appropriate state or local law. The provisions address key building elements such as accessible routes, ramps, entrances, and restroom amenities. Where the historic significance of the building will be threatened or destroyed by means of full accessibility compliance, modifications for these key elements are allowed.

For additional information the National Park Service, Department of the Interior's Technical Preservation Services website at < http://www.nps.gov/history/hps/tps/briefs/brief32.htm>.

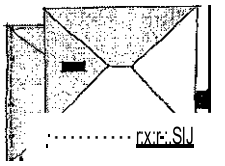
(a) Placement

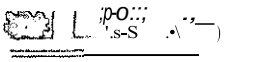
Ramp *structures shall be located where they will not be readily visible from the street, when technically feasible. The ideal for most historic district properties is to set access ramps or other structures along a recessed side or in the rear* of *the building, except in a commercial setting where it shall be placed* as *close* as *technically feasible to the primary entrance. In applications that require ramps on the front elevation, the design* of *the ramp must be sensitive to the character* and *massing of the existing structure.*



Handk:op ramps should be of wood and designed to match the original porch railing.

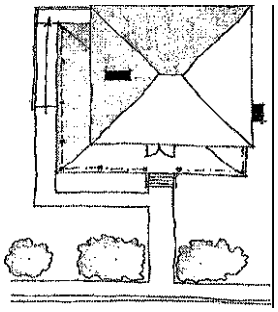
Yes





Hcmdk:ap ramps should be sited on the side or rear facade. Avoid placement on the front facade of dwelling.

No



Multi-story buildings used for commercial and/or rental residential uses often require fire escapes to meet fire and safety codes. *Fire escapes, either incorporated within the walls of the building or attached to exterior walls, shall be sited at the rear or sides of buildings that are not readily visible from the street, when technically feasible.*

The required slope of the structure and any required rest platforms shall consist of the smallest area permitted without inconveniencing users.

Landscaping, the careful choice of building materials and compatible color choices are all suggested ways of lessening the visual impact of handicapped access structures.

In lieu of a ramp, applicants should consider the use of mechanical lifts or other devices where feasible, as a less intrusive alternative.

The installation of handicapped access *amenities shall be completed in a way that may be reversed in the future.*

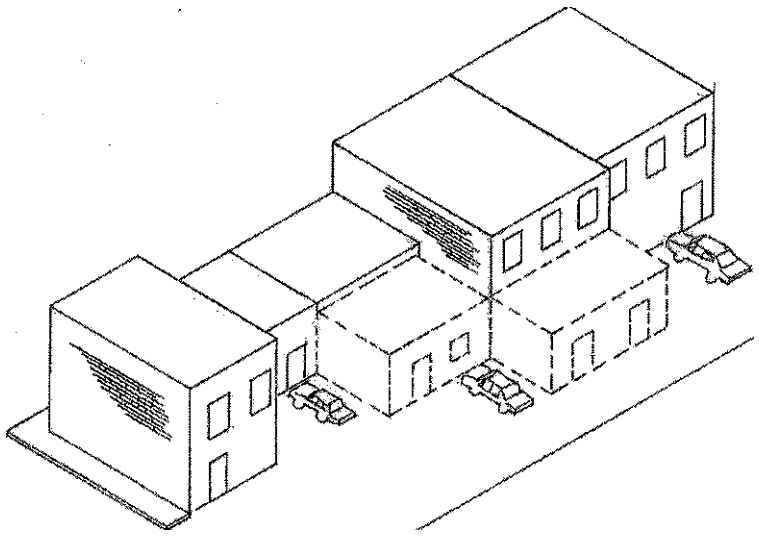
Outside stairways shall not be added except as required by Building Codes *or if no other access to the upper f/oor(s) is reasonably and or technically feasible.*

Section 3. Additions and Alterations to Historic Resources

Buildings must be able to adapt to the needs of each generation of occupants, and this may include adding additional living and or working space. In planning additions, the best strategy is to setback additions where they will not be visible from the pedestrian level or where they will have the least effect on the building's overall form and plan. It is important that a new addition be designed in a manner that respects the character of the original structure and the neighborhood.

When planning an addition that expands or increases the floor area or height of that structure, consider first how a new exterior form and roof form can be added to the existing house in a manner that is compatible with the design of the historic building or structure. Often, the desired interior space dictates the location and size of the addition, and the resulting roofline and form look awkward and inconsistent with the historic structure. Additions should never compromise the integrity of the original structure or site either directly through destruction of historic features and materials or indirectly through their location, size, height, or scale.

penerOl,ly, an addition,should be localed at the rearof.a building in such a way thalit will not, . isturb either the fronfor side facades. ·To' distinguish between the historic structure and an addition, it is desirable to set the addition in from the building's sidewall or for the addition to have a marked change of the exterior cladding.



Appropriate rear additions for commercial buildings.

A question often asked is what if the historic character is not compromised by an addition that appears to have been built in the same period. For example, a small porch or a wing that copied the historic materials and detailing placed on the rear elevation might not alter the public perception of the historic form and massing. Therefore, it is conceivable that a modest addition is possible without changing the resource's historic character.

> This approach is not recommended because using the same wall plane, roofline, cornice height, materials, siding lap, and window type in an addition can easily make a new work appear to be part of the historic building. If this happens on a visible elevation, it becomes unclear as to which features are historic and which are new, thus confusing the authenticity of the historic resource itself. (Weeks)

Additions usually not recommended for historic buildings and or structures may be appropriate for non-historic buildings and structures located in a non-historic context.

Additions are evaluated using both the Guidelines for Additions and Guidelines for New Construction.

3.01 Preservation of Existing Additions

Every effort should be made to preserve an older addition to a historic building or structure that has achieved historic significance in its own right.

Residential Additions

The form, design, relationship of openings, scale, and selection of materials, details, colors, and features of proposed additions shall be reviewed in terms of compatibility with the original building.

It is strongly recommended that a design professional help evaluate space needs and plan a compatible addition. Additions will all be evaluated using Seneca Design Review Guidelines for Additions and Seneca Design Review Guidelines for New Construction.

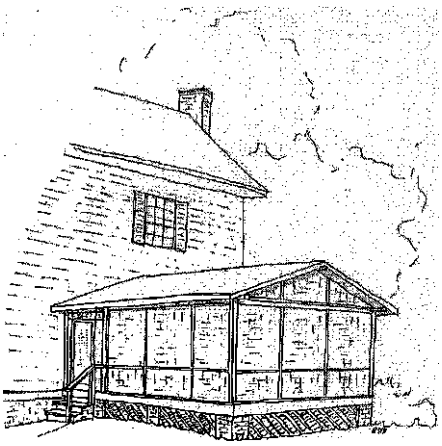
"Setback Addition" and "Rooftop Additions" shall comply with this section and each respective section, as well.

(a) General Prlndpies

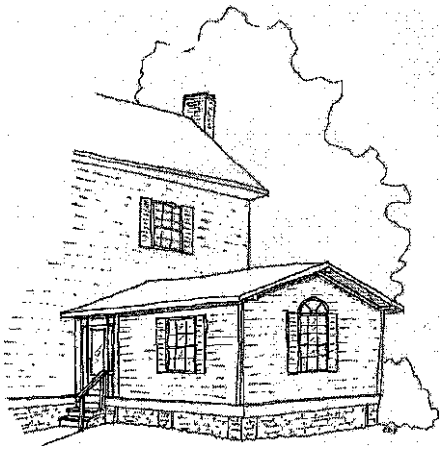
Preserve and maintain the exterior wall material on the original building.

An addition shall be constructed in such a manner that if removed in the future, the base form and scale of the structure and its environment would not be adversely affected.

Limit the size and the scale of an addition in relationship to the historic building so *that it* does *not diminish or visually overpower the building. Additions shall be subordinate (smaller and simpler) to the original building in scale, design, and placement.*



Appropriate size and scale for rear porch.



Appropriate size and scale for rear additions.

Design an addition to be visually compatible with the contributing buildings, yet make the addition discernible from the original (e.g., material changes to the vertical and horizontal planes by a belt course or some other trim to provide a transition from one material to the other).

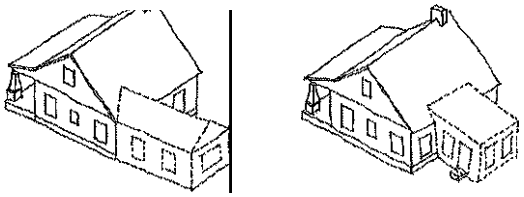
During preparation and construction, do *not remove, damage, or obscure any architectural and character defining features of the historic or non-historic contributing buildings and structures.*

When replacement of a feature is needed, materials shall be compatible with the historic fabric of the building.

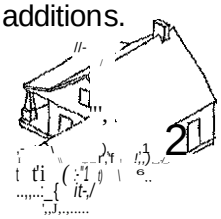
When visible from the lot corners at the right of way, eave depths should be the same as the primary structure.

an addition may be created if deemed necessary in cases of economic or technical hardship through enclosure of the front or prominent side porch or balcony if the addition is constructed in such a way that the original form, architectural details, and openings on the porch remain visible (use transparent materials, such as clear glass) and undisturbed.

Side additions are permissible when a lot exceeds the standard lot width on the block (e.g., double lots). The addition shall be setback from the face of the buildings or structure and shall be subordinate in height, width, and massing to both historic and non--historic contributing buildings and structures.



Rear additions are more appropriate than side additions.



(b) Setback Additions

Setback additions are encouraged because they have less impact on contributing buildings and structures. In addition to the guidelines below, setback additions will also be evaluated using the guidelines for Additions and New Construction.

Shall be located on the rear (opposite the street facade) of the building or structure and set in from the sidewalls at least eight inches and shall be compatible with buildings and places to which they are visually related. Dormers should not be introduced on the front facade.

Shall have a smaller width and height than the building to which it is attached.

The roof of a setback addition can be no higher than the roof of the existing building.

Rooftop Additions

Full second story additions are not appropriate.

A *rooftop addition may be* added *to the rear and secondary facades when the style and period of significance support the same or if it is not readily visible from the street and located below the ridgeline.*

Dormers should not be introduced on the front facade.

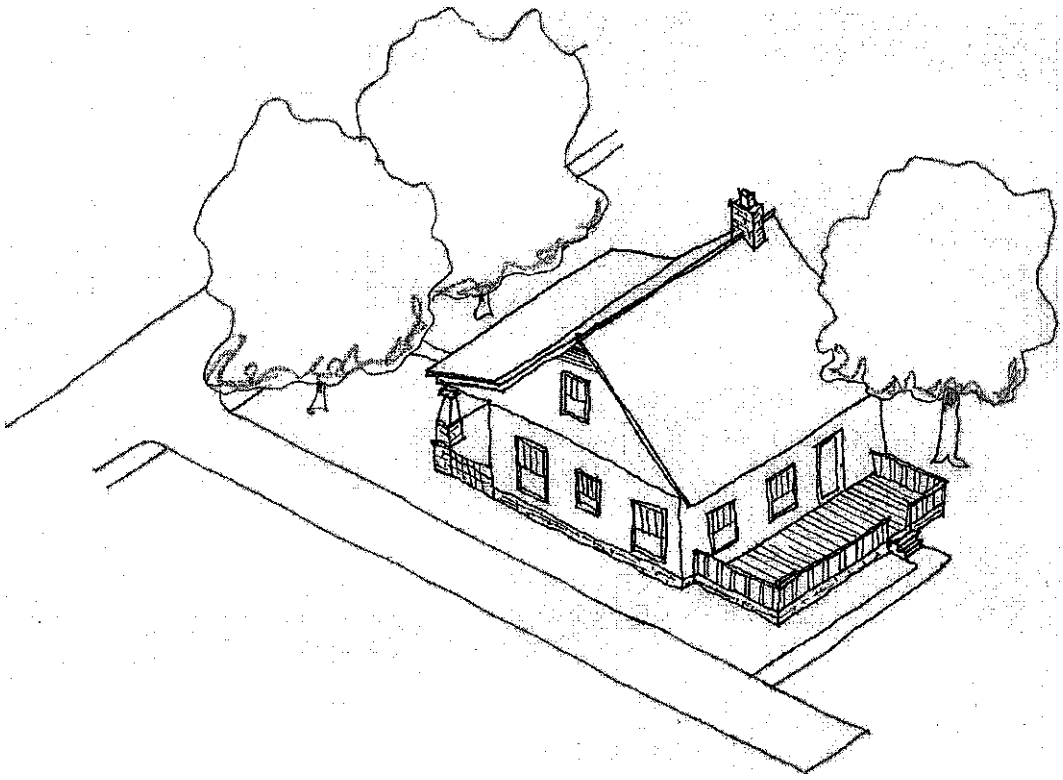
Dormers may be added to the rear and secondary facades when the style and period of significance support the same *or if not readily visible from the street and located below the ridgeline.*

1) The number and size of dormers shall be limited, such that the primary roof form remains prominent.

(c) Decks

Outdoor wood decks are popular additions and can usually work well with older buildings. Like the adding of rooms, wood decks should be only built at the rear of buildings.

Shall be located on.the rear (oppbsite of *the street facade)* of *a building or structure. If it* is *technically necessary to place the deck on the* side of *a building or structure, it should be screened from the street view with fencing and/or native evergreen plants and shrubs. Buildings and structures situated on corner lots will require further criteria (see Corner Lots).*



Decks at the rear of dwemngs are more appropriate.

Shall be stained or painted to match or blend with the colors of *the building if readily visible from the street view.*

Shall be simple rather than ornate in design. If readily visible from the street, wood *decks are recommended to have square* wood *balusters set no more than three inches apart. Balusters should be no more than 2" in width and depth.*

(d) Non Residential Additions

Shall be visually compatible in scale, proportion, and rhythm of openings, and size with the original building or structure and those to which it is *visually related.*

Rooftop additions shall be set back from the public facades (front and or street-related elevations).

Property fronted on more than one street may be visible to pedestrians from multiple elevations. Therefore, each elevation is carefully reviewed to ensure that it is *compatible with like elevations of contributing buildings on the block face primarily and the district, generally.*

In most circumstances, additions placed on the rear of a building or structure is more appropriate than either a rooftop or a side addition.

3.03 Adaptive use

Converting a building to a new use that is different from that which its design reflects is considered "adaptive use." For example, converting a home to an office is adaptive use. A good adaptive use project retains the historic character of the building while accommodating its new function. When adapting a home to a commercial use, or commercial to residential use respect the historic character of the original building. Seek uses that are compatible with the historic character of the building.

Section 4. Reconstruction of Historic Resources

Reconstruction may be appropriate when it accurately reproduces a no-longer existing building, on its original site, with each of the following:

- The building would have contributed to the historic and architectural character of the area; and
- Is visually compatible in terms of style, height, scale, massing, and materials with the buildings to which it is visually related; and
- Is accurately based on documented, physical, or pictorial evidence.

Section 5. Demolition and Relocation of Historic Resources

Demolition may involve the complete removal of a building or a part of a building. Removal of dormers, decorative trim, porches, balusters, chimneys, and other significant features including accessory buildings requires a permit for demolition, and therefore historic review. Demolition projects will be evaluated using Guidelines for Demolition in Section 8.

5.01 Demolition

Demolition of a building, structure, object, or site that contributes to the historic or architectural significance of a designated district is prohibited. Nor shall any historic feature or architectural components be removed, unless one or more of the following apply:

(a) Immediate Threat

An emergency condition that poses an immediate hazard or risk to public health and safety of persons or property and no reasonable steps can be taken to afford protection to those affected, when so ordered by the City.

(b) Loss of Character

It has lost architectural character or does not contribute to the historical value of the neighborhood and removal will result in a more positive, appropriate visual effect.

(C) Feaslbillty

Professional economic and structural feasibility studies of rehabilitation or reuse demonstrate and support the proposed demolition.

If all preferable alternatives have been exhausted, relocation may be considered.

Exception

The BAR may consider substantial hardship in the case caused by unusual and compelling circumstances that are not results of an act upon or neglect of the owner/applicant (see Section 1210.9 of the Ordinance). The Board may also require any of the following information:

- Estimate of the cost of demolition and estimate of the cost of renovation;
- Report from an engineer, architect or contractor as to the structure(s) on the property and their suitability for rehabilitation;
- Estimated market value of the property in its current condition, after demolition, after renovation of the existing property for continued use, with proposed redevelopment;
- Estimate from an architect, developer, real estate consultant, appraiser, or real estate professional experienced in rehabilitation or reuses of the existing structure(s) on the property;
- Information on any current negotiations to buy, rent, or lease property; and

- All appraisals obtained with the previous two (2) years by the owner or applicant in connection with the purchase, financing, or ownership of the property.

5.02 Relocation

Relocation of buildings, structures, sites, landmarks, and or objects is generally considered a last resort prior to demolition and should be considered only if other means of preservation have failed. A part of a historic resource's integrity is derived from its placement on its site and therefore its original position is important. Generally, moving a structure from where it has historically been located will compromise its integrity. If the historic resource within or outside a locally designated district is threatened with demolition, it is appropriate to relocate it to a compatible location within the district. Such relocation must be considered very carefully and on a case-by-case basis. These projects will be evaluated using both the Guidelines for Relocation of Historic Resources and Guidelines for New Construction.

(a) General Prindples

Relocation of an historic building, structure, landmark, or object may be a preferable alternative to demolition if:

It is demonstrated that relocation is the best preservation alternative and will be considered on a case-by-case basis.

Before a building is moved, *a plan shall be in place to secure that the new foundation is* ( ) *compatible to the complete restoration or rehabilitation of the historic resource, retaining or restoring its original architectural details and materials. This must occur* as *the first phase of any relocation project.*

It cannot be conserved its original location, then relocating the historic resource to a similar setting within the same *neighborhood is appropriate.*

It cannot be relocated within the neighborhood, the relocating the historic resource to a different neighborhood within the district may be considered.

When moving a *building into a historic district, site the structure in a position similar to its historic orientation.*

The relocated building shall face the primary street and have a relatively similar setback to its original site and shall be placed in general alignment with its neighbors directly adjacent primarily and the block face, generally. A new foundation should appear similar in design and materials to the historic foundation.

Consider screening a new, exposed *concrete foundation. Extending the siding down over it or painting it to match the color of the siding would be appropriate.*

Locate the structure at its approximate historic elevation above grade.

The design and placement of newly constructed features shall comply with the guidelines for new construction.

Removal of Nonhistoric buildings, structures, sites, or objects that detract from the historic character of the district is encouraged. Such buildings may be replaced with buildings that are compatible with the district (see Section Section 8).

Section New Construction, Alterations/ and Additions

Construction in the Design Review District has taken place continuously from the mid-19th century through the present. A *variety of building styles and building types has resulted. This variety reflects the style, culture, and values of the District over time. New construction that imitates historic architectural styles may compromise the value of authentic historic structures by confusing genuine history with reproduction. Exterior building design should* avoid *the creation of themed environments that create a false sense of being in an alternate time or place. Because* a *great variety of building forms exists within Seneca, flexibility in the design of new buildings is possible* and *encouraged. New buildings should continue this variety while remaining compatible with new development patterns* and *designs in the City.*

The vacant lots in Seneca's Design Review Districts provide development opportunities for new construction. However, a separate criterion applies if the property on which you are planning to build has a historic context or if it does not. New development that is planned in areas with little or no remaining historic architecture is both a challenge for the new development to "fit in" and an opportunity to provide new solutions for housing and community growth.

The intent of the regulations and guidelines are to ensure that alterations to existing structures and new construction are compatible with the design, proportions, scale, massing, and general character of the contributing buildings and structures in the adjacent environment (block face) particularly and the district, generally. Guidelines apply only to the site and exteriors of new construction. Public facades are carefully reviewed. Public facades are those that are visible (\ from the public right of way (street, or streets). Non-public facades are those not visible from the public right-of-way (street, or streets).

New construction is welcome when it is compatible with properties along the block face. The general approach to new construction is for it to be contemporary in design but visually compatible with buildings, structures, sites, landmarks, and objects to which it is visually related.

Alterations are modifications to the site, exterior of buildings or structures, or objects that do not increase the size of the footprint. Most maintenance and remodeling projects such as siding repair, reconstruction or repair of historic porches, adding dormers to convert the attic space to the living space, and replacing doors and windows are considered alterations and therefore subject to both the guidelines for New Construction and the Alterations to Historic Resources and may include the guidelines for Demolition. Limited special consideration may be granted by the Board and its staff with documented evidence that the project may not be completed to the standards set forth in the guidelines or supported with Certificate of Hardship.

Note:

Exact replications or reproductions of historic designs are less suitable because they cause confusion as to whether or not they are old or new. New construction should be of its period to show the growth and evolution of the neighborhood.

Prior approval must be given in the form of a COA if pre, post, or concurrent demolition is to occur. Under most circumstances, nonhistoric buildings, structures, sites, or objects may be demolished, and the lot redeveloped.

6.01 Terms:

(a) Contemporary

Buildings and structures are built of the present-day period so that new buildings and structures can be distinguished from those that are historic.

(b) Visually Compatibility

Visual compatibility preserves and encourages the integrity of historic buildings, structures, sites, objects, streetscapes, and neighborhoods and ensures their compatibility with a new building, structure, and the moving, reconstruction, alteration, major maintenance, or repair conspicuously affecting the external appearance of the building.

In general, the intent of the regulations and guidelines is to ensure that alterations to existing structures and new construction are compatible with the design, proportions, scale, massing, and general character of the contributing buildings on the block face in particular and the district, generally.

(c) Historic Context

Historic context is created when the proposed action(s) is located in a locally designated historic district or visually related to locally designated historic buildings, structures, sites, landmarks, and or objects. All properties, wholly or partially, within the perimeter of three-hundred feet (300') of the same are considered as having an historic context.

Visual Compatibility within an Historic Context
Visual compatibility within an historic context is created when the proposed action(s) compliment historic buildings, contributing non-historic buildings, structures, sites, and objects. All properties, wholly or partially, located within a perimeter of three-hundred feet (300') of the same or visually related to locally designated historic buildings, contributing non-historic buildings, structures, sites, and objects are subject to this treatment.

The front facade (and street side facades on corner lots) of primary buildings shall maintain, not disrupt, the existing pattern of surrounding historic buildings and structures along the block face particularly and the district, generally.

Non-Historic Context

Non-Historic Context is created when the proposed action(s) is located outside of the historic district or is not visually related to historic buildings, structures, sites, landmarks, and or objects. Properties, wholly outside the three-hundred feet (300') perimeter and not visually related to any building, structure, site, landmark, and or object, are considered as having a non-historic context.

New construction within the non-historic context shall be visually compatible with of the majority of contributing buildings or structures on the block face particularly, and the district, generally. A design that may be appropriate along one block may not work for a different block. The front facade (and street side facades on corner lots) of a primary building or structure shall maintain, not disrupt, the existing pattern of surrounding historic buildings and structures along the block face particularly and the district, generally

1) Criteria

To further the intent and simultaneously permit flexibility in design, the regulations provide measurable criteria to aid members of the Board in the evaluation, interpretation, and application of the guidelines without prejudice. The guidelines to which the criterion applies are noted by reference to the "visual compatibility criteria." (-)

2) Where quantifiable and consistent with the period of significance of the building, structure, or site the following shall apply:

a) If a building or structure located on the block face is of the same architectural style and like use, is higher or wider by more than I 0% *than any other contributing building or structure, it shalt be eliminated in the application of the visual compatibility criteria. Height and width shall be measured at the front facade.*

b) Where a contributing building or structure of the same architectural style and like use is located on the block face, the smallest element or feature characteristic (i.e. building height, setback, etc.) of a building, structure, and or site layout in question shall be no less than the smallest element or feature of the contributing building or structure.

c) Where a contributing building or structure of the same architectural style and like use is located on the block face the largest element or feature characteristic (i.e. building height, setback, etc.) of a building, structure, and or site layout in question shall be no larger than the largest element or feature of the contributing building or structure.

3) Where not quantifiable, the building, structure, and or site layout shall be compatible to the majority of contributing buildings, structures, and or site layouts along the block face particularly and the district, generally.

(d) Visual Compatibility within an Historic Context

Visual compatibility within a historic context is created when the proposed action(s) compliment historic buildings, contributing non-historic buildings, structures, sites, and objects. All properties, wholly or partially, located within the perimeter of three-hundred feet (300') of the same or visually related to historic buildings, contributing non-historic buildings, structures, sites, and objects are subject to this treatment.

The front facade (and street side facades on corner lots) of primary buildings shall maintain, not disrupt, the existing pattern of surrounding his1'oric buildings and structures along the block face particularly and the district, generally.

6.02 General Principle

(a) Character

New projects have the ability to create characteristics that cause people to sense attachment of special meaning and belonging. Proposed projects shall be reviewed both in relationship to its context and the context it creates.

(b) Size

New construction will be reviewed for height, scale, setback, relationship of materials and texture; massing; roof shape; orientation; and the proportion; and rhythm of openings.

(c) Style/Form

The architectural styles and forms of new buildings shall be visually compatible to predominating, contributing buildings on the block face, particularly, and the district, generally.

(d) Development Pattern

New buildings shall relate to a pattern and rhythm of development consistent with contributing buildings of like style along the block face, particularly and the district, generally

(e) Interpret Change

New construction shall be of its period to show the growth and evolution of the neighborhood. It is important that a new building not impede one's ability to interpret the character of a historic resource. Exact replications or reproductions of historic designs may create confusion as to whether or not the construction is old or new.

(f) Visual Relatedness

New construction shall be visually compatible to the majority of contributing buildings, structures, and or site to which it is visually related particularly and the district, generally.

6.03 Site and Setting

New development should be sited and designed to encourage pedestrian/human traffic on the street. The siting of buildings should acknowledge and reinforce desirable characteristics of the right-of way and streetscape. The intent is to encourage pedestrian oriented development.

Livelier street edges make for safer streets. Ground floor shops and market spaces providing services attract activity on the street. Entrances, porches, balconies, front yards, decks, seating, street lighting, street trees, landscaping, and other streetscape elements promote use of the street front and provide places for human interaction. Siting decisions shall consider the importance of these features in a particular context and allow for their incorporation.

(a) Orientation

Orient the front of the building to the street and clearly identify the front door or entrance. The building or structure's primary facade shall be consistent with that of the adjacent buildings and those along the block face. A prominent entry will contribute to the "pedestrian-friendly" character of the street. Use a porch element to define the entry (see Section 2.03).

(b) Setbacks

The character of a neighborhood or district is often a product of the experience of traveling along its streets. One of the defining characteristics of that experience is how buildings and structures face and are set back from the street.

The guidelines below are not specific to individual parcels or streets. Because street rights of way vary significantly throughout the district, it is important to analyze and consider the desired streetscape prior to establishing the setback and building face for a given project.

New building footprints and lot coverage shall be compatible with established existing patterns, both on the immediate site and adjacent sites. The historic relationship of structure to the street should be maintained.

In some areas, the adjacent building setbacks vary. In such cases, *the new building shall fit within the range of yard setback dimensions established on the block face and* as *determined by the Board and Zoning Administration.*

Wings, *porches, and secondary building elements shall be at similar setbacks to* existing *context.*

Buildings located in the Core Commercial Zoning District shall be constructed for pedestrian oriented businesses *and shops at ground level, corner entrances, and* a *consistent building* (.-- ;

edge abutting the sidewalk.

Corner Lots: New building construction on *corner lots shall be oriented to the corner* and *public street fronts to reinforce the street corner. Buildings shall appropriately address setbacks* on *both streets. Corner lots offer unique opportunities due to visibility* and *access from two or more streets. In the commercial district, corner pedestrian entrances special architectural details, balconies,* and *other design features are encouraged.*

(c) Walkways

Sidewalks and walkways in Seneca are primarily of concrete construction. Many of these were poured in the 191Os and 1920s are still in good condition today. The use of concrete is traditional and appropriate in Seneca and the repair, replacement and addition of concrete sidewalks and walkways is recommended.

Original sidewalks and walkways to the property or district shall be preserved.

New sidewalks provide a visual connection of building to the street through a sidewalk to the main entry. Align with other original sidewalks, the street, and overall town grid.

Maintain the visual connection of the building to the street. A *walkway should lead straight from the sidewalk to the main entry.*

Newly introduced sidewalks and *walkways should be smooth concrete, in pattern, dimensions, colors,* and *placement like original or early sidewalks in the district. The use of concrete is preferred over the materials such as brick pavers, aggregate (sand, gravel),* and *asphalt for sidewalks and walkways in all districts except historic districts.*

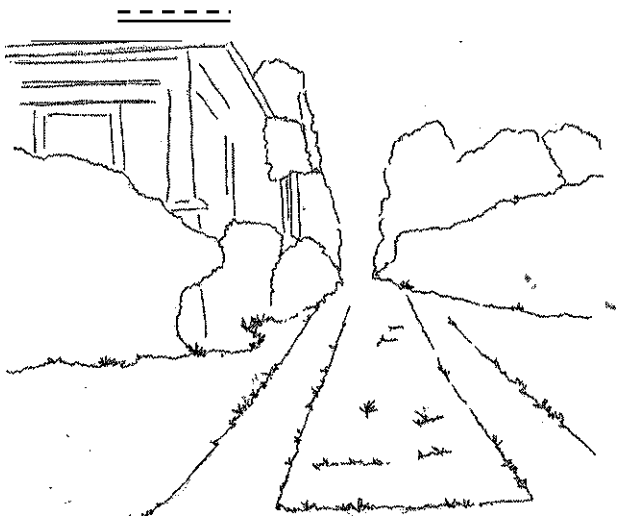
(d) Driveways

Access to the buildings in the historic residential areas is generally via driveways from the street. The popularity of the Craftsman/Bungalow style coincided with the rise in automobile ownership and many of these dwellings have side lot driveways and original garages.

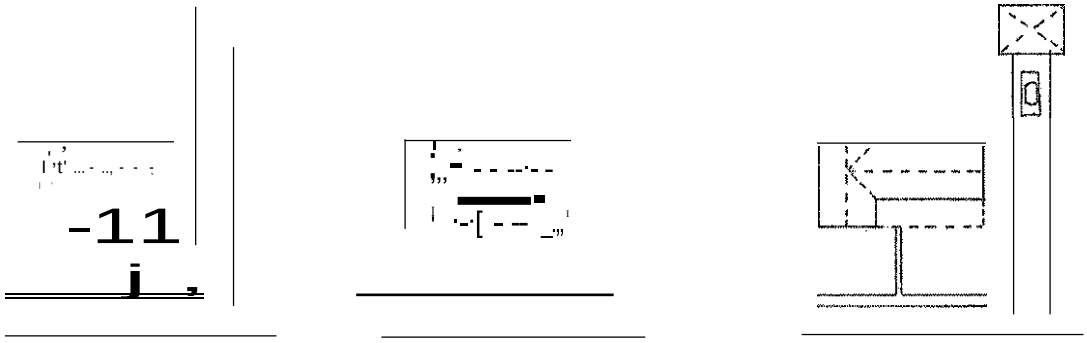
Original designs, materials, and *placement should be preserved.*

Driveways shall be located at the rear or recessed side of the building.

Consider providing "ribbon paving" (two paved *driving) strips with turf between the strips Instead of large driveways.*



Semi-circular design shall not be sited in front yards unless supported by historic evidence.



New curb cuts usually results in the removal of historic sidewalk materials, curbs, and retaining walls and shall be minimal.

(e) Parking

Minimize the visual impact of parking areas.

A parking pad *should be located to the rear of the lot, and detached from the main structure. However, where rear placement is not achievable, the BAR may grant an exception to the placement in the side yard, with no portion closer than the front wall of the structure and screened with fencing and/or native evergreen plants, shrubs, and trees where visible from the street.*

Use fencing, hedge, or other landscape method (see Section 2.01 (a)) to screen the parking area from visually related properties when a parking area is not in an enclosed structure (i.e., garage).

When parking is located on vacant lots the following apply:

1) Between buildings -align screening with front facades of adjacent buildings.

2) Corner lots - screen both the primary and secondary streets aligned with the lesser of the front facade(s) or buildable area.

3) Non-residential application(s) within a residential zoning district shall place all parking in rear yards and only when necessary side yard. Parking shall be placed no closer than the front wall of the structure. Parking shall be screened with fences, hedges, or shrubs when visible from the pedestrian level at the street.

(f) Paving Materials

Residential

1) Use materials that minimize the impact a driveway or parking pad has on visually related properties and streetscape at a pedestrian level.

2) Decomposed granite, pea gravel, concrete ribbons (two paved driving strips) with turf between the strips, smooth concrete, and gravel are acceptable materials. Asphalt (blacktop) and chip and seal (sometimes referred to as Tar and Chip) driveways are not traditional to the historic district. However, later applications of these materials are present (exception below). The use of pervious paving materials that do not create runoff into the street or onto adjacent properties is most favorable for driveways and parking areas.

Commercial
Commercial properties must meet the minimum standards set forth in Section 736.20 of the Official Zoning Ordinance (of which these guidelines are a part) and where technically feasible screened with fences or native trees, evergreen, hedges, or shrubs where visible from the pedestrian level at the street.

3) Blacktop/asphalt and chip and seal
This application shall be visually compatible with the majority of contributing properties along the block face; and wholly or partially located outside a three-hundred feet (300') radius of the historic site, building, structure, site, object, landmark, or district.

6.04 Size and Proportion

Size and proportion are determined by the building's height, width, and depth. Historic and preservation neighborhoods reflect the period of their development through the construction of similar sized buildings. The size communicates information about the practical needs and tastes of the original occupants.

The following influences size, proportion, and form compatibility: height and width of the foundation, the main block, and roof of adjacent properties and those along the block face, location, and topography as compared to existing historic resources and other contributing buildings or structures.

(a) Height, Width, and Pmportion

Design the building or structure in such a way that the height, width, and proportions of the front facade shall be visually compatible with contributing buildings and or structures to which they are visually related. Larger buildings in terms of square footage are permissible if the building maintains the same proportion and rhythm of the existing buildings along the same block face.

(b) Non-residential and Multi-family

Greater height may be appropriate for non-residential and multi-family structures, in areas where there is a lack of historic context along a block face.

(c) Foundation

Raised foundations shall be of compatible height to adjacent buildings and structures along the block face to which they are related. However, it shall be no less than six inches and no greater than twenty-four inches above grade.

Slab-at-grade foundations are not compatible for residential infill buildings and are restricted to garages, outbuildings, and attachments (e.g. decks, porch, patio, utilities) to the primary structure, which are not visible from the adjoining street(s).

Non-Residential foundations in the traditional downtown should not rise above grade or street level on the street facade.

Exception

Height limits exceptions may be granted when the physical characteristics of the property have a particular topographic, or lot size, and or lot shape challenge. In such cases, the Board and Planning Department, with the advice of the Building Code Department will make every effort to ensure an appropriate transition to smaller historic resources and other contributing buildings and structures to which the subject is visually related.

The following shall be visually compatible with contributing buildings and or structures to which they are visually related:

The relationship of the width to the height of the front facade (elevation).

The relationship of the width to the height of windows on the front facade (elevation).

The placement (fenestration) of openings and ornamentation on buildings and structures.

The relationship of solids (walls) to voids (openings-windows and doors) on the front facade (elevation).

The size and mass of the proposed *building or structure in relationship to the open spaces, windows and door openings, entry ways, porches, and balconies.*

6.05 form

Form is comprised of several elements that together give a building its particular "silhouette" and "footprint." The silhouette or vertical outline of a building is influenced by the size, shape, and composition of features such as the roof, the main block, the foundation, and the side blocks, these combined make up your new building envelope. The footprint refers to the shape on the ground made by the arrangement of the main and side blocks. This similarity of form helps create a rhythm along a street, which is on the appealing aspects of historic districts.

Seneca's design review neighborhoods have distinctive building form/shape that shall be preserved. Forms include the design or shape of a building or structure, its roof, and other original physical features (i.e., porches, railings, etc.). Some of the varied forms that contribute to the periods of significance were of ordinary rectangular or square shape. Some of these typical forms are seen throughout the districts and evidenced in the following building styles:

- QUEEN ANNE STYLE, ca. 1880- ca. 1910
- AMERICAN FOURSQUARE STYLE, ca. 1900 - ca. 1925
- CRAFTSMAN/BUNGALOW STYLE, ca. 1910- ca. 1940
- RANCH STYLE, ca. 1940- ca. 1980
- TUDOR REVIVAL STYLE, ca. 1910-ca. 1940
- TRADITIONAL DOWNTOWN - COMMERCIAL BUILDINGS, ca. 1880 - ca. 1950

General Principles

Primary buildings shall maintain and not disrupt the existing pattern of surrounding contributing buildings and or structures on the block face primarily and the district, generally the street or district.

(a) Use simllar shapes and compositions as the surrounding historic or contrll:a1ting primary buildings. Variations of simple rectangular and square shapes or forms *are* most appropriate for residential buildings. Vertical forms exist are appropriate in their respective context.

(b) Where a building is situated on multiple or parcels, it shall be designed to be compatible with the adjacent buildings. New buildings shall employ techniques that break the facades into multiple vertical and horizontal elevations.

(c) Roof shape, pitches, complexity, and materials shall be visually compatible with majority of contributing bulidlngs along the block face, particularly and the district, generally.

Residential-Primary Building.
Hipped, hipped w/cross-gable, front or side gabled, cross-gabled, clipped gabled, pyramidal, low - steep pitched, gambrel, and shed roofs are identified in the residential areas of the design review district and are appropriate within their respective context.

Residential-Secondary Building and Accessory.
Shall be simple in design but reflect the character and be compatible with the existing primary building in terms of height, proportion, and shape. For example, use gable roof forms if the main dwelling has a gable ROOF; hipped roof forms if the main dwelling has a hipped roof, etc.

Neighborhood Commercial.
The building or structure is usually located in a neighborhood commercial zoning district and at (\
the intersection of two or more streets. The roof design shall resemble that of residential architecture (0). Therefore, roof forms shall be visually compatible with contributing buildings to which it is visually related on both sides of each street.

Traditional downtown
Buildings all have flat or low-pitched roofs with a parapet, or other roof type of contributing traditional downtown buildings or structures within the Design Review District in particular and generally, the City. Roofs and appurtenances placed on the roof shall be screened from pedestrian view.

Institutional
Institutional roofs shall have gable, hip, and combination thereof, flat with a parapet version, or other roof type of contributing institutional buildings within the Design Review District, in particular, and generally in the City. Roofs and appurtenances placed on the roof shall be screened from pedestrian view.

Warehouse
Shall have front gabled or flat, low-pitched, arched, or "Quonset Hut " style with parapet or other roof form of contributing service buildings or structures within the Design Review District

particularly and generally, in the City. Roofs and appurtenances placed on the roof shall be screened from pedestrian view.

Industrial

Roof shall be visually compatible with contributing industrial buildings within the Design Review District particularly and generally, in the City. Roofs and appurtenances placed on the roof shall be screened from pedestrian view.

6.06 Sense of Entry

Front and side porches are distinct characteristics for buildings in the residential zoning district of Seneca. Place the main entrance and the associated architectural elements (porches, stoops, etc.) so that they are compatible with covered porches, porticos or other architectural forms that are found on historic structures on the block face, particularly and the district, generally.

(a) Orient the main entrance to street.

Comer lots

1) Residential

Primary buildings situated on a corner lot, shall be compatible with the primary buildings and structures on both sides of the same street to which it fronts. Large expanses of featureless wall surface are inappropriate; therefore, the sidewall of the side elevation shall be visually screened with fencing and or native evergreen trees, shrubs, and plants.

2) Traditional Downtown Commercial

Corner lots offer unique opportunities because of their visibility and access from two streets. Buildings and structures shall be oriented to the corner and public street fronts to reinforce the street corner where technically feasible. Corner pedestrian entrances, accentuated rooflines, special architectural details, balconies, and other design features are encouraged.

6.07 Porches

(a) Residential and Commercial In Residential Area

Buildings and structures *situated in a historically residential context, shall create a transition from the outside (public domain} to the inside (public domain} through an entry that utilizes elements of a porch, portico, or other architectural* forms *found on contributing buildings or structures along the block face, in particular, and in the district generally.*

Porches *should extend partially or fully* across *the main facade however should not overwhelm it.*

Porch heights and depths shall be compatible, by not contrasting greatly, with adjacent properties, in particular, and in the district generally.

Other Commercial (see (c))

6.08 Windows and Doors and Store Fronts

Facade elements such as windows and doors contribute to the visual character of both the individual building and streetscape. The facade is literally the exterior of a building that "faces" the street. It is the architectural front of the building and is typically distinguished from other faces by elaboration of architectural or ornamental details.

Building facades are critical to the pedestrian quality of the street. The width and pattern of facade elements can help pedestrians negotiate a street by providing a standard measure of progress. This is true regardless of the overall width of the building; for example, a building can extend for the full length of a block and still have a facade design that divides the building into smaller, pedestrian scale elements.

(a) Residential

The relationship of width to height of doors and the rhythm of solids (walls) to voids (windows/doors) shall be compatible with visually related primary buildings.

Tinted, reflective, or colored glass windows are not appropriate.

Window openings shall be recessed on masonry buildings, as they are traditionally in the district.

(b) Neighborhood Commercial

The commercial aspect of these buildings generally called for large windows either for display or for light. Some, however, were designed to resemble residential architecture and used solid to void ratios closer to that of dwellings. Solid (walls) to void (openings) ratio and design may vary depending on intended use.

(c) Commercial.

Traditional Downtown Storefront

Traditional retail in downtown Seneca consisted of the storefront with upper facade. The ground floor of a typical historic commercial structure was designed to be what is now referred to as "traditional" storefront and sales floor. Upper floors commonly were used for office space, residential units, or storage. Traditional storefront buildings can be small, individual, or mid-block structures that accommodate a single business. Large buildings may be designed to provide space for multiple businesses, separated by masonry columns or piers forming distinct storefront structural bays. This building type gives the perception of a whole unit, with the visual emphasis consistently placed on the storefront area and its display windows, versus the upper story facade characterized by vertical windows, parapets, or cornices.

Storefronts are important to a commercial building's architectural design. Although storefronts are often tied to the street facade both stylistically and visually, it is usually differentiated from the upper facade by large display windows flanking the main entry and by a change in materials.

The delineation between the street level facade and the facade of the upper stories is a strong characteristic of the area. New buildings shall incorporate this into their design. The street level shall be largely transparent utilizing display windows and on buildings of more than one story, be clearly defined from the upper floors by a cornice, belt course, lintel, or other architectural element. Upper facades shall maintain a higher wall to window ratio.

1) Street Facade

Typical functional and decorative features of a storefront included on the street facade are display windows, doors, transoms, signs, awnings, columns, pilasters, entablatures, and bulkhead panels. Some storefronts use recessed entries that incorporate an exterior ceiling area and an extension of the sidewalk to draw the pedestrian into the store and maximize the display window area. Typically, storefront display windows rest on low wooden recessed panels or bulkheads constructed of masonry or faced in ceramic tile.

A new building shall use facade elements in a manner similar to that of surrounding historic buildings. Openings (windows, door, and entrances) create voids within the solid surface (walls) of a building; the unique balance of these elements is termed as a solid to void ratio.

2) Theme and Scale

It is important that the new window, door, and entry design be sympathetic to and compatible with the facade theme and scale and shall be visually compatible with buildings, and places to which it is visually related.

3) Size

Storefront windows should be as large as possible. A significant portion of the street level facade shall be transparent (windows & doors) and no closer than 18 inches from the ground (bulkhead height). By limiting the bulkhead height, the visibility to the storefront displays and retail interior is maximized. Maximum bulkhead heights for new construction should be 36 inches.

4) Alignment

Facade elements shall be align with elements on adjacent historic buildings or structures particularly and the district, generally.

5) Openings (Doors and Windows) to Wall Ratio

New buildings shall utilize a solid to void ratio equal to that of historic or contributing buildings or structures adjacent to and along the block face. The solid to void ratio may be different for each level of the building. New buildings or structures shall use the solid to void ratio appropriate to each floor (see Section 1)).

6) Rhythm and Fenestration

Maintain the relationship of recesses and projections as well as the placement of windows, doors, entryways, and other architectural features to adjoining buildings and structures to which it is visually related.

7) Materials

a) Doors to retail shops or located in a *retail area shall contain* a *high percentage* of *gloss in order to view the retail contents. Front doors and entryways shall be designed to allow natural light into the interior of the building and promote visibility on the street.*

b) Buildings and or structures with little or no historic context (i.e., ranch style homes of the 40's, SO's & 60's}, may utilize but ore not limited to the use of half glass and full glass doors. However, the application of the some must match its period *of significance.*

c) Tinted, reflective, or colored glass windows is inappropriate unless, original to the building or structure.

8) Upper Facade

a) Upper facade windows and doors shall be visually compatible in scale, shape, and proportions to established patterns of visually related buildings and structures.

i) Respect *the pattern* of *upper story windows of contributing buildings* of *which it is visually* (-) *related on the block face.*

ii) The ratio of *openings to solids (e.g., windows to walls) shall be compatible to those to which it is visually related.*

iii) Windows in upper floors of new buildings shall be aligned with adjacent buildings.

Warehouse

9) Depending on the function, these buildings generally have a large proportion of their facade devoted to double doors, overhead doors, and service doors.

10) Windows may vary between display type and openings that are typical to the traditional downtown area.

Institutional

Depending on the function, these buildings generally have a moderate proportion of their facade devoted to windows and doors. The large numbers of people using the buildings may require large doorways, multiple doorways or both.

6.09 Architectural Character

All materials, textures, and details shall be visually compatible with those to which it is visually related. As a basis for design, materials shall closely match the proportion, placement, profile, and relief of the material to contributing buildings and structures on the block face, particularly and the district generally.

(a) Materials, Texture, and Details

Historic Context

For commercial applications, avoid matching adjacent materials and architectural styles directly. Avoid creating a "mall" appearance.

1) Wood

Shingles and horizontal lap siding shall be visually compatible in texture; board size - width of exposure, length, and trim details such as corner boards with those to which it is visually related.

2) Masonry

Shall be visually compatible brick or stone: size and texture; bond pattern; mortar color, composition, profile; and size of joints with those to which it is visually related.

3) Tile and Stucco

Shall only be used as a secondary material on building styles that incorporate the same and visually compatible with those to which it is visually related.

4) Roofing

Shall convey a similar scale and texture; be earth tones, and have a matte or non-reflective finish.

5) Ornamentation

Fiberglass details may be considered if it matches the building style, detailed, and finished according to its period of significance. However, imitating older historic style features is not appropriate. All ornamentation shall match the period of significance of the original building or structure.

Non-Historic Context

All materials, textures, and details in Section 0) are appropriate for the non-historic context as well as the following:

6) Synthetic

Alternative or synthetic materials may be appropriate if each of the following conditions is met:

a) The Board will make its determination for application of synthetic materials based upon the scope *of work to be completed and the materials* proposed *by each of the following:*

b) Requirements of the Certificate of Hardship shall be satisfied;

c) Properties shall be wholly located outside a three-hundred feet (300') perimeter of an historic building, structure, site, object, landmark, or *district; and*

d) Shall be visually compatible with contributing buildings and structures to which it is visually related with regard to its exposure, profile, texture, and finish.

(b) Residential Buildings (Primary)

Ornamentation shall not exceed the degree of ornamentation found in the area and or appropriate for the building style.

Eave depths, fascia, soffits, and cornice trims (see i)), as well as porch columns and supports and other decorative details, should be compatible with the building style and contributing buildings on both sides of the street on the same block, particularly, and in the district generally.

Porch design shall be open (not closed in with windows or and screening) and relate to the overall architectural style of the building. Columns, supports, and other architectural details should reflect the proportion, placement, profile, and relief of details of contributing buildings in the district.

Decks shall be located at the rear of the primary building and not visible from the street when technically feasible. (:)

Exception:

Where technically not feasible and rear placement cannot be achieved; the BAR may grant the exception to placement in the side yard, with no portion closer than the front wall of the structure and screened with fencing and/or native evergreen plants, shrubs, and trees where visible from the street.

(c) Residential Buildings (Secondary)

Shall be simple in design but reflect the character and be compatible with the existing primary building.

Character defining features of the primary buildings shall be unobstructed.

Shall be located in an area of which reflects the rhythm of open space along the block, at the rear of the property or *near on alley, not close to* or *attached to the primary building.*

If readily visible from the street, it shall be visually screened with fencing and or native evergreen trees, shrubs, and plants (see Section (a) above).

For garages, wood *paneled doors are more appropriate than paneled doors of vinyl, aluminum, or steel.* Wood *paneled overhead roll-up doors are widely available and are appropriate for new garages.*

Carports should be located at the rear of *buildings. Most readily available carport designs have flat roofs, /ow-pitched, or arched metal with metal support columns, AND are not compatible with older building designs, therefore, not appropriate. Carports imitative* of *porte-cocheres (drive-thru wings on historic dwellings) with* wood *or brick columns, flat roofs, and* wood *construction may be* added *to sides of dwellings readily visible from the street.*

Ornamentation shall not exceed the degree of ornamentation found in the area.
Non-Residential buildings

(d) Traditional Downtown Storefront

Facade Configuration. New structures shall employ design techniques that avoid large expanses of unbroken facade planes and/or materials particularly in public facades. Some appropriate techniques for building articulation include but are not limited to the following:

1) Modulating the facade by stepping back or extending forward a portion of the facade (articulating a building's facade vertically and/or horizontally in intervals that are informed by existing platting patterns or structures within the District is encouraged);

2) Pilaster, recesses, and/or projections;

3) Align all elements (windows, doors, cornices, crestings, etc.) with patterns and spacing that is equal to each portion on the front facade (foundation, the main block and additional blocks, roof) of the building. This approach reveals how the parts fit into the whole by emphasizing each part separately;

4) Providing a balcony, porch, patio, deck, covered entry, bay window (or other special window) or other significant architectural detail for each interval;

5) Changing the roof line by varying parapet heights, alternating dormers, stepped roofs, gables, or other roof elements to reinforce the modulation or articulation interval;

6) Changing materials with a change in building plane (changes in materials, texture, or color are appropriate techniques), however, changes solely in paint color alone is generally not sufficient to meet the intent of this guideline.

7) Buildings should use cornices to continue the alignment of adjacent buildings, in particular, and generally in the district.

8) Ornamentation of windows and doors are recommended. However, Ornamentation shall not exceed the degree of ornamentation of the majority of con-tributing buildings along the block face, particularly and the district, generally.

(e) Exterior Wall Materials

Exterior wall materials are essential components used to define a building's architectural character. Buildings placed within a historic context shall respect the traditions established by earlier builders. However, new buildings should make their own contribution to history and not merely copy historic buildings. The use of similar materials is an excellent means of achieving this goal. The proper use of materials will allow new buildings to become contributing members of the district while maintaining its own identity.

Visually Compatible
Building and structure materials shall be visually compatible with materials on contributing buildings and structures to which they are visually related.

1) Historic Context

a) Wood
Shingles and horizontal lap siding shall be visually compatible in texture; board size - width of exposure, length, and trim details such as corner boards with those to which it is visually related.

b) Masonry
Shall be visually compatible brick or stone the size and texture, bond pattern, mortar color, composition, and profile and size of joints with those to which it is visually related.

c) Tile and Stucco
Shall only be used as a secondary material on building styles that incorporate the same and visually compatible with those to which it is visually related.

d) Fiberglass and Metal
Fiberglass and metal details may be considered if it matches the building style, detailed, and finished according to its period of significance. However, imitating older historic style features is not appropriate. All ornamentation shall match the period of significance of the original building or structure.

2) Non-Historic Context
All materials, textures, and details in section Oare appropriate for the non-historic context as well as those listed below:

a) Synthetic materials
Alternative or synthetic materials may be appropriate if each of the following conditions are met:

i] The Board will make its determination for application of synthetic materials based *upon the scope of work to be completed* and *the materials proposed by each of the following:*

ii] Properties shall be wholly located outside a three-hundred feet (300'} perimeter of an *historic building, structure, site, object, landmark,* or *district; and*

iii] Shall be visually compatible with contributing buildings and structures to which it is visually related with regard *to its exposure, profile, texture,* and *finish.*

iv] Use material that is consistent with the building architecture.

v) Avoid token material changes for interest only. Material changes should respond to change in function or *the* need *to* manage *mass and scale by modulating the exterior of the building.*

vi] Use materials that are the similar in scale. Avoid over *large material units on small architectural components.*

(f) Commercial

Brick is the most commonly used cladding material for contributing buildings in the traditional downtown area. *However, stone, wood, and enamel-coated panels have also been identified. Functional use and style of the building* or *structure may vary and will be evaluated on a* case-*by-case basis.*

Section 7. Relocation of Historic Resources

The historic building is an irreplaceable document of the past. Once it is gone, it is lost forever. The demolition of a historic resource should be avoided. Relocation should be considered before demolition. Demolition should only be considered after all other possibilities have been exhausted. The integrity of the district is maintained when buildings are original in character, design, and location.

Relocation of structures or objects is generally considered a last resort to demolition and should be considered only if other means of preservation have failed. If a structure or object within or outside a locally designated district is threatened with demolition, it is appropriate to relocate to a compatible location within the district. Such relocation must be considered very carefully and on a case-by-case basis. These projects will be evaluated using Seneca Design Review Guidelines for Relocation of Historic Resources and Seneca Design Review Guidelines for New Construction.

7.01 General Principles

The moving of a contributing building from its original location within the district and adds to the historic character of the neighborhood should be avoided.

(a) Building/Structure Integrity

Moving a building that does not contribute to the historical and architectural integrity of the district or has lost architectural integrity due to deterioration and neglect shall be appropriate if it is removed or the proposal for its replacement will result in a more positive, appropriate visual effect on the district.

(b) Archltedural Details Materials

Relocated buildings must be carefully rebuilt to retain and maintain original architectural details and materials.

A building may be moved *into the district if it maintains a sense of architectural unity in terms of style, height, scale, massing, materials, and texture, and setback with existing historic or contributing buildings along the block.*

A building may be moved *from one site to another in the district when or if the following apply:*

1) The integrity of location and siting of the building has been lost and the new location will be similar in setting and siting;

2) The building will be compatible with the buildings adjacent to the new location in style, height, scale, materials, and setback; and

3) The relocation of the building will not result in a negative visual effect on the site and surrounding buildings from which it will be removed.

Section 8. Demolition (Nonhistoric Resources)

The purpose of this section is to preserve historic buildings, structures, sites, and objects that are important to the education, culture, traditions, and economic values of the City of Seneca, historical organizations, property owners, and other interested persons.

Demolition is forever and once a building, structure, object, or site is gone, it takes away another piece of the city's character. Demolition should only be an action of last resort. The integrity of the district is maintained when buildings are original in character, design, and location. When a property is not appropriately maintained, the result may be its eventual demolition due to the loss of its structural integrity. Such treatment of historic resources conflicts directly with the goals of the City and her citizens in establishing the historic districts.

Demolition may involve the complete removal of a building or a portion of a building. Removal of dormers, decorative trim, porches, balusters, chimneys, and other significant features requires a permit for demolii'ion, and therefore historic review. Demolition projects will be evaluated using Seneca Design Review Guidelines for Demolition.

8.01 Demolition Defined

Demolition is considered the removal of any building or structure or portion thereof.

8.02 General Principles

(a) Generally, Not Appropriate

Demolition is not appropriate when it affects the visual appearance of a building or structure. While interior work does *not need COA approval, theremoval of floors or sections of the building or structure that are enclosed by the original facade must be permitted by the Building* Codes *Department.*

When demolition of contributing buildings and structures are historically or architecturally significant to the character of the district.

8.03 May Be Appropriate

(a) Nonhistoric and Detracts

When nonhistoric features, ornamentation, additions, or ali"erations have been made that significantly, detract from the historic character of the building, structure, object, or site.

(b) Irretrievable Chcm::ider Loss

If a building or structure or a major portion thereof has each of the following:

Irretrievably lost its architectural character and historical value, integrity, importance, and its removal will result in a more historically appropriate visual effect on the district.

Professional economic and structural feasibility studies of rehabilitation or reuse must demonstrate and support the proposed demolition.

If all preferable alternatives have been exhausted including relocation.

8.04 Hardship

The BAR may consider substantial hardship in a case caused by unusual and compelling circumstances that are not results of an act upon or neglect of the owner/applicant and the denial thereof will result in substantial economic hardship on the applicant as determined by the Board and in accordance with Zoning Ordinance.

8.05 Documentation and Materials Salvage

Where demolition has been approved, the Board may require historic resources be documented through photographs, site plan and floor plans, and that those significant architectural components of a building be salvaged.