DESIGN GUIDELINES

FOR

SHELBYVILLE HISTORIC DISTRICTS

AND

INDIVIDUAL LANDMARKS

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Cover Image: Frierson Eakin Historic District

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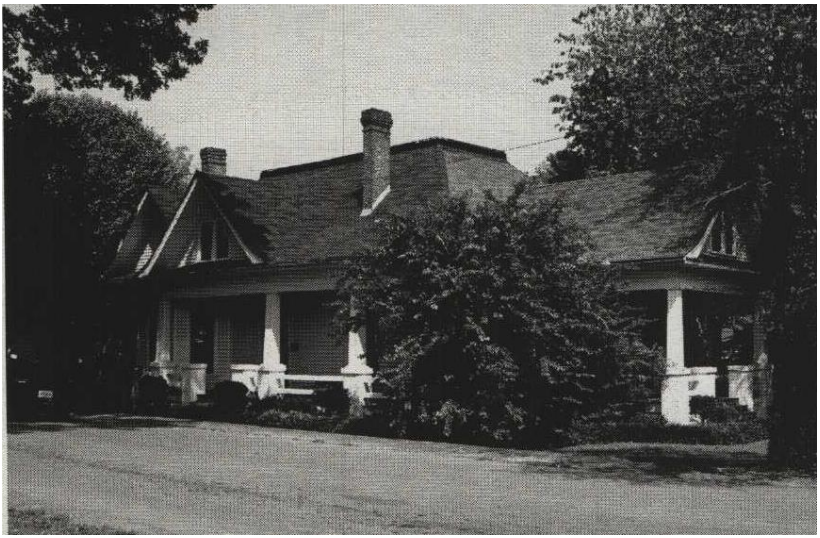


DESIGN GUIDELINES FOR SHELBYVILLE HISTORIC DISTRICTS AND INDIVIDUAL LANDMARKS

Historic preservation is a substantial tool in the revitalization of America's communities. Older properties generally possess unique stylistic characteristics that are distinctive and difficult to imitate in modem construction. The loss of these properties leaves a gap in community fabric that is hard to mend. Many municipalities have consequently enacted historic preservation ordinances to identify, protect, and maintain significant architectural resources within their boundaries. These laws help preserve a community's heritage by recognizing the value of historic resources in the ongoing urban planning process.

The Shelbyville Historic Zoning Commission exercises design review powers to assist owners of historic properties with home maintenance and enhancement projects. While many projects are undertaken with the best of intentions, the resulting use of unapproved techniques and materials may substantially alter the historic integrity of a property or district. An understanding of design review practice encourages successful projects that both satisfy property owners and protect historic resource integrity.

Design review guidelines contained herein provide a framework for determining the appropriateness of proposed projects involving historic properties. This document describes the application process for a Certificate of Appropriateness, and explains the role and function of the Shelbyville Historic Zoning Commission. The guidelines are presented in-depth with reference to recommended treatments predicated on the following simple principles: repair a significant feature if possible, or replace it using similar or "in-kind" materials if it is

beyond repair. Repair should always be the first consideration. New elements that are added should be configured for the least possible impact on important historic features. An understanding of these common sense principles can facilitate the project planning process with the Shelbyville Historic Zoning Commission.

Shelbyville's Designated Historic Resources

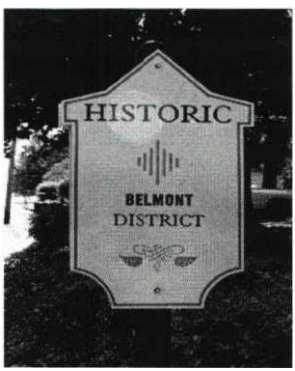
These guidelines pertain to Shelbyville's three local historic districts and two local landmark properties which include the Belmont Street Historic District, Frierson Eakin Historic District, South Brittain Historic District, Alexander Eakin/Henry Thompson House, and Gilliland Resource Center. These resources embody significance in a wide range of 19th and early 20th century residential styles including Greek Revival, Italianate, Queen Anne, Folk Victorian, Neoclassical, Classical Revival, and Bungalow. Construction dates range from c. 1833 to 1910, and several early dwellings including the Alexander Eakin House (c. 1833), Frierson Coble House (1835), and John Eakin House (1835) parallel the development of Shelbyville since the early 1830s. The local historic districts and individual landmarks are important examples of Shelbyville's residential heritage over a span of almost 80 years and exemplify prominent residential styles to a high degree.

The Gilliland house adds an additional element of significance to Shelbyville's historic legacy as the home of James Gilliland, a noted Tennessee stone artist and craftsperson who built the house. Other extant examples of Gilliland's work include the old Bedford County Hospital, E.B. Maupin entrance and fence on Wartrace Highway, and the Audubon Road entrance.

Design Review

One of the Shelbyville Historic Zoning Commission's primary responsibilities in furthering these broad objectives is "design review," a monitoring process allowing community oversight of proposed changes affecting historic landmarks and districts. The Commission is empowered to exercise design review over proposed alterations to properties within designated local historic districts and to individually designated properties. The purpose of the review is to ensure that accepted preservation principles are followed and that proposed changes do not conflict with the community goal of cultural resource protection as codified in the preservation zoning ordinance.

Application Guidelines



Design review begins with an application by a property owner. The owner is then encouraged to make a presentation before the Commission, which carefully considers the project's appropriateness within its immediate and wider historical setting. The Commission has adopted design guidelines as per the requirements of the preservation zoning ordinance. As part of its design review process, the Commission welcomes input from property owners and/or their design, construction, or product representatives. The Commission may suggest changes during the presentation phase. Once all input is completed, the Commission will proceed to the decision phase.

Applications can be procured from the City of Shelbyville, Planning and Codes Department. All sections should be complete. Supporting documentation such as historic or contemporary photographs, site plans, maps, construction

drawings, color schemes, product samples, and/or specifications should also be included. The Commission will notify the applicant to appear at a regularly scheduled Commission meeting to present the project.

Applicants should familiarize themselves with the relevant guidelines to better prepare their proposals before presenting them to the Commission. Incomplete proposals may be tabled for further consideration; where questions persist, the Commission may request a site visit by the full Commission or a duly appointed sub-committee. It is to the property owner's advantage to provide timely and complete information, plus any outside technical assistance that may be required. Although the Shelbyville Historic Zoning Commission makes every effort to expedite applications, it is not bound by any project construction deadlines. An early application is always a good idea.

Applicants are responsible for satisfying all code requirements and for securing required permits. When making recommendations, the Shelbyville Historic Zoning Commission assumes no liability relative to safety, performance of materials, or compliance with applicable laws and codes. It is the owner's responsibility at all times to ensure that work is properly executed in accordance with manufacturer's specifications, appropriate construction practices, and all applicable laws.

Building Permit Requirements

No building permit for construction, major alteration or rehabilitation, moving, or demolition to be carried on within the H-1 District or on designated landmarks shall be issued by the Shelbyville Planning and Codes Department until it is submitted to and receives approval in writing by the Shelbyville Historic Zoning Commission.

Administration shall be by the Shelbyville Planning and Codes Department and the Shelbyville Historic Zoning Commission

and all items and regulations within the H-1 District shall be submitted to the Historic Zoning Commission (through the Planning and Codes Department) for its review.

All alterations, additions, or new construction require that application be made for a Building Permit, and approval obtained before the work on such alterations, additions, or new construction can begin. In addition it shall be required that application be made in the same manner for any work, including but not limited to, alterations, additions, demolition, removal, or new construction which alters or contributes to the exterior appearance of existing structures.

Building Permit Procedures

Applications for building permits within the H-1 District shall be made to the office of the Shelbyville Planning and Codes Department and all such applications shall be referred directly to the Shelbyville Historic Zoning Commission. The Historic Zoning Commission shall have broad powers to request detailed construction plans and related data pertinent to thoroughly review any application.

Upon receiving an application for a Building Permit, the Shelbyville Historic Zoning Commission shall, within thirty (30) days following the availability of sufficient data, issue to the office of the Shelbyville Planning and Codes Department a Certificate of Appropriateness stating its approval with or without attached conditions or disapproval with the grounds for disapproval stated in writing.

The Shelbyville Planning and Codes Department shall additionally review applications for Building Permits (which have received written approval from the Shelbyville Historic Zoning Commission) in the same manner review is made of Building Permit applications outside of the H-1 District, and final issuance or rejection shall additionally be based upon the adopted Building Codes of the City of Shelbyville. The fee charged for Building Permits within the H-1 District shall conform to existing fee schedules for Building Permits in any other zoning district within the City of Shelbyville.

Next Page: Sample Certificate of Appropriateness

SHELBYVILLE HISTORIC ZONING COMMISSION
CERTIFICATE OF APPROPRIATENESS

NO._____ DATE_____
EXPIRATION DATE_____

The Shelbyville Historic Zoning Commission hereby certifies that the application of_____

at the following address_____

located in an historic district_____or

landmark._____ designation dated_____

_____

is on file with the Codes Officer and the Secretary of the commission and takes the following action in accordance with the Ordinance.

_____Reviewed – all interior remodeling, no exterior architectural features affected.

_____Reviewed - maintenance only, requires no further action by Commission.

_____Approved - construction, alteration, reconstruction, relocation, or demolition meets Commission approval as presented.

_____Approved - construction, alteration, reconstruction, relocation, or demolition meets Commission approval when modified as per Commission recommendations. (See Comments)

_____Not approved. (See Comments)

This Certificate of Appropriateness is not a building permit or certification of zoning clearance. This does not relieve the responsibility of fihng for and obtaining a building permit or zoning

clearance where required and following all other applicable codes, ordinances and variances of the city of Shelbyville.

Comments by the Shelbyville Historic Zoning commission

_____

_____

_____

_____

This Certificate shall be in effect until the expiration date shown above, unless the applicant's plans change, in which case the applicant will need to file a revised application form with the Commission.

_____ _____

Chair, Shelbyville Historic Zoning Commission

Secretary

Design Guidelines for Historic Districts

Part I: Guidelines for Site Design Set-

Backs:

A. Maintain the pattern and alignment of buildings established by the traditional set-backs from the street.

Entrances:

A. Maintain an entrance appropriate to the building's fa9ade.

Landscaping:

A. The Commission recommends that existing plant materials be maintained; new trees and plant materials should be appropriate.

Fences:

A. Retain and maintain historic fences.

B. New fences should be of appropriate scale to the fa9ade and be compatible with the character and design of the structure.

C. Modem chain link fences are incompatible with the district and are discouraged. Such fences shall not be installed forward of the primary structure's rear, nor shall they be installed along the secondary (side) fa9ade in the case of a comer lot.

Paving:

A. Where historic paving materials exist in the area, consider using similar materials for new paving.

B. Preserve historic paving materials in their original location.

Parking Lots:

A. Excessive parking areas on the main fa9ade should be avoided. Parking lot placement should be at the rear of a residence or along the side.

B. The width of driveways should be compatible with vehicular needs but excessive widths 15' or more should be avoided.

C. Gravel drives are preferred over asphalt or blacktop.

Signs:

A. Signs should be subordinate to the architecture and overall character throughout the district.

B. No moveable or portable signs are allowed in any location in the district.

C. Sign panels should be square or rectangular, if mounted on the facade, and should be flush; avoid obscuring ornament and architectural detail.

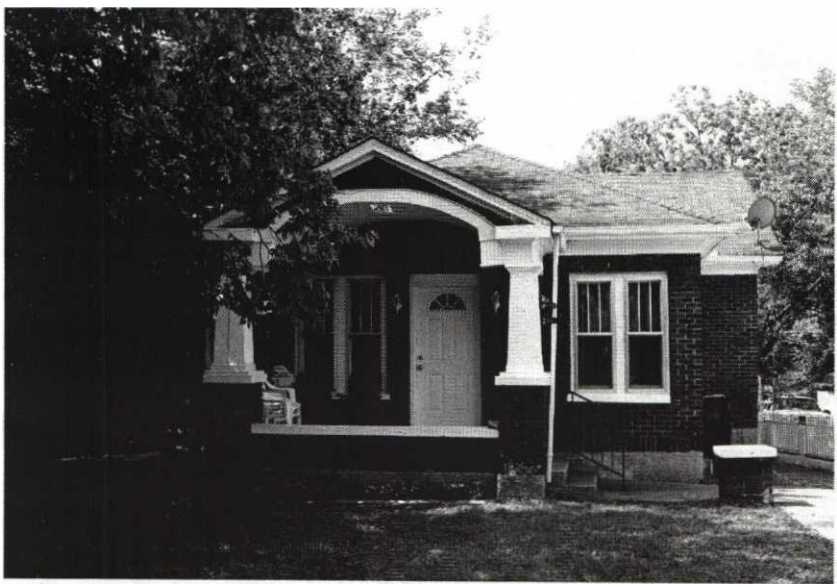
D. Location of projecting signs should be along the first floor level of the facade; positions near the building entrance are encouraged.

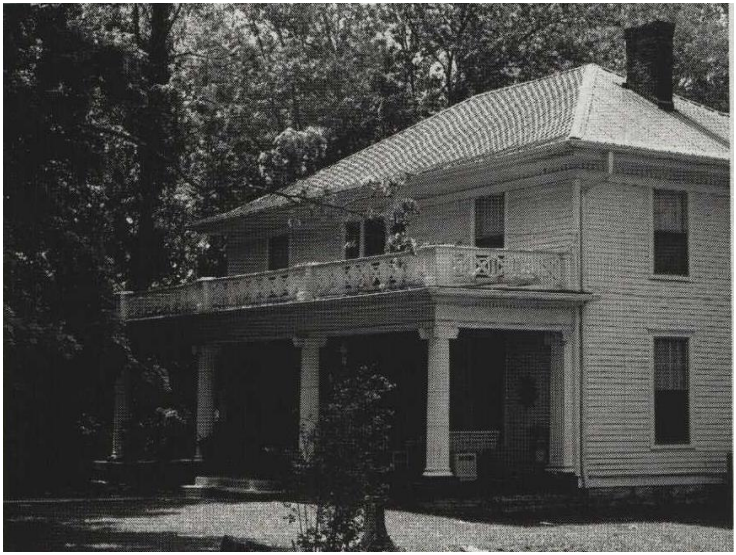
E. Where several business share a building, coordinate the signs; align several smaller signs, or group them onto a single panel; use similar forms or backgrounds for the signs to visually tie them together.

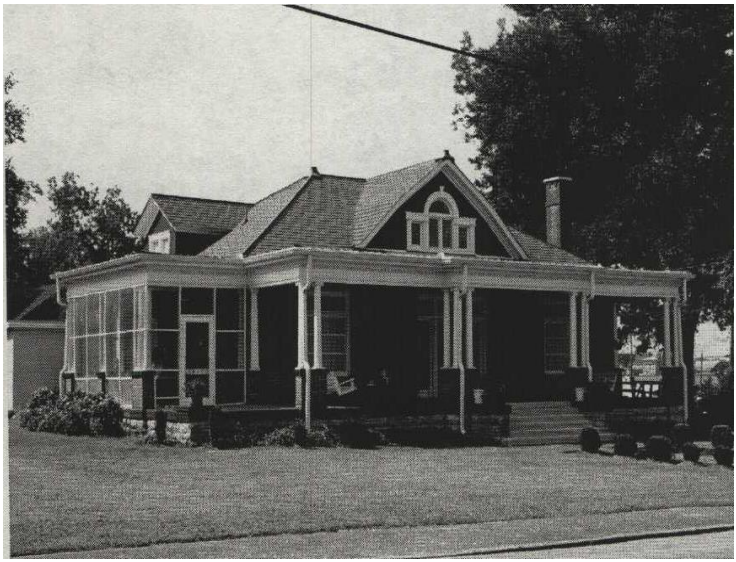
F. Sign materials should be compatible with the building materials.

G. Locate pole mounted signs in landscaped areas.

H. Maximum size of signage shall not exceed 5 square feet total area, nor should any dimension exceed 4'-0".







Part II: Guidelines for Rehabilitation of Primary and Secondary Type Structures

Materials:

A. Maintain the original material finish where feasible. The Commission discourages the use of alternative materials; however, a matching alternative material may be substituted subject to commission approval. Substituted materials shall be of similar appearance and performance as the original material.

Example: Painting vs. vinyl, aluminum, or steel siding-The Commission encourages the use of paint as the exterior finish for wood. However, in an extreme case where deterioration of the wood siding bas threatened the integrity of the structure, vinyl, aluminum, or steel siding may be approved as an alternate siding material. Original characteristics of the siding and detailing of trim shall be maintained. These characteristics shall include width of exposed lap, details in siding, and trim, etc.

Trim & Ornament:

A. Maintain historic trim and ornament.

B. Preserve existing trim in place where it survives.

C. Where original trim is missing, replace missing elements with designs to match the original.

D. Use original proportions for trim designs.

Roofs:

A. Preserve roofs at their original pitch.

B. Use appropriate roofing materials in order to preserve the roof's character:

1. Batten seam metal roofing.
2. Decorative metal roofing shingles.
3. Composition roofing shingles
4. Wood and slate shingles.

C. **Windows:**

D. Maintain historic window proportions.

E. Maintain historic window materials if feasible.

F. Storm windows:

1. Storm windows' horizontal rails should match the profile of the original windows' rails.
2. Aluminum storm windows should have a baked enamel finish.

G. Shutters:

1. Repair and maintain existing wood shutters.
2. Use of metal or vinyl shutters on an older house is inappropriate.

Entrances:

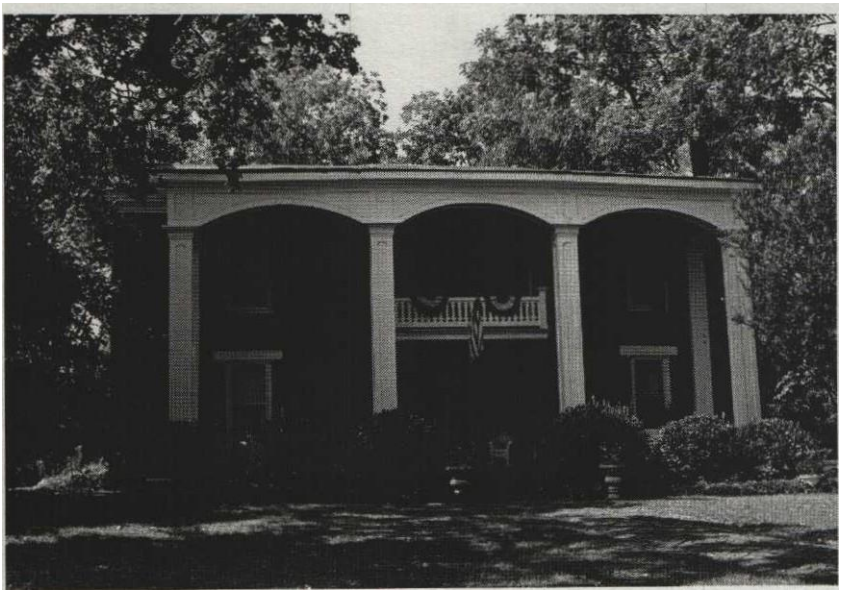
A. Maintain the historic character of the building entrance.

B. Where porches exist, they should be preserved.

C. Where original doors contribute to the historic character, they should be preserved.

D. Storm and/or security doors:

1. Aluminum storm or security doors should have a baked enamel finish.
2. Security doors should be of a decorative style indicative of the period and style of the structure.



Part III: Guidelines for New Construction

General:

A. Comply with site design standards contained elsewhere in these guidelines.

B. Front elevation showing materials, roof characteristics, window and door placements, and other architectural features shall be submitted for approval.

C. Prefabricated carports using pipe columns bent into arch shape are not permitted.

Building Orientation:

A. Minimum setbacks from streets, side yards, and rear yards shall generally conform to those in use in the district.

B. Building main entrance shall be oriented to face the street or streets except for entrances on comer lots which may orient to the intersection.

Building Form and Scale:

A. New buildings shall appear similar in mass and scale with historic structures in the area.

1. Porches shall be utilized to define the main entrance to buildings.
2. Roof slope shall be a minimum of 8/12. In no case shall flat roofs be utilized except in areas not visible from the streets.

Materials:

A. Building materials shall be similar to those employed hjstorically.

1. Acceptable roofing materials
    a. Batten seam metal roofing
    b. Decorative metal roofmg shingles
    c. Composition roofing shingles
    d. Wood shingles

2. Acceptable sidillg materials
    a. Brick
    b. Native limestone
    c. Wood lap siding

Outbuildings:

A. Garages and storage buildings should reflect the character of the primary structure, existing structure and/or surroundillg structures, and should be compatible in terms of height, scale, roof shape, materials, texture, and details.

B. Garages, if visible from the street, should be situated on the lot in a historically traditional placement pattern for the neighborhood.

C. The location and design of outbuildings should not be visually disruptive to the character of the surrounding landscape.

Design Guidelines for Individual Landmarks

Materials:

A. Preserve, protect, and maintain original materials.

B. Repair original materials to preserve integrity.

C. Use original materials to preserve integrity.

D. Replace unsalvageable or missing elements, using as much original material as possible.

E. Reconstruct new materials in-kind, following the old as closely as possible in material, profile, size, and shape. Where no historic examples exist, try to document the missing feature through old photographs or written/verbal descriptions.

Roofs:

A. Existing/original roof line shall be maintained.

B. Materials used on existing structure or new construction shall be: asphalt, pressed metal or fiberglass shingles, standing seam metal or slate.

C. Changes must be documented through historic photographs and/or oral history.

Porches:

A. Documentation and/or physical evidence must be presented before changes are made to the primary or secondary facade.

B. Porch materials should include wood or concrete floors, turned or sawn wood balustrades and wooden posts.

Windows & Doors:

A. Original windows should be repaired, scraped, cleaned, reglazed, and rehung.

B. In replacement of original windows, or in new construction, care should be taken to maintain historic character and size in relation to facade or elevation and materials.

C. Original doors should be reused.

D. Replacement doors should be wooden.

E. Changes should be supported with physical documentation.

Scale:

A. New construction should be compatible with existing structures, placed to the rear of the existing landmark, and designed for the least possible loss of historic and character defining features.

B. An exterior addition should be considered only after it has been determined that the new use cannot be met successfully within the existing structure.

Exterior Walls:

A. Vinyl, aluminum, or other synthetic siding is not appropriate. New construction should be brick or stone.

Outbuildings:

A. One-story outbuildings of simple design may be constructed to the rear of the landmark lot. The roof should be front or side gable, and the wall covering should be wood or brick. Windows and doors must conform in material and scale to the character of the historic structure.

Energy Retrofitting:

A. Exterior storm windows or doors should match the trim color of the house, and must not obscure the decorative elements or configuration of original windows and doors.

Signs:

A. Signage should be no more than four feet square in size, and may be mounted at the road.

B. Signage should not detract from the integrity of the setting.

Paint Colors:

A. The Alexander Eakin House is now painted white and the trim of the Gilliland Resource Center is also painted white. However, houses of the era were often painted different colors. Paint analysis may indicate the presence of other paint colors for the house. Otherwise, the house may be repainted white or another appropriate historic color from SHDZC palate of historic colors as verified by paint analysis.

Fences:

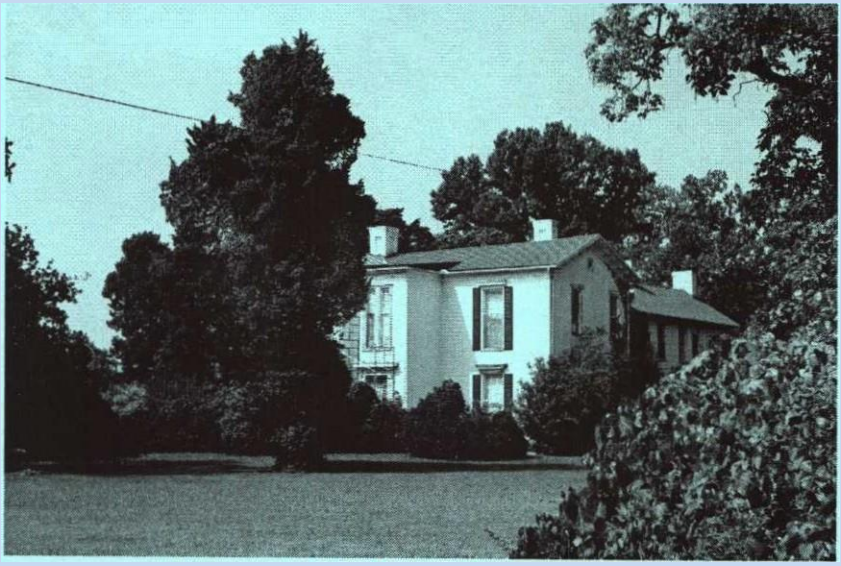
A. Fences will not be constructed on the landmark's primary facade. Masonry or wrought iron fencing may be placed to the rear of the Eakin/Thompson House.

Parking:

A. To maintain integrity of setting, parking and(or driveways should conform with existing areas and drives. For the Eakin Thompson House, drives and parking should be placed to the south side and west rear of the property.

Landscaping:

A. Existing plant materials should be maintained, especially mature shade trees.



Alexander Eakin/Henry Thompson House