Historic District Guidelines for the Town of Scottsville

Rehabilitations 2

Guidelines

The successful rehabilitation of an historic property depends upon the retention and preservation of character-defining features. The first principle is to **Identify, Retain, and Preserve**. One then should **Protect and Maintain**. If deterioration is present, **Repair**. If the historic material has significantly deteriorated (i.e., more than 50% is unsound), then consider **Replace**. Finally, when reconstructing previously removed features, the **Design for Missing Historic Features** should be followed.

1. Identify, Retain, and Preserve

The most basic guideline to the treatment of all historic buildings—*identifying, retaining, and preserving* the form and detailing of those architectural materials and features that are important in *defining the historic character*—is always the first recommendation.

2. Protect and Maintain

After identifying those materials and features that are important and should be retained in the process of rehabilitation work, the *protecting and maintaining* of them are addressed. Protection generally involves the least degree of intervention and is preparatory to other work.

3. Repair

When the physical condition of character-defining materials and feature warrants additional work *repairing* is recommended.

4. Replace

Following "repair" in the hierarchy, these guidelines provide for *replacing* an entire character-defining feature with new material if the level of deterioration or damage of materials precludes repair. If the essential form and detailing are still evident so that the physical evidence can be used to reestablish the feature as an integral part of the rehabilitation project, then its replacement is appropriate.

5. Design for Missing Historic Features

When an entire interior or exterior feature is missing, it no longer plays a role in physically defining the historic character of the building unless it can be accurately recovered in form and detailing through the process of carefully documenting the historical appearance. If adequate historical, pictorial, and physical documentation exists so that the feature may be accurately reproduced, and if it is desirable to reestablish the feature as part of the building's historical appearance, then designing and constructing a new feature based on such information is appropriate. However, a *second* acceptable option for the replacement feature is a new design that is compatible with the remaining character-defining features of the

historic building. The new design always should take into account the size, scale, and material of the historic building itself and, most importantly, should be clearly differentiated so that a false historical appearance is not created.

Following are specific Recommended—as well as Not Recommended—treatments for:

- Masonry - including brick and stone
- Wood - including siding and trim work
- Roofs - including slate, wood, and metal
- Windows
- Entrances, Porches, and Storefronts

Each material is further divided into the "Identify, Retain, and Preserve", "Protect and Maintain", "Repair", "Replace", and "Design for Missing Historic Features" subsections as described above.

Masonry

Masonry can be considered an almost permanent material as long as it is maintained properly. When fired in a kiln, brick develops a skin on all sides much like the crust around bread. If the brick is sandblasted or abrasively cleaned, the skin is removed and the soft insides are exposed, which can cause excessive erosion. Furthermore, historic mortar does eventually deteriorate due to its high lime content. Older handmade brick is quite soft, and can easily expand and contract with temperature and humidity.

Replacement with a harder Portland mortar will not provide enough cushion between expanding and contracting bricks. The resulting damage to the bricks looks like someone has taken a chisel to the bricks. Hard stone, such as limestone and granite, can provide a building material that will last for hundreds of years. Softer stone, such as sandstone, is easier to mold and shape into decorative trim, but can erode over time.

Not only does masonry provide a sense of permanence, but also many of the masons in Central Virginia, including Scottsville, were true artisans in their trade.

Creative uses of brick and stone were typically included as design features, often becoming the mason's "signature". Decorative brick cornices, arched windows, and chimney caps abound in Scottsville.

Some notable masonry examples in Scottsville are 350 Valley Street's elaborate brick cornice, pilasters and jack arches; the projecting brick belt course and cornice, pilasters, and decorative diamond-patterned tile designs on 435/475 Valley Street; the massive brick arch, and angled brick soldier course decoration with terra-cotta "rope" trim on 401 Valley Street; the brick cornice, parapet, and projecting cornice ends, all on a Flemish-bond facade at 300 E. Main Street; and the simple, yet very vernacular, chimney at 380 E. Main Street with its stepped brick shoulders and projecting drip edge.

1. Identify, retain, and preserve

Recommended:

a. Identifying, retaining, and preserving masonry features that are important in defining the overall historic character of the building such as walls, brackets, railings, cornices, window architraves, door pediments, steps, and columns and details

such as tooling, and bonding patterns, coatings, and color.

Not Recommended:

a. Removing or radically changing masonry features that are important in defining the overall historic character of the building so that, as a result, the character is diminished.

b. Replacing or rebuilding a major portion of exterior masonry walls that could be repaired so that, as a result, the building is no longer historic and is essentially new construction.

c. Applying paint or other coatings such as stucco to masonry that has been historically unpainted or uncoated to create a new appearance.

d. Removing paint from historically painted masonry.

e. Radically changing the type of paint or coating or its color.

2. Protect and maintain

Recommended:

a. Protecting and maintaining masonry by providing proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in curved decorative features.

b. Cleaning masonry only when necessary to halt deterioration or remove heavy soiling.

c. Carrying out masonry surface cleaning tests after it has been determined that such cleaning is appropriate. Tests should be observed over a sufficient period of time so that both the immediate and the long-range effects are known to enable selection of the gentlest method possible.

d. Cleaning masonry surfaces with the gentlest method possible, such as low-pressure water and detergents, using natural bristle brushes.

e. Inspecting painted masonry surfaces to determine whether repainting is necessary.

f. Removing damaged or deteriorated paint only to the next sound layer using the gentlest method possible (e.g., hand scraping) prior to repainting.

g. Applying compatible paint coating systems following proper surface preparation.

h. Repainting with colors that are historically appropriate to the building and district.

i. Evaluating the overall condition of the masonry to determine whether more than protection and maintenance are required, that is, if repairs to the masonry features will be necessary.

Not Recommended:

a. Failing to evaluate and treat the various causes of mortar joint deterioration such as leaking roofs or gutters, differential settlement of the building, capillary action, or extreme weather exposure.

b. Cleaning masonry surfaces when they are not heavily soiled to create a new appearance, thus needlessly introducing chemicals or moisture into historic materials.

c. Cleaning masonry surfaces without testing or without sufficient time for the testing results to be of value.

d. Sandblasting brick or stone surfaces using dry or wet grit or other abrasives. These methods of cleaning permanently erode the surface of the material and accelerate deterioration.

e. Using a cleaning method that involves water or liquid chemical solutions when there is any possibility of freezing temperatures.

f. Cleaning with chemical products that will damage masonry, such as using acid on limestone or marble, or leaving chemicals on masonry surfaces.

g. Applying high pressure water cleaning methods that will damage historic masonry and the mortar joints.

h. Removing paint that is firmly adhering to, and thus protecting, masonry surfaces.

i. Using methods of removing paint which are destructive to masonry, such as sandblasting, application of caustic solutions, or high pressure water blasting.

j. Failing to follow manufacturers' product and application instructions when repainting masonry.

k. Using new paint colors that are inappropriate to the historic building and district.

1. Failing to undertake adequate measures to assure the protection of masonry features.

3. Repair

Recommended:

a. Repairing masonry walls and other masonry features by repointing the mortar joints where there is evidence of deterioration such as disintegrating mortar, cracks in mortar joints, loose bricks, damp walls, or damaged plasterwork.

b. Removing deteriorated mortar by carefully hand-raking the joints to avoid damaging the masonry.

c. Duplicating old mortar in strength, composition, color, and texture.

d. Duplicating old mortar joints in width and in joint profile.

e. Repairing stucco by removing the damaged material and patching the new stucco that duplicates the old in strength, composition, color, and texture.

f. Cutting damaged concrete back to remove the source of deterioration (often corrosion on metal reinforcement bars). The new patch must be applied carefully so it will bond satisfactorily with, and match, the historic concrete.

g. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind —or with compatible substitute material—of those extensively deteriorated or missing parts of masonry features when there are surviving prototypes.

h. Applying new or non-historic surface treatments such as water-repellent coatings to masonry only after repointing and only if masonry repairs have failed to arrest water penetration problems.

Not Recommended:

a. Removing non-deteriorated mortar from sound joints, then repointing the entire building to achieve a uniform appearance.

b. Using electric saws and hammers rather than hand tools to remove deteriorated mortar from joints prior to repointing.

c. Repointing with mortar of high Portland cement content (unless it is the content of the historic mortar). This can often create a bond that is stronger than the historic material and can cause damage as a result of the differing coefficient of expansion and the differing porosity of the material and the mortar.

d. Repointing with a synthetic caulking compound.

e. Using a "scrub" coating technique to repoint instead of traditional repointing methods.

f. Changing the width or joint profile when repointing.

g. Removing sound stucco; or repairing with new stucco that is stronger than the historic material or does not convey the same visual appearance.

h. Patching concrete without removing the source of deterioration.

i. Replacing an entire masonry feature such as a cornice or balustrade when repair of the masonry and limited replacement of deteriorated or missing parts are appropriate.

j. Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the masonry feature or that is physically or chemically incompatible.

k. Applying waterproof, water repellent, or non-historic coating such as stucco to masonry as a substitute for repointing and masonry repairs. Coatings are frequently unnecessary, expensive, and may change the appearance of historic masonry as well as accelerate its deterioration.

4. Replace

Recommended:

a. Replacing in kind an entire masonry feature that is too deteriorated to repair—if the overall form and detailing are still evident—using the physical evidence as a model to reproduce the feature. Examples can include large sections of a wall, a cornice, balustrade, column, or stairway. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.

Not Recommended:

a. Removing a masonry feature that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.

5. Design for Missing Historic Features

Recommended:

a. Designing and installing a new masonry feature when the historic feature is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the size, scale, material, and color of the historic building.

Not Recommended:

a. Creating a false historical appearance because the replaced masonry feature is based on insufficient historical, pictorial, and physical documentation.

b. Introducing a new masonry feature that is incompatible in size, scale, material and color.

Wood

Wood is an important historic building material. While not as permanent as stone and brick, the first buildings in Scottsville were almost entirely constructed of wood. Often a small wood dwelling was built prior to the main brick residence. Brick and stone structures also depended on wood for their cornices, entrances, and doors and windows.

Later, in the mid- and late- 1800s, wood began to make a comeback over brick, especially in the Queen Anne and Carpenter Gothic Styles. Wood was, and still is, plentiful, though the original Scottsville structures typically were constructed of oak, pine, chestnut, and poplar as the predominant specie. Walnut might have been used for decorative interior features.

In addition to its ease of construction, wood can be molded and shaped to provide decorative weatherboards, cornices, window and door frames, and other elements.

Wood needs regular protection and preventative maintenance. A coating of high quality paint is the best "medicine" for protecting wood. When repainting an historic building, a high percentage of labor in the preparation of the wood surface should be anticipated. The difference between using a *good* paint and the *best* paint is only a small percentage of the total cost of the project. However, the highest quality paint will give the longest length of service. Typically, a gloss paint should be used on exterior woodwork because its smooth, almost slick, surface reduces the chance of attracting airborne pollutants or spores that result in the formation of mold and mildew. Gentle washing and cleaning of

painted wood surfaces also will maintain a healthy paint finish.

Covering wood siding and trim with vinyl or aluminum is not recommended because installing it damages the wood, and because there is great potential for creating a "micro-climate" between the new siding and the original wood siding. Vinyl and aluminum siding are not a long-term answer to maintenance; eventually, they too will need repainting, and damage to the non-wood siding is often difficult, or sometimes impossible, to repair. Some aluminum and vinyl siding profiles developed 20 and 30 years ago are no longer available, and thus cannot be matched. Therefore, it is important to maintain wood siding and trim work in serviceable condition; a scheduled maintenance program should be established.

Examples of notable exterior woodwork in Scottsville include the decorative gable-end "tracery" and belfry at St. John's Episcopal Church at 410 Harrison Street and the almost whimsical "tinker-toy" spindlework on the porch of 210 Jackson Street.

1. Identify, retain, and preserve

Recommended:

a. Identifying, retaining, and preserving wood features that are important in defining the overall historic character of the building such as siding, cornices, brackets, window architraves, and doorway pediments; and their paints, finishes, and colors.

Not Recommended:

a. Removing or radically changing wood features which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

b. Removing a major portion of the historic wood from a facade instead of repairing or replacing only the deteriorated wood, then reconstructing the facade with new material in order to achieve a uniform or "improved" appearance.

c. Radically changing the type of finish or its color or accent scheme so that the historic character of the exterior is diminished.

d. Stripping historically painted surfaces to bare wood, then applying clear finishes or stains in order to create a "natural look."

e. Stripping paint or varnish to bare wood rather than repairing or reapplying a special finish, i.e., a grained finish to an exterior wood feature such as a front door.

2. Protect and maintain

Recommended:

a. Protecting and maintaining wood features by providing proper drainage so that water is not allowed to stand on flat, horizontal surfaces or accumulate in decorative features.

b. Applying chemical preservatives to wood features such as beam ends or outriggers that are exposed to decay hazards and are traditionally unpainted.

c. Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings.

d. Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required.

e. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand scraping and hand sanding), then repainting.

f. Using chemical strippers primarily to supplement other methods such as hand scraping and hand

sanding. Detachable wooden elements such as shutters, doors, and columns may—with proper safeguards—be chemically dip-stripped.

g. Applying compatible paint coating systems following proper surface preparation.

h. Repainting with colors that are appropriate to the historic building and district.

i. Evaluating the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary.

Not Recommended:

a. Failing to identify, evaluate, and treat the causes of wood deterioration, including faulty flashing, leaking gutters, cracks and holes in siding, deteriorated caulking in joints and seams, plant material growing too close to wood surfaces, or insect or fungus infestation.

b. Using chemical preservatives which can change the appearance of wood features unless they were used historically.

c. Stripping paint or other coatings to reveal bare wood, thus exposing historically coated surfaces to the effect of accelerated weathering.

d. Removing paint that is firmly adhering to, and thus protecting, wood surfaces.

e. Replacing an entire wood feature such as a cornice or wall when repair of the wood and limited replacement of deteriorated or missing parts are appropriate.

f. Using substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the wood feature or that is physically or chemically incompatible.

g. Using destructive paint removal methods such as a propane or butane torches, sandblasting or water blasting. These methods can irreversibly damage historic woodwork.

h. Using thermal devices improperly so that the historic woodwork is scorched.

i. Failing to neutralize the wood thoroughly after using chemicals so that new paint does not adhere.

j. Allowing detachable wood features to soak too long in a caustic paint removal or treatment solution so that the wood grain is raised and the surface roughened.

k. Failing to follow manufacturers' product and application instructions when repainting exterior woodwork.

l. Using new colors that are inappropriate to the historic building or district.

m. Failing to undertake adequate measures to assure the protection of wood features.

3. Repair

Recommended:

a. Repairing wood features by patching, piecing-in, consolidating, or otherwise reinforcing the wood using recognized preservation methods. Repair also may include the limited replacement in kind—or with compatible substitute material—of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, molding, or sections of siding.

Not Recommended:

a. Replacing an entire wood feature such as a cornice or wall when repair of the wood and limited replacement of deteriorated or missing parts are appropriate.

b. Using substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the wood feature or that is physically or chemically incompatible.

4. Replace

Recommended:

a. Replacing in kind an entire wood feature that is too deteriorated to repair—if the overall form and detailing are still evident—using the physical evidence as a model to reproduce the feature. Examples of wood features include a cornice, entablature, or balustrade. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.

Not Recommended:

a. Removing an entire wood feature that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.

5. Design for Missing Historic Features

Recommended:

a. Designing and installing a new wood feature such as a cornice or doorway when the historic feature is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the size, scale, material, and color of the historic building.

Not Recommended:

a. Creating a false historical appearance because the replaced wood feature is based on insufficient historical, pictorial, and physical documentation.

b. Introducing a new wood feature that is incompatible in size, scale, material and color.

Roofs

The roofs of Scottsville are important not only from the historical standpoint, but also for the town-wide visual quality. With much of the town situated on the hills overlooking the commercial area and the river, the roof-scape of Scottsville is one of the town's more distinctive features. From Valley Street, the roofs of the commercial buildings seem hidden behind parapets or eaves, but when viewed from higher elevations along Harrison or Jackson Streets, they create an undulating pattern very similar to the rolling hills of Central Virginia.

Not only are the roof forms important, but their materials create unique textures and appearances that define a particular style. One of the earliest and most durable roofing materials found in Scottsville is slate. Most slate quarried today on the Eastern Seaboard comes from Buckingham County, and Scottsville contains several examples of this durable and almost permanent material. Esmont slate, which was quarried in the early-1900s also was used locally; however, its life span was only 65-80 years.

Other appropriate roofing materials have included wood shingles (not shakes), which were used on some of the earliest structures and continued in use through the 1800s. Metal roofing gained popularity in the first half

of the 1800s and continues today as an important material. Finally, asphalt shingles (and present day fiberglass asphalt shingles) were originally developed in the 1920s, and were engineered to become a "synthetic" slate/wood shingle/clay tile lookalike.

Old roofs do leak, but lack of maintenance is usually the culprit. The accumulation of leaves and debris against flashings, behind chimneys, and in gutters often exacerbates the problem to a point where eventual roof

replacement is needed. Deteriorated flashings are not a reason to replace an entire roof if the original roof material is still sound.

Exemplary examples of roof styles in Scottsville include the massive gambrel roof with dormers on the Canal Basin Warehouse at 215/225 South Street; 370/380 Valley Street's slate roof with slate sided dormers; 210 Jackson Street's slate roof with its signature tower, and the artistic diagonal slate patterns near the peak of the main roof; and 240 Jackson Street's criss-cross intersecting gables.

Solar panels are not inappropriate for Historic District building roofs, with preferred installation on subordinate or secondary locations, such as the back side of the main roof or on building addition roofs or behind parapets.

1. Identify, retain, and preserve

Recommended:

a. Identifying, retaining, and preserving roofs—and their functional and decorative features—that are important in defining the overall historic character of the building. This includes the roof's shape, such as hipped, gambrel, and mansard; decorative features such as cupolas, cresting, chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning.

Not Recommended:

a. Radically changing, damaging, or destroying roofs which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

b. Removing a major portion of the roof or roofing material that is repairable, then reconstructing it with new material in order to create a uniform, or "improved" appearance.

c. Changing the configuration of a roof by adding new features such as dormer windows, vents, or skylights so that the historic character is diminished.

d. Stripping the roof of sound historic material such as slate, clay tile, wood, and architectural metal.

e. Applying paint or other coatings to roofing material which has been historically uncoated.

2. Protect

Recommended:

a. Protecting and maintaining a roof by cleaning the gutters and downspouts and replacing deteriorated flashing. Roof sheathing also should be checked for proper venting to prevent moisture condensation and water penetration; and to insure that materials are free from insect infestation.

b. Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration.

c. Protecting a leaking roof with plywood and building paper, or tarpaulins, until it can be properly repaired.

Not Recommended:

a. Failing to clean and maintain gutters and downspouts properly so that water and debris collect and cause damage to roof fasteners and flashings.

b. Allowing roof fasteners, such as nails and clips to corrode so that roofing material is subject to accelerated deterioration.

c. Permitting a leaking roof to remain unprotected so that accelerated deterioration of historic building materials—masonry, wood, plaster, paint and structural members—occurs.

3. Repair

Recommended:

a. Repairing a roof by reinforcing the historic materials which comprise roof features. Repairs will also generally include the limited replacement in kind—or with compatible substitute material—of those extensively deteriorated or missing parts of features when there are surviving prototypes such as cupola louvers, dentils, dormer roofing; or slates, tiles, or wood shingles on a main roof.

Not Recommended:

a. Replacing an entire roof feature such as a cupola or dormer when repair of the historic materials and limited replacement of deteriorated or missing parts are appropriate.

b. Failing to reuse intact slate or tile when only the roofing substrate needs replacement.

c. Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the roof or that is physically or chemically incompatible.

4. Replace

Recommended:

a. Replacing in kind an entire feature of the roof that is too deteriorated to repair—if the overall form and detailing are still evident—using the physical evidence as a model to reproduce the feature. Examples can include a large section of roofing, or a dormer or chimney. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.

Not Recommended:

a. Removing a feature of the roof that is unrepairable, such as a chimney or dormer, and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.

5. Design for Missing Historic Features

Recommended:

a. Designing and constructing a new feature when the historic feature is completely missing, such as chimney or cupola. It may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the size, scale, material, and color of the historic building.

Not Recommended:

a. Creating a false historical appearance because the replaced feature is based on insufficient historical, pictorial, and physical documentation.

b. Introducing a new roof feature that is incompatible in size, scale, material and color.

Windows

Windows also are an important stylistic feature in Scottsville. Like wood, roofs, and masonry, the windows in Scottsville vary from one building to the next, and are very deliberately scaled and finished to match architectural styles. Late Colonial, Federal, and Greek Revival windows can be similar in overall appearance, but the Romantic Revival Styles, such as Italianate and Gothic, tend to show off whimsy and expression.

Early windows in Virginia consisted of crude openings often with a piece of animal skin stretched over the opening to provide light, but also protection from the wind. Often these windows were shuttered at night, during periods of extreme cold, or during skirmishes. As trade and importation increased, glass became available, though originally in small sizes; the size grew in proportion to increases in glass protection during shipment and glass manufacturing technology.

Some of the first early windows were inward- or outward-swinging casement windows followed by the single-hung unit, then the double-hung unit. Awning or hopper windows occurred in the late 1800s and were primarily found on commercial buildings.

The size of the window openings also increased as a result of technology. Colonial windows of the early- and mid-1700s were relatively small and required thick muntins between each individual pane of glass. As glass size increased, architects and builders created thinner and thinner muntins to provide as much illumination within the buildings as possible. The nine-over-nine window eventually gave way to the six-over-six. The two-over-two style appeared in the late 1800s; the one-over-one occurred predominantly in commercial buildings of the early-1900s. One exception to this trend of larger panes and thinner muntins was during the Queen Anne style of the late 1800s / early 1900s where one might have a divided light window, say a 9-paned sash, over a single large 1-paned sash. Glass technology of the late 1800s / early 1900s allowed commercial establishments to use plate glass on their storefront windows, allowing merchandise to be showcased to the passerby.

Although it is said that an aluminum or vinyl window will outlast a wood window, this has often been proved false. An historic wood window, properly maintained, can provide hundreds of years of service; pre-painted aluminum windows installed 30 years ago now are requiring painting. Some vinyl windows have succumbed to degradation from ultraviolet light, causing their individual components to become brittle and eventually crack. Total replacement often is necessary.

For some historic district buildings, where original windows have deteriorated and improved thermal efficiency is required, double-paned replacement windows that mimic the single-paned originals in appearance—that is, with exterior simulated dividers of the same profile, spacing, and configuration as the originals—may be appropriate.

When one looks at historic windows, other amenities should be considered such as shutters, overhead decorative lintels, and trim work.

Exemplary window examples in Scottsville include the 12-over-12 Federal-style window sash in the upper floors of 525-561 Valley Street; 145 Bird Street's decorative window surrounds that include molded window trim, rondel blocks at the upper corners, and a long wood lintel over the entire opening; and the stylish tripartite windows of 354 Harrison Street.

1. Identify, retain and preserve

Recommended:

a. Identifying, retaining, and preserving windows—and their functional and decorative features—that are important in defining the overall historic character of the building. Such features can include frames, sash, muntins, glazing, sills, heads, hoodmolds, paneled or decorated jambs and moldings, and exterior shutters and blinds.

b. Conducting an in-depth survey of the conditions of existing widows early in rehabilitation planning so that repair and upgrading methods and possible replacement options can be fully explored.

Not Recommended:

a. Removing or radically changing windows that are important in defining the historic character of the building so that, as a result, the character is diminished.

b. Changing the number, location, size or glazing pattern of windows, through cutting new openings, blocking-in windows, and installing replacement sash that do not fit the historic window opening.

c. Changing the historic appearance of windows through the use of inappropriate designs, materials, finishes, or colors which noticeably change the sash, depth of reveal, and muntin configuration; the reflectivity and color of the glazing; or the appearance of the frame.

d. Obscuring historic window trim with metal or other material.

e. Stripping the windows of historic material such as wood, cast iron, and bronze.

f. Replacing windows solely because of peeling paint, broken glass, struck sash, and high air infiltration. The conditions, in themselves, are no indication that windows are beyond repair.

2. Protect and maintain

Recommended:

a. Protecting and maintaining the wood and architectural metal that comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, removal, limited paint removal, and re-application of protective coating systems.

b. Making windows weather tight by re-caulking and replacing or installing weather stripping. This maintenance also improves thermal efficiency.

c. Evaluating the overall condition of materials to determine whether more than protection and maintenance are required, i.e., if repairs to windows and window features will be required.

Not Recommended:

a. Failing to provide adequate protection of materials on a cyclical basis so that deterioration of the windows results.

b. Retrofitting or replacing windows rather than maintaining the sash, frame, and glazing.

c. Failing to undertake adequate measures to assure the protection of historic windows.

3. Repair

Recommended:

a. Repairing window frames and sash by patching, splicing, consolidating or otherwise reinforcing. Such repair also may include replacement in kind of those parts that are either extensively deteriorated or are missing when there are surviving prototypes such as architraves, hoodmolds, sash, sills, and exterior shutters and blinds.

Not Recommended:

a. Replacing an entire window when repair of materials and limited replacement of deteriorated or missing parts are appropriate.

b. Using substitute material for the replacement part that does not covey the visual appearance of the surviving parts of the window or that is physically or chemically incompatible.

4. Replace

Recommended:

a. Replacing in kind an entire window that is too deteriorated to repair using the same sash and pane configuration and other design details. If using the same kind of material is not technically or economically feasible when replacing windows deteriorated beyond repair, then a compatible substitute material may be considered.

Not Recommended:

a. Removing a character-defining window that is unrepairable and blocking it in; or replacing it with a new window that does not convey the same visual appearance.

5. Design for Missing Historic Features

Recommended:

a. Designing and installing new windows when the historic windows (frames, sash, and glazing) are completely missing. The replacement windows may be an accurate restoration using historical, pictorial, and physical documentation; or it may be a new design that is compatible with the window openings and the historic character of the building.

Not Recommended:

a. Creating a false historical appearance because the replaced window is based on insufficient historical, pictorial, and physical documentation.

b. Introducing a new design that is incompatible with the historic character of the building.

Entrances, Porches, and Storefronts

Like windows, entrances, porches, and storefronts are very character-defining. For example, take a look at 230 W. Main Street, an excellent example of a residential entrance, and also 330/340 Valley Street, prime examples of commercial storefront entrances. The removal of plywood transom panels at 310/320 Valley Street brought to light the original Luxfer glass panels set within lead framing. This was a very unique and technologically advanced system of day-lighting that used variable glass prismatic panes to direct sunlight back into the recesses of the deep commercial spaces.

Also like windows, as technology increased, doors became less "beefy" and allowed the use of more glass. Steel, bronze, and aluminum created a thin framework for the 20th-century doors, giving a greater vista to the interior.

On the residential scale, the traditional 6-panel door is equally at home in a 1750 house, as well as in a 1990s Colonial Revival house. Historic entrances and storefronts typically had decorative hardware. While it is tempting to replace these features, the original hardware often can be upgraded with new cylinders, locks, and ADA compliant handles that retain the character-defining features.

Porches are important decorative and utilitarian features. Often they are designed to be an extension of the building's form, and, in some instances, they employ extensive decoration. The porch was a shaded retreat from the hot sun during the day, and it became the "family room" in the evenings. The introduction of metal screening provided a "bug-proof" outdoors. However, the advent of air conditioning moved the family into the house, and often the porch became a covered storage area, or was enclosed to become a room, altering the original character of many Central Virginia buildings.

An excellent example of an original unaltered porch is on the Queen Anne style house at 210 Jackson Street with its curved braces, delicately turned spindles and columns. Other character-defining porches in Scottsville are found at the "Old Tavern" at 360 E. Main Street with its diamond shaped grille railings and square tapered columns; and 550 Valley Street's Colonial Revival double-height porch with second floor pediment, and turned newels and balusters.

1. Identify, retain, and preserve

Recommended:

a. Identifying, retaining, and preserving entrances and storefronts—and their functional and decorative features—that are important in defining the overall historic character of the building such as doors, fanlights, sidelights, pilasters, entablatures, columns, balustrades, and stairs, display windows, signs, doors, transoms, kick plates corner posts, and entablatures. The removal of inappropriate, non-historic cladding, false mansard roofs, and other later alterations can help reveal the historic character of a storefront.

Not Recommended:

a. Removing or radically changing entrances, storefronts, and porches which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

b. Stripping entrances and porches of historic material such as wood, cast iron, terra cotta tile, and brick.

c. Removing an entrance or porch because the building has been reoriented to accommodate a new use.

d. Cutting new entrances on a primary elevation.

e. Altering utilitarian or service entrances so they appear to be formal entrances by adding paneled doors, fanlights, and sidelights.

f. Changing the storefront so that it appears residential rather than commercial in character.

g. Removing historic material from the storefront to create a recessed arcade.

h. Introducing coach lanterns, mansard designs, wood shakes, non-operable shutters, and small-paned windows if they cannot be documented historically.

i. Changing the location of a storefront's main entrance.

2. Protect and maintain

Recommended:

a. Protecting and maintaining the masonry, wood, and architectural metal that comprise entrances, storefronts, and porches through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and reapplication of protective coating systems.

b. Evaluating the overall condition of materials to determine whether more than protection and maintenance are required, that is, if repairs to entrance and porch features will be necessary.

c. Protecting storefronts against arson and vandalism before work begins by boarding up windows and installing alarm systems that are keyed into local protection agencies.

d. Evaluating the overall condition of storefront materials to determine whether more than protection and maintenance are required, that is, if repairs to features will be necessary.

Not Recommended:

a. Failing to provide adequate protection to materials on a cyclical basis so that deterioration of entrances, storefronts, and porches results.

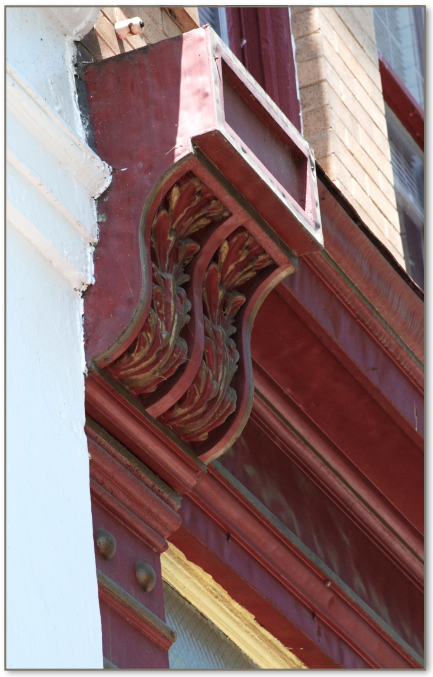
b. Failing to undertake adequate measures to assure the protection of historic entrances, storefronts, and porches.

c. Permitting entry into the building through unsecured or broken windows and doors so that interior features and finishes are damaged through exposure to weather or through vandalism.

d. Stripping storefronts of historic material such as wood, cast iron, terra cotta, Carrara glass, and brick.

3. Repair

Recommended:



a. Repairing entrances, storefronts, and porches by reinforcing the historic materials. Repair also will generally include the limited replacement in kind—or with compatible substitute material—of those extensively deteriorated or missing parts of repeated features where there are surviving prototypes such as balustrades, cornices, entablature, columns, sidelights, and stairs, transoms, kick plates, pilasters, or signs.

Not Recommended:

a. Replacing an entire entrance, storefront, or porch when the repair of materials and limited replacement of parts are appropriate.

b. Using a substitute material for the replacement parts that does not convey the visual appearance of the surviving parts of the entrance, storefront, and porch or that is physically or chemically incompatible.

4. Replace

Recommended:

a. Replacing in kind an entire entrance, storefront, or porch that is too deteriorated to repair—if the form and detailing are still evident—using the physical evidence as a model to reproduce the feature. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.

Not Recommended:

a. Removing an entrance, storefront, or porch that is unrepairable and not replacing it; or replacing it with a new entrance, storefront, or porch that does not convey the same visual appearance.

5. Design for Missing Historic Features

Recommended:

a. Designing and constructing a new entrance, storefront, or porch when the historic entrance or porch is completely missing. It may be a restoration based on historical, pictorial, and physical documentation; or be a new design that is compatible with the historic character of the building.

Not Recommended:

a. Creating a false historical appearance because the replaced entrance, storefront, or porch is based on insufficient historical, pictorial, and physical documentation.

b. Introducing a new entrance, storefront, or porch that is incompatible in size, scale, material, and color.

c. Using inappropriately scaled signs and logos or other types of signs that obscure, damage, or destroy remaining character-defining features of the historic building.

Originally compiled and edited by Dalgliesh, Eichman, Gilpin & Paxton, Architects, Charlottesville, Virginia, 2001. Updated by the Scottsville ARB, 2016.