

Allow a Min-Max setback to create a modulated façade line.

Maintain Mollard House -front-yard landscape



Village of Westfield, NY

## **B-1 Retail Business District Design Guides**

**An Illustrated Guide to the District's Design Standards**



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# B-1 Retail Business District Design Guides

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Prepared by:

Dudley C. Breed Jr. ASLA  
Landscape Architect  
Syracuse, NY



# B-1 Retail Business District Illustrated Design Guidelines



Area Boundary for the B-1 Retail Business Zone ( ————— )

## Purpose

This manual is designed as a companion guide to the Village of Westfield's Zoning Regulations for the B-1 Retail Business District. It complements the use and area standards defined in the regulations by providing illustrated design examples of how the regulations should be interpreted and applied to new development so that the aesthetic goals for the district are attained.

The approach used in this manual is not to prescribe specific architectural or landscape design but rather to provide site planners and architects with a design framework that can help inform their design to meet both the needs of the development project and the community's vision for

their downtown landscape. Design guides are provided in the form of annotated photographs of Westfield's commercial core and from other village settings to convey the community's aesthetic standards.

This manual was prepared to encourage design dialog among village residents and developers wishing to invest in the village and as such, it is primarily an educational tool. The text and illustrations are prepared to improve communication about design and development and it is hoped that this manual will enhance the review process for development proposals.

The manual is however is limited in scope to address general characteristics of site and architectural design for the B-1 Retail District that relate to the community character of the village. Not included are specific guidelines for historic buildings or the character of the village's historic districts. Reference has been provided to the Secretary of the Interior's Standards for Rehabilitation for guidance when considering historic structures and sites within the district. See Appendix A.

## Aesthetic Goals

The purpose statement for the B-1 District Standards identifies three primary goals for development in the commercial core area that reflect the community's aesthetic values. These include:

1. Protect the visual and spatial quality of the existing commercial setting by ensuring that new development or redevelopment of existing structures is appropriate to and compatible with the historic character of buildings the commercial core area.
2. Preserve and enhance Westfield's Main Street character, which is typical of upstate New York villages established during the mid to late nineteenth century.
3. Promote a pedestrian-oriented commercial core.

The three goals are intrinsically related to one another: the Main Street character is directly related to the patterns of design found in the historic building facades located along Main Street and the visual and spatial character of the building facades (window composition, facade ma-



terial, textures, etc.) directly affect the visual qualities of the street which, in turn, are the foundation to an exciting and enjoyable street environment.

## General Theme of Guidelines

The design guides presented in this manual outline a number of design strategies for building and streetscape development that will ensure that the community's aesthetic goals are achieved. The underlying theme to all the guidelines and a good rule-of-thumb to use when approaching development in this district is this:

*Use the existing, historical building forms as a design reference and create new development or redevelopment designs that are visually and spatially compatible with the existing buildings.*

In this way, flexibility is provided to the designer to work within the contemporary design environment while maintaining clear visual reference to the historical building patterns found along Main Street.

## Site Plan Review

Site Plan Review is the vehicle for review and approval of development proposals. Proposed site plans for new development must meet the procedural and regulatory standards defined for the B-1 Retail Business District as well as demonstrate how the proposed design elements express the aesthetic standards defined in these guidelines.

## Westfield Supports New Development

Westfield, as a "development friendly Western New York village", views the site plan review process not only as an opportunity to support new development in the community but also as a means to strengthen the visual appeal of the village which, the community feels, is the foundation for continued commercial success and a general sense of well-being within the community. The village is committed to working with businesses and developers to create quality commercial developments for the community.

## Contents

This manual is organized in three sections addressing design issues related to building design and the associated streetscape development in the commercial core of the Village. Sections include:

### 1. Building Design Guides page 6

Design Standards for five primary design elements:

- Building Footprint & location relative to adjacent buildings
- Roof Configuration
- Building Envelope - height, mass, height/width ratio
- Facade or "Skin" - use of compatible surface materials
- Facade Openings - window and doorway treatments

### 2. Gallery of Building Examples page 14

Annotated photographs illustrating applied standards.

### 3. The Pedestrian-Oriented Landscape page 18

Describes principal streetscape elements that support a pleasant and healthful pedestrian experience.



Westfield's East Main Street

# Building Design Guidelines

The underlying design goal for B-1 District is to ensure that new buildings or renovations to existing structures are compatible with the architectural character found in the historic commercial core along Main Street. This architectural character, as illustrated in the photograph on the facing page, is derived from five primary design elements:

1. **Building Footprint & location relative to adjacent buildings**
2. **Roof Configuration**
3. **Building Envelope - height, mass, height/width ratio**
4. **Facade or “Skin” - use of compatible surface materials**
5. **Facade Openings - window and doorway treatments**

These design elements will serve as the guides for new development in the commercial core area. (Georgia Department of Natural Resources, Division of Historic Preservation. 2007. F.R.E.S.H., Determining Compatibility for New Structures in a Historic District)

## 1. Building Footprint

The building footprint, or ground level perimeter of the building, describes the shape, location and orientation of the building on the site. In the commercial core of Westfield, building footprints of the existing structures are generally rectangular with the narrow dimension aligned along the street line and with little or no front setback. The buildings have little or no side yard setback as well and therefore form a continuous building edifice along the street. This is a fundamental design element for the visual and spatial quality of the commercial core and for the identity of the Village in general. All new construction and renovation efforts must maintain this footprint relationship in the core area.

Other important location considerations include:

- Entrances to the building shall be within the front of the building and directly related to the street and sidewalk. Recessed doorways framed by storefront windows as is typical of commercial buildings along the street are allowed.

## 2. Roof Configuration

Typical roof structures for buildings located in the commercial core consist of shed or flat roofs which are more or less concealed from the street with various types and styles of cornice detailing or parapet walls.



Section of Main St. in Westfield illustrating shed-type roofs with parapet or cornice elements. Note also the variable building heights.



Main St. Westfield, illustrating both the typical continuous front building alignment along the street and the uncharacteristic projection at mid-block that establishes a secondary, but continuous alignment for buildings to the west.

In-fill construction and renovation efforts should adopt similar roof systems and employ a cornice or parapet structure. An assessment of various cornice-parapet designs found on adjacent buildings should be undertaken to establish a general sense for proper scale, detail and materials for new construction. Note that it is not necessary nor advisable to copy historical details for new construction, it is necessary only to develop compatible building forms that will fit well with the historical building patterns.

In no case shall an existing, historical cornice or parapet elements be removed or concealed as part of a renovation effort. Consult the Secretary of the Interior's Standards for Rehabilitation for guidance on working with historic structures.

**Roof Configuration** of new or renovated structures should follow the pattern of roof development on adjacent buildings. Along Main St. in Westfield, roof systems are typically a shed or flat style finished at the front facade with a detailed cornice or parapet wall. Note that building height varies between two and three stories and a that cornice/parapet design varies with each individual building. This contributes to the visual interest and charm of the commercial setting.

**Building Envelope** defines the relative size of the building in terms of height-to-width ratio, mass, bulk and projections. When considering new structures or renovations to existing structures, use the envelope characteristics of adjacent buildings as a general guide to new design development.



**Building Footprint** (perimeter at ground level) should orient the building so that the front facade meets the street walkway and establishes the main entrance to the building at the sidewalk interface.

The **Building Facade** provides the interface between the activities housed in the building and the visual quality of the street. It's important that the building reflect its internal use while at the same time modeling its facade composition on the patterns extant along the street.

**Facade Openings** not only allow physical and visual access to the activities within the building, they also define the scale of the building in human terms, creating a street edifice that contributes to a comfortable, pleasing street environment.

## Primary Design Elements



### 3. Building Envelope

The building envelope defines the outside shape of the building and includes formative elements such as the building's height, width, height-to-width ratio, mass and the form of projections, if present. As a general guide to establishing compatibility within the historical commercial setting, new construction should follow the envelope characteristics of adjacent and nearby buildings. Within this context, important design elements include:

#### 1. Mass, Scale & Height

Main Street commercial buildings are typically two and three story structures with a height-to-width ratios that generally form vertically oriented, block-massed structures. New in-fill structures should be based on this massing pattern.

Building heights vary with the number of floors and how the roof cornice or parapet are designed. Modulation in building height can add to the visual interest of the street and should be considered in the overall design of the building. However, no building shall have more than three floors.

#### 2. Maintain Verticality

Vertical orientation in building facade and facade elements (windows, doorways) is a traditional standard for the street and a useful design guide as well because the verticality of the buildings, which promotes narrow frontages, establishes a lively visual rhythm for the street. Consider the pedestrian's point-of-view: it is far more interesting to walk along a block with, say, eight facade patterns in the visual field than a block with just one uniform edifice.

In Westfield, there are several structures along Main Street where the building width is larger than the height resulting in rectangular facades with a horizontal orientation. In an effort to maintain the vertical rectangular facade pattern, a number of the traditional buildings have modulated facades that divide the larger edifice into two or three bays that restore the vertical orientation of the facade. The photograph to the right illustrates this design pattern.



Vertical orientation and the associated narrow frontage of buildings increases the opportunity for variability in the visual field and results in a more interesting and attractive street environment.



## 4. Building Facade or “Skin”

The facade of the building establishes the human, living quality of the building and projects that image to the street. Careful consideration should be given to how the facade is composed and detailed so that it will both enrich the life in the building as well fit with the traditional building patterns along Main Street.

### 1. Facade Composition

Building facade design should reflect the character of the building and the activities within. But care should be taken to coordinate the facade design with patterns and characteristics found in the traditional architecture of the street. Guidelines include:

- New facade design should be modeled on the compositional patterns expressed in the facades of existing structures. It is not necessary to copy existing facade patterns but it is important to recreate the basic wall and panel modulations, window arrays, storefronts, etc.
- The facade of the building should enhance the pedestrian environment of the street by providing the principle entry, window treatments, awnings and signage.
- Relief and reveal (shallow projections and recesses such as from cornices, pier/pilaster, sills, etc.) that modulate the surface of the facade is also a fundamental characteristic of traditional buildings on Main Street. These features provide the subtle shading and shadow that give the facade a lively texture and rich depth that is very appealing to the human eye. New buildings should incorporate facade features that continue the characteristic relief and reveal found on the existing structures in the commercial core.
- Structures where all building elements are less than 35 feet in height and with walls of more than 1,500 square feet shall incorporate fascias, canopies, arcades, building setbacks of three feet or more or other design features to break up large wall surfaces on the street-facing elevations. Wall surfaces shall be visually divided by such features into areas of 750 square feet or less. (Trowbridge & Wolf LLP and Bero Architecture, PC., 2005, p.18)

### 2. Facade Materials

Facade materials for new construction should be based on or adapted from traditional materials and fabrication patterns found in the village. It is not necessary to strictly use traditional materials. It is important however to coordinate colors, textures and layout patterns with traditional facade materials so that a design continuum is maintained between the traditional and the new construction. Also consider the following guides:

- Exterior walls should be durable and resistant to wear and impact at the pedestrian level.
- Carefully consider the use of vinyl siding as it has limited durability and its appearance is often out-of-character in traditionally built settings.
- Use no more than three exterior building materials on a given side of the building.
- Change materials at inside corners not at outside corners or midway in the plane of the wall. (Trowbridge & Wolf LLP and Bero Architecture, PC., 2005, p.16)
- All wood or simulated wood surfaces should be stained or painted.



Storefront detail, Skaneateles, NY

Pier projection, moldings and trim provide visual richness which is accentuated by the shadows these elements cast.

### 3. Storefronts

The first floor of buildings along Main Street in the commercial core typically house the commercial activity of the building including shops, restaurants and service providers. As such, they are of primary importance to creating a lively, attractive street environment, which in turn, supports public use and commerce - an important goal for the commercial core.

Careful consideration should be given to creating visually stimulating storefronts. Development guidelines include:

- Storefronts must orient to the street and continue the traditional storefront forms utilizing display windows, flush or recessed doorways and accent detailing that contributes to the visual richness of the pedestrian zone adjacent to the storefront.
- Window area and displays must respectfully meet the public along the street. As a general guide, storefront windows should provide transparency to the street (no tinted glass) and maintain an area between 60% and 80% of the first floor wall area.
- Windows should be based on a sill wall (kick plate) of about 3 feet in height or as is typical of traditional storefronts along the street.
- The storefront window area is typically surmounted with a sign panel above the window area and capped with a cornice that defines the first floor from the floors above.
- Exterior security systems such as coiling shutters or accordion gates should not be used. Instead, use alternate security systems such as lighting and electronic sensors and alarms.

### 4. Awnings

Awnings are typical facade elements for the buildings located along Main Street and served an important function sheltering store windows from the sun and merchandise - and people - from the weather. Consider these design guides when planning for awnings:

- Use traditional awning structures, colors and materials for use on

new buildings. These include canvas or canvas like materials with two to three colors arrayed in vertical stripes.

- Awnings should be retractable and not fixed in an open position and should be sloped to shed the rain, not perpendicular to the building facade.
- Awnings should be placed in the traditional position above the storefront windows but below the storefront cornice and should not cover other facade features.
- Awnings should be designed to fit the window or doorway and should provide adequate clearance above the sidewalk to allow safe passage for pedestrians (usually an 8-foot clearance is adequate).



Storefront detailing with a pronounced storefront cornice, sign board above and awning nicely fitted to the storefront opening.

### 5. Building Signs

Section 155-53: Signs, of the Village Code outlines requirements for sign design and location in the village. In addition to meeting the standards described in the Code, designers should also consider the positive, aesthetic impact that well-designed signs can have on the street environment. Building mounted signs and front yard signs contribute color, texture and interesting graphic compositions to the Main Street landscape. Consider



## Main Street Storefront Illustrating Traditional Design Elements, Cazenovia, NY

Cornice detail varies from one building to the next but all maintain a uniform alignment helping to define the storefront/pedestrian space along the walkway.

Awnings provide shade, shelter and accent color to the building and the streetscape. Note that the awning fits properly in the window opening and is retractable.

Piers with pilaster details, base and capital provide a traditional frame for the storefront and should be considered for new construction as well.

Maintain the kick plate or window ledge at the base of the window display area



Building signs are attractively located in the fascia area above the doorway and capped with a cornice that defines the storefront. Use painted sign boards or applied lettering as illustrated here.

All windows are of transparent glass and allow views into the shops and restaurants.

Two recessed doorways are used at this location and are separated by a display window that projects outward to the building line.

# The Storefront Model

the following general guidelines when designing for signage:

- When working with traditional buildings, such as those found along Main Street, typical sign placement would have been above the storefront window either within the frieze panel or above the cornice.
- Signs are best if professionally painted on the frieze below the first floor cornice or applied to a sign panel located over the frieze. Avoid the use of plastic materials.
- Use no more than three colors on the sign to maintain simplicity and elegance.
- Use exterior mounted lights that focus light on the sign and not to areas around the sign, especially to adjacent windows or to traffic along the street. Avoid using internally lighted signs such as with plastic signs.
- Hanging or "shingle" style signs are appropriate and should be designed with similar constraints as noted above for wall mounted signs. Shingle signs should be no more than five (5) square feet in area and should not project beyond 2 feet from the building wall or lower than 8 feet above the sidewalk. (Trowbridge & Wolf LLP and Bero Architecture, PC., 2005, p.20)

## 6. Utility Equipment and Outside Storage

Care should be given to the visual impacts associated with outdoor mounted utility equipment - electrical and HVAC equipment, etc. Guidelines for equipment include:

- Roof mounted and ground mounted equipment must be screened from view or isolated from all primary public use areas.
- Screen design and materials need to be compatible with the form and materials of the building.



Above, a pleasant storefront area with shingle-style business signs. Note the small scale and the ornamental hanger design.

Below, a traditional storefront with professionally painted sign in the frieze panel below the cornice and on the transom above the door.





## 5. Facade Openings: Windows & Doorways

The primary consideration in achieving compatible openings in the building facade for new in-fill construction or renovations to existing structures is to match the ratio of opening-to-solid area found in adjacent structures. This will give the new facade the same visual massing as the existing structures.

The second key consideration is to continue the relative proportions of openings (height-to-width ratios) found on the existing buildings. Typically this is exhibited as bands of vertically oriented windows at each floor with windows arrayed singularly or in groups of two or three units. Following this pattern will help the new building match up horizontally and vertically with its neighboring structures.

Other design considerations for window development include:

- Windows shall be transparent in first floor settings and will allow unobstructed views into the buildings from the street. Lightly tinted glass may be allowed on second or third story windows pending purposeful need. Reflective glass will not be allowed in any facade area.
- Replacement windows for renovation projects should be fabricated to fit the original openings in the existing building. Do not change the opening dimensions either to increase or decrease the opening size. This will adversely alter the facade composition. Contemporary windows with updated materials for casing, glazing, mullions and muntins, etc. can be used provided the original window patterns and dimensions are retained.
- Where window frame ornamentation exists on adjacent buildings such as wood or masonry hoods and sills, provide new windows with either a similar style ornament or a variation of the ornamental design. A key consideration for new ornament is to maintain a similar scale and character as found on the adjacent or traditional building.



Above, replacement windows are installed in a historic structure in Skaneateles, NY. Modern window design and materials incorporate the historic sash pattern: (6 over 6 double hung sash)

At left, new in-fill building incorporates traditional window and doorway patterns but uses simpler, more contemporary lines. Note the brick window hoods and stone sills. Also note the simplified storefront frieze and cornice detail.



The photograph below shows existing commercial structures along the north side of Walton Street in the Armory Square Historic District. Two to three-story buildings predominate the street. Two larger structures are also present. The buildings have block type massing with vertical oriented fronts. There is a lot of variation in facade expression which adds interest to the urban setting but there is also a general sense of unity that is based on shared design elements such as roof type (flat & shed), cornice detail, facade wall materials (brick), well defined first floor storefronts, decorative store windows and a well planned signage standard.



**Existing Historic Character of Armory Square**

Situated on the south side of Walton Street is a new mixed use in-fill development that responds well to the existing, historic context of the area. Building height and massing, roof line, facade materials/patterns and window-to-wall ratio match well with the historic structures that surround this development. Of special note here are the modulations in the facade alignment that organize the exterior wall into vertical projections and recesses that follow the building patterns of the surrounding structures. It appears that there are a number of small-scale buildings clustered together. The modulations help create a sense of human scale in an otherwise large urban development.



**New Mixed-Use In-Fill Development**

## **Compatible In-Fill Development Walton Street, Armory Square, Syracuse, NY**

# GALLERY



New in-fill structure replaces a building lost to fire. The design is clearly based on the character of the nearby heritage building. Building mass, verticality, facade materials and facade ornamentation relate to nearby structures. The design however does not a copy traditional forms but offers a contemporary interpretation of those heritage forms. The building has simpler lines and less detailed ornamentation - note the storefront cornice and fascia detail.



**Compatible In-Fill Development**  
**Skaneateles, NY**

New in-fill development has some building details in common with its neighboring building (roof type and cornice) but lacks a clear design association with it neighbor and misses an opportunity to build a common visual theme for the street. Facade orientation (horizontal not vertical), facade material and storefront window detailing including the use of tinted glass make the street setting unattractive.



**Incompatible In-Fill Development**  
**Syracuse, NY**



New mixed-use development along Main Street in the village setting includes a hotel on three floors and retail along the front of the first floor. The building coordinates its size and massing with existing buildings found along Main Street and shares the same basic facade elements - window area ratio for both the storefront and upper floors, facade materials and storefront transparency.

The design however does depart from the traditional Main Street forms through the use of a modest setback, three facade projections and a shallow hipped roof. This works well in its setting as it is not directly adjacent to, or within the

existing building row located a block to the right in the photograph below. The projections, covered balcony and covered lower level entrances provide interesting relief along the front building line and, as can be seen in the photograph below, a good sense for visual depth and opportunity for interesting shade and shadow patterns.

The building is finished well with quality materials and workmanship which gives the building and the street a real sense of quality and value.



## Compatible In-Fill Development Skaneateles, NY

# GALLERY



Existing, traditional storefront form has been removed or covered. Window area is significantly reduced. Storefront lacks the visual interest that is attractive to pedestrians and diminishes the appeal of the streetscape.



Exterior elements such as asphalt paving, worn concrete reduce visual appeal. Significant presence of utility poles and wiring also diminishes the visual quality.

Maintained existing stone veneer framing storefront

Maintained existing store windows including full window height, alignment with building line and transparency.

Business sign located in proper location in the frieze panel.



## Incompatible Storefront Renovation Syracuse, NY

## Compatible Storefront Renovation Syracuse, NY

# A Pedestrian-Oriented Commercial Area

Two of the primary goals for establishing the B-1 District Standards is to preserve the "typical Main Street aesthetic" and to "promote a pedestrian-oriented commercial area".

In other words, the village would like a Main Street commercial setting that caters primarily to a walking public, a setting that is relatively free from car traffic, offering a slower pace and one that provides an array of sensual interest: human scale, color, texture, shade, shadow, the smell of coffee and baked bread! - the classical qualities of the traditional Main Street.

The sketch below, taken from the Westfield Connections Study (2005), and the gallery of photographs on the facing page illustrate how the Main Street landscape can be developed to provide visual interest in the street landscape and thereby support the desired planning goal for a more pedestrian-oriented commercial core.



Essential elements include:

**Human Scale.** Walkway width and storefront height are the chief formative elements. Street trees enclose the walkway space. Street lights also provide scale.

**Separation from Traffic.** The walkway is a human space and requires separation from traffic both physically and visually. Street trees, street lights, planters, etc. create a "virtual" barrier between the walkway and the roadway, helping to create a dedicated pedestrian space.

**Visual Detail.** Because this is a slower paced walking environment, visual detail becomes essential to maintain interest. Storefront window displays, architectural detail and ornament, paint color, awning fabric/color, street lighting and street trees all contribute to create an overall visually rich environment.

**Signs.** Business signs are not only practical business identifiers, they also make important contributions to human scale and enclosure, visual interest and establish traces to historic patterns of the village.

**Pavements.** Often overlooked, walkway pavements contribute to the array of color and texture in the visual field. They are also important in that they stimulate the sense of touch - how the pavement feels under foot provides subtle but important cues to the quality of the street space.

**Shade & Shadow.** Subtle and also often overlooked, patterns of shade and shadow accentuate the visual field providing contrast and highlight and a general sense of spatial depth. Projection and recess, relief and reveal in architectural and material components adds greatly to the visual richness of the pedestrian space.

**Street Trees.** Not only do trees help enclose and define the pedestrian space, they also bring horticultural interest - leaf and flower color, branching form and the attendant patterns of shade and shadow enliven the street environment.





Skaneateles, NY

Above, commercial core areas often include historic residences adapted for business use. The setback and attendant front yard gardens add a beautiful counterpoint to the commercial core.



Cazenovia, NY

Above, sidewalk "accessories" utilizing antique planters, dried arrangements and floral displays advertise the shop merchandise as well as provide interesting elements to the street scene.

Below, a lively storefront composition brings energy and interest to the street landscape.

Below, corner entry on this historic building is unique and contributes to the variety and interest of the street. Note also the pavement variation using concrete and modular pavers.



Skaneateles, NY



Skaneateles, NY





## Appendix A

### Secretary of the Interior's Standards for Rehabilitation of Historic Buildings and Landscapes

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The B-1 Retail Business District overlays portions of the French Portage Road Historic District. The historic district was created based on a policy that the various historic structures and landscapes located in the village have value to the community and the aesthetics and spatial patterns found in the historic structures ought to be preserved and kept in active use. As an aid to rehabilitation of local historic properties and as a means to determine appropriateness (and eligibility for tax credits) for rehabilitation efforts, the US Secretary of the Interior has developed standards to help guide communities and property owners considering rehabilitation efforts.

Listed below are ten basic principles from the Standards formulated to help preserve the unique qualities of historic buildings and landscapes.

"The **Standards** (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired." (Grimmer, A., Weeks, K., et al., 1995)

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