



THE
BREWERY DISTRICT

Brewery District Guidelines

Acknowledgments

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Brewery District Guidelines

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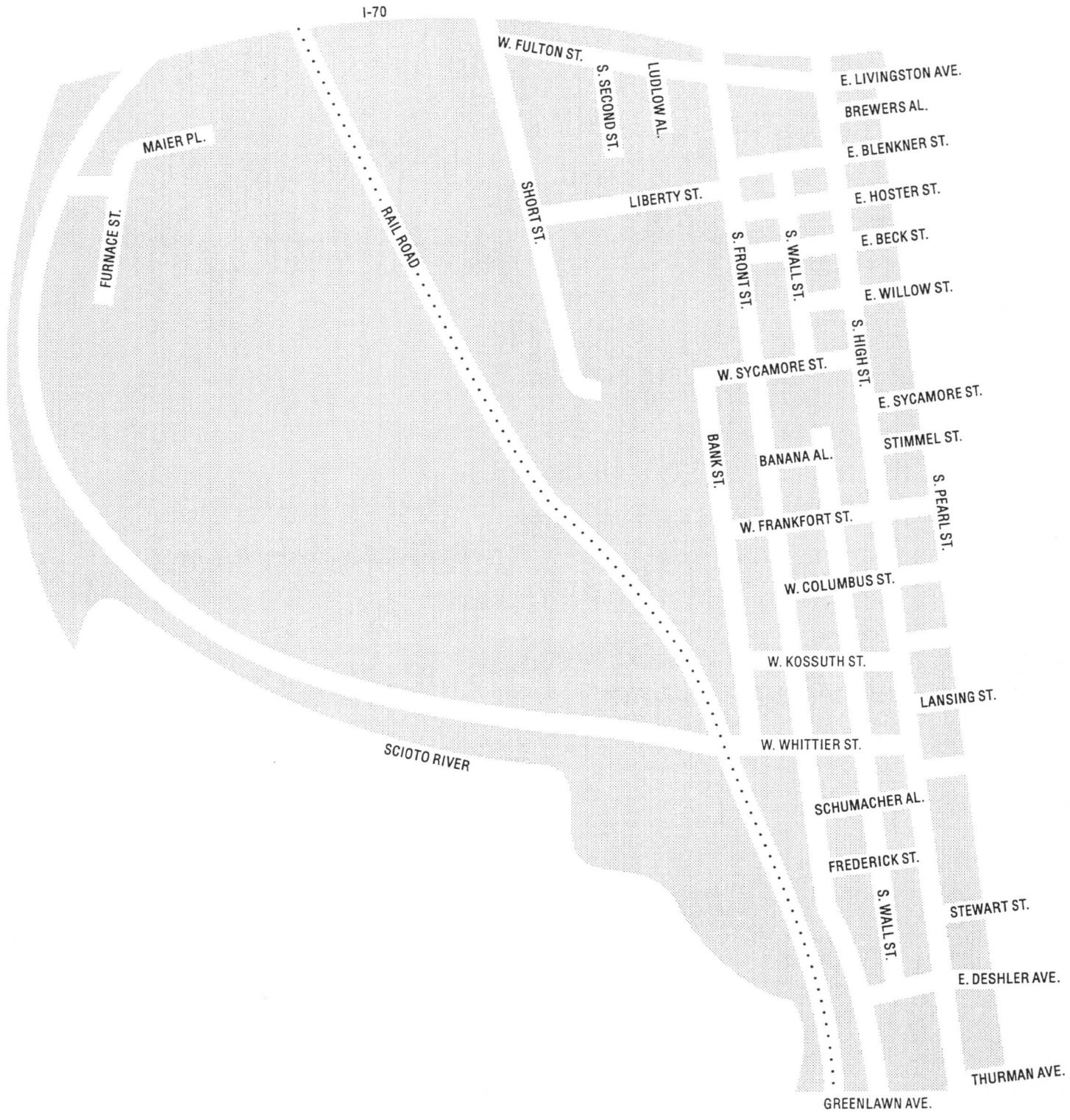
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Brewery District Historic District

Introduction

Since 1987, an effort has been underway to manage the growth and development of the Brewery District. In 1991 Columbus City Council passed a six month moratorium on demolitions for this area. The moratorium allowed the City's Development Department Planning Division staff to work with the community to develop a plan.

The first meeting of the Brewery District Steering Committee was in October, 1991. Nine months later, the Planning Division staff and the Steering Committee presented their preliminary planning efforts to the public. Throughout 1992, the Planning Division staff and the Steering Committee worked to develop the formal plan. The Brewery District Plan was then presented to Columbus City Council by the Planning Division staff and was adopted unanimously. A copy of the Brewery District Plan is available at the Columbus Metropolitan Library or from the City's Planning Division for a small fee.

One of the many strategies identified in the Brewery District Plan was the establishment of an architectural review commission. The Brewery District Commission is charged by City Council to preserve, stabilize, and improve the compact and unique district; promote the importance of historic preservation; strengthen the economy of the City through the creation of jobs; improve the City's tax base by encouraging reinvestment in historic buildings and redevelopment of undeveloped land and parcels containing non-contributing structures; protect the unique character of the district for the enjoyment of City residents and visitors alike; and study the problems, and determine the needs of the City in furthering preservation and compatible redevelopment. This responsibility is carried out primarily through an architectural review process in which the Brewery District Commission works with the City's Historic Preservation Office to review Certificate of Appropriateness Applications for exterior alterations to buildings and sites in the District.

The Brewery District Architectural Guidelines have been developed to further illustrate the Historic Preservation and Architectural Review Standards specified in Columbus City Code Chapter 3116. The Brewery District Commission uses the Standards and Guidelines in conjunction with the Brewery District Plan to determine the appropriateness of proposed exterior alterations to buildings and sites in the District.

The Guidelines are also to be used by property owners as a reference in determining appropriate alterations to buildings and sites in the District. The Guidelines

direct you through the process of obtaining a Certificate of Appropriateness, which must be issued to an applicant before a building permit is issued and/or any exterior changes are made to any building or site in the District. This process is explained in Obtaining A Certificate of Appropriateness.

Because of its general nature, this publication should not be considered a specifications guide for exterior alterations. Rather, it should serve as a guide to prepare such specifications, to develop sensitivity to the particular needs of historic buildings; and to assist historic building owners in working cooperatively with contractors, architects, the City Historic Preservation Office staff, and the Brewery District Commission.

History of the Area

In the early 1800s, immigrants settled on pastures and farmlands in the area known as South Columbus. Utilizing their skills as stone masons, brewers and other trades, these immigrants established a community that would eventually be known as German Village and the Brewery District.

Louis Hoster was the first brewer among the German immigrants. In 1836, a year after arriving in Columbus, Hoster opened the first brewery in the area, the City Brewery. Over the next three decades, five more breweries would locate in the area, including the Schlee Bavarian (1849) and Capitol Breweries (1859).

With the Scioto River the Columbus Feeder Canal, and a spring-fed ravine (which originally bisected the Brewery District) in close proximity, the setting was ideal for the brewery industry. Water was readily available as an ingredient for the production of beer as well as a transportation route for the breweries' products. The canal, eleven miles long, forty feet wide, and four feet deep, opened in 1831, connecting Columbus to Lockbourne and eventually, to the Ohio River. The canal was abandoned in 1912.

The homes of the working class developed immediately around the breweries and their industries that dominated the riverfront. As the transportation network permitted, the wealthier households moved farther south, away from the city and its industries. Initially, the homes resembled the working class homes left in Germany: brick, 1 1/2 stories, with gables facing the street. Built on limestone foundations, the homes were simply adorned with stone lintels and rectangular tall windows. Later, the Italianate style became a very popular form of architecture for housing, commercial establishments, and industrial buildings. Excellent examples remain in the Brewery District displaying carved stone lintels, rectangular or round arched windows and doors, bracketed cornices, hood moldings. Few interior architectural elements, such as pressed tin ceilings and plank flooring have been preserved in renovation efforts.

The breweries flourished during the Civil War. With the 1870s came a line of the Columbus, Hocking Valley and Toledo Railroad. The railroad enabled higher quality raw materials to be shipped in and expanded the market area. Breweries, adapting to technology, were rebuilt and modernized with new insulating materials and new methods for refrigeration and production. The new complexes contained buildings for almost every facet of production: malt houses, brewing buildings, bottling plants, keg warehouses and horse stables. The combination of this modernization and the depression occurring between 1873 and 1878, forced the closure or consolidation of

several smaller breweries which were unable to compete. In 1877, five breweries operated in the District: C. Born and Company, L. Hoster and Sons, Schlee Bavarian Brewery, Schlegel and Company, and Stoker and Sons.

The gay Nineties brought further consolidation, and more prosperity to the remaining breweries. While modernization further consolidated the breweries into three—Hoster, Schlee and Capitol—production was thirteen times that of 1870, with products shipped to nearly all of the surrounding states.

The breweries were not the only industry in the district to prosper and expand. The Emrich Foundry, a producer of cooking and heating stoves, greatly expanded its operations to become the largest iron-related manufacturing industry associated with the German Community.

By 1904, excess capacity and market deterioration forced the three breweries to consolidate into the Columbus Brewing Company. The market's deterioration can be attributed to several factors. First, the Temperance Movement which began in Worthington, Ohio in 1827, gathered steam as it rolled into the 20th Century. In 1906, Ohio passed a State Law enabling townships to vote themselves dry. Two years later, 57 of Ohio's 88 counties were dry. Markets in surrounding states were similarly affected as the Movement progressed nationwide.

Another factor was the advent of World War I. Grain, a major ingredient in the beer making process, was initially rationed. Later, as "a war conservation measure," the production of beer was entirely prohibited. Additionally, the Columbus brewing industry became entangled in the Anti-German sentiment created by the war. Anything associated with the German nationality, not identified with the local community, was criticized. Local streets bearing German names were changed. For instance, Schiller became Whittier Street. The final straw for the breweries came in 1919 with the passage of a Constitutional Amendment prohibiting the manufacturing, transportation, or sale of alcohol. The City Brewery closed in 1923, and its buildings were sold. Over the next 70 years, the various brewery buildings would be used for a variety of purposes, including manufacturing and warehousing.

Resources

Brewery District Plan - Downtown Columbus, Inc. and City of Columbus, Planning Division, July 1992, copies are available from the City of Columbus, Planning Division, Columbus, Ohio 43215-9025.

Brewery District Plan

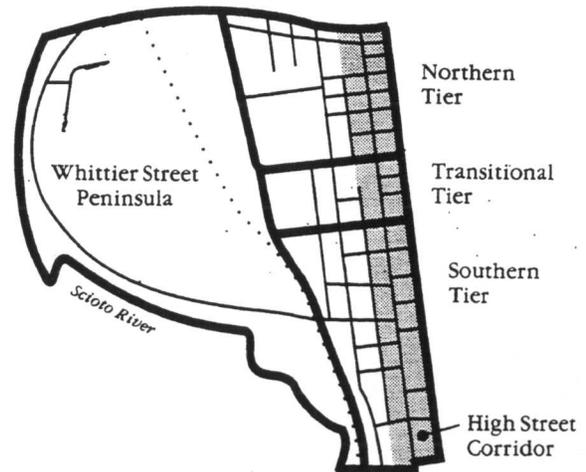
The Brewery District Plan is intended as a reference document for the City of Columbus, Brewery District Commission, residents, business community and developers. Through the public planning process, the Brewery District Plan was developed. The process is conducted by the city Planning Division staff in cooperation with public and private interests. This type of planning initiative is intended to bring the planning efforts to the community level and address both the physical problems and development opportunities in a comprehensive manner.

A Steering Committee was formed of representatives of all identified interests in the area. It was the goal of the Steering Committee that the plan be used as a land use planning guide regarding all aspects of the physical development, redevelopment and preservation activities in the Brewery District considered over approximately 15 years.

This plan combines preservation and rehabilitation of older buildings in the Brewery District with new construction in areas of the district which contain undesirable uses. The plan is crafted to preserve the character of the area, a character which reflects nearby German Village, while providing a transition to the higher density development in the downtown core. Recommendations in the plan are for general land uses, specific design solutions for certain projects, and improved traffic and pedestrian circulation in the area.

Several distinct subareas are contained within the larger Brewery District area, each with its own identity and character. The goals, objectives and strategies for these areas reflect their individuality and

will guide future development to ensure compatibility. The four subareas found in the Brewery District are: the Northern Tier, the Transitional Tier, the Southern Tier and the Whittier Street Peninsula. Some of the issues associated with High Street transcend subarea boundaries. To address these issues in a more comprehensive manner, a section entitles the "High Street Corridor" has



been established; recommendations in this section overlay recommendations for the subareas.

The plan represents the fulfillment of both public and private efforts to establish a cohesive development which enhances the quality of life for the people of Columbus. The plan should be used in conjunction with the other adjacent planning documents as well as the Brewery District Guidelines.

A copy of the Brewery District Plan is available at the Columbus Public Library. The plan is also available for review at or purchase from the City of Columbus Planning Division. The Planning Division is located at 99 North Front Street, Columbus OH 43215 or call (614) 645-8591.



Historic Preservation Office

The Columbus Historic Preservation Office is located in the Department of Trade and Development, Planning Division. The Historic Preservation Office staff is responsible for the daily activities of the city's five architectural review commissions, as well as, for general preservation planning for Columbus.

Whether you are selecting paint colors, siting a new addition, or want to know how to research the history of your building, you are encouraged to use the resources of the Historic Preservation Office. Staff has expertise and knowledge of historic building materials and methods of construction that you may need to take into consideration when developing your project.

The Historic Preservation Office staff reviews each Certificate of Appropriateness Application before it is placed on the Commission's agenda. Staff makes recommendations to the Commission on projects if they believe there are issues that are in conflict with the Standards and/or the Guidelines. These recommendations are usually discussed with the applicant, prior to review by the Commission, in order to resolve any potential problems.

The Historic Preservation Office staff can be contacted at:

Columbus Historic Preservation Office
Development Department, Planning Division
99 N. Front Street / 1st Floor
Columbus, Ohio 43215-9025
(614) 645-7964

Brewery District Commission

The Brewery District has been recognized by Columbus City Council as a unique area of the city worthy of special consideration. The Brewery District Commission is a citizen body within city government that is charged with the responsibility of overseeing the preservation of the unique historic and architectural character of the Brewery District. The seven members of the Commission are volunteers appointed by the Mayor for three-year terms and serve without compensation.

The Brewery District Commission is charged by City Council to preserve, stabilize, and improve the compact and unique district; promote the importance of historic preservation; strengthen the economy of the City through the creation of jobs; improve the City's tax base by encouraging reinvestment in historic buildings and redevelopment of undeveloped land and parcels containing non-contributing structures; protect the unique character of the district for the enjoyment of City residents and visitors alike; and study the problems, and determine the needs of the City in furthering preservation and compatible redevelopment. This responsibility is carried out primarily through an architectural review process in which the Brewery District Commission works with the City's Historic Preservation Office to review Certificate of Appropriateness Applications for exterior alterations to buildings and sites in the District. A more detailed explanation of the review process is described in the section titled "Obtaining a Certificate of Appropriateness".

The Brewery District Commission meets on the first Thursday of every month in the Department of Trade and Development Director's Conference Room, 99 N. Front Street, 1st Floor, at 6:15 p.m.. All meetings are open to the public.

Obtaining a Certificate of Appropriateness

The first step in obtaining a Certificate of Appropriateness is to complete a Certificate of Appropriateness Application. Applications are available from the City's Historic Preservation Office at 99 N. Front Street, (614) 645-7964. The Historic Preservation Office staff will assist anyone with their project. The staff can answer questions regarding Commission procedures and the Certificate of Appropriateness Application, as well as, provide technical assistance for your project. However, the Historic Preservation Office staff does not provide structural design assistance that requires an architect or engineer. Applicants with complicated or new construction projects are encouraged to submit their applications early and to meet with the staff to discuss, in detail, the proposed project.

Completed applications must be received by the Historic Preservation Office at least two weeks prior to the scheduled Commission meeting in order to be placed on the agenda. Items on the application checklist must be submitted with the application before it will be considered complete. Incomplete applications lead to confusion and delays for the staff, the applicant, and the Commission. The Historic Preservation Office staff will not place a proposal on the agenda if the application is not complete.

The Commission uses the Standards specified in Columbus City Code Chapters 3116, 3321, the Guidelines, and the Brewery District Plan to determine the appropriateness of proposed exterior alterations to buildings and sites in the District. In reaching a decision the Commission may also take into consideration similar applications in the past, new technological advances, and/or new preservation philosophy.

The Code also gives the Commission discretion to approve Certificate of Appropriateness Applications which meet the criteria for special consideration. In these instances, the Commission shall consider, in addition to any other pertinent factors, the historical and/or architectural value and significance, architectural style, general design, arrangement, texture, material, color of the exterior, and the architectural elements of contributing structures in the immediate area.

Applications involving extensive rehabilitation, major alterations, new construction, demolition, code enforcement, or adverse alterations, may be continued to the next scheduled commission meeting to allow the Commission to visit the site, meet with the applicant, and/or to consider alternative plans, products, materials, and finishes.

Certificate of Appropriateness Review Process

- 1** Obtain an Certificate of Appropriateness Application from the Historic Preservation Office:
 - Columbus Historic Preservation Office
Department of Trade and Development, Planning Division
99 N. Front Street - 1st Floor
Columbus, Ohio 43215-9025
(614) 645-7964

- 2** Complete the Certificate of Appropriateness Application and Include:
 - Color photographs; and
 - Site plan and/or construction drawings; and
 - Manufacturer's brochure / product samples.

- 3** Submit the Completed Application to the Historic Preservation Office:
 - Historic Preservation Office staff reviews the application; and/or
 - Historic Preservation Office staff may contact the applicant for further clarification and/or to schedule a site visit; and
 - Complete applications are placed on the Commission's agenda.

- 4** Commission Meeting and Review of Application:
 - Application approved as submitted; or
 - Application approved with changes; or
 - Application is continued to next meeting for further discussion to address unresolved issues; or
 - Application is denied. (Please refer to Appeals Process.)

In-fill Construction

Columbus City Code Chapter 3116

Historic Preservation and Architectural Review

C.C. 3116.12 Standards for New Construction.

Columbus City Code requires the following standards shall apply to the evaluation of the appropriateness of proposed new construction:

- (A) New structures should look new, reflecting contemporary design standards while using contemporary design elements that relate to existing contributing properties surrounding the new structure. Building height, width, mass and proportion effect the degree of compatibility between the old and the new.
- (B) An applicant who intends to utilize a property as any part of a development shall consider the context of the property's original location and the importance of the setting in the new development. If the proposal will occupy the full property, development opportunities may be limited to rehabilitation, renovation or restoration for adaptive reuse. If the proposal occupies less than the full site, greater flexibility will be available.
- (C) Height as viewed from the street shall be compatible with adjacent contributing properties. Setoffs may be used at upper levels. Physical size and scale shall be compatible to existing contributing properties without overwhelming them.
- (D) The proportion of openings, width and height of windows, doors and entries, shall be visually compatible with adjacent contributing properties and open space. A long, unbroken facade in a setting of existing narrow structures shall be divided by openings, setoffs or decorative details into smaller bays thereby complementing the streetscape.
- (E) The rhythm or relationship of solid spaces to voids (i.e., walls to windows and doors), in the facade of a structure shall be visually compatible with adjacent contributing properties and open spaces in its environment.
- (F) The rhythm of spacing, the relationship of a structure to the open space between it and adjoining structures, shall respect the surrounding environment. The building mass of a large development project can be varied in form by using setoffs for open space and landscaping when appropriate to provide necessary visual transitions between a large structure and adjacent properties.
- (G) The rhythm of projections, the relationship of entrances, porches and other projections to sidewalks or streets, shall be guided by the streetscape provided by adjacent and visually-related structures and open spaces.
- (H) The choice of material, texture and color for the facade of the structure should relate attractively to and be tempered by the

predominant material, texture and color of adjacent and visually-related structures. Simplicity is preferable.

(I) The structure's roof shape is a major distinguishing visual element. Generally a simple roof shape similar in form and type to adjacent and visually-related roofs is appropriate.

(J) Appurtenances of a structure such as walls, fences and masses shall be in keeping with the environment and form cohesive enclosures along a street to insure visual compatibility with the adjacent, visually-related structures and open spaces. Landscaping including grass, trees, shrubbery and flowers shall be included, especially in parking and sidewalk areas.

(K) Scale, the size and mass of structures in relation to open spaces, openings and projections, shall be compatible with adjacent, visually-related structures and open spaces.

(L) A structure which has frontage on more than one street or alley resulting in multiple facades shall require application of compatibility standards to each facade.

(M) The Commission shall consider, in addition to any other pertinent factor, the architectural characteristics typical of structures in the District or Listed Property, the historical and architectural value and significance, architectural style, general design, arrangement, texture, material and color of the architectural feature involved and its relation to the architectural features of other structures in the immediate neighborhood.

(N) Where brick predominates in nearby structures new construction shall be of brick. If frame predominates in nearby structures, then new construction shall be of frame. Where vacant land predominates, brick shall be preferred.

Design Considerations

It is important that new construction be designed to be visually compatible with the area's existing contributing structures. New structures should be based on historic architectural design concepts, but should not duplicate historic architecture. New structures should look new, reflecting contemporary design elements that relate to existing contributing properties surrounding the new structure.

The Brewery District Plan makes several suggestions for design considerations for each of the tiers.

Recommendations

Applicants with new construction projects are encouraged to submit their applications early and to meet with the Historic Preservation Office staff to discuss, in detail, the proposed project. The staff does not provide structural design assistance that requires an architect or engineer.

The following guidelines shall apply to the evaluation of the appropriateness of proposed new buildings.

- **CONTEXT**

New construction in an area where there is a mixture of building types should follow the existing pattern. New buildings shall be compatible with contributing buildings within the immediate area. If all of the structures in the area of a site are two-story residential structures, it would not be appropriate to propose a four-story commercial structure.

- **STREET ALIGNMENT**

The building setback, or distance the building is from the street, should be the same as adjacent buildings. In addition, and especially for commercial structures, the major components of the primary facades, (cornices, windows,

storefronts, definition of floor levels)

should be horizontally aligned with, or have some relationship to adjacent buildings. This alignment gives a sense of unity to the buildings and strengthens the definition of the streetscape. A structure which has frontage on more than one street or alley resulting in multiple facades shall be compatible with the streetscape on each facade.

- **HEIGHT**

New construction shall be similar in height to surrounding structures. New construction should be near the average height of neighboring buildings, not exceeding the tallest, nor be smaller than the shortest. Major elements such as

porches, should also be of similar height with adjacent porches.

- SCALE

Physical size and shape shall be compatible with existing contributing structures. Understanding the size and shape of neighboring buildings will contribute to the generation of a successful compatible structure.

- RHYTHM

The rhythm of an area is established by the spacing of the buildings relative to each other, and the spacing of openings and design elements within them. The relationship of solid spaces to voids (i.e. walls to windows and doors), in the facade of a structure shall be visually compatible with adjacent contributing properties. The relationship of a structure to the open space between it and adjoining structures, shall respect the surrounding environment. The relationship of entrances, porches, and other projections to sidewalk or streets, shall be guided by the streetscape provided by adjacent and visually related structures and open spaces. The building mass of a large development can be varied in form by using setbacks for open space and landscaping, when appropriate, to provide necessary visual transition between the large development and adjacent properties.

**Note: Current zoning laws may restrict a new design from matching the*

existing building spacing. If this is the case, every attempt shall be made to match the spacing as closely as possible, including the pursuit of a variance.

- OPENINGS

The proportion of openings (width and height of windows, doors and entries) shall be visually compatible with adjacent contributing structures. A long facade shall be divided by openings, setbacks and/or decorative details into smaller bays in order to complement the streetscape.

- MATERIALS

The choice of material, texture and color of a new structure must relate to and be tempered by the predominant material, texture and color of adjacent and visually related structures. Simplicity is preferred. Continuity of material will add to the unity and harmonious character of the District. Where brick predominates in nearby structures, new construction should be of brick. If frame predominates in nearby structures, the new construction should be of frame. Where vacant land predominates, brick is preferred. Additions to existing residential structures may be either brick or frame, however, frame is preferred.

- APPURTENANCES

Appurtenances of a structure such as walls and fences shall be visually compatible with adjacent, visually related structures, appurtenances and open spaces. Landscaping including grass, trees,

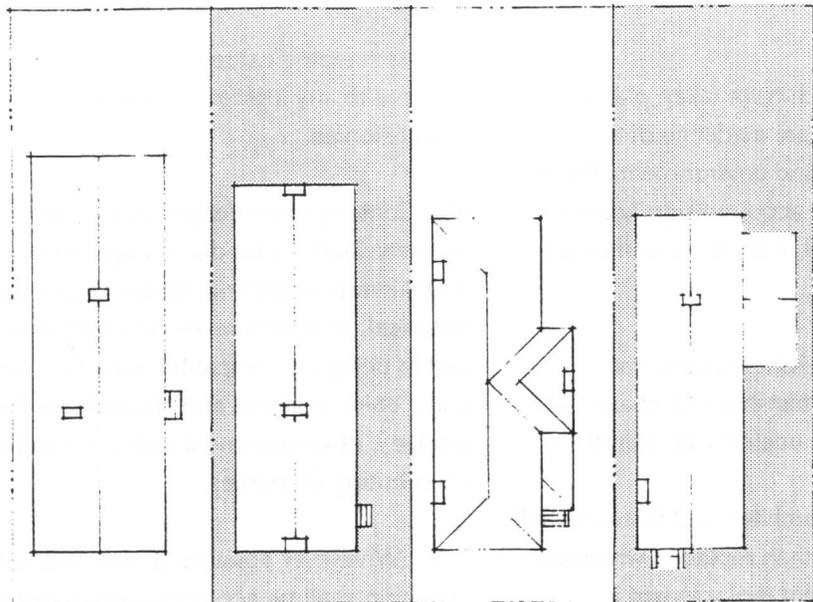
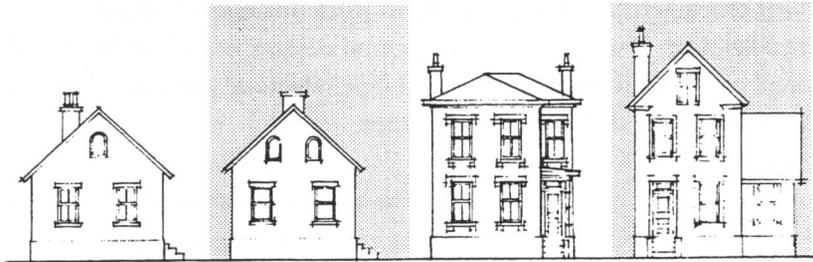
shrubbery and flowers shall be included, especially in parking and sidewalk areas.

Resources

Preservation Brief 14 - *New Exterior Additions to Historic Buildings:*
Preservation Concerns - Kay D. Weeks, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Preservation Brief 17 - *Architectural Character: Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character* - Lee H. Nelson, FAIA, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Columbus Historic Preservation Office



Two examples of new construction in-fill housing based on existing scale.

drawing:
R. Buchsieb, Jr.

Existing

New Construction

Existing

New Construction

Exterior Building Alterations

Columbus City Code Chapter 3116

Historic Preservation and Architectural Review

C.C. 3116.11 Standards for Alteration.

The following standards shall apply to evaluation of the appropriateness of a proposed alteration:

- (1) Every reasonable effort shall be made to use the property for its originally intended purpose or to provide a compatible use requiring minimal alteration.
- (2) The distinguishing characteristics of the property shall not be destroyed. The removal or alteration of any historic material or distinctive architectural feature shall be avoided whenever possible.
- (3) Each property shall be recognized as a product of its own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.
- (4) Changes which have taken place over the course of time are evidence of the property's history and environment. These changes may have acquired significance in their own right and, if so, this significance shall be respected.
- (5) Distinctive stylistic features and examples of craftsmanship that characterize a property shall be treated with sensitivity.
- (6) Deteriorated architectural features shall be repaired rather than replaced whenever possible. In the event replacement is necessary, the new material shall 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 structures.
- (7) The gentlest means possible shall be used to clean the property's surface if necessary. Sandblasting and other cleaning methods that will damage the historic building material are prohibited.
- (8) Archaeological resources affected by or adjacent to any alteration shall be protected and preserved.
- (9) Contemporary design for alteration to a property shall not be discouraged when such alteration does not destroy significant, historical, architectural or cultural material and its design is compatible with the size, scale, color, material and character of the property, its environment and surrounding contributing properties.
- (10) Whenever possible, a new addition or alteration shall be accomplished so that its future removal will not impair the essential form and integrity of the structure.

(11) Exterior cladding of a structure shall be consistent with the original materials used on the property.

(12) In passing upon appropriateness, the Commission shall consider, in addition to any other pertinent factor, the architectural characteristics typical of structures in the District or Listed Property, the historical and

architectural value and significance, architectural style, general design, arrangement, texture, material and color of the architectural feature involved and its relation to the architectural features of other contributing properties in the immediate neighborhood. (Ord. 1515-89).

Foundations

The foundation is the base upon which a building is constructed. Many older residential buildings have limestone or rubble stone foundations. The foundation may be exposed only a few inches, or it may extend several feet above grade to allow for crawl spaces and/or light and ventilation to a basement. Other exposed foundation materials on older buildings include: ashler stone, rusticated stone, and brick. Masonry buildings also have a stone water table between the top of the foundation and the bottom of the building wall in order to divert water away from the building foundation.

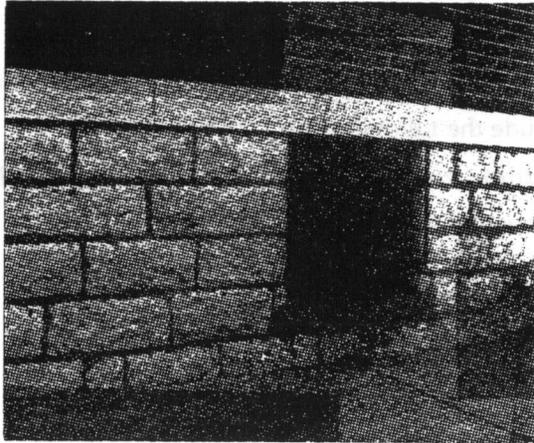
Recommendations

- Always maintain a slope away from the building foundation in order to move water away from the building.
- Landscaping should be kept away from the foundation wall. Vines and bushes retain moisture against the building and roots may cause the masonry to shift and crack.
- Stone water tables should be maintained to insure that water does not run down or get trapped along the foundation wall.
- If downspouts are not connected to underground drains be sure to use splash blocks to divert water away from the foundation.
- Foundations should not be painted, parged or sealed, which may prohibit the natural movement of moisture through masonry and cause foundation problems. It is also important to maintain the natural appearance of the original foundation material.
- Basement windows should be maintained to allow light and ventilation into the space. If security is a problem, the installation of interior or exterior metal grills or bars across basement windows may be acceptable. If basement windows need to be sealed, plywood installed to the inside of the window frame and painted dark gray may be an appropriate solution. The installation of glass block is not an appropriate treatment for visible window openings from streets or major alleys.

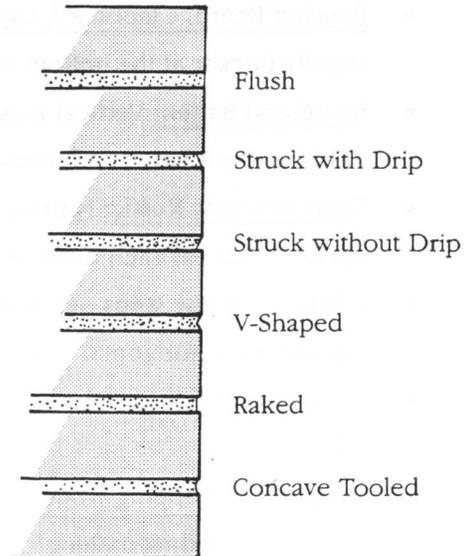


Coarse limestone foundation.

- Foundations for new construction and building additions should match the existing foundation in scale and texture.



Limestone foundation with stone water table and exterior metal grill on basement windows.



Typical masonry mortar joints.

Resources

Preservation Brief 2 - *Repointing Mortar Joints in Historic Brick Buildings* - Robert C. Mack, AIA, de Teel Patterson Tiller, and James S. Askins, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

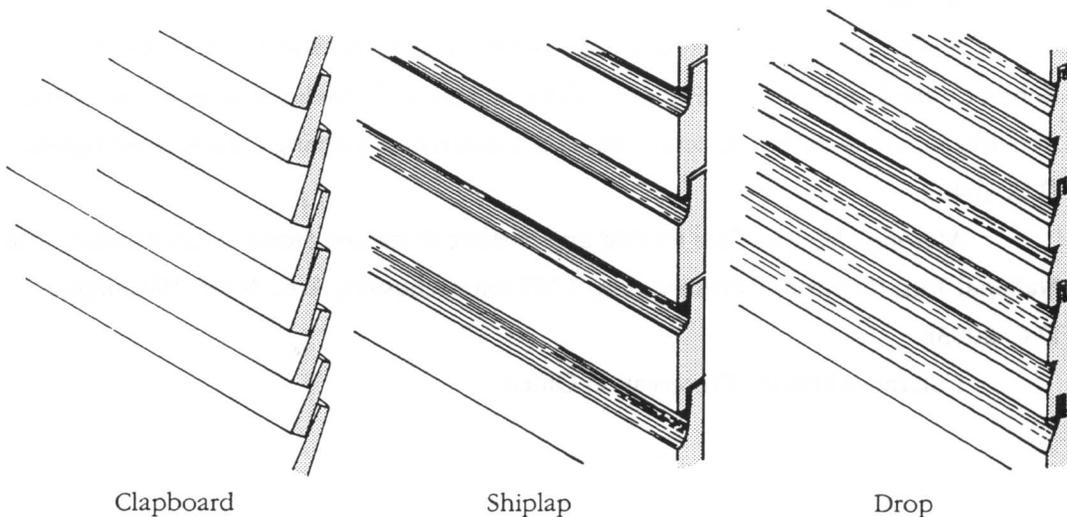
Masonry, How to Care for Old and Historic Brick and Stone - Mark London, The National Trust for Historic Preservation, 1785 Massachusetts, Ave., N.W., Washington, D.C. 20036.

Columbus Historic Preservation Office

Wood Siding

Wood siding is an exterior wall covering consisting of wood boards fastened to a building's structural frame. Wood siding is accompanied by vertical "corner boards" at each of the corners of the building. Similar trim width will be located around doors and windows. Common wood siding types include the following:

- Beveled Board, Clapboard, Lap: Narrow, overlapping, horizontal strips of wood, slightly thicker at the bottom, that overlap.
- Board and Batten: Vertical boards with narrow vertical strips (battens) placed over the joints between boards.
- Drop, Novelty, Rustic: Narrow strips of wood pieced together, many times the upper portion of each board is concave.
- Shiplap: Narrow strips of wood pieced together to result in the appearance of a flat wall with horizontal lines.
- Flush: Wood siding with either a smooth surface or cut to resemble blocks or stone.
- Shingle: Overlapping wood shingles in a variety of shapes used as an accent or as a primary siding material.



Typical wood siding. (Adapted from German Village Guidelines.)

Since excessive moisture is detrimental to the paint bond, areas of paint blistering, cracking, flaking and peeling usually indicate locations of water penetration, moisture saturation and potential deterioration. Failure of the paint should not, however, be mistakenly interpreted as a sign that the wood is in poor condition and therefore, not able to be repainted. Wood is frequently in sound physical condition beneath unsightly paint.

Recommendations

- Original wood siding should be preserved.
- All sources of moisture problems should be repaired as soon as possible. Individual warped and split boards or shingles can be replaced with new boards or shingles of the same size and shape.
- The removal of insignificant wood shakes, asphalt or asbestos shingles and restoration of the original wood siding is encouraged.
- Repaired or replaced wood siding must match the existing original siding in material and appearance.
- Wood siding should be kept painted. Bare, weathered wood siding is not appropriate.
- Diagonal or vertical siding is not appropriate unless historical documentation is provided (i.e. photographs, or visual evidence on the building), showing that it was original to the structure.
- The use of insulbrick, stone veneer, or other "artificial sidings" is not appropriate because they alter the historic appearance of the structure.
- See CLEANING.
- See PAINTING.
- See ALUMINUM and VINYL SIDING.

Resources

Preservation Brief 10 - *Exterior Paint Problems on Historic Woodwork* - Kay D. Weeks and David W. Look, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Columbus Historic Preservation Office

Aluminum and Vinyl Siding

Aluminum or vinyl siding are artificial sidings which are typically installed over existing wood siding and promoted as maintenance-free solutions. The size, form, scale and decorative features of a historic building define its character, as does the choice of exterior wall materials. This is particularly true for wood sided frame buildings which are the typical objects of aluminum and vinyl siding applications. Replacing historic wood siding with aluminum or vinyl siding can severely diminish the unique aspects of historic materials and craftsmanship.

Because substitute siding is usually applied on top of existing wood siding, the building's window and door trim, corner boards, soffits and fascia are often removed or altered during the installation process. Even when these important features are left intact, the profile of the existing trim is altered.

Changes to the character-defining features of one building, such as distinctive clapboarding and other wall surfaces and decorative trim, always have an impact on more than just that building; they also alter the historic visual relationship between similar buildings in the area.

Aluminum and vinyl siding prohibits regular inspection of the underlying material preventing early detection of signs of insect damage and other deterioration. Because aluminum and vinyl siding does not breathe, moisture can be trapped in the wall, leading to deterioration and rot, as well as, to peeling paint and damaged walls. Leaking gutters and downspouts may allow excessive moisture to flow behind aluminum or vinyl siding undetected.

In spite of advertisements to the contrary, aluminum and vinyl sidings are not maintenance-free. Aluminum siding is easily dented, vinyl can be torn and becomes brittle and can crack in cold weather. Unlike wood, repair to aluminum and vinyl siding is extremely difficult. The color of aluminum and vinyl siding will fade and eventually it needs to be painted. Neither aluminum nor vinyl siding has the proven life expectancy of properly maintained wood siding.

Recommendations

- The removal of aluminum and vinyl siding and restoration of the original wood siding is encouraged.
- Aluminum or vinyl siding is not appropriate unless all other courses of action have been explored and documented as unworkable.

- If aluminum or vinyl siding is approved for an existing frame structure, all architectural detailing must be retained. The width and profile of the new siding must match the original. All window trim, door trim, corner boards, soffits, and fascias must be maintained and be built out in order to retain the three-dimensional appearance.
- If aluminum or vinyl siding is approved, it should have a smooth finish (as opposed to a wood-grain finish) and it should have a narrow width exposure approximately 3 to 4 inches.

Resources

Preservation Brief 8 - *Aluminum and Vinyl Siding on Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings* - John H. Myers, revised by Gary L. Hume, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Preservation Brief 16 - *The Use of Substitute Materials on Historic Building Exteriors* - Sharon C. Park, AIA, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

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Stucco

Stucco is a type of exterior plaster which is applied directly to masonry or over wood or metal lath on a wood frame building. Historically, stucco was used primarily on residential buildings and relatively small scale commercial buildings. It was not uncommon for stucco to be scored to imitate other building materials such as stone or brick. Stucco was also used to mask unsightly masonry.

Most stucco deterioration is caused by water infiltration into the building structure. Water may penetrate through the roof, around chimneys, around window and door openings, or from excessive ground water or moisture penetrating through, or splashing up from the foundation.

Stucco repair parallels the techniques involved in the restoration and repair of historic mortar or plaster.

Recommendations

- Regular maintenance is required to keep stucco in good condition.
- Sources of stucco deterioration (i.e. leaking, rot, gutters, downspouts, flashing, or improper grading for drainage) should be corrected as soon as possible. These repairs should be made prior to repairing the stucco.
- When repairing stucco, use a stucco mix which matches the original in composition, color and finish texture.
- Caution should be used if attempting to remove stucco from brick structures. A test patch may be suggested before complete removal is recommended.
- Stucco should not be applied to existing exposed masonry or wood sided buildings.
- See MASONRY.
- See REPOINTING.
- See CLEANING.
- See PAINTING.

Resources

Preservation Brief 22 - *The Preservation and Repair of Historic Stucco* - Anne Grimmer, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

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Masonry

The two most widely used exterior masonry materials are brick and stone. Their high durability and low maintenance make them ideal building materials. Masonry features and surfaces are important in defining the historic character of a building. Brick walls typically consist of several stretcher courses separated by a header course. Corbelled details may be found on residential chimneys and on the cornices of commercial buildings.

While masonry is among the most durable of historic building materials, it is also the most susceptible to damage by improper maintenance and repair techniques and by harsh or abrasive cleaning methods (i.e. sandblasting).

Recommendations

- Masonry should be inspected on a regular basis for signs of water damage, such as voids in the mortar, staining, and the presence of efflorescence.
- Stone details should be repaired and retained, whenever possible or be replaced in-kind.
 - Corbel details should be maintained and preserved.
 - Chimneys should be repaired and retained.
 - Exposed masonry should not be painted.
 - See REPOINTING.
 - See CLEANING.

Resources

Masonry, *How to Care for Old and Historic Brick and Stone* - Mark London, The National Trust for Historic Preservation, 1785 Massachusetts, Ave., N.W., Washington, D.C. 20036.

Columbus Historic Preservation Office

Doors

The front door of a house serves as a means of entry and a barrier against intrusion. Whether the front door is to a house or to a large commercial building it is usually designed to impress the visitor and it creates a first impression of the building.

Many architectural styles use the placement of doors and the style of the doors to further define the characteristics of that style. Traditionally, two types of doors were used in building designs, an elaborately designed main entry door and a simpler secondary or "back" door.

Most doors in older residential buildings have a transom window above the door to allow additional light and ventilation into the building. Commercial doors in older buildings are more varied in style and design, however, transom windows are also incorporated in their entrance designs.

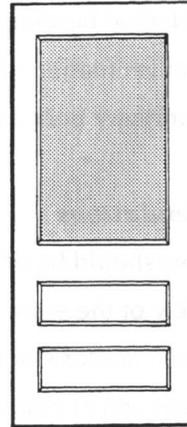
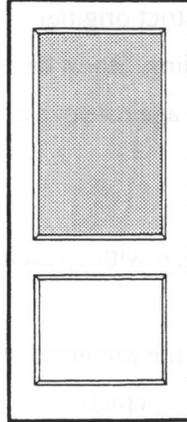
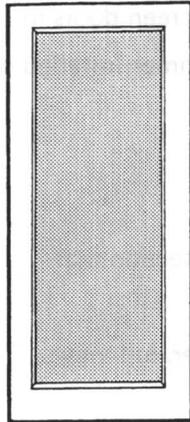
Recommendations

- Repair and maintain any older or original door and entrance features.
- Old doors can be made weather tight by first insuring the door is hung correctly with a uniform space between the door and its casing on all four sides. If necessary, properly installed weather stripping can provide a further seal. An effective weather stripping solution is the installation of spring metal along the jamb.
- When replacing original doors, the original style, size, and material must be matched as closely as possible. It is important that the original door opening is not altered (made smaller or larger) to accommodate the new door. If a transom or side lights are or were present, they must be retained in their original size and shape.
- Missing or badly deteriorated doors should be replaced with a style that was traditionally used for the building's architectural style.
- Stained or leaded glass is usually not appropriate for doors and transoms, unless based on historical documentation like photographs or physical evidence.
- Doors and transoms should not be eliminated to accommodate modifications to the interior floor plan. If an entrance will no longer be used, leave the door and transom in place and fix them shut if necessary. Installing fixed wood shutters or alternative glazing may also be appropriate.
- See SCREEN and STORM DOORS
- See PAINTING

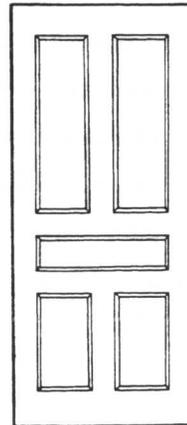
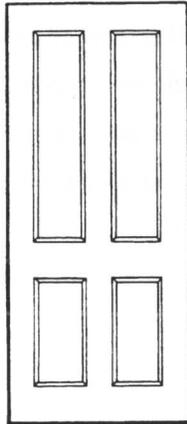
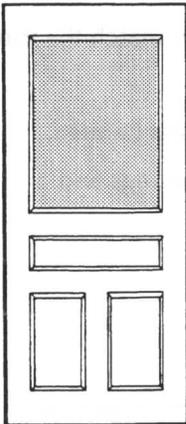
Resources

Columbus Historic Preservation Office

Top row (l to r):
full glass,
single panel with glass,
two panel with glass.

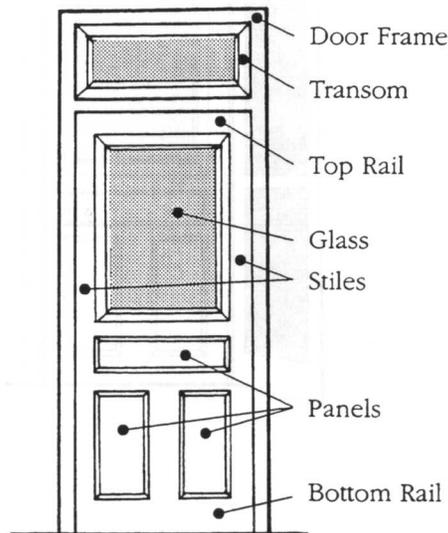


Bottom row (l to r):
three panel with glass,
four panel,
five panel.



Typical original or replacement exterior doors.
(Adapted from Italian Village Guidelines.)

Details of an exterior door.
(Adapted from Italian Village Guidelines.)



Screen and Storm Doors

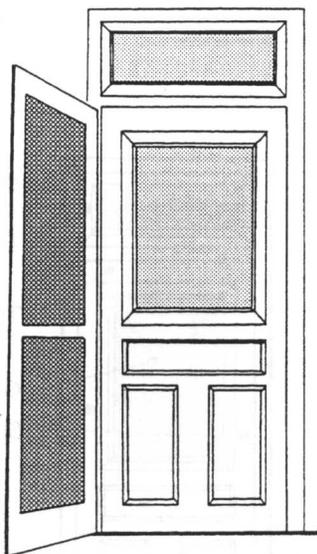
Many residential buildings in the District originally had wood screen doors to allow for additional ventilation into the building. Storm doors are sometimes installed on the outside of an ordinary door as protection against severe weather.

Recommendations

- Storm doors should be of simple design with a full height glass section that permits view of the entry door.
- Wood screen and/or storm doors are the preferred style, however, full-view metal screen and/or storm doors are acceptable.
- Screen and storm doors should be a color that is compatible with the color scheme of the building. Painting metal screen and storm doors to match the trim color or the color of the door is strongly encouraged.
- Mill finish metal screen and storm doors are not appropriate unless painted.
- Decorative features such as scalloped edges around window openings and "crossbuck" panels are not appropriate.
- Heavy, ornate metal security grille doors are not appropriate.
 - See PAINTING.

Resources

Columbus Historic Preservation Office



Appropriate storm door for an entry door. (Adapted from Italian Village Guidelines.)

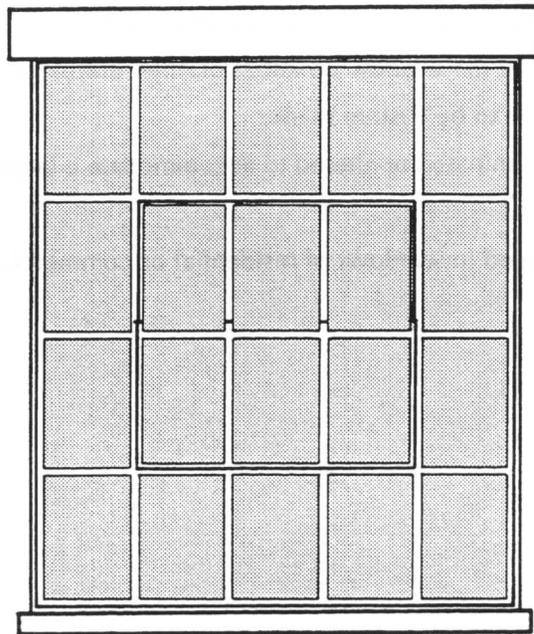
Windows

Windows allow light and ventilation into a building and are an important architectural feature of older buildings. Original windows reflect the period, style and regional characteristics of a building and should be preserved. This is perhaps self-evident for ornamental windows, but it can be equally true for factory and warehouse buildings where the windows may be the most dominant visual element of an otherwise plain building.

Several different types of windows were used in older buildings depending on the architectural style and the time in which they were constructed. Typical residential window styles include: one-over-one, two-over-two, four-over-four or six-over-six. The original windows typically are double-hung with counter weights to move the lower sash up behind the upper sash.

Like residential windows, commercial and industrial windows have gone through the same type of evolution. As glass making technology advanced commercial windows changed from small individual panes to large sheets of glass. It is inappropriate to change the original window panes or opening size.

Metal commercial or industrial windows share many of the same problems as wood windows as well as many of the same solutions. Extensive research has been done to address weatherization, repair, and maintenance of metal windows.



Commercial window.

In many cases repair and retrofit of the historic windows is more economical than wholesale replacement. All too often, replacement units are unlike the originals in design and appearance. If the windows are important in defining the historic character of the building, insensitively designed replacement windows may destroy the building's historic character.

Recommendations

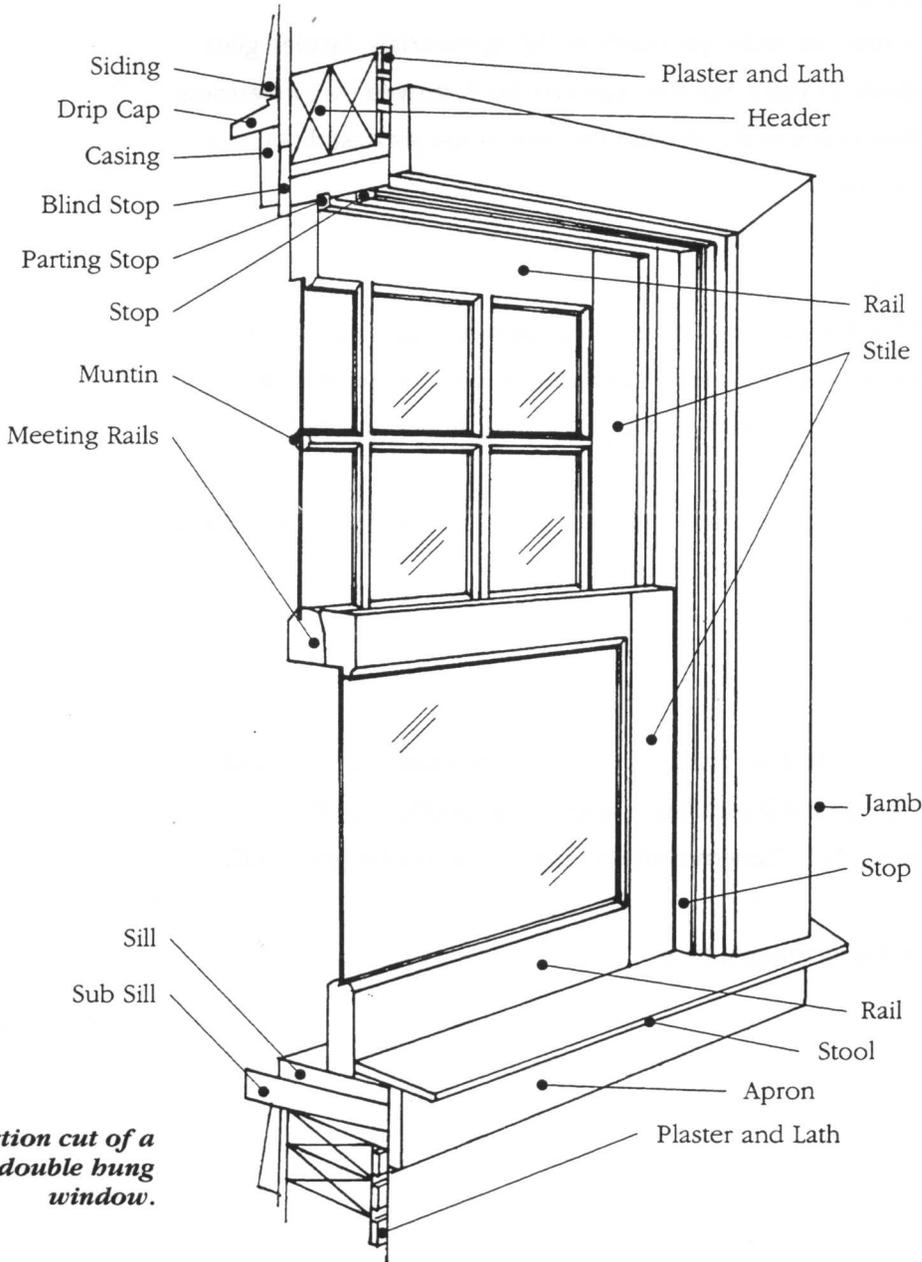
- Repair and preserve a structure's original windows. In many cases only the sash or part of the sash is missing or in need of replacement. Often the frames and trim are in good condition and can be retained and repaired. Often, deteriorating wood can be repaired with epoxy consolidation to solidify the wood, and epoxy paste used to fill gaps.
- Windows that help define a building's historic character should be preserved, even if the building is converted to a new use.
- Replacement of windows should be considered only as a last resort.
- If the existing windows are badly deteriorated or the majority are missing then replacement is acceptable. Most windows in residential buildings are constructed of wood, and replacement windows should also be constructed of wood unless other evidence shows that the original windows were constructed of another material. Replacement of windows in commercial buildings should be constructed of wood or metal, based on the original window shape or style.
- Aluminum or vinyl cladding is not appropriate on exterior wood windows.
- Most standard modern sash do not fit the window openings of older buildings. In many cases, new windows will have to be custom made.
- Window openings should not be eliminated or altered to accommodate a larger or smaller replacement window.
- Mirrored or tinted glass is discouraged in windows of residential or commercial buildings.
- See STAINED GLASS
- See STORM WINDOWS
- See SHUTTERS
- See PAINTING.

Resources

Preservation Brief 9 - *The Repair of Historic Wooden Windows* - John H. Myers, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Preservation Brief 13 - *The Repair and Thermal Upgrading of Historic Steel Windows* - Sharon C. Park, AIA, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Columbus Historic Preservation Office



Stained Glass

Stained glass is commonly used to describe any color window, but unless the window includes painted glass, it is really a leaded light. Leaded lights are all constructed in a similar way, the only real difference being the way the lead is incorporated in to the window. The leadwork for clear-glass windows is constructed from straight comes, where the leadwork for colored glass is often used in a free-form as if the artist were drawing on it.

Glass is one of the most versatile, yet fragile building materials. Leaded glass windows can last for hundreds of years, but they can also be destroyed by carelessness or poor maintenance. Deterioration of the skeletal structure is the greatest threat to a stained or leaded glass window.

Recommendations

- Before undertaking any repair work consult a professional to assist you in determining what repairs or preventive measures need to be undertaken.
- Monitor all the parts of the window, such as the glass, lead came and the window frame.
- Keep the window frame caulked and weather tight to prevent the penetration of water to the skeletal structure of the window.
- See STORM WINDOWS

Resources

Preservation Brief 33 - *The Preservation and Repair of Historic Stained and Leaded Glass* - Neal A. Vogel and Rolf Achilles, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Columbus Historic Preservation Office

Storm Windows

A storm window is a sash that is installed on the outside of an ordinary window as protection against severe weather. Storm windows are an appropriate alternative to replacing existing windows.

Storm window frames may be constructed of wood, aluminum or vinyl. The visual impact of storms may be minimized by selecting colors which match the sash color or frame. Arched top storm windows are available for windows with special shapes.

Recommendations

- Removable or fixed exterior wood storm windows are historically accurate, however, metal storm windows are an acceptable alternative.
- Exterior metal storm window sash should be as narrow as possible and if divided, the storm should be divided in the same configuration as the window it covers.
- Exterior storm windows should fit the original window openings without covering any of the original window detailing, such as original window trim.
- Exterior storm windows should be a color that is compatible with the color scheme of the building. It is preferred that wood and metal storm windows be painted the same color as the sash.
- Mill finish metal storm windows are not appropriate unless painted to match the sash color.
- The use of single sheets of glass or Plexiglas are not appropriate as storm windows over double-hung windows, but may be appropriate on transoms and single light windows.
- Mirrored or tinted glass is not appropriate for storm windows.
- See PAINTING.

Resources

Columbus Historic preservation Office

Shutters

A shutter is a fixed or operable cover or screen for a window. Historically, exterior wood shutters served both decorative and functional purposes on some styles of buildings.

To determine if the building had shutters originally, check the window casings for remaining hinge pins or notches in the wood where mountings may have been located.

Recommendations

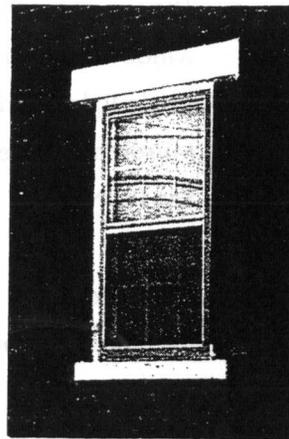
- Operable shutters should only be used if they were original elements of the building.
- New shutters must be constructed of wood.
- The size of each shutter should fit the window opening from top (lintel) to the bottom (sill) and have a width half that of the window opening.
- Shutters should not be fixed to the building, but should be operable. Shutters should be set on hinges and tied back to the building with shutter dogs or decorative brackets.
- See PAINTING.

Resources

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Operable shutters.

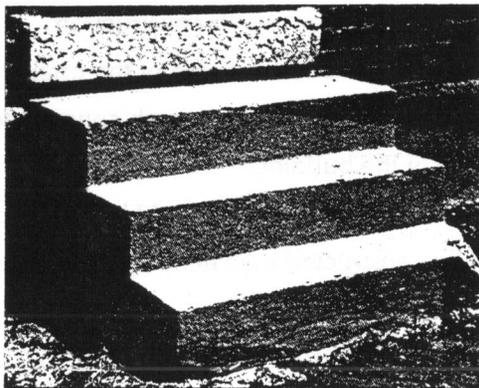


***Inoperable shutters
with aluminum storm
window.***

Porches and Stoops

A porch is a covered entrance to a building, usually having its own roof. The porch provides protection from the elements and serves to identify the entrance of the building.

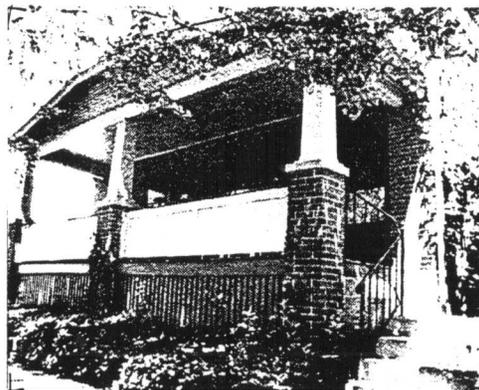
Porches come in a variety of configurations and reflect various styles of architecture. A porch may be little more than a cover for the front stoop, or it may span the entire front and side of a building.



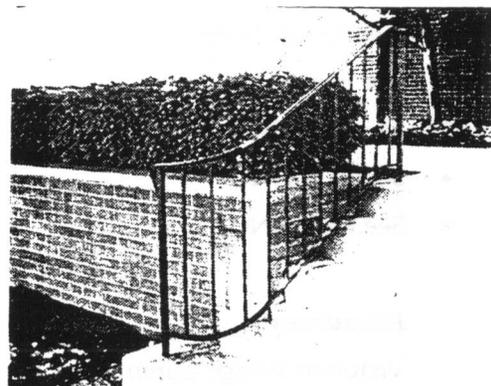
Simple concrete replacement steps.



Decorative porch columns.



Typical front porch.



Simple turned metal railing.

Recommendations

- Original porches and stoops should be maintained and preserved. Porch foundations, flooring, railing systems, decorative features and roofs should be inspected on a regular basis for signs of deterioration. Sources of deterioration should be repaired as soon as possible.
- Wood porch elements should be kept painted.
- Decorative porch elements should be repaired. Often, deteriorating wood elements can be repaired with epoxy consolidation to solidify the wood and epoxy paste used to fill gaps.
- Porch elements which are beyond repair should be replaced with parts that will match the original in material, size and appearance.
- If the original porch was removed in the past, the new porch construction should be based on physical an/or photographic documentation of the original porch. If this type of documentation is not available, the new porch construction should be based on the architectural style of the building.
- If original porch posts attached to the building remain, they should be retained and the new free standing posts should be constructed to match. The size of new porch elements should match the scale of the porch.
- Typically, new porch floors should be tongue-and-groove wood flooring. Wood floors should be painted.
- Handrails at steps should match the railing system on the porch or be a simple metal pipe design.
- See FOUNDATIONS
- See GUTTERS
- See ROOFING
- See PAINTING.

Resources

Victorian Village Commission Porch Technical Notes

Columbus Historic Preservation Office

Cornices and Eaves

The cornice is a decorative feature at or near the top of a building's wall. The cornice may be constructed of wood, stone, cast iron or sheet metal and serve as a visual stopping point or top for the wall. In residential buildings a "hidden" box gutter may be incorporated into the cornice design.

Eaves are also found at the junction of the building wall and the roof. Eaves usually have a long overhang with exposed decorative rafter tails.

Recommendations

- Original cornice and eave details should be maintained and preserved. They should be inspected on a regular basis for signs of deterioration.
- Sources for deterioration like gutters should be repaired immediately.
- If original materials are beyond repair, replacement should match the original in material, size and appearance.
- If the original building material is unable to hold the cornice or eave artificial materials such as fiber glass or other molded products may be appropriate solutions.
- It is not appropriate to "box-in" cornices or eaves.
- It is not appropriate to wrap cornice and eave details in aluminum or vinyl.
- See GUTTERS
- See PAINTING

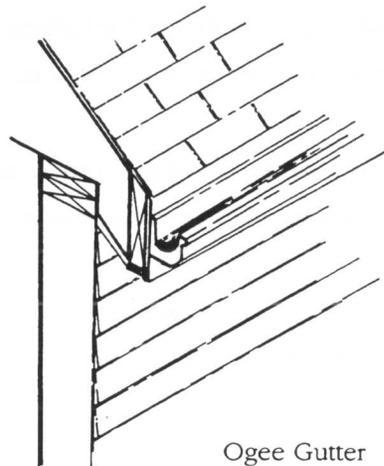
Resources

Columbus Historic Preservation Office

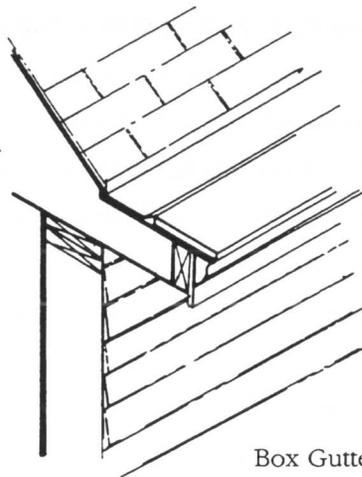
Gutters and Downspouts

The gutter is a trough along the building's cornice or eave that catches and carries off water from the roof. The downspout is a metal pipe which carries water from the gutter to the ground. The gutter and downspout system of older buildings was an integral part of the building's design. Common gutter types include:

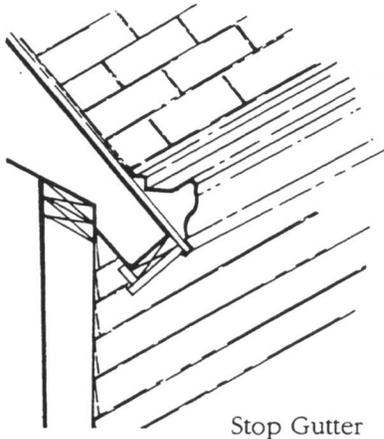
- Box: A gutter that is part of the cornice of a building.
- Stop: A gutter that is part of the eave of a building.
- Half-round: A metal gutter that is suspended from the end of the building's eave.
- Ogee: A metal gutter that is attached to a building's fascia.



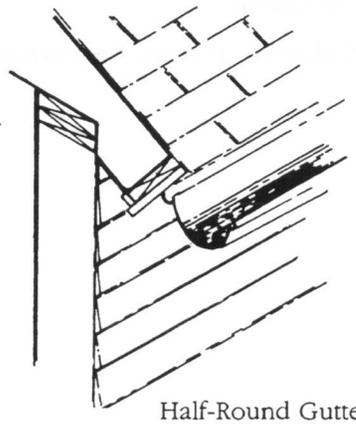
Ogee Gutter



Box Gutter



Stop Gutter



Half-Round Gutter

***Section cut of roof
flashing and gutters.
(Adapted from
German Village
Guidelines.)***

Recommendations

- The removal of non-original metal gutters and reconstruction of box and stop gutters which have been removed in the past is encouraged.
- Original box and stop gutters should be maintained and preserved because they are an important architectural feature of the building.
- Gutters should be inspected at least twice a year for signs of deterioration and to clean out any debris which might hinder water flow.
- Gutter problems must be repaired as soon as possible to prevent further deterioration of the gutter and other building materials.
- Tin, galvanized or tern metal gutter liners should be kept painted to avoid rust.
- Box and stop gutters can be relined with metal or a rubber membrane to prolong the life of the gutter.
- Inspect suspended gutter straps to be sure they are secure. Gutter straps should be fastened below the roof material, rather than on top.
- Half-round gutters should be painted to match the trim color of the building.
- Ogee gutters should be painted to match the fascia color of the building.
- It is not appropriate to "box-in" or cover existing box or stop gutters and install suspended metal gutters.
- Inspect downspout support brackets to be sure they are secure. Downspout brackets should be fastened into mortar joints, rather than into the brick or stone.
- New downspouts should be located on the rear and sides of the building, preferably at the corners.
- Downspouts should be connected to underground drains or terminate in a concrete splash blocks to divert water away from the building's foundation

Resources

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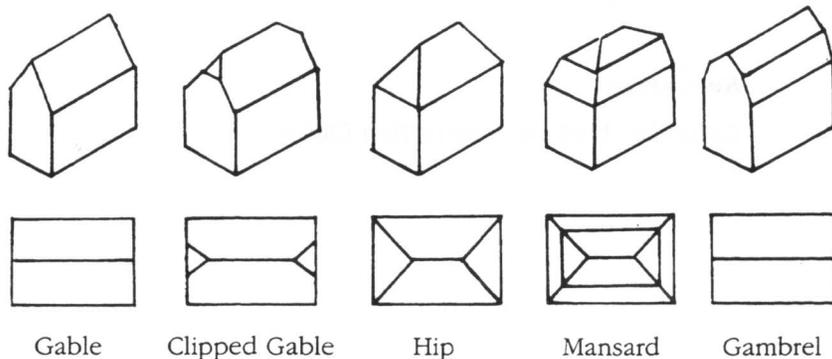
Roofing

The roof is the building's protective top covering. The roof shape is important not only to its function, but also in defining the building's architectural style. Most roofs have a large surface area and are pitched in order to shed water efficiently. Because the roof is such a prominent building feature, the type of roofing material is an important visual characteristic

Both the type of roofing material and how it is applied can have a highly positive or negative impact on the building's appearance. Common roofing materials on older buildings include slate, clay tile, standing seam metal and wood shingle. Original roofing materials can be preserved with a little care and regular maintenance.

Recommendations

- Develop an effective maintenance and repair program for your roof. Critical roof areas are typically near the roof plate and at the intersection of roof planes, such as at valleys and hips.
- Inspect your roof, flashing, gutters and downspouts at least twice a year.
- Inspect your roofing material for any loose slates or tiles, rust spots or damaged or cupping shingles. Replace individual damaged or missing roof materials promptly. Inspect flashing for signs of deterioration, such as rust and/or bulges.
- Slate, clay tile and standing seam metal roofs are important design elements of historic buildings and they should be repaired rather than replaced whenever possible.



Typical roof plans.

- If the original slate must be replaced with asphalt shingles, replace it with a shingle that matches the overall color of the original slate. There are a variety of dimensional asphalt shingles available that imitate the look of slate. Synthetic slate is also an option to consider.

Resources

Preservation Brief 4 - *Roofing for Historic Buildings* -Sarah M. Sweetser, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Preservation Brief 29 - *The Repair, Replacement, and Maintenance of Historic Slate Roofs* - Jeffrey S. Levine, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Preservation Brief 30 - *The Preservation and Repair of Historic Clay Tile Roofs* - Anne E. Grimmer and Paul K. Williams, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

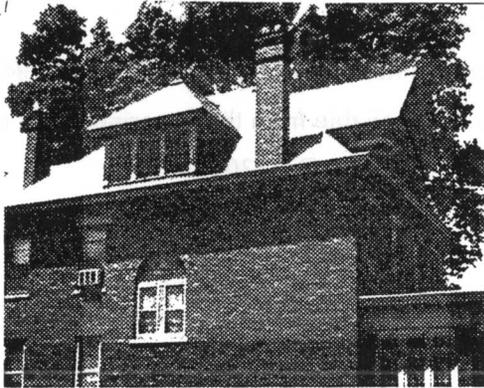
Columbus Historic Preservation Office

Dormers

Dormers are vertical structures, usually with windows, projecting through a sloped roof. Dormers allow additional space in an upper floor, as well as, provide ventilation and light.

Dormers are typical characteristics of some architectural styles. They were sometimes added to buildings in order to convert an upper floor into livable space.

The construction of new dormers can dramatically change the roof line and scale of the building and generally is not an appropriate exterior alteration to buildings.



Original dormer with slate roof.



Residential building with dormer and addition.

Recommendations

- If acceptable, dormers should be located on a rear elevation.
- Dormers should be located below the ridge line and away from the eave line. The minimum set back along the eave line should be one foot.
- The placement and type of windows in a dormer are critical. Small windows should be used to keep the dormer in scale.
- Dormers should be clad with narrow horizontal wood siding or historic roofing materials, such as slate.

Resources

Columbus Historic Preservation Office

Skylights

Skylights are usually not original features of older residential buildings. The addition of skylights is usually not an appropriate exterior alteration. However, they may be an acceptable addition if they are located on the rear of the building or on secondary elevations where they are not visible from the main street and in some cases also not visible from an alley.

Recommendations

- Skylights should be carefully placed to minimize their visibility from the street, and preferably only on the rear elevation. Skylights are not appropriate on the front (street) elevation.
- Skylights should either be square or rectangular in shape and as flush to the roof surface as possible to minimize their visibility.
- Extremely large skylights or clusters of small skylights are not appropriate.

Resources

Columbus Historic Preservation Office

Repointing

Repointing is the process of replacing missing and defective mortar from the joints in masonry walls with new mortar. It is needed for visual reasons, as well as, to prevent water leakage in the walls.

The decision to repoint should be based on the physical needs of the building and not undertaken as a matter of course during the rehabilitation of a building. Before repointing is conducted, the masonry should be examined carefully to determine the need for repointing. Many times repointing is necessary because gutter or downspout failure has resulted in water washing down the bricks and washing away the mortar over a prolonged period. For chimneys, full exposure to weather extremes can accelerate mortar deterioration.

Improper repointing can alter the visual characteristics of a building and cause physical damage to the masonry units. Before any work is begun, a mortar analysis should be done to determine the proportions of each element in the existing mortar. Portland cement, when used alone or in large quantities, can cause permanent damage to older buildings. The qualities of Portland cement cause different rates of expansion and contraction and can result in cracked or spalled masonry. Because of its strong bond, Portland cement is difficult to remove from old masonry without harming the original masonry units.

Recommendations

- Determine the source of the mortar deterioration and fix the problem before repointing.
- Usually, it is not necessary to repoint entire walls or buildings. Repointing should be performed only in the areas where mortar voids and/or damage has occurred.
- Repointing should be done when the wall temperature is between 40 and 95 degrees Fahrenheit. During the summer months, repointing should be done on the shady side of the building.
- On an inconspicuous spot on the historic masonry, a small test patch, approximately 3 feet by 6 feet, for joint preparation and repointing should be conducted prior to a major repointing project.
- For most brick joint preparation, old mortar should be removed to a depth of 1/2-1 inch to insure a good bond and to prevent mortar "popouts." The use of power tools for the removal of mortar almost always results in damage to the

bricks by breaking the edges and by overcutting on the head, or vertical joints. Preparation of the joints should be done carefully using hand tools.

- Mortar used in the repointing process should match the original mortar in composition, hardness, texture, color, and joint profile.
- New mortar must be softer than the brick and no harder than the historic mortar, to allow bricks to expand and contract as temperatures vary. High lime mortars and hydraulic cements generally are preferred for repointing old structures. Repointing mortar for most historic buildings should ideally be composed only of lime and sand. A portion of 1 part lime and two parts sand is a useful starting point. White Portland cement can be substituted for up to 20 percent of the lime. This formula would be 1 part Portland cement to 4 parts lime. Repointing with mortar containing a high content of Portland cement is not appropriate. Portland cement sets up harder than historic mortar and expands and contracts at a different rate causing the masonry to crack and spall.
- Replacement bricks should match the original undamaged brick in size, shape, color and texture.
- New joints should be finished carefully in order to prevent making them wider than the old joints. New joints should be slightly recessed to allow for expansion and tooled to shed water.
- Cleaning mortar from the masonry should be undertaken as part of the repointing process. A stiff bristle brush should be used on the masonry after the mortar has dried, but before it is fully hardened, approximately 1 to 2 hours.
- Repointing should precede any chemical or water pressure cleaning of masonry. New mortar joints will need to cure for at least two months before any chemical cleaning can be started.

Resources

Preservation Brief 2 - *Repointing Mortar Joints in Historic Brick Buildings* - Robert C. Mack, AIA, de Teel Patterson Tiller, and James S. Askins, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Masonry, How to Care for Old and Historic Brick and Stone - Mark London, The National Trust for Historic Preservation, 1785 Massachusetts, Ave., N.W., Washington, D.C. 20036.

Columbus Historic Preservation Office

Cleaning

The cleaning of masonry and siding is usually unnecessary for the preservation of an older building, and is therefore discouraged. However, if cleaning is to be undertaken, it is important that the cleaning method used does not damage the building.

Before making a decision to clean masonry, assess the reasons for cleaning. Often what appears to be dirt is actually the patina of age and weathering, which any brick or stone surface will acquire through years of exposure to the elements. If a decision is made to clean the building, select the gentlest means possible. Sandblasting and other abrasive cleaning methods are not appropriate because they remove the hard, outer surface of brick which is obtained in the firing and drying process.

Prior to removing the paint from a masonry building, investigate the reason the building was painted. Some brick buildings were painted originally. In order to preserve severely deteriorated masonry or to hide unsightly masonry. In such cases the proper choice is to repaint. Once a building has been painted it is very difficult to remove the paint without harming the material beneath it.

Once a building material has been abrasively cleaned, and damage has been done there is very little that can be applied to correct the damage. Abrasive cleaning creates holes and crevasse for dirt and water to collect. When the water penetrates the brick the freezing and thawing cycle will further damage the brick by causing small flakes of the brick to "pop off" called spalling.

Recommendations

- Water spray is a relatively simple and low-cost method of cleaning. The purpose is to keep deposits of dirt moist long enough for them to soften, thereby allowing them to be removed by either hosing them down at less than 300 pounds per square inch (P.S.I.) of pressure or using a bristle brush. This method is effective for brickwork when the dirt is on the surface. It poses little threat to building materials. When there is no need for harsher cleaning methods, the water spray method has few disadvantages. The primary ones are that limestone may develop stain and that water used in large volumes may damage interior finish, hidden wooden members, and ferrous metal. Excess water also can release soluble salts from within the masonry, forming white deposits on the surface called efflorescence.

- All chemical cleaners pose some risk to the building, the surrounding soil, plants, and the users of the chemicals. They should be applied with caution.
- The following abrasive cleaning methods are not appropriate: sand, walnut shells, almond shells, crushed egg shells, charcoal, ground slag, volcanic ash, rice husks, ground corncobs, ground coconut shells, glass beads, silica powder, synthetic particles, as well as high pressure water.
- Tools can also be abrasive. Owners should not allow workers to clean with wire brushes, rotary wheels, power sanding disks, and belt sanders.
- Low pressure (80 to 300 psi) wash or steam with a natural bristle brush can be an effective and safe cleaning method. A test patch should be done before the process is undertaken on the building.
- Commercially available chemical cleaners and a few paint removers are also effective dirt and stain removers. These chemical cleaners may be used in conjunction with steam or a water wash to remove the dirt and chemical residue.
- A limestone or absorbent talc, or clay poultice with a solvent can be effective for some stains.
- All of the openings must be tightly covered and protected on the building before any work is to begin.
- Mortar joints and any cracks must be repointed before cleaning.

Resources

Preservation Brief 1 - *The Cleaning and Waterproof Coating of Masonry Buildings* - Robert C. Mack, AIA, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Preservation Brief 6 - *Dangers of Abrasive Cleaning to Historic Buildings* - Anne E. Grimmer, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Columbus Historic Preservation Office

Painting

A primary purpose of paint is to prevent moisture penetration of a building's exterior siding and decorative features, as well as, its structural members. Most exterior surfaces were painted, as were tin roofs, metal ridge caps and roof valleys, wrought iron and cast iron decorations to prevent rusting and deterioration. In some cases, paint was also applied to porous brick and stone for decorative purposes or as a protective coating.

Since excessive moisture is detrimental to the paint bond, areas of paint blistering, cracking flaking, and peeling usually indicate locations of water penetration, moisture saturation, and potential deterioration. Failure of the paint should not, however, be mistakenly interpreted as a sign that the wood is in poor condition and therefore, not repairable. Wood is frequently in sound condition beneath unsightly paint. Prior to painting, make all necessary repairs and/or replacement in-kind of deteriorated wood and identify and correct all sources of moisture problems.

Although color is a matter of personal preference, some colors and methods of application are more appropriate and more sympathetic than others for the age and style of buildings. Choosing paint colors should be based on a combination of personal preference, the color of the building materials and the historical style of the building.

The City's Historic Preservation Office staff will work with anyone interested in identifying the original colors of their building. The staff will also assist the owner in selecting a paint scheme that will express the owners individuality, as well as, the style and time period of the building.

Recommendations

- The research and use of the original color scheme on the building is encouraged.
- Generally, a building is either painted light to dark or dark to light. If your base color or wall color is light then typically the trim would be a darker color or if your base color is dark then the trim colors are usually light. However, this is not a hard and fast rule. This can be a starting point for mixing and matching your color choices.
- Generally, if a masonry surface or architectural feature has not been painted it should remain unpainted. For example, unpainted stone foundations, sills, lintels, and other masonry details, should not be painted.

- Careful preparation of the surface before painting is very important. Complete removal of old paint should be avoided unless absolutely necessary for proper adhesion of new paint. It is important to determine the type of paint last applied, (latex or oil base) before selecting the finish coat to be applied.
- It is recommended that the same type of paint be used for all new topcoats. If, however, a different type of paint is desired for example, oil base changed to water base it is necessary to solid prime all surfaces prior to applying the new topcoat. It is always important to follow the manufacturer's recommendations regarding the use of the appropriate primer for the type of material to be covered.
- Sources of moisture problems should be identified and repaired before repainting.
- It is not appropriate to use blow torches, sandblasting, water cleaning with over 300 P.S.I., rotary sanders, or rotary wire strippers to remove paint.
- The continued protection and preservation of historic exterior woodwork through regular paint maintenance is required.

Resources

Preservation Brief 10 - *Exterior Paint Problems on Historic Woodwork* - Kay D. Weeks and David W. Look, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Century of Color, Exterior Decoration for American Buildings 1820-1920 - Roger Moss, The American Life Foundation, Box 349, Watkins Glen, NY 14891.

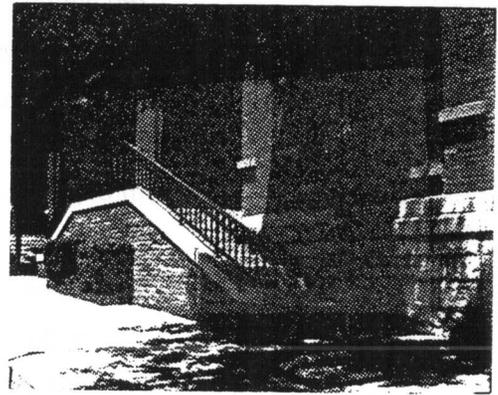
Columbus Historic Preservation Office

Commercial Storefronts

The typical 19th century storefront consisted of single or double doors flanked by large display windows framed by thin structural elements. The entrance was frequently recessed to protect patrons from the weather and to increase the amount of space to display merchandise. Thin structural supports of cast iron or wood, rather than masonry piers, usually framed the storefront. The windows themselves were raised off the ground by wood, cast iron or pressed metal panels. Frequently a transom or series of transoms consisting of single or multiple panes of glass were placed above each window or door. The signboard above the storefront windows became a prominent part of the building. Historically fixed or operable canvas awnings were used to shade the storefront as well as provide areas for additional signage.

Many times the storefront is the most important architectural feature of a historic commercial building. The important key to a successful rehabilitation of a historic commercial building is planning and selecting treatments that are sensitive to the architectural character of the storefront. It is essential to identify and evaluate the existing storefront's construction, architectural features and the relationship of those features to the upper stories. Several important questions to ask yourself when planning the rehabilitation of a commercial storefront:

- If the original storefront has survived largely intact but is in deteriorated condition, what type of repairs should be undertaken to retain the original storefront?
- If the storefront has been modernized, should the later alterations be kept?
- Should the building be restored to its original appearance?
- Should an entirely new storefront design be proposed?
- If the building's original retail use is to be changed from office to residential, can the commercial appearance of the building be retained while accommodating the new use?



New entrance to a commercial office building.

Recommendations

- Historic materials should be repaired and maintained. If historic materials need to be removed due to deterioration, they should be replaced to match the original material, size and appearance.
- A storefront can be enhanced with attractive paint colors and/or signage.
- Awnings can also be an effective solution to masking inappropriate alterations to historic buildings.
- See AWNINGS
- See SIGNAGE

Resources

Preservation Brief 11 - *Rehabilitating Historic Storefronts* - H. Ward Jandl, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Columbus Historic Preservation Office



Typical commercial storefronts.

Awnings

Canvas awnings were historically used on commercial buildings to shade storefronts to control interior temperatures and protect the items displayed in the windows. In some cases, canvas awning were used above windows on residential buildings.

Recommendations

- Where based on historical precedent, consider the use of canvas awnings on historic storefronts. Awnings can help shelter passersby, reduce glare, and conserve energy by controlling the amount of sunlight hitting the storefront windows. Buildings that have a northern exposure will seldom need awnings for temperature control.
- Awnings should be of fixed or retractable pipe frame construction with an opaque muted color canvas cover.
- A flat sloping awning, with either a closed triangle or open end, is encouraged for most historic storefronts.
- Fixed aluminum, plastic, simulated mansard roofs and umbrella awnings are not encouraged unless historical documentation is provided.
- If the awning needs to be lit, a low level of light should be cast down from above the exterior of the awning rather than from underneath.
- Awnings are not appropriate on residential buildings unless historical evidence is provided.
- Awnings are not appropriate as a replacement for a porch that has been removed on a residential building.
- See SIGNAGE



Flat slope awning with closed triangular end. Signage directly applied.

Resources

Columbus Historic Preservation Office

Signage

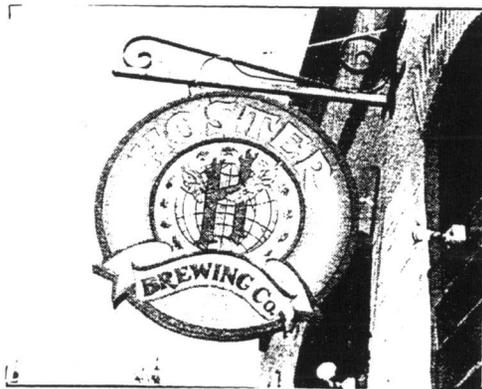
Signage is an integral part of many commercial and industrial buildings. The style, size and amount of signage for a building is dependent on the size, location and architectural style of the building.

Graphic Guidelines are being developed for Columbus' historic architectural district commission areas in conjunction with the new Graphics Code that will be implemented in 1995. These graphic guidelines should be referred to before proposing significant graphic changes.

It will be necessary to obtain a Graphics Permit in addition to a Certificate of Appropriateness, if you are: changing or modifying an existing graphic; will be installing a new graphic for the first time; or will be installing any illuminated sign.

Recommendations

- Signage should not obscure significant architectural details.
- New signs should be sized and placed according to the existing architectural style. For example a sign band is usually located on the front facade between the first and second floor of a commercial building.
- If signage is not an integral part of the architecture and original use, consideration should be given to a sign detached from the structure. This is particularly true with residential buildings that have been converted to a commercial use. A low ground sign in the front yard setback might be a better alternative.



Projecting wall signage with low level lighting



Exterior flat mounted wall signage.

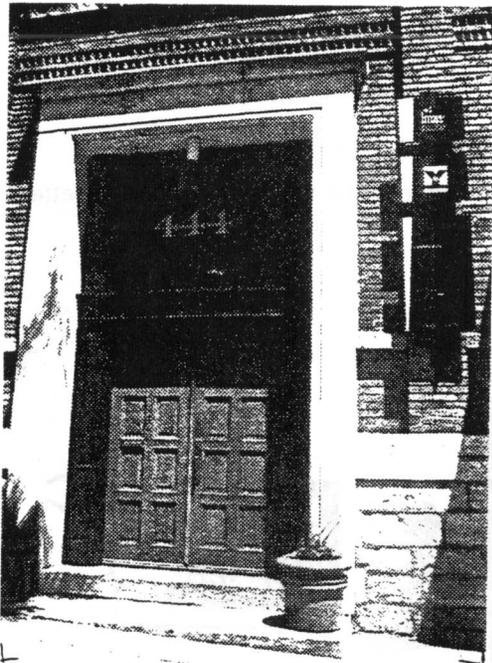
- The massive industrial buildings within the Northern Tier should not resort to a large wall signs. Instead, a more appropriate solution is a smaller plaque-style wall sign or a small projecting sign scaled to the size of the entrance.
- See Architectural Review Commission Graphic Guidelines
- To obtain a fee schedule for a Graphics Permit contact the Development Regulation Division. There is no fee charged for the Commission's review.
- See AWNINGS
- See COMMERCIAL STOREFRONTS

Resources

Preservation Brief 11 - *Rehabilitating Historic Storefronts* - H. Ward Jandl, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Preservation Brief 25 - *The Preservation of Historic Signs* - Michael J. Auer, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Columbus Historic Preservation Office



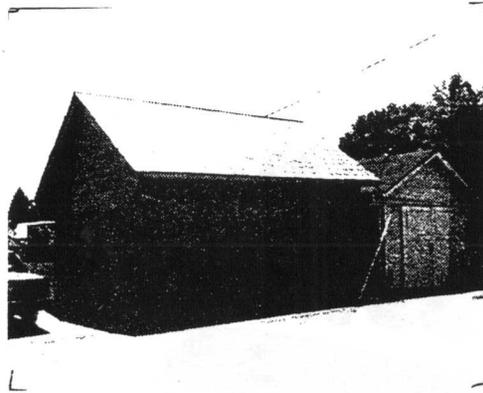
Another example of good signage.

Garages and Outbuildings

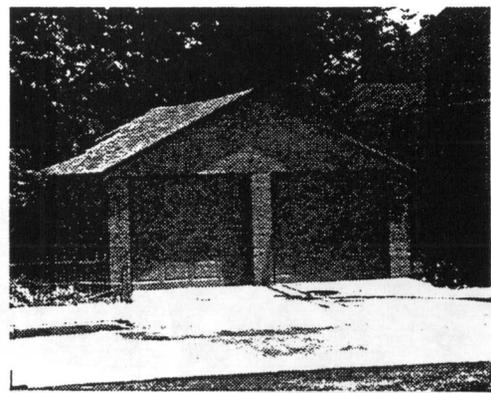
Many existing garages, carriage houses, and outbuildings are contributing structures to the District and should be given the same care and maintenance as the main structure of the property. Garages and outbuildings are generally small in scale and simple in detail. Barn-like garage doors and plain window trim characterize many of these unique buildings. These details should be retained whenever possible. If original materials need to be replaced they should be replaced to match the existing material.

Recommendations

- Existing original garages and outbuildings should be maintained and repaired whenever possible. The scale, proportions, and form of an existing garage, carriage house, or outbuilding should not be altered.
- When planning a new garage or outbuilding it is important that the design is compatible with contributing structures in the surrounding area.
- New structures should be located at the rear of the property along an alley or fence line where they will not be visually part of the primary street elevation.
- New garages and outbuildings should be simple in design and scale. New structures should not be so large as to be out of scale with the primary structure or the surrounding area.



Example of two original garages.



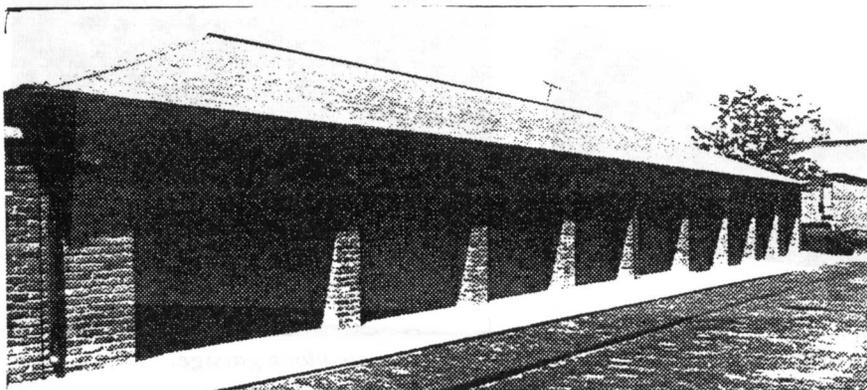
New concrete block garage.

- Garages may be of wood siding, brick, smooth finish vinyl siding with a narrow exposure, and painted concrete block. Pre-fabricated metal sheds or outbuildings are not appropriate.
- New two-car garages should use two single garage doors, instead of one large garage door, in order to maintain a smaller scale.
- Doors, windows, and eaves should be detailed consistent with main structure on the site.
- Wooden garages and outbuildings must be painted or stained with an opaque stain. Natural stained or weathered wood is not an appropriate finish for garages and outbuildings.
- The walls and gabled ends should be frame with wood horizontal or vertical siding.
- One car garages and outbuildings are encouraged to use an historic pitched roof shape, such as a hip or gable, consistent with the main structure on the site.
- See IN-FILL CONSTRUCTION
- See DESIGN CONSIDERATIONS

Resources

Preservation Brief 17 - *Architectural Character: Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character* - Lee H. Nelson, FAIA, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Columbus Historic Preservation Office

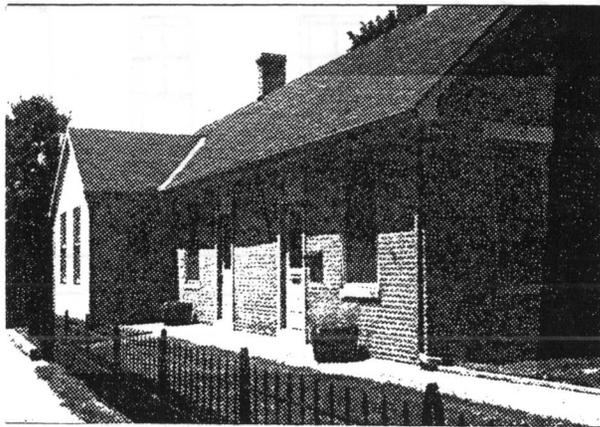


Newly constructed garages for multi-family use, located along alley.

Additions

Building additions are appropriate when they do not damage, obscure, or cause the significant loss of historic materials and features. Three important questions to ask yourself when planning a new addition to a historic building:

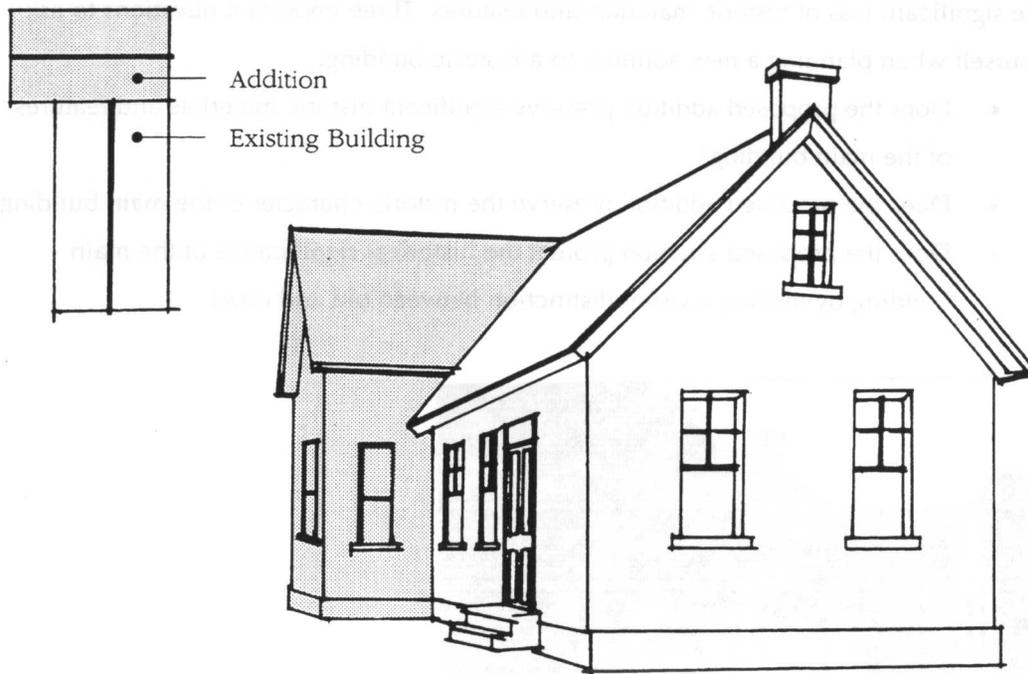
- Does the proposed addition preserve significant historic materials and features of the main building?
- Does the proposed addition preserve the historic character of the main building?
- Does the proposed addition protect the historical significance of the main building by making a visual distinction between old and new?



Simple wood frame addition to a brick building.

Recommendations

- Because significant materials and features should be preserved, not damaged or hidden, the first place to consider constructing a new addition is where such material loss will be minimized, this will frequently be on a secondary side or rear elevation.
- Where any new addition is proposed, correctly assessing the relationship between actual size and relative scale will be a key to preserving the character of the historic building.
- The height of a new residential addition should not exceed the height of the original structure, one-story additions are preferred.
- New additions should be contemporary in spirit, to distinguish it from the existing structure, but still maintain a visual relationship to the existing architectural character of the original structure.



An example of an appropriate addition to a building. (Adapted from German Village Guidelines.)

- Additions to existing residential structures may be either brick or frame, however, frame is preferred.
- See IN-FILL CONSTRUCTION
- See DESIGN CONSIDERATIONS

Resources

Preservation Brief 14 - *New Exterior Additions to Historic Buildings: Preservation Concerns* - Kay D. Weeks, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Columbus Historic Preservation Office

Site Improvements

Columbus City Code Chapter 3116

Historic Preservation and Architectural Review

C.C. 3116.13 Standards for site improvements.

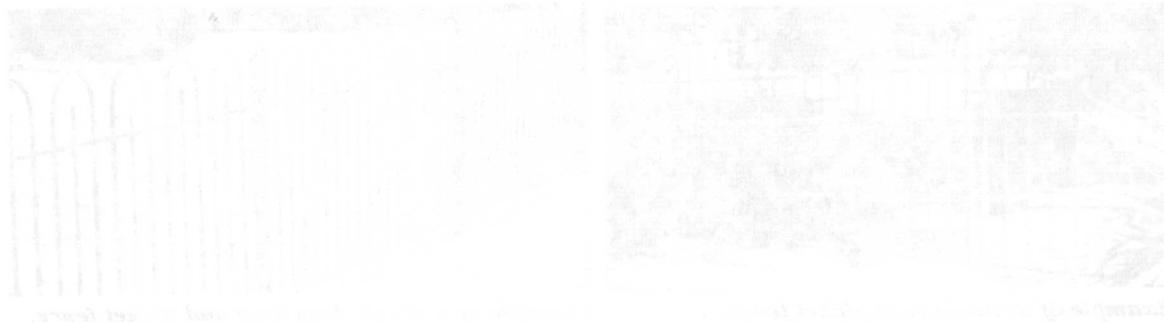
(A) Landscaping, parking, utility or service areas, walkways and similar improvements should be compatible to each other and to the subject building or structure as well as to adjacent contributing properties, open spaces and the overall environment.

(B) Fences of wrought iron, stone or wood are encouraged. Chain link fence, although not favored, may be used in the rear of a property if not facing on another street. Chain link fence shall not be erected in a location that is visible from the street or is in front of the setback line. Chain link or privacy fence shall not exceed six (6) feet in height and shall generally be restricted to side and rear yards. Front yard fence shall be permitted only where allowed by guidelines. A parking lot, automobile dealer, junkyard, yard storage facility, or any similar use shall have solid fencing to prevent headlight and unsightly scene interference

with the enjoyment of the neighborhood in general. Alternatively, properly landscaped mounds may be approved for installation around a parking area. Box wire, chicken wire and wire fences in general shall be discouraged.

(C) Signs are regulated by Chapters 3375, 3377, 3379 and 3381, C.C., but shall also be in keeping with the character of the adjacent environment. Excessive size and inappropriate placement results in visual clutter and shall be avoided. A good sign should relate harmoniously to exterior building material, texture and color; express a simple, clear message; and contain a minimum number of words.

(D) Mechanical systems shall be appropriately screened utilizing fences, walls and/or plantings. Mechanical systems are generally prohibited from any front yard.



Fences

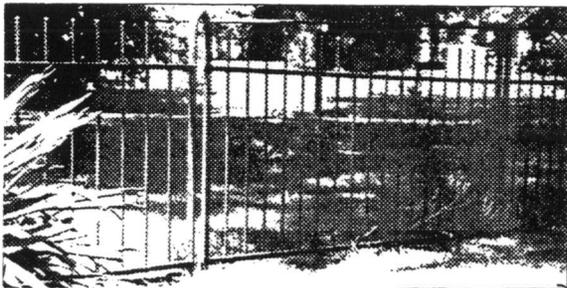
Wrought iron or wood picket fences were common in the district. Traditionally, fences provided physical rather than visual separation of the lot from the street and the lot from the neighboring property.

Recommendations

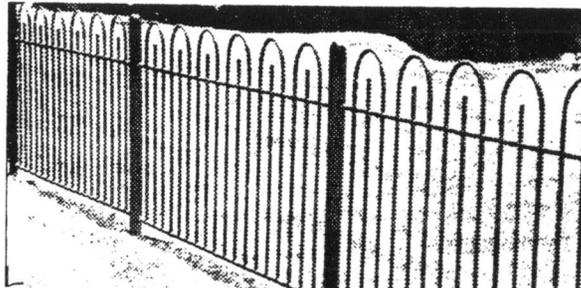
- Historic fencing and walls should be repaired and maintained whenever possible.
- Hedges and trees should be considered and/or retained before erecting a fence.
- Chain link, diagonal or unpainted fencing is not appropriate for the District and is discouraged.
- Residential property should use wrought iron or picket fencing in front yards no taller than 36 inches.
- New wrought iron fencing should be simple in design.
- Back yard fencing can be a board fence with the framing to the inside of the yard and no taller than 72 inches. 60-inch height is preferred.
- Wood fencing should be painted or stained with opaque stain compatible with the building.
- Commercial property “fencing” can be more barrier like with brick or stone walls, or taller metal picket fencing. The taller commercial type fencing is more appropriate for screening parking lots, loading docks, delivery area, mechanicals, and storage area.

Resources

Columbus Historic Preservation Office



Example of wrought iron picket fence.



Example of wrought iron loop and picket fence.

Patios and Decks

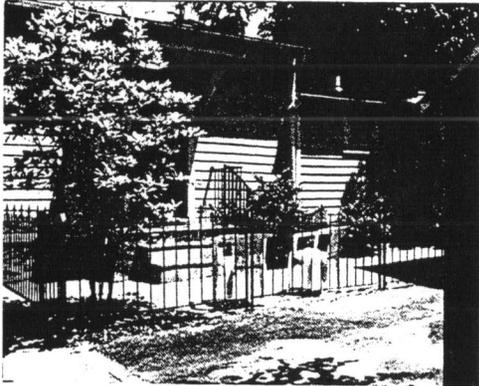
Decks are a feature of suburban development and usually are not appropriate for an historic building. Porches and patios are acceptable alternatives to adapting an old house to contemporary living styles.

Recommendations

- Brick pavers are the preferred material for patios.
- The patio should be edged with at least one soldier course of brick or metal edging.
- See PORCHES and STOOPS.

Resources

Columbus Historic Preservation Office



Landscaped rear brick patio.

Historical Plants and Landscaping

Historical landscaping is just another way to expand your interests in maintaining an historic house. These are just a few examples of traditional plant materials. There is a growing wealth of information on historic landscaping and gardens based on photographic and soil sample research.

The following is a general list of plantings appropriate to the district. The owner or designer should not feel confined to this list of plantings but use it as a place to start your landscaping design.

SHADE TREES

Oak	Linden
Sugar Maple or Red Maple	White Ash and Green Ash
Honeylocust	

EVERGREEN TREES

Pine	Spruce
Hemlock	

ORNAMENTAL TREES

Redbud	Crabapple
Magnolia	Hawthorne

SMALL SHRUBS

Juniper	Taxus
Boxwood	Hydrangea

LARGE SHRUBS

Livdo	Flowering Quince
Northern Bayberry	Taxus
Viburnum	Varieties

Resources

Columbus Historic Preservation Office

Street Furniture

The historic nature of the area should be taken into consideration when selecting street furniture such as benches, bike racks, trash receptacles and planters.

Recommendations

- Generally, street furniture should be simple in style.
- Placement should not hinder pedestrian movement or block traffic.
- Placement shall not visually conceal important architectural features.

Resources

Columbus Historic Preservation Office



Brewery District's northern tier signage directory.

Lighting

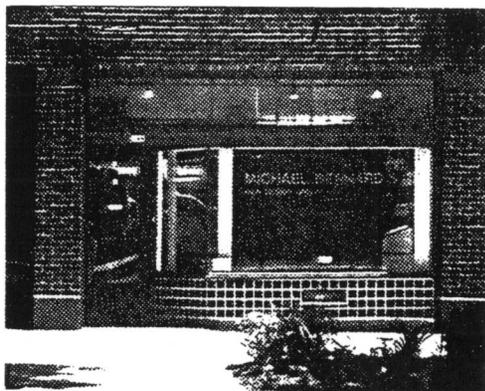
Many commercial and residential buildings are being rehabilitated and it is appropriate to blend new lighting technology with the historic area. It is the role of the Commission and the property owner to work together to find a balance.

Recommendations

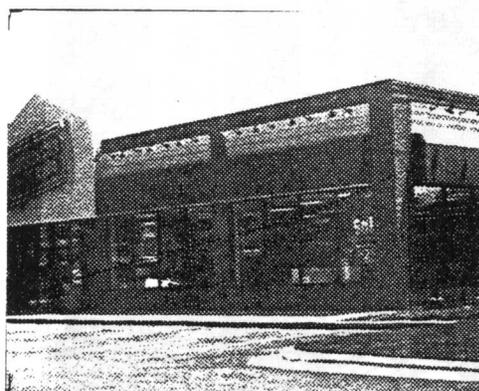
- Low illumination within the storefront window display area should be used.
- Externally illuminate signage.
- Recessed commercial entrances should be lit with a flush mounted light.
- Simple modern fixtures should be used when there is no physical or historical documentation of the original fixture.
- Residential lighting should be located above or beside doorways or along walkways.

Resources

Columbus Historic Preservation Office



General storefront lighting.



General building lighting.

Handicapped Accessibility

The American's with Disabilities Act of 1990, states that it is a civil right that all properties open to the public are accessible for the disabled. Most older buildings were not designed to accommodate those with disabilities.

Providing accessibility for people with disabilities in our Nation's historic buildings, sites, and structures is an important and challenging task. To balance accessibility and historic preservation concerns, owners of historic properties should take care to provide the greatest level of accessibility without threatening or destroying features and materials that convey a property's historic significance.

A three-step approach is recommended to identify and implement accessibility modifications that will protect the integrity and character of historic properties:

- Review the historical significance of the property and identify character-defining features;
- Assess the property's existing and required level of accessibility; and
- Evaluate accessibility options within a preservation context.

Recommendations

- Whenever possible, access to historic buildings should be through a primary entrance.
- Accessibility through secondary entrances should also be considered.
- Increasing access to an historic building may be as simple as constructing a ramp to overcome an entrance step.
- When new features are incorporated for accessibility, historic materials and features should be retained whenever possible. Accessibility modifications should be in scale with the historic property, visually compatible, and, whenever possible, reversible. Reversible means that if the new feature were removed at a later date, the essential form and integrity of the property would be unimpaired.
- The design of new features should also be differentiated from the design of the historic property so that the evolution of the property is evident.

Resources

Preservation Brief 17 - *Architectural Character: Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character* - Lee H. Nelson, FAIA, copies

are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Preservation Brief 32 - Making Historic Properties Accessible - Thomas J. Jester and Sharon C. Park AIA, copies are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Preserving the Past and Making It Accessible for People with Disabilities - U.S. Department of the Interior, National Park Service, Cultural Resources.

Columbus Historic Preservation Office

Dumpsters

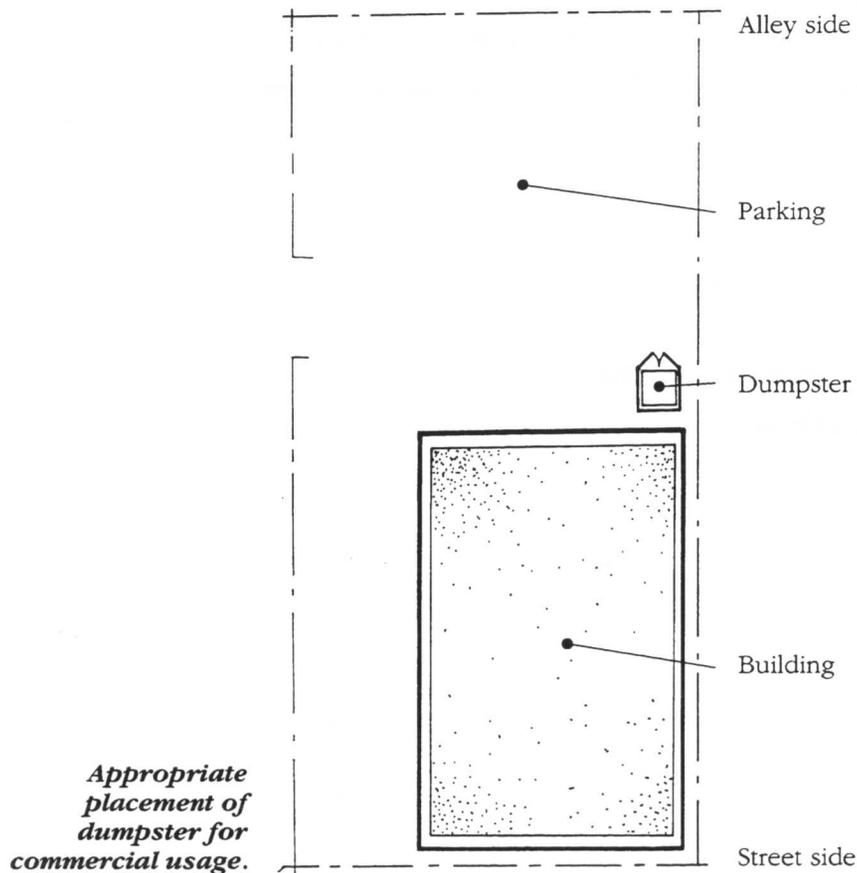
As more demands are placed on the narrow alleys and road way, storage and placement of trash has to be controlled. This can be accomplished through screening of trash cans and small dumpsters. In many cases each situation will require a unique solution.

Recommendations

- For commercial or residential properties, the most effective manner of dealing with trash containers is to centralize the location of individual dumpster or trash cans and to screen them from view. These screens should be designed for easy access by the owner as well as the trash collector.

Resources

Columbus Historic Preservation Office



Building Permit Process

If you want to erect, construct, enlarge, add to, alter, repair, replace, move, improve, remove, install, convert, demolish, equip, use, occupy, or maintain a building, structure or building service equipment you must follow the building permit process. A building permit represents the City's authorization to begin construction. This permit is issued after comprehensive review of development and construction plans. Building permits are also required for demolition, repairs and remodeling.

Building permits are issued by the Building Regulation Division located at 1250 Fairwood Avenue, Columbus, OH 43206.

Recommendations

- Building permits for multi-family projects may take up to 35 days for processing and approval after the correct drawings have been filed.
- Simple projects like remodelings or repair work, the building permit process is approximately 10 working days.
- Fees associated with building permits are specific to each case. To obtain a fee schedule contact the Development Regulation Division. There is no fee charged for the Commission's review.

Resources

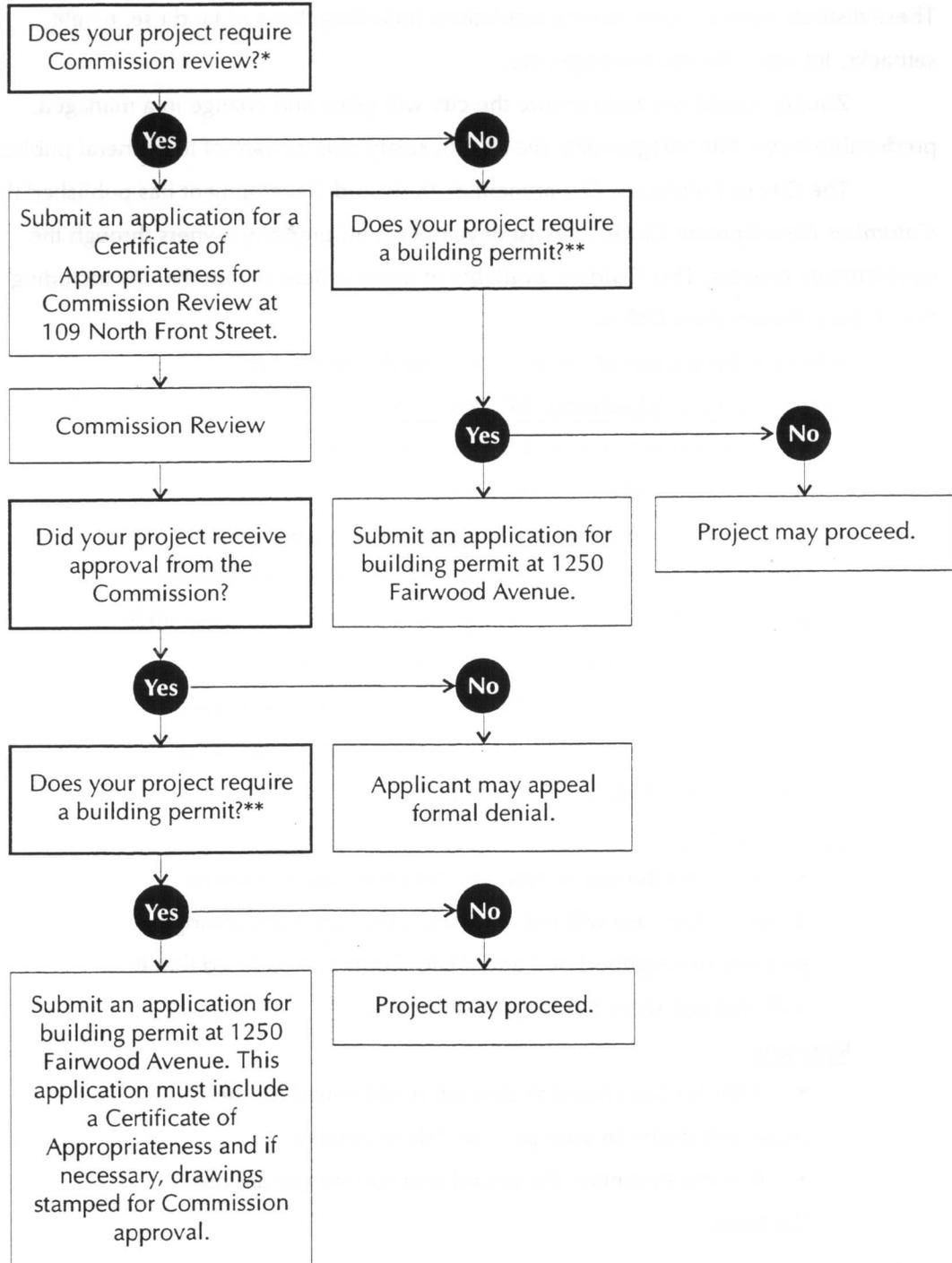
A Guide to Building Permits for Small Projects

Columbus Development Guide

Columbus Trade and Development Regulation Division

Columbus Historic Preservation Office

**Permit and
Variance/Rezoning
Process**



* If you are in doubt, call the Historic Preservation Office Staff at 645-7964.

** If you are in doubt, call the Regulations Division Staff at 645-7433.

Variances and Rezoning Process

Zoning is the division of land into districts based upon current or intended use. These districts have uniform zoning regulations including those of land use, height, setbacks, lot size, density, coverage, etc.

Zoning regulations help ensure the city will grow and change in a managed, predictable way while safeguarding the health, safety and welfare of the general public.

The City of Columbus, Department of Trade and Development has published the *Columbus Development Guide* to assist developers and property owners through the development process. This Guide is available at many offices within the city including the Historic Preservation Office.

There are three types of variances that maybe applied for:

Board of Zoning Adjustment (BZA) Variance

- variance requests from the provisions and requirements of the Zoning Code.
- special permits for uses that will not be viewed as a detriment to the public good, that will not impair the general purpose and intent of the zoning district and will be compatible with the general character of the neighborhood.
- appeals from anyone affected by an order, requirement, decision or determination made by the administrator of the Development Regulation Division.

Council Variance

- to permit the use of property not permitted by current zoning if such use will not adversely affect the surrounding property or neighborhood and if City Council is satisfied that it will alleviate some hardship or difficulty.

Rezoning

- if the lot you intend to develop is not zoned for the usage you desire in your proposed development.
- in some instances, the record and current use are not the same.

Recommendations

- Property owners considering any new construction or change of use should contact the City's Zoning Information Office (645-7314), 1250 Fairwood Avenue, Columbus, OH 43206 because, you must have the proper zoning before you can complete any other development review process.
- A completed application needs to be filed for either a variance or a rezoning with the Development Regulation Division before the Commission can make a formal recommendation.
- Besides the Commission, other groups or boards may be involved in the variance process. These groups or boards are usually identified during the filing process.
- The BZA or Council variance process takes approximately 30 to 70 days for completion. Time varies according to when your application enters the review cycle.
- The rezoning process takes from 90 to 120 days. Time varies according to when your application enters the review cycle.
- A fee is charged when you file for a variance or a rezoning. To obtain a fee schedule contact the Development Regulation Division. There is no fee charged for the Commission's review of a variance or rezoning.

Resources

Columbus Development Guide

Columbus Trade and Development Regulation Division

Columbus Historic Preservation Office

Demolition

Columbus City Code Chapter 3116

Historic Preservation and Architectural Review

C.C. 3116.14 Standards for Demolition.

The following standards shall apply to the evaluation of the appropriateness of a proposed demolition:

Demolition of an historic or contributing property or architectural feature constitutes an irreplaceable loss to the quality and character of a Listed Property or District. No person shall demolish any structure or architectural feature now or hereafter in a Listed Property or District until he or she has filed with the Commission an application for a certificate of appropriateness setting forth the intent to demolish such structure or architectural feature together with a written statement that such structure or architectural feature is not historically or architecturally significant or otherwise worthy of preservation and the reasons the applicant is seeking to demolish same.

If seeking to demolish an entire structure or major portion thereof, the applicant shall also submit definite plans for reuse of the site, evidence of commitment for funding of the new project, a time frame for project initiation and completion and an assessment of the effect such plans will have on the

character and integrity of the Listed Property or District.

The Commission shall be guided in its decision thereon by balancing the historic, architectural, and cultural value of the structure or architectural feature and the purposes of this chapter and of the chapter pertinent to the subject property against applicant's proof of any unusual and compelling circumstances or substantial economic hardship in retaining the structure or architectural feature and the merit of the replacement project.

Upon the Commission's determination that any such structure or architectural feature is not historically or architecturally significant or otherwise worthy of preservation, a certificate of appropriateness shall be issued. The applicant may then apply for or be issued a demolition permit as required by C.C. 4113.014.

Failure to Maintain

Columbus City Code Chapter 3116

Historic Preservation and Architectural Review

C.C 3116.22 Failure to Maintain

"Failure to Maintain" is the willful neglect of a structure leading to its destruction or the necessity for demolition by deterioration. A property owner found guilty of Failure to Maintain shall face criminal and civil penalties and be required to reconstruct the structure in accordance with pertinent guidelines and standards.

No owner of a structure in the Brewery District shall by willful action or willful neglect, fail to provide sufficient and reasonable care, maintenance and upkeep appropriate to ensure such structure's perpetuation and to prevent its destruction by deterioration. This provision shall be in

addition to all other applicable City Code provisions. By resolution, the Brewery District Commission shall present evidence of a violation hereof to the Development Regulation Administrator, who shall initiate appropriate action thereon.

Enforcement

Columbus City Code Chapter 3116

Historic Preservation and Architectural Review

C.C 3116.26 Civil Penalty

A Certificate of Appropriateness is required prior to the issuance of a building permit and before starting any exterior work in the Brewery District. Enforcement of the decisions of the Brewery District Commission are carried out by the City's Development Department Regulation Division. Columbus City Codes regarding the establishment of the Brewery District Commission and enforcement are listed in the appendix.

The City Council has passed the following sections:

Whoever makes site improvements or constructs, reconstructs or alters any structure or architectural feature now or hereafter in the Brewery District is in violation of Columbus City Code 3116 and shall be deemed guilty of a misdemeanor and shall be fined not less than five hundred dollars (\$500.00) nor more than twenty-five thousand dollars (\$25,000.00).

Whoever demolishes a substantial part of or all of a structure now or hereafter in the Brewery District is in violation of Columbus City Code 3116, and shall be deemed guilty of a misdemeanor and shall be fined not less than ten thousand dollars (\$10,000.00) nor more than twenty-five thousand dollars (\$25,000.00).

Appeals Process

Applicants who have been issued a Notification of Denial of Certificate of Appropriateness may pursue several options. An applicant may submit a new or revised proposal to the Commission for review, enter into non-binding mediation to help identify issues, and/or request the Commission to rehear the proposal based on substantial economic hardship and/or unusual and compelling circumstances. If the commission denies an application after reviewing the evidence presented by the applicant of a substantial economic hardship and/or unusual and compelling circumstances, the applicant may appeal the decision to the Board of Commission Appeals.

An applicant may pursue any option described below by submitting the appropriate form or forms to the City's Historic Preservation Office within ten days after receipt of a Notification of Denial of Certificate of Appropriateness.

Non-Binding Mediation

Non-binding meditation is a facilitated structured process in which all involved parties are aided in their negotiations. The goals of meditation are to identify issues, facilitate communication and explore alternatives for resolution of a conflict. The results of these negotiations are non-binding on the applicant and on the commission until formal approval by both parties.

Meditation may occur by mutual agreement between an applicant and a commission. Within 14 (fourteen) days after receipt of an applicant's request to enter into mediation, a three person mediation team shall be created if all parties agree. This team shall consist of a mediator representing the applicant, a mediator representing the commission and third mediator selected by the first two. If the first two mediators are unable to agree on a third, the Director of the Trade and Development Department shall appoint this mediator. Costs for the mediators, if any, shall be divided equally and paid by the applicant and the City of Columbus. The Historic Preservation Officer maintains a list of potential mediators to assist in the selection process.

Mediation towards resolution shall occur during the next 45 (forty-five) days. As part of mediation, the Commission and the applicant shall attempt in good faith to develop an alternative plan that is appropriate under the applicable standards and criteria set forth in C.C. 3116.11 to 3116.16, inclusive, and the Commission's architectural guidelines. Multiple sessions may be necessary for meditation so that

complex issues can be resolved and to allow time for mediators to consult with the parties they represent.

Mediated plans must be proposed by the applicant at a regular public meeting of the commission for review and approval. Upon the commission's formal approval, A Certificate of Appropriateness will be issued for the mediated plan. If there is no resolution, mediation may be extended an additional 14 (fourteen) days by mutual agreement of the mediation team. Lacking such agreement, the commission shall issue its final order.

Alternative Plan

The alternative plan must be a proposal that is noticeably different from the original application. The new proposal should address the issues of contention and attempt to work towards a compromise position.

Rehearing

An appeal of the Commission's decision begins with an appeal to the Commission itself. An applicant may request a rehearing before the Commission to consider only evidence of a substantial economic hardship and/or unusual and compelling circumstance unaddressed in the original application or hearing. The applicant shall submit an application for rehearing to the Commission through the Historic Preservation Office together with any alternative plan and evidence as to such hardship and such circumstances.

Within 45 (forty-five) days of the Commission's receipt of such request, it shall hold a public hearing at which to consider the applicant's evidence in response to its decision and any plan as an alternative thereto. Clear and convincing evidence shall be required for the Commission to find a substantial economic hardship and/or an unusual and compelling circumstance.

An applicant is responsible for documenting any claim of substantial economic hardship and/or unusual and compelling circumstance. To do so, applicants should consult the Documentary Evidence for Commission section of this material. The applicant should keep in mind that the Commission's charge is to protect the historic character of its district.

If the Commission finds that the denial of a Certificate of Appropriateness will result in a substantial economic hardship, it shall within the next 90 (ninety) days seek a

mutually acceptable way to reduce the hardship. If at the end of the 90 days no mutually agreeable solution has been found, a Certificate of Appropriateness shall be issued.

If the Commission finds that a clear and convincing evidence of a substantial economic hardship and/or unusual and compelling circumstance was not presented by the applicant, at or before the rehearing, it shall record in its finding in writing and the Historic Preservation Officer shall notify the applicant thereof within 20 (twenty) days of said finding. The applicant may choose to continue to work with the Commission and staff to find appropriate design solutions or appeal the denial to the Board of Commission Appeal on the same grounds.

Board of Commission Appeals

An applicant who having presented some evidence of substantial economic hardship or unusual and compelling circumstances to the commission, has been denied a Certificate of Appropriateness after a rehearing in accordance with the provisions of C.C. 3116, may appeal the commission's decision to the Board of Commission Appeals on the same grounds. The applicant must request in writing to the Historic Preservation Officer and appeal to the Board of Commission Appeals within 10 (ten) days her/his denial by the Commission, by submitting the appropriate form. The Board will schedule a preliminary hearing within 45 (forty-five) days of receiving the appeal request.

At the preliminary hearing, the Board of Commission Appeals will determine whether or not the evidence of a substantial economic hardship and/or an unusual and compelling circumstance presented to the Commission at its rehearing is sufficient to warrant a hearing before their body. If the Board determines that the evidence is sufficient, a hearing will be scheduled for the Board's next regularly scheduled meeting to consider this evidence and make a decision on the appeal.

No new information may be presented to the Board of Commission Appeals without first being considered by the Commission. The Board may choose to ask the applicant, Commission, staff or an aggrieved third party for clarification on any issue. After reviewing the application, the Board may choose to uphold the decision of the Commission, modify it, or overturn the decision. If the Board overturns the Commission's decision it will order the commission to issue a Certificate of Appropriateness at the Commission's next regularly scheduled meeting.

Documentary Evidence for Commission

For any application the applicant bears the burden of providing documentary evidence to show any substantial economic hardship and/or an unusual and compelling circumstances with the original application at the time of the filing, or separately thereafter. It is advisable for the applicant to provide as much documentation as possible. Applicants are encouraged to meet with the Historic Preservation Officer to determine the level of documentation appropriate to each case.

Substantial Economic Hardship

Columbus City Code Chapter 3116

Historic Preservation and Architectural Review

C.C. 3116.15 Criteria to Determine Substantial Economic Hardship.

The following criteria shall be used for all applicants to determine the existence of a substantial economic hardship:

- (1) Denial of a certificate will result in a substantial reduction in the economic value of the property.
- (2) Denial of a certificate will result in a substantial economic burden on the applicant because the applicant cannot reasonably maintain the property in its current form.
- (3) No reasonable alternative exists consistent with the architectural standards and guidelines for the property.
- (4) The owner has been unable to sell the property. (Ord. 1515-89.)

Unusual and Compelling Circumstances

Columbus City Code Chapter 3116

Historic Preservation and Architectural Review

C.C. 3116.16 Criteria to Determine Unusual and Compelling Circumstances.

The following criteria shall be used for all applicants to determine the existence of unusual and compelling circumstances:

- (1) The property has little or no historical or architectural significance.
- (2) The property cannot be reasonably maintained in a manner consistent with the pertinent architectural standards and guidelines.
- (3) No reasonable means of saving the property from deterioration, demolition or collapse other than applicant's proposal exists.

Additionally, for the non-profit-organization applicant it is infeasible to financially or physically achieve its charitable purposes while conforming to the pertinent architectural standards and guidelines. (Ord. 1515-89.)