

*Building Standards and Guidelines*

Of the

Jonesborough Historic Zoning  
Commission

Jonesborough, Tennessee

for H-2 Overlay Zones

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STANDARDS

1. Every reasonable effort shall be made to provide a **compatible use** for property which requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.
2. The **distinguishing original qualities or character of a building, structure, or site** and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features shall not be approved.
3. All buildings, structures, and sites shall be recognized as **products of their own time**. Alterations that have no historic basis and which seek to create an earlier appearance shall not be approved.
4. **Changes** which may have taken place **in the course of time** are evidence of the history and development of a building, structure or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
5. **Distinctive stylistic features or examples of skilled craftsmanship** which characterize a building, structure, or site shall be treated with sensitivity.
6. **Deteriorated architectural features shall be repaired rather than replaced**, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features shall be based on accurate duplications of features substantiated by historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
7. **Surface cleaning of structures** shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
8. Every reasonable effort shall be made to protect and preserve **archaeological resources** affected by, or adjacent to, any project.
9. **Contemporary design for alterations and additions** to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood or environment.
10. **New additions or alterations** to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

## 1.0 GENERAL GUIDELINES

- 1.1 The form and detailing of those architectural materials and features that are important in defining the historic character of the structure and its environment must be **identified** taking into consideration at least the following:
  - a. The dominant architectural style of the structure.
  - b. The date or period of original construction.
  - c. The dates or periods of any major changes which have significantly affected or changed the dominant style of the structure.
  - d. Any materials, features, ornaments or other characteristics that differ from commonly available currently used materials; and, therefore, which may require nonstandard or specialized sources or treatment for proper repairs, maintenance, restoration or replacement.
  - e. The historic context of the building, such as late 19<sup>th</sup> century commercial, 1920's residential, 1950's store/office combination, etc.
  - f. The physical context and environment of the building, including its relationship with surrounding structures and its impact on the streetscape, as well as any important contributing site features.
  - g. The original and historic uses of the building.
- 1.2 The form and detailing of those architectural materials and features identified under Guideline 1.1 must be **retained, preserved, protected and maintained**. Any proposal which would alter, destroy, remove or substantially change any of the above shall not be approved by the Commission, except as specifically permitted in the Standards and Guidelines of the Commission.
- 1.3 All important historic material must be **protected from potential damage**, which may be caused by work being done on it, or on any other material or part of a structure; from inadvertent damage such as passing pedestrian or vehicular traffic; and from inadequate and improper temporary security or storage.
- 1.4 All important historic materials must be maintained and protected from damage or deterioration from **natural causes** including harmful exposure to water, wind or other natural elements.
- 1.5 Approved repairs of all character-defining, important historic materials must be done with the **least degree of intervention possible** and must be **compatible** with the physical characteristics of the original material according to recognized preservation methods. The Commission will not approve repair methods that are known to damage or to shorten the serviceable life of important historic materials.
- 1.6 The Commission must review the **specifications** of proposed repairs, which must be consistent with the Standards and Guidelines and with commonly accepted preservation practices.
- 1.7 The **person(s)** who are to carry out such repairs must show that they have the necessary knowledge and skill, and that they fully intend to carry out the repairs in accordance with Guideline 1.6. In fulfilling this requirement, the Commission may require demonstration samples.
- 1.8 **Replacement of missing parts** or materials shall be permitted only when there is adequate documentation of form, character, and applicable dimensions of the missing parts or materials. Such replacements must be accurate reproductions of the form of the originals and must be physically

compatible with any material or part of the structure to which they are joined. Substitutes for inadequately documented missing parts or materials, no matter how small, are considered additions to a structure and are regulated according to Section 13.0 of these Guidelines.

- 1.9 The **replacement of existing** character-defining important historic materials shall be approved **only subject to all of the following conditions:**

That the existing materials are no longer safe and/or serviceable and cannot be repaired/restored to a safe/serviceable condition;

That the existing materials are not to be sold or transferred to another building; and

That the existing materials (or suitable samples thereof) must be preserved and/or documented thoroughly and accurately as a public record sufficient for future reproduction and/or research purposes.

- 1.10 Guidelines 1.8 and 1.9 must also fulfill the requirements of Guidelines 1.6 and 1.7.

- 1.11 Non-conforming existing features and repairs (which do not conform to these Standards and Guidelines, but which existed prior to the adoption of these Standards and Guidelines) may be repaired and maintained as needed, but if replaced or removed, must be brought into conformity with the current Standards and Guidelines of the Commission.

## 2.0 MASONRY

- 2.1 All provisions of **Section 1.0 General Guidelines** apply to Section 2.0, Masonry.
- 2.2 **Cleaning** masonry may be approved **only when necessary** to halt deterioration or remove heavy soiling. Cleaning must be by the gentlest method possible and must use as few chemicals as possible. Water pressures must remain sufficiently low not to damage any of the masonry surfaces in any way. Only natural bristle or soft brushes can be used. The Commission will not approve the use of wire brushes or other abrasive methods for the cleaning of masonry. The long-term effects of all methods and chemicals must be clearly and reasonably established. Test samples shall be required prior to final approval. Any cleaning must meet the provisions of Guidelines 1.6 and 1.7.
- 2.3 All original sound, stable, and usable **structural units** (such as bricks, stones, terra cotta, parts of precast concrete) must be preserved and reused if removed in the process of repair.
- 2.4 Any damaged or unsound **structural units** must be repaired, restored or replaced with compatible units which have similar or identical visual, physical and dimensional characteristics, including texture and color (unless covered by a surface coating).
- 2.5 **Mortar** replacement or repairs must meet **all of the following conditions**:
- a. New mortar must duplicate the **physical characteristics** (such as strength, composition, and texture) of the original mortar according to accepted preservation standards. **Under no circumstances will the Commission approve the use of antique bricks for repairs to modern masonry.**
  - b. New mortar must be compatible in **color** with original mortar.
  - c. New/repared mortar joints must match the original in the **width and profile** and configuration.
  - d. Old mortar must be removed in a manner that does not damage structural units such as bricks, stones, terra cotta or parts of precast concrete. **Sound mortar shall not be removed. Under no circumstances will the Commission approve removal and repointing of an entire building section just to achieve a uniform appearance.**
  - e. All mortar repairs must utilize commonly accepted **tuck pointing techniques** as distinct from brick laying techniques. Repairmen must have and be able to use tuck pointing tools and must meet the specific requirements of Guideline 1.7.
  - f. The faces of all structural units must be left **clean and free of damage**. The Commission will not approve any specifications for work which *rely* on chemical and or abrasive methods for cleaning masonry which the Commission deems too fragile to withstand such cleaning methods.
  - g. Provisions must be made for proper **preparation** of joints to be repaired, as well as for proper **curing** of newly repaired masonry.
- 2.6 Any repair work must duplicate original **bonding patterns**.
- 2.7 Any original ornamental or functional **placement or arrangement** of structural units must be faithfully duplicated in all visible dimensions in any repair or replacement work. This includes pilasters, corbels, panels, dentils, lintels, sills, gables, cornices, and any other parts of masonry structures. It also includes textures and special molded patterns.
- 2.8 New or nonhistoric surface treatment such as **water-repellent coatings** shall not be approved until after all needed repairs have been properly completed, and all of the reasonable methods of water control have been tried and found ineffective or inadequate in arresting damaging water penetration.

The Commission may approve only clear coatings, which do not change the color or texture of an unpainted surface (see also Section 9 of these Guidelines). The Commission will approve only air-permeable products for masonry coatings, and must thoroughly review the product descriptions and specifications prior to approval in order to judge the appropriateness of the proposed clear masonry coating.

- 2.9 The Commission shall **not approve the painting**, coating, or covering of **previously exposed masonry surfaces** or ornaments to create a new appearance.
- 2.10 The Commission shall not approve the **uncovering** and exposure **of masonry** which was not intended originally to be exposed.
- 2.11 **Stucco repairs** must match original stucco in strength, composition, texture and in color (unless covered by a surface coating). See also Guideline 1.8. Any new stucco must be applied in such a way that it can be removed with minimal repairs to the structure behind it. Structural units such as bricks cannot be penetrated in the process of applying stucco.
- 2.12 **Concrete pavement** must include the use of coloring agents in order to simulate as much as possible the colors of nearby or adjacent concrete.
- 2.13 **Concrete finishes** must match nearby or adjacent patterns.

### 3.0 WOOD

- 3.1 All provisions of **Section 1.0 General Guidelines** apply to Section 3.0 Wood.
- 3.2 **Cleaning methods** that change the texture of wood shall not be approved.
- 3.3 **Paint preparation methods** that damage wood surfaces shall not be approved. Paint removal by use of heat must be by electrical heat only. The use of open flames or torch for paint removal shall not be approved. A fire extinguisher must be available on the job site during any paint removal by the use of heat.
- 3.4 **Stripping** historically painted surfaces to bare wood, then applying clear finishes or stains shall not be approved.
- 3.5 **Repairs** of existing wood parts must be **identical** in all visible dimensions, profiles and patterns with the original. Distinctions visible under close inspection between the original and repairs are to be accepted. For example, differences in planing or sawing patterns, as well as differences in paint layers and textures are appropriate because they allow repairs to be distinguished from the original.
- 3.6 Under no circumstances will the Commission approve removal and replacement of large areas of existing materials just to achieve a uniform appearance.
- 3.7 **Refinishing or redressing historic wood surfaces** by sanding, sandblasting, using high pressure water or using disk sanders or other mechanical devices or machines shall not be approved. Adjacent original material must not be made to match the new material.
- 3.8 Ornaments and moldings that are directly exposed to rain must be of treated or naturally rot resistant wood. Examples of such ornaments include rails, spindle, newels, brackets, and cornices. Commonly available “sap wood” poplar should not be used in exterior applications.
- 3.9 Specifications for all wood repairs or replacements must include **safeguards against the effects of moisture**, such as warping, excessive movement and rot.
- 3.10 Plywood, composition board, vinyl, aluminum, and other **modern sheet materials** will not be approved as substitutes for boards.
- 3.11 **Modern consolidants**, including epoxies, must be used in accordance with manufacturer’s specifications. See also Guidelines 1.6 and 1.7.
- 3.12 **Substitute materials** for ornaments and parts which are highly exposed to deterioration from weather, and are seen only from a distance may be approved if known to be durable under the conditions of proposed use.
- 3.13 **Aluminum or vinyl siding** and trim (or other similar modern substitute materials) may be approved for use in the H-2 Overlay Zone only if all of the following conditions are met:
  - a. Structure must have been built during a time in which such materials were commonly used in new construction and the material must be stylistically consistent with the building.
  - b. The substitute material cannot cover any materials or features that are important in defining the

historic character of the structure as identified under Guideline 1.1.

- c. The structure cannot be an outbuilding that is accessory to another building that does not meet the condition 3.13 above.

#### 4.0 METAL ROOFING AND OTHER ARCHITECTURAL METALS

- 4.1 All provisions of **Section 1.0 General Guidelines** apply to Section 4.0 Metal Roofing and Other Architectural Metals.
- 4.2 All repairs on metal roofing must be compatible chemically and electrolytically with the composition of the existing metal, which must first be identified. Most metal roofs in the H-2 Overlay are of two basic compositions: zinc-galvanized sheet steel (5-V and embossed shingles), and terneplate, which is sheet steel coated with an alloy of tin and lead (standing-seam and interlocking flat pan roofs).
- 4.3 **Fastening methods** used in original roof installations must be thoroughly understood and identified. Fasteners are standardly hidden and do not penetrate exposed surfaces in terneplate standing-seam and flat pan installations and in galvanized embossed shingle installations. Under no circumstances will the Commission approve any repairs that would require penetration of any of these metal surfaces except as required for hanging gutter installations. However, fasteners are exposed at the peaks of the V's in 5-V installations. Therefore, the Commission will approve repairs, which would add fasteners (and therefore additional penetrations) in a fashion identical to original installations in 5-V roofing.
- 4.4 **All patches** joined to old metal must be of the same metal as the old. Under no circumstances will the Commission approve the use of aluminum for patching/repairing terneplate or galvanized steel. Neither will the Commission approve galvanized patches for terneplate. This Guideline is intended to guard against corrosion by electrolytic action between unlike metals.
- 4.5 **Cleaning methods** must remove dirt and corrosion without damage to sound metal. Excessive build-up of previously applied coatings must be removed prior to recoating when found to be cracking and/or separating from underlying metal. Paint removal by use of heat must be by electrical heat only. The use of open flames or torch for paint removal shall not be approved. A fire extinguisher must be available on the job site during any paint removal by use of heat.
- 4.6 **Surface coatings** for metal roofing must be compatible chemically and physically with the metal. Therefore, only coatings manufactured for use on sheet metal can be approved. The Commission will not approve a coating manufactured for use on structural steel, unless the manufacturer also specifically warrants its use on sheet metal indicating that it has sufficient tensile strength and elasticity to be serviceable on sheet metal. Surface preparation and application of all coatings must strictly adhere to manufacturer's specifications for old previously painted sheet metal.
- 4.7 **Asphalt-containing materials will not be approved for coating or patching on any metal roofing.** Such materials do not adhere well to metal, have differing co-efficients of elasticity, and therefore loosen and crack easily and trap water when used on sheet metal roofing. Furthermore, asphalt-containing preparations hasten metal corrosion by giving off small amounts of sulfuric acid during decomposition.
- 4.8 **Polyurethane and silicone caulks** are known to be compatible with metal and therefore can be approved for use as temporary patching material. However, they usually last only two to four years. Therefore, repairs that are more definitive are always encouraged.
- 4.9 All repairs to any **other architectural metals** must be consistent with the above applicable Guidelines. They must be chemically and electrolytically compatible (4.2, 4.4, 4.5, and 4.6), and

cannot threaten or destroy important older metal material (4.3 and 4.6).

4.10 The Commission will not approve the stripping and exposing of metals that were originally intended to be protected from the environment.

## 5.0 ROOFS

- 5.1 All provisions of **Section 1.0 General Guidelines** apply to Section 5.0, Roofs.
- 5.2 For metal roofing, see Section 4.0.
- 5.3 This section applies not only to roofs, but also to any other **parts of buildings that extend above** any part of a **roof**, such as parapets, chimneys, finials, steeples, cupolas, dormers, cresting, lightning rods and weathervanes.
- 5.4 **Asphalt shingles** may be replaced by similar materials as needed. Colors and patterns must be compatible with the color scheme and style of the building.
- 5.5 **Flat roofs** or roofs completely hidden from view may be repaired or replaced according to standard, commonly accepted roofing practices **provided that all historic materials are appropriately protected** as provided in Guidelines 1.3 and 1.4.
- 5.6 Any **visible changes, including changes in structural design or configurations and additions to any roof** must be compatible with the style of the building and must meet the criteria of applicable Guidelines in Section 13.0, Building Additions. See also Guideline 1.8.
- 5.7 Any **attic vents** must be compatible with the style of the building or be hidden, unobtrusively and substantially, from view. The Commission may require the use of forced air ventilation for structures in which adequate passive ventilation would cause loss of, or damage to, historically important materials and features as identified under Guideline 1.1.
- 5.8 **Gutters and downspouts** must be compatible with the period and style of the building.
- 5.9 All repairs, replacements or revisions of any roofing or drainage system must include **adequate drainage** for the long-term protection of the building from damage by water and/or moisture. For example, in approving new guttering, the Commission may require revisions in surface/subsurface drainage in order to protect the building foundations from the weakening effects of rising damp and/or from impacting of subsurface soils, which may lead to settling of any part of the building.
- 5.10 Any roofing repairs or replacements must include any existing **parapet walls or gables**, the treatment of which must be compatible with the coping (top material of the parapet wall) and style of the building.
- 5.11 The Commission will not approve the removal of a **chimney**, no matter how badly deteriorated it may be. Chimneys must be repaired and preserved. The same applies to any of the decorative elements extending above any part of a roof such as a parapet or stepped gable, a cupola, a steeple, a finial, cresting, weathervanes, balustrades, or cupolas.
- 5.12 The Commission may require the **removal of any obsolete utility structures** such as abandoned TV antennae or vent pipes as a part of any approved roof repairs or replacements.
- 5.13 **Plumbing vents** must always be hidden as much as possible. The Commission may require that multiple vents be combined into one. Frequently, an abandoned chimney can be used for all venting of plumbing and bathroom and kitchen exhausts.
- 5.14 **TV antennae or dishes** for residential use must be hidden from view as much as possible. Their installation must not damage the building.

5.15 **Roof mechanical and service equipment** shall always be as unobtrusive and inconspicuous as possible. The Commission may require that such equipment be screened so as to have the appearance of an addition to the building depending on the level of viability of such equipment.

## 6.0 WINDOWS

- 6.1 All provisions of **Section 1.0, General Guidelines** apply to Section 6.0, Windows. This applies to all details of windows and window accessories including jams, sash, muntins, profiles, glazing, sills, hood molds, paneled or decorative jams, moldings, reveals, shutters, and hardware.
- 6.2 The Commission will not approve **the partial or complete blocking in of openings or the cutting of new openings** in the front facades of buildings. The commission may approve partial or complete blocking in of openings or the cutting of new openings in the sides or rear of a building if the owner demonstrates substantial need for reasons of safety or building functionality. [Amended March 8, 2018]
- 6.3 The Commission will not approve the installation of replacement or additional sash or window units of any kind which **do not fit historic window openings**.
- 6.4 The Commission will not approve changes in **glazing patterns or muntin patterns** unless there is documentation that the proposed pattern was used in the particular building during the period of the present existing dominant architectural style of the building. The Commission will not approve such changes to create a new appearance or to make the building appear older.
- 6.5 All **repairs to windows** must meet the requirements of Section 3.0, Wood and/or Guidelines 4.9 and 4.10 as applicable.
- 6.6 Caulking, weather-stripping, and repairs designed to make windows **weather tight** must not damage or include removal of important historic materials or features.
- 6.7 Interior or exterior **storm windows** or storm sash units must match existing exterior sash in size. Any cross supports of exterior storm windows, and any meeting rails of interior or exterior storm sash must be superimposed on meeting rails or support rails of existing sash. Exterior storm units must match the color of exterior window trim. The Commission will not approve exterior storm units which would significantly change the depth of reveal, or which would cover any important molding or decorative features of jams. Interior storm units are preferable to exterior storm units when possible. The Commission cannot approve exterior storm units when interior storm units are clearly possible.
- 6.8 **Replacement of exterior sash** must meet all requirements of Guideline 1.9. Qualified replacements may include double glazing and practical changes in muntin profiles, as well as modern weather-stripping, sash carriage and balancing mechanisms and modern hardware.
9. **Window film** must be applied on the interior and must provide 99% or greater ultraviolet and/or 70% or higher infrared light protection. It must not be darker than 67% visible light transmittance and must not exceed visible light reflectance to the exterior of more than 9% for ground floor windows. The Commission may approve darkening up to 38% visible light transmittance and visible light reflectance up to 17% for second or third story windows on south elevations if needed to decrease heat transmission from sunlight in warm weather provided such increased darkening and visible light reflectance do not create an obviously negative impact on the visible historic character of the building. [Amended March 8, 2018]

## 7.0 ENTRANCES AND PORCHES

- 7.1 All provisions of **Section 1.0, General Guidelines** apply to Section 7.0, Entrances and Porches, including all details of every part of doors, entrances, and porches. See also Guideline 6.2 with regard to openings.
- 7.2 The Commission will not approve the installation of replacement or additional doors of any kind which do not **fit historic door openings**.
- 7.3 All repairs to entrances and porches must meet the requirements of all other applicable sections of these Guidelines with regard to respective materials such as **masonry, concrete, wood and metal**.
- 7.4 New or replacement porches, stoops, steps, or ramps to entrances are considered **building additions** and must meet the requirements of Section 13.0.
- 7.5 **Porches** may be **enclosed** when required by new or additional uses only if all of the following conditions are met:
  - a. The porch must retain its character and distinction as an appendage to the building; it cannot take on the appearance of an addition, and cannot be made to blend visually with the body of the building. Therefore, material used in the enclosure must be different from the siding or cladding of the building.
  - b. Enclosure walls and associated parts and materials must be recessed behind existing scrollwork, posts, and balustrades.
  - c. Colors used on enclosure walls and all parts of such walls must be sufficiently dark to make the enclosure appear to recede into the porch.
  - d. Large sheets of glass may be used in enclosure structures, but if operable, must slide to open, or open to the inside. Windows that open toward the outside, small panes or panels of glass that would necessitate multiple muntins or other lines of division will not be approved.
  - e. The existing ratios of horizontal and vertical lines cannot be changed by the enclosure. The porch cannot be made to appear more horizontal or vertical by the enclosure.

## 8.0 STORE FRONTS

When the H-1 Standards and Guidelines of June 11, 1992 were amended and adapted to H-2, Section 8.0 Store Fronts was intentionally omitted from the H-2 Guidelines.

## 9.0 SURFACE COATINGS AND FINISHES

- 9.1 All surface **preparation methods** must meet the requirements of General Guidelines 1.2, 1.3, 1.4, and 1.5. With regard to specific materials for surface preparation Guidelines see 3.2, 3.3, and 3.4 for wood; 2.2, 2.3, 2.9, and 2.10 for masonry; and 4.5 for metal.
- 9.2 It must be assumed that all pre-1970 buildings in Jonesborough have been painted in the past with **lead paints**. Therefore, debris from paint preparation must be collected and properly disposed in a manner consistent with current regulations regarding the handling of lead and cannot be allowed simply to fall to the ground and contaminate soils.
- 9.3 Any **original or historic special exterior finishes**, such as graining, fancy painting, marbleizing or varnishing of wood, and special paintings of bricks and/or mortar as described in Guideline 2.2, must be identified, protected, preserved and, when possible, repaired.
- 9.4 All **uncoated historic materials** such as brick, stone, and concrete must be thoroughly protected from paint deposits from dripping, spraying, overflow, or from any other cause.
- 9.5 **Traditional 20<sup>th</sup> century white** may be approved for all structures that have been painted white through most of the 20<sup>th</sup> century.
- 9.6 **Other color schemes** may be approved when selected from color palates consistent with the historic period of the dominant style of the building. Distribution of colors must also be stylistically compatible with the dominant style of the building. The Commission encourages the use of color schemes based on historic paint color research for specific buildings.
- 9.7 The Commission **will not approve color schemes which would change the distribution of accent colors in a non-historic fashion** or which would utilize colors not historically compatible with the dominant style of the building.
- 9.8 All **modern coatings** must be used/applied consistent with manufacturer's specifications.
- 9.9 **Opaque stains** may be permitted when used on structures consistent in style and period with the historic use of opaque stains. Such stains may also be permitted when used in such a manner as to imitate paint.

## 10.0 STRUCTURAL SYSTEMS

The structural integrity of a building is necessary for its preservation, safety, and function. Even minor structural changes may have an effect on exterior elevations of a building. Therefore, structural matters must be regulated by the Historic Zoning Commission, and must be inspected by the building inspector, even though they may be on the interior.

- 10.1 The Commission will not approve changes in a building, whether on the interior or the exterior, that might **weaken the structure** either immediately or gradually.
- 10.2 With regard to proper **protection from structural weakening**, see also Guidelines 1.2, 1.3, 1.4, 1.5, and 5.9.
- 10.3 All important **historic character-defining structural elements**, as defined in Guideline 1.1, must be retained and supported or repaired, and not replaced.
- 10.4 The Commission may require **appropriate professional consultation** prior to approving changes in a structure, which may overload, or otherwise weaken the structure.

## 11.0 INTERIOR SPACES

When the H-1 Standards and Guidelines of June 11, 1992 were amended and adapted to H-2, Section 11.0 Interior Spaces was intentionally omitted from the H-2 Guidelines.

## 12.0 UTILITIES

- 12.1 **Utility intakes** such as electrical power, telephone, gas and cable lines, boxes and meters, and other associated equipment must be hidden from view as much as possible. They cannot disrupt or damage the physical or visual integrity or continuity of important historic character-defining materials or parts of buildings as defined in Guideline 1.1.
- 12.2 **Exterior mechanical equipment** must be hidden from view as much as possible. Inconspicuous locations must be selected and the Commission may require screening of mechanical equipment, which cannot otherwise be made unobtrusive by virtue of location.
- 12.3 **Wires, pipes, and other** utility and mechanical conveyance lines or communication/control wires must be hidden from view.
- 12.4 For building **structural considerations**, see Section 10.0 of these Guidelines.

### 13.0 BUILDING ADDITIONS

- 13.1 Building additions include **not only increases** in the size of buildings but also (as in Guideline 1.8), the substitution or addition of any inadequately documented missing parts or materials, no matter how small.
- 13.2 All additions must be **compatible with the existing building** in size, scale, material and color, and must be subordinate to the existing building and design, size and position.
- 13.3 **Additions** should **complement** the existing building, but must not exactly duplicate its architectural features. Additions should be readily identifiable as such, while remaining secondary to the original structure.
- 13.4 All additions must be **reversible** without requiring significant reproductions or repairs of important historic materials or features. The Commission will not approve an addition that would require the sacrifice and removal of important historic character-defining features and materials as defined in Guideline 1.1.

#### 14.0 OUTBUILDINGS AND OTHER SITE STRUCTURES [Revised 10/12/06]

- 14.1 Existing outbuildings and accessory buildings when original to the property or rated as contributing to the property's historic character shall be preserved, maintained and repaired consistent with the Historic Zoning Commission's Building Guidelines with particular attention to Section 1 of the Guidelines.
- 14.2 Relocation of an outbuilding or accessory building may be approved by the Commission under conditions in which the denial of relocation would, in the judgment of the majority of Commissioners voting in the meeting at which the request is heard, deny the property owner of a reasonable beneficial use of the property as provided in these Standards and Guidelines under the topic of Economic Hardship. It will not be necessary for the applicant to make formal application under the provisions of Economic Hardship for the Commission to refer to that section of its Standards and Guidelines in considering a request for relocation of an outbuilding or accessory building.
- 14.3 New outbuildings and accessory buildings or buildings moved onto the property must be consistent with the style and dominant period of the related primary structure and must be subordinate to the primary structure.
- 14.4 New outbuildings and accessory buildings or buildings moved onto the property intended to be separated from the primary structure by at least 30 feet must have a footprint that is not larger than three-fourths ( $\frac{3}{4}$ ) of the footprint of the primary structure. The highest part of the new structure must be no higher than three-fourths ( $\frac{3}{4}$ ) of the height of the highest roof ridge or parapet of the primary structure.
- 14.5 New outbuildings and accessory buildings or buildings moved onto the property intended to be separated from the primary structure by less than 30 feet must have a footprint that is not larger than one-half ( $\frac{1}{2}$ ) of the footprint of the primary structure. The highest part of the new structure must be no higher than one-half ( $\frac{1}{2}$ ) of the height of the highest roof ridge or parapet of the primary structure.
- 14.6 Other site structures must not detract from the primary structure visually by virtue of size, placement, style or color, and cannot introduce a false sense of history or identity.
- 14.7 In applying the above guidelines whether for new construction or relocation, the Commission shall consider the effect of the proposed location of such a structure. The Commission reserves the right to deny approval if, in the judgment of a majority of Commissioners hearing the proposal, the proposed location would make the proposed structure appear to dominate the primary structure or negatively impact the overall historic or physical character of the property.
- 14.8 Section 16.0 Demolition also applies to Section 14.0 Outbuildings and other site structures.
- 14.9 If the Jonesborough Historic Zoning Commission rejects requests that include the removal of a non-contributing secondary site structure twice during a period of 12 months, the Commission will not consider another request that would include the removal of a non-contributing secondary structure until at least one full year has passed after the second denial.

15.0 NEW CONSTRUCTION

- 15.1 **Introduction.** These guidelines have been developed to ensure that new construction and other development in the H-2 Overlay is well designed and carefully planned so as to promote the residential and commercial livability of the area.

The northwest side of Boone Street has already been developed by the Town of Jonesborough. It provides the public and community focal point of the B-4 Zone. The characteristics and patterns of use already established in that part of the B-4 Zone must be carefully identified and considered in developing new designs for sites on the southeast side of Boone Street.

- 15.2 **Submittal of Plans.** Plans for all new construction, alterations and/or additions of existing property shall be submitted to the Historic Zoning Commission at least 15 days prior to published meeting date(s) for review by commissioners. These plans shall address all of the following Guidelines applicable to the prospective project.

- 15.3 **Streetscape.** Visible **massing** of any new building including ratios of height to width must be consistent with adjacent existing buildings or buildings located within 600 feet of the proposed new structure.

**Curb cuts.** Each lot shall be limited to one ingress and one egress. Those may be separated or combined. However, a single ingress or egress shall not be wider than 14 feet. A combined ingress/egress shall be limited to 24 feet in width. If two or more existing lots are combined for development, the following guidelines shall be used:

| <i>Lot Frontage Street Access</i>                      | <i>Maximum Number of Curb Cuts Permitted</i> |
|--|--|
| Less than 125 feet                                     | One  |
| 125-199 feet   | Two  |
| 200 feet or more (per additional 200 feet of frontage) | One  |

The plan shall show location of above-mentioned curb cuts, paved drives, curbs, gutters, and the materials to be used for these items.

**Sidewalks.** Sidewalks shall be constructed on the right-of-way adjacent to the property line. Any sidewalk constructed shall be four feet wide minimum along the property street frontage and must not be slick-finish concrete or asphalt

**Landscaping.** A landscaped strip with an average dimension of ten feet in depth shall be required along the entire street frontage on the subject property adjacent to the sidewalk, with the exception of ingress/egress drives. This area shall be maintained by the property owner. The required landscape strip shall be planted with one street tree every twenty-five feet, shrubs, groundcover.

#### 15.4 **Site Layout.**

**Preservation of Significant Site Features.** Those existing site features and plant materials (including trees and shrubs) which are significant to the character of the site must be identified and preserved unless alteration or removal can be justified to and approved by the Historic Zoning Commission. Existing trees over six inches in diameter shall be located on the plans.

**Grades.** The plan shall also include existing and proposed grades. Proposed grades shall not exceed a slope of 1:3 rise to run unless preservation of existing topography warrants a steeper slope. The plan shall show all swales and retention areas.

**Structures.** The location of all structures and setbacks shall be shown to scale on the plans.

**Lighting.** All exterior building/site lighting shall be located on the plans. Description of lighting shall include height of mounting which shall not exceed fourteen feet. Sodium vapor bulbs shall be used in all post/pole-mounted site lighting. Extreme care shall be taken so as not to project site lighting onto adjacent private or public properties. Post/pole design and direction of light beam(s) shall be included on the plans.

**Utilities.** Electric, water and gas meters shall be located on site plan along with location(s) for mechanical units, etc. All site utilities shall be underground and any above-ground appurtenances, including garbage containment areas, shall be screened from view by plant materials and/or fences or walls.

**Pavement and Circulation.** Pavement shall not cover more than 50% of surveyed lot. Plans shall show all materials to be used for pavement. Off-street parking, services drives, vehicular and pedestrian circulation and garbage collection areas shall be shown on the plans. When reviewing applications, the Commission must consider the effect the proposed pavement may have on the watershed, and may require consultation with a certified hydrologist before granting approval.

**Site Accessories.** These include, but are not limited to fences, posts, walls, freestanding mailboxes, gazebos and storage buildings. Plans and specifications shall show designs, dimensions, materials, finishes and colors. Refer to Historic Zoning Guidelines Section 14 Outbuildings, paragraphs 14.1, 14.2, as adopted June 11, 1992, or subsequently revised.

**Landscaping.** Proposed planting plans shall show species and sizes. Maintenance of all plantings is expected.

**Maintenance.** Dead plantings shall be replaced during the next immediate planting season. Failure to maintain plant materials may be considered a violation of the Zoning Code and subject to enforcement.

### 15.5 **Buffer Landscaping between Properties of Dissimilar Uses.**

**When required.** For commercial/non-residential developments, buffer landscaping or buffer structures are required along all sides and rear property lines adjoining residential property in order to assure residential privacy and appropriate control of noise and light.

**Definition.** Buffer landscaping is defined as visual screening comprised of planted material and/or fencing affording visual privacy and sight relief between properties of dissimilar uses. Buffer structures are defined as fences or walls which would serve the same purpose. Visual privacy shall include screening from automobile headlights, trash concentrations, vehicular parking, traffic, and elevated yard lights.

**Plants.** Such buffer plantings shall be planted with evergreen trees such as Hemlock or American Holly so as to maintain year-round screening. Plants chosen must be of sufficient size to serve the purpose intended within one to two years. Plants that become thin near the ground as the canopy matures, such as White Pine, will not be allowed.

**Existing Buffers.** When a mature stand of trees and shrubs is already in place along the subject perimeter, it may substitute for the planted buffer to the extent that it serves the necessary purpose.

**Additional buffer plantings** may be required for the purpose of parking lot screening and/or slope stabilization.

**Buffer Structures.** Fences or walls shall be consistent with the dominant architectural design of the primary structure. Fences should be constructed of treated wood or wood that naturally resists rot and insect damage.

**Topographic differences** between adjacent properties must be considered and accommodated in carrying out these buffer requirements.

**Maintenance.** All buffer structures and landscaping shall be perpetually maintained or replaced as needed to retain their function and neat appearance. Failure to maintain the buffer as required shall be considered a violation of the Zoning Code and subject to enforcement.

### 15.6 **Habitable and Non-habitable Structures.**

15.6.1 **Plans** submitted must include detailed elevations as well as complete exterior design descriptions and specifications in addition to site plans.

15.6.2 **Historic Zoning Guidelines Section 14**, apply to these Guidelines.

15.6.3 All new construction must be in compliance with the provisions of the Southern Standard Building Code as provided in the applicable Ordinances of the Town of Jonesborough.

- 15.6.4 New structures that imitate building styles commonly **associated with other areas** outside Jonesborough will not be approved by the Commission whether such styles are traditional or contemporary. New structures must not introduce a false sense of identity in Jonesborough. For example, the Commission will not approve a neo-colonial house or a Williamsburg-style building. Neither will the Commission approve a beach cottage or an alpine cottage.
  - 15.6.5 The maximum height of the proposed structure may not be more than 35 feet as measured from the average ground elevation to the deck line of mansard roofs, and the mean height between eaves and ridge for gable, hip, and gambrel roofs. The minimum height must be one story.
  - 15.6.6 Visible **massing** of any new building including ratios of height to width must be consistent with adjacent existing buildings or buildings located within 600 feet of the proposed new structure.
  - 15.6.7 **Roof shapes**, including angles of slope, must be consistent with existing buildings fully visible from the site of the proposed structures.
  - 15.6.8 The existing rhythm of **entrances and projections** (such as awnings, stoops, or porches) must be maintained consistent with the portion of the townscape fully visible from the site of the proposed structure.
  - 15.6.9 **Predominant visible materials and textures** in new structures must be visually compatible with existing materials used on other structures in the H-2 Overlay.
  - 15.6.10 The Commission reserves the right to disapprove **color schemes** proposed for new construction, which, in the judgment of a majority of Commissioners, would draw excessive attention to the new structure, or otherwise disrupt the existing visual continuity and harmony of the affected townscape.
  - 15.6.11 **Architectural details** may include contemporary interpretations of various traditional building elements found in Jonesborough, but may not exactly duplicate traditional ornamental details.
  - 15.6.12 **The context of the directional character** of building and elevation placement must be maintained relative to adjacent structures. For example, the Commission will not approve the diagonal placement of a structure relative to adjacent existing buildings. The context of existing predominant horizontal and vertical elements must also be maintained in the part of the townscape affected by the proposed structure.
- 15.7 **Signs and Advertising** shall conform to the Advertising Standards and Guidelines adopted by the Historic Zoning Commission June 11, 1992, or subsequently revised.

16.0 DEMOLITION [Amended 10/12/06]

1. The **Property Designation Committee must review** any structure for which a contributing or non-contributing designation has not been made before the Commission will consider approval of its demolition.
2. The Commission **will not approve the demolition of any structure** in the H-2 Overlay Zone which is **designated as contributing** to the character of the H-2 Overlay Zone according to the Commission's Property Designation Criteria unless the property meets one or more of the following conditions:
  - a. The structure must constitute a hazard to public safety, and the hazard cannot be eliminated by economic means available to the owner including sale of the property to any purchaser willing to preserve the structure.
  - b. Preservation of the structure would cause an undue and unreasonable economic hardship consistent with the Commission's provisions for economic hardship given in its Standards and Guidelines for H-1 Overlay Zones (which are also applicable to H-2 Overlay Zones) and in its Policies and Procedures.
3. The Commission **may approve the demolition of a non-contributing structure** if the existing building is no longer safe and/or serviceable and cannot be repaired/restored to a safe/serviceable condition, and if demolition of the structure would not leave a gap in the affected townscape, which would disrupt the existing visual continuity and rhythm of the affected townscape. See the Commission's Policies and Procedures, Procedures for review of Historic Zoning Commission of permit applications, Section 8, Application and Review Procedures for Demolition Within the H-1 and the H-2 Zones.
4. If demolition of an otherwise qualifying non-contributing structure would leave a **gap in the affected townscape**, or otherwise disrupt the rhythm and visual continuity of the affected townscape, then the Commission may approve such demolition only provided that there is a clear assertion of obligation on the part of the owner to replace the structure with a new structure, the plan of which must meet all applicable Guidelines in Section 15.0. The plans for any such replacement structure must be approved by the Commission prior to issuing a demolition permit for the existing non-contributing structure.

### 17.0 EXTERIOR LIGHTING [Adopted 10/12/06]

- 17.1 **Definition:** Exterior lighting is defined as public or private lighting of any kind that increases the nighttime visibility of the exterior of any building or site inside the H-I Overlay Zone.
- 17.2 Prominent, conspicuous and ornamental light fixtures must be consistent with the style and dominant period of the related primary structure or neighborhood.
- 17.3 Utilitarian fixtures must be hidden from view as much as possible.
- 17.4 Light sources must be consistent with the dominant existing light sources associated with the primary structure or the surrounding neighborhood. For example, light sources most commonly in use in 1996 in the central business district are incandescent and high-pressure sodium vapor.
- 17.5 Light fixtures and sources of illumination cannot disrupt or damage the physical or visual integrity or continuity of important historic character-defining materials or parts of buildings as defined in Guideline 1.1.
- 17.6 Building-mounted lights intended for site lighting must light the building as well as the site. For example, the Commission will not approve the use of building-mounted floodlights that are glaring to the public and that place the building in shadows.
- 17.7 Light sources must be positioned so that direct glare and reflective light is minimized.
- 17.8 Light sources must be positioned so that the glare does not pose a danger to the safe movement of pedestrians or vehicular traffic.