APPENDIX C

Commercial Guidelines

Guntersville Historic Preservation Commission

Adopted 10/26/16

APPENDIX C

Guntersville Historic District

Commercial Guidelines

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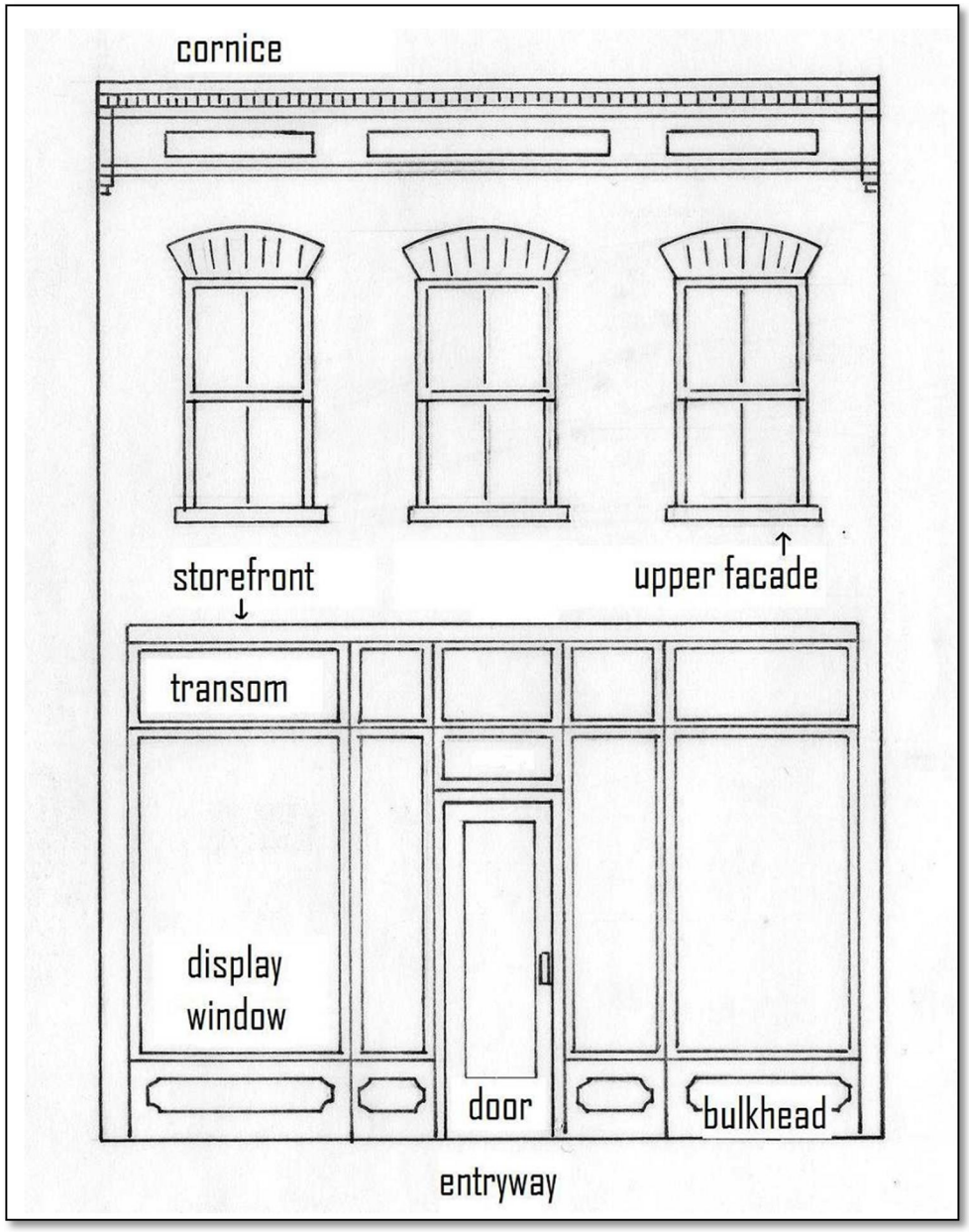
Introduction - Guntersville Commercial Design Guidelines

Most commercial buildings of the late nineteenth and early twentieth centuries have standard elements in common on their facades. At the base, the façade will have bulkheads that support fixed display windows and the entrance will typically have a high degree of transparency. Often there will be fixed or operable transom lights above the windows and door. In two-part commercial block building, the upper façade will have sash windows. Commercial buildings often have a decorative cornice of corbelled brick or sheet metal at the roofline.



This drawing shows a typical late nineteenth- and early twentieth-century commercial building and identifies some of its components.

Article I: Accessibility & Life Safety

Historic commercial buildings must be compliant with current standards for life safety and accessibility. The federal guidelines for the Americans with Disabilities Act of 1990 offer helpful flexibility for compliance of historic buildings. The Historic preservation Commission (HPC) bases its review of such proposed alterations on whether the external modifications will compromise the architectural integrity or the historic character of the building and site. Most building entrances in the downtown historic district are of sufficient width to permit the passage of wheel chairs. If additional access is needed, owners are encouraged to contact the HPC early in the planning process for professional assistance and to work with building code officials in exploring the most appropriate methods to meet safety code requirements.

The city has undertaken a number of ADA compliant efforts such as the cross-walk at Court Street and Gunter Avenue.

Fire escapes and staircases should be appropriately located on side or rear elevations.

In most cases the Historic Preservation Commission (HPC) will require the following:

1. When considering a new use or change to a historic building, review all life safety code and accessibility requirements to determine if the proposed change is feasible without compromising the overall historic character of the historic building and its setting.

2. Accommodate life safety and accessibility requirements in ways that maintain and preserve the historic character of the building and its setting.

3. Introduce new or additional means of access, if needed, that are reversible and do not diminish the original design of a character-defining entrance or features such as porches. Consider secondary entrances for access.

4. Locate exterior fire stairs, fire doors or elevator additions on a rear or inconspicuous side elevation. To diminish their impact, design these elements to be compatible with the architectural character, proportion, scale, materials and finish of the historic building.

Article II: Architectural Metals

Architectural metals provide decorative embellishment to historic commercial building and contribute to the overall appearance through their distinctive shapes, textures and details. Historic metals include cast iron, wrought iron, pressed tin, copper, brass, bronze, and aluminum. The most common architectural metals in historic commercial districts are sheet metal cornices and metal bulkheads. Cast iron columns or pilasters are often hidden beneath added storefront materials.

Retention and care of original architectural metals are important in preserving the historic character of the building or site feature. Regular attention to the physical condition of metal surfaces will prevent deterioration from corrosion, fatigue, or water damage. Metal roofs and gutters require routine clearing of debris and leaves to prevent deterioration. A protective paint film is essential for ferrous metals in preventing corrosion and rust. If the film deteriorates, corrosion will occur. If corrosion has occurred, remove loose rust and immediately prime the surface with a rust-inhibiting primer (such as zinc-based) to prevent further corrosion. Non-ferrous metals such as copper, brass, and bronze do not require the protection of paint. These metals develop an intrinsic patina that imparts a historic appearance that is not a sign of deterioration.

An appropriate cleaning method or substance can be chosen based on the softness of the metal. Soft metals, including copper, tin, brass, aluminum, and lead, may be cleaned chemically. Hard metals like cast or wrought iron and steel can tolerate the abrasion of careful wirebrushing or hand scraping necessary for cleaning. Harsher abrasive techniques, such as low-pressure grit blasting or glass bead blasting, may only be used on cast iron or steel surfaces when gentler techniques are unsuccessful. These techniques are not appropriate for other historic metals.

Always try to repair damaged metal instead of replacing it. However, if replacement is necessary, make every effort to replace the metal in-kind. If this is not possible, appropriate substitutions may be considered. For example, a fiberglass or wood detail might be substituted for a missing decorative metal detail.

This original sheet metal cornice at 387 Gunter Avenue is well maintained and is a major feature of this commercial building.

In most cases the HPC will require the following hierarchy of principles (i.e., preserve, maintain, repair, and replace if beyond repair):

1. Retain and preserve historic architectural metal materials and features, including their dimension, pattern, form, color, texture, and detail, that contribute to the overall character of the commercial building. Metal features include cornices, gutters, downspouts, and hardware.

2. Maintain and protect historic architectural metal surfaces, features, materials, and details through appropriate maintenance, cleaning, and repair methods.

- Inspect architectural metal surfaces for evidence of moisture damage, corrosion, fatigue or structural failure and paint film deterioration.

- Provide adequate drainage of metal surfaces to avoid the collection of debris on horizontal surfaces and decorative elements. Clear metal roofs and gutter of debris and leaves.

- Maintain a protective paint film or lacquer on ferrous metal surfaces. If necessary, repaint previously painted metal surfaces in colors that are appropriate to the building or site feature. Clean and prepare metal surfaces for repainting with the gentlest, effective methods appropriate for the specific metal. It is not appropriate to use harsh abrasive techniques on historic metal features.

3. Repair historic metal features, materials, and surfaces using traditional preservation techniques, including patching, splicing, and reinforcing.

4. Replace deteriorated or damaged historic architectural metal features and materials in-kind, only if they are deteriorated beyond repair, ï matching the original in material, design, dimension, color, and detail. Wherever possible, limit replacement to the deteriorated section only rather than the entire feature. Use compatible, substitute materials only if it is not technically feasible to replace in-kind.

5. Replace a missing architectural metal feature with a new feature based upon accurate documentation of the original feature or a new design compatible in material, design, color, size, and scale with the historic building or site. It is not appropriate to introduce a metal feature or detail where one did not exist historically.

Article III: Entrances and Doors

Entrances and doors are highly stylistic and individual to a commercial buildingôs historic character and period. The primary façade entrance of a commercial storefront is the focal point and a key architectural feature. It is the portal from the city sidewalk into the business and creates a first impression for the pedestrian. The loss and replacement of a historic entranceôs door diminishes the historic character. Preserving the original door is always more desirable than replacing it. Routine maintenance is easy and inexpensive. Doors, because of their solid construction, can almost always be salvaged. Original wood doors should be cleaned, repaired, and maintained. Weatherstripping and good locks can make old doors energy efficient and secure. Replace the deteriorated bottom rail of a wood door rather than replacing the entire door. Wood epoxy can be used to maintain and repair original wood doors. Retain original hardware such as hinges and handles. If an original door cannot be saved, it is important that the replacement match the original in design, materials, and dimensions.

Left, the original three-light and three-panel wood door (372A Gunter Avenue) and right, single-light double doors (355 Gunter Avenue) should be preserved and maintained.

In most cases the HPC will require the following hierarchy of principles (i.e., preserve, maintain, repair, and replace if beyond repair):

1. Retain and preserve historic doors that contribute to the overall character of a building.

2. Maintain and protect the historic materials, surfaces, features, finishes, and details of doors by appropriate maintenance and repair methods as needed. Repaint wood surfaces as necessary in colors that are appropriate to the building.

3. Repair deteriorated or damaged historic materials and features through traditional methods. It is not appropriate to remove a distinctive feature rather than repair it.

4. Replace deteriorated or damaged historic door features, only if beyond repair. Replace in-kind, matching the original in material, design, dimension, and detail. Replace only deteriorated sections rather than the entire door. Consider compatible substitute materials only if it is not technically feasible to replace in-kind.

5. Replace a missing door feature with a new one based upon existing documentation of the original feature, or use a new design compatible in material, design, dimension, color, size, scale, texture, and detail with the historic building. For commercial buildings, single-light glass and wood doors with panels are most appropriate.

6. It is not appropriate to alter, enlarge, or diminish a historic door opening.

7. Install fabric awnings over door openings, if desired and where historically appropriate, so that historic features are not damaged or obscured.

8. Rear doors typically do not include glass panes and serve a solely utilitarian function. Since they are out of public view, it is not common for rear doors to require as rigorous a preservation approach. Replacement rear doors may be simple in design and fit the existing, unaltered opening.

Article IV: Masonry

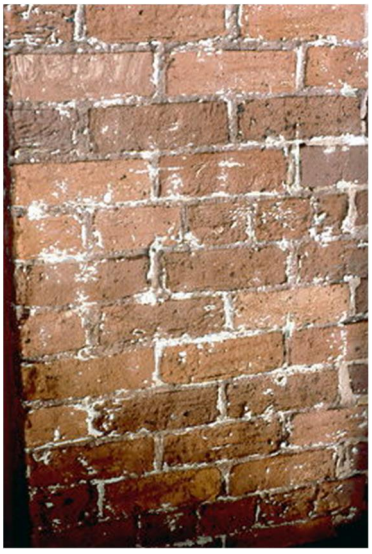
Masonry materials for commercial buildings include brick, native stone, terra cotta, slate, tile, concrete block and stucco. Masonry surfaces contribute texture, scale, color, bonding pattern, joints and details to the overall appearance of a historic building. Brick is by far the most common masonry material found in the Downtown Guntersville Historic District. Masonry foundations are often distinguished from the walls they support by a change in material, pattern, or texture such as a water table or distinctive band of brick. Some foundations have been painted.

With proper maintenance, a historic masonry surface can be long-lasting. Very little effort is required to maintain its appearance and stability. In fact, cleaning is recommended only if dirt or organic matter is noticed. Such accumulation can promote retention of moisture on the masonry surface and lead to deterioration. If cleaning is necessary, use the gentlest methods possible. High-pressure cleaning techniques such as sandblasting or waterblasting can cause permanent damage to the surface of historic masonry and, therefore, should not be applied. The most common cause of masonry deterioration is not dirt, but moisture. If water can enter the wall, roof, foundation, or chimney through loose masonry joints or cracks, it will cause penetrating damage.

Periodic re-pointing of masonry surfaces ï the process of replacing weakened mortar joints with new mortar ï may be required to prevent moisture from penetrating the building. It is important to match the new mortar with the original in strength, texture, color, width, and tooling profile and to avoid smearing mortar on the masonry surface. Generally, parging and above-grade, water-repellent coatings are not recommended. Faulty gutter and downspouts are usually the cause of water penetration on masonry buildings, though deteriorated mortar, capillary moisture from the ground (rising damp), or condensation can also cause the same result. Usually, if these conditions are addressed, coatings and sealers are not necessary. In fact, these types of applications may cause greater deterioration of the masonry by trapping moisture inside the wall. In addition, coatings can cause a conspicuous change of color and/or reflective property of the masonry surface. Property owners need to carefully evaluate any water penetration problems before using above-grade water repellents.

Left: Glazed bricks are a unique wall surface at 501 Gunter Avenue.

Right: Abrasive cleaning removes the exterior patina or "crust" of the brick allowing the soft brick interior to peel away. No abrasive cleaning shall be used on Guntersville's buildings.



In most cases the HPC will require the following hierarchy of principles (i.e., preserve, maintain, repair, and replace if beyond repair):

1. Retain and preserve historic masonry materials and features, including their color, texture, pattern, and detail, that contribute to the overall historic character of a building, site, or district. Masonry features include chimneys, foundations, walls, steps, retaining walls, walkways and terraces.

2. Maintain and protect historic masonry materials, features, and details through appropriate maintenance, cleaning, and repair methods as needed.

- Start with gentle cleaning methods, such as low-pressure washing. If unsuccessful, mild chemical cleaners may be appropriate. Test chemical cleaning or paint-stripping techniques on an inconspicuous location before applying the product generally. Never employ destructive cleaning techniques such as power washing, sandblasting or high-pressure waterblasting on historic masonry.

- Do not paint or coat historic masonry surfaces unless they were previously painted or coated. Repaint previously painted masonry surfaces in colors that are appropriate to the building or site feature.

3. Repair historic masonry mortar joints by repointing them if the mortar is deteriorated or missing, or if there is evidence of moisture penetration. Using hand tools, carefully remove loose and crumbling mortar before applying new mortar. When repointing mortar joints, make sure the new mortar matches the original in color, composition, strength, tooling profile, and texture, duplicating the appearance of the original mortar joint. Power tools can be used if workers are properly trained. Consider masonry coatings and water repellents only if traditional repointing and repair techniques are not successful.

4. Replace deteriorated or damaged historic masonry materials and features, only if they are damaged beyond repair. Replace in-kind ï matching the original in material, design, color, dimension, and detail. Wherever possible, limit the replacement to the deteriorated section only rather than the entire feature. Consider compatible substitute materials only if it is not technically feasible to replace in-kind.

Decorative masonry features such as Romanesque arches at 414 Gunter Avenue (top) and soldier courses above the windows as at 427A Gunter Avenue (bottom) should be maintained according to design guidelines for masonry in order to preserve these character-defining features.

Article V: New Construction of Commercial Buildings

In downtown commercial districts, historic buildings are often lost due to fires or past demolition, leaving vacant space in the streetscape. New buildings may be desired on main thoroughfares or side streets within the historic district to fill the voids. If designed appropriately, new buildings can be assets to a historic district, providing continuity to the streetscape and increased business activity. New building designs are encouraged to reflect the historic architecture of the commercial district and established design principles. Contemporary designs may also be acceptable if they are compatible with the overall character of the historic district. The compatibility of proposed new construction is considered in terms of both the building and the building site.

Compatibility of a proposed new building should be considered in terms of scale, height, massing, proportion, and roof form. These design aspects should complement those of buildings surrounding a proposed site. Scale refers to the size of the construction units and their architectural details in relation to the size of a person. Height of a new building should also be similar in a row of buildings, not exceeding the established profile by more than one or two stories.

Any proposed new building should be consistent with the setback, spacing between buildings, orientation to the street, and lot coverage characteristics of the historic district. For a streetscape, a consistent setback ï the distance from the front wall of the building to the street ï maintains a rhythm and coherence. Similarly, a regular pattern of spacing between buildings contributes to the visual flow of a streetscape.

Building features, openings, details, materials and textures characteristic of the downtown area provide additional criteria for evaluating the compatibility of proposed new construction. New commercial buildings should follow traditional pedestrian orientation of the district and have storefronts or other compatible openings on the ground level of the façade facing the street.

Infill buildings in the historic district can be compatible through the design of storefronts with recessed entrances and cornice lines and upper façade fenestration and detailing similar to traditional commercial designs.

In most cases the HPC will require the following:

1. The siting of new construction shall be compatible with nearby historic buildings, following the unifying characteristics of the streetscape such as setback, spacing, orientation to the street, and lot coverage.

2. New construction design shall blend with the overall visual and physical character of the building site, including its topography and significant site features.

3. New construction shall be compatible with nearby historic buildings in terms of building scale, height, massing, proportion and roof form.

4. Design new construction to be compatible with nearby historic buildings that contribute to district character.

5. With respect to height-to-width ratios, the design of new buildings should follow the existing patterns of windows and doors to be compatible and blend into the streetscape.

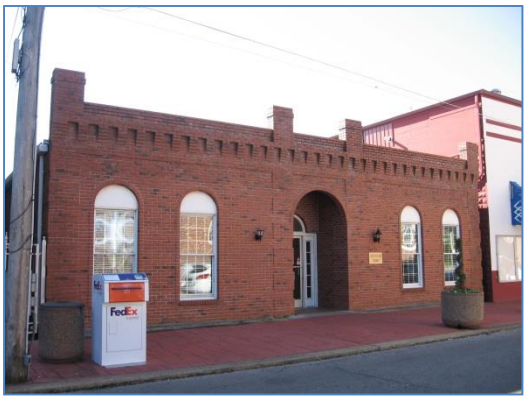
6. Design new buildings with solid-to-void rhythms and open-to-solid proportions compatible with the traditional pattern within the historic district.

7. Use materials and textures for new buildings compatible with historic buildings and the overall character of the district. Brick is the most appropriate material for new construction. The use of cementitious siding may be appropriate for rear elevations. Exterior insulation finishing system (EIFS) materials will not be approved.

8. Select colors for a new building that complements the existing use of color in the surrounding area.

9. New architectural details and articulation shall be compatible with historic buildings that contribute to the overall character of the district.

10. Windows shall be designed with divided lights and not have snap-in or flush muntin bars.



New commercial buildings can be contemporary in design (left) or reflect historic designs (right). Either approach is appropriate if the new building is compatible with the adjacent historic buildings.

Article VI: Parking Lots

Historic commercial districts were laid out pre-automobile and gradually came to accommodate vehicular traffic and parking needs with paved streets and parking spaces, including the addition of large off-street parking lots. Most parking lots are located behind buildings. Often these large parking lots lack landscaping and striping and should be improved in the future.

Existing and future parking lots should be screened with plants or fencing. Existing trees and their root areas should be protected with structural soils and permeable paving. Plant new trees to provide screening and diminish glare, heat, and noise. Incorporate planting medians or islands into large paved areas to further soften the visual impact. Pave parking areas with appropriate materials such as gravel, crushed stone, brick, or asphalt.

In most cases the HPC will require the following:

1. In the commercial historic district, locate parking lots behind historic buildings and out of public view. Creating parking areas in front of commercial buildings by removing sections of sidewalk is inappropriate.

2. Ideally, a parking lot will be shared by businesses or institutions with different peak use times. Parking lots located between businesses that are visible on the street side should be screened with landscaping.

3. Clearly distinguish parking and pedestrian areas through landscaping and fencing, as well as striping.

4. Enhance and highlight the existing commercial parking lots with a unifying design and consistent landscaping.

Parking lots should be landscaped and not left bare and without striping such as this example.

The addition of striping assists in separating the parking spaces from pedestrian walkways.

Article VII: Rear Facades

Unlike many cities, Guntersvilleôs downtown buildings have prominent rear facades facing public streets as well as the primary facades. The rear facades typically were designed with less ornamentation and details than those facing the main street. In Guntersville, buildings along the west side of Gunter Avenue also have rear facades facing old Town Street. Those on the east side of Gunter Avenue also have many of the rear facades readily visible from Blount Avenue due to the presence of parking lots and connecting alleys between the blocks.

Downtownôs rear facades require review by the HPC. However this review may be more flexible than the primary facades depending on the presence of architectural features and visibility from the street. It is appropriate to treat these rear facades as secondary and allow additions such as decks or porches to serve tenants of the buildings. Rear facades also offer opportunities for additional access into the building from rear parking areas and can be enhanced through awnings, restoration of windows and doors and signage.

In most cases the HPC will require the following:

1. Generally, original materials and features on rear elevations should be preserved and maintained.

2. The appearance of rear elevations can be enhanced through the screening of infrastructure elements and the use of signage and appropriate shed style awnings of canvas or similar material.

3. Rear elevations are appropriate locations for mechanical systems, meters and fire stairs.

4. Porches and decks on rear elevations may be appropriate if they are simple in design. For decks, square balusters are recommended. Porches may be screened if they have large screen panels and minimal framework.

Rear facades such as these can be enhanced through screening of mechanical systems and the addition of awnings and signage.

Article VIII: Roofs

Roof shape and design are important features for historic buildings. Repetition of similar roof forms along a streetscape creates a sense of rhythm, scale, and cohesiveness. Roof pitch, materials, size, and orientation are all contributing factors to roof appearance. The most common roof forms for commercial buildings are flat or shed roofs, with gable and hipped forms being less common. Commercial roof features include parapets, cornices, and decorative finials, and cresting. These historic features should be preserved.

In most cases the HPC will require the following hierarchy of principles (i.e., preserve, maintain, repair, and replace if beyond repair):

1. Retain and preserve historic roof shapes, materials, and features. Preserve historic roofs in their original size, shape and pitch, and original features, such as cresting, finials, parapets, cornices, and chimney flues.

2. Maintain and protect the historic materials, surfaces, features, finishes and details of roofs by appropriate maintenance and repair methods. The key to preserving a historic building is dedicated roof maintenance which prevents moisture penetration.

- Install and maintain gutters, downspouts, and splash blocks. Retain existing boxed gutters and keep them in good working order. Repair deteriorated gutters.

- Locate downspouts away from architectural features and on the least public elevation of the building. Proper placement of downspouts will protect the building and not detract from its historic character.

3. Repair deteriorated or damaged historic materials and features through traditional methods.

4. Replace deteriorated or damaged historic roof features in-kind, only if beyond repair. Match the original in material, design, dimension, and detail. Replace only the deteriorated section rather than the entire feature. Consider compatible substitute materials only if it is not technically feasible to replace in-kind.

5. Do not introduce new roof elements that detract from the buildingôs historic appearance and character. Install modern features such as skylights, solar panels, decks, balconies, and satellite dishes behind a roofline parapet or to the rear of the roof, out of public view.

6. Do not add roof features that are not original to the building, such as spires or parapets.

Article IX: Storefronts

Downtown Guntersville has several buildings which display storefronts of the late-nineteenth and early-twentieth century. From a pedestrian viewpoint, a city streetscape is visually unified by a row of storefronts sharing a common setback from the street and similar components. Storefronts consist of large display windows and a primary façade entrance. In addition to display windows, functional and decorative features of storefronts may include doors, transoms, pilasters, awnings, entablatures, bulkhead panels, and signs. Historic commercial buildings often have a recessed entrance with glass side walls to increase window display area. The floor area within the recessed entrance provides an additional surface for advertising through the use of mosaic tile flooring. Materials for the bulkhead panels below the display windows include wood panels, ceramic tile, brick, marble, or metal.

Regular care and maintenance of storefronts is important to the general appearance of the business and to the preservation of the building. Repair and replacement of damaged parts requires attention to details of material, dimension, and color. Maintain wood components with caulking and paint to ensure a proper seal against moisture and decay. Masonry components of storefronts, such as brick and tile, may require re-pointing, as discussed under the guidelines for masonry. The loss of distinctive storefront features can detract from the historic character of the entire building. Likewise, the substitution of anachronistic contemporary materials, such as vinyl or aluminum, for traditional wood or tile would compromise the historic integrity of storefront and diminish its relationship to the surrounding area.

In the early- to mid-20th century, building owners often modified their storefronts to stay current with modern style. Sometimes these changes add a new layer of historic fabric, such as adding Carrara glass to exterior surfaces. Sometimes these alterations have, instead, resulted in the concealment of original features, such as transoms, bulkheads or display windows. In these cases, building owners are encouraged to remove these materials and restore the storefrontôs original appearance.

In most cases the HPC will require the following hierarchy of principles (i.e., preserve, maintain, repair, and replace if beyond repair):

1. Retain and preserve historic storefront materials and features, including their dimension, pattern, form, color, texture, and detail, that contribute to the overall character of the commercial building.

2. Maintain and protect historic storefront surfaces, features, materials, and details through appropriate maintenance, cleaning, and repair methods.

3. Repair historic storefront features, materials, and surfaces using traditional preservation techniques, including patching, splicing, and reinforcing.

4. Replace deteriorated or damaged historic storefront features and materials in-kind, only if they are deteriorated beyond repair, ï matching the original in material, design, dimension, color, and detail. Wherever possible, limit replacement to the deteriorated section only rather than the entire feature. Use compatible, substitute materials only if it is not technically feasible to replace in-kind.

5. Replace a missing storefront feature with a new feature based upon accurate documentation of the original feature or a new design compatible in material, design, color, size, and scale with the historic building or site. It is not appropriate to introduce a storefront feature or detail where one did not exist historically.

6. The addition of fabric or canvas awnings on storefronts is appropriate and encouraged. The addition of new metal, wood or other synthetic material awnings is not appropriate and will not be approved. Removal of non-historic metal, wood or synthetic material awnings and replacement with fabric awnings is highly encouraged. The repair or replacement of existing non-historic awnings with materials to match may occur as needed. When fabric awnings are installed they should be at traditional locations such as above transoms and not obscure or damage any significant historic features.

The building at 355 Gunter Avenue has a typical commercial storefront composed of a transparent entrance and display windows resting on brick bulkheads.

This historic storefront at 2303 Court Street uses standard components – large fixed window on bulkhead, glass and wood door, and transom lights –in a façade of smaller area.

The black Carrara glass panel at 427A Gunter Avenue is an example of storefront modifications that are now historic in their own right and should be preserved.

Article X: Utilities & Energy Retrofit

Most property owners are concerned with energy conservation and adequate utility service. To achieve this, upgrading or introducing new mechanical and communication systems is required to maximize these modern considerations. Owners of historic properties must take steps to ensure these installations and practices do not compromise the character of the buildings, the sites, or the district as a whole.

Traditionally, commercial building design incorporated design features such as awnings and transoms for temperature and air flow control. Responsible retrofitting of historic buildings combined with taking advantage of their inherent design features can maximize energy conservation.

The first steps in retrofitting include the addition of adequate weatherstripping around window sashes and doors to prevent air leaks and glazing that seals glass window panes. Once these repairs are made, storm windows and doors can be installed to provide a further barrier between outdoors and indoors. The installation of exterior storm windows is encouraged in the historic district for commercial buildings. Old windows can far outlast new replacement windows. Retain original windows, and add storm windows to achieve energy savings equal to that of most new replacement windows. Interior storm windows may also be an option but special care must be taken to ensure that moisture does not accumulate between the storm window and the original window, as this can cause damage to the wood surround. Both exterior and interior storm windows must be fitted properly and be operable in order and removable to receive their maximum benefit.

To minimize the visual impact of exterior storm windows, choose a design with a narrow profile with a painted or baked enamel finish in a color compatible with the sash color. The meeting rails of operable storm windows on double-hung windows shall align with those of existing windows.

Carefully plan the introduction, rehabilitation, or replacement of mechanical or communication systems such as heating and air conditioning units, solar collectors, fuel tanks, gas meters, television antennas or satellite dishes. Ensure their location and installation will not damage or detract from the historic character of the building, site, adjacent properties or the district as a whole. Window air-conditioning units and solar panels are acceptable, but shall be located as unobtrusively as possible. Conformance with local building codes and utility company standards is required. New systems often require the installation of additional utility lines and poles. Avoid overpowering the streetscape with unsightly lines and poles by investigating the use of underground cable to reduce visual detractions.

Awnings are appropriate for commercial storefronts and entrances such as at 2316 Taylor Street.

Storm windows are recommended to conserve energy.

Heating and cooling units shall be sited at rooftops where they are not visible from the street (above) or are screened through landscaping or fencing (below).

In most cases the HPC will require the following:

1. Retain and preserve the historic energy-conserving features and materials that contribute to the overall character of a building or site, including projecting front canopies, shutters, operable windows, and transoms.

2. Protect and maintain historic energy-conserving features and materials using methods and treatments according to appropriate guidelines (i.e., wood, metal, etc.)

3. Repair historic energy-conserving features and materials using methods and treatments according to appropriate guidelines (i.e., wood, metal, etc.)

4. Replace missing historic energy-conserving features in-kind only if deteriorated beyond repair.

5. Increase the thermal efficiency of historic buildings through appropriate, traditional practices, including the installation of weatherstripping and caulking, storm windows and doors, insulation in attics, floors, and walls, and, if appropriate, awnings and operable shutters.

6. Install new mechanical systems, if needed, in areas and spaces that will require the least amount of alteration to the historic building fabric and site features. These systems should be placed in alleys and along rear elevations and be screened from view through fencing or lattice panels.

7. Select narrow-profile exterior storm windows, if desired, with meeting rails that align with the existing double-hung windows. Select storm windows with a painted or baked-enamel finish in a color compatible with the window sash color. Do not install storm windows with a bare metal finish.

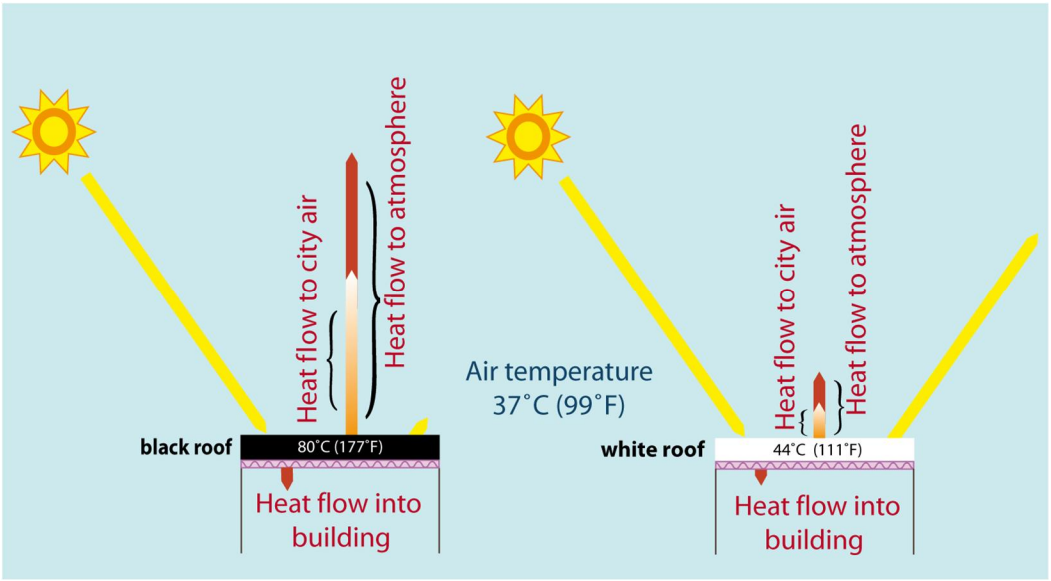
8. Consider the installation of solar panels in a location where they are not readily visible from the street.

9. Consider the use of reflective roofing surfaces to increase energy efficiency in warmer months. Most commercial buildings have flat roofs, and this retrofit would not be visible.

10. Install fabric awnings over storefronts, windows, and door openings, if desired and where historically appropriate, so that historic features are not damaged or obscured.

11. Locate new utilities and mechanical equipment such as meters, exposed pipes, wires and heating and air-conditioning units, along the rear or side elevation not visible from the street. These utilities should be screened from view.

Guntersville's commercial buildings can be made more energy efficient through the introduction of reflective roofing materials as illustrated above. The illustration below shows how reflective roofs reduce heat flow into the building. (Graphic courtesy Department of Energy).



Article XI: Windows

Windows contribute significantly to a commercial buildingôs appearance and may be indicative of specific architectural styles or periods. Functionally, these openings allow for natural light and ventilation. Aesthetically, their arrangement and configuration help define the buildingôs historic character. Fenestration patterns create unity among buildings along a streetscape, solidifying a district. A missing historic window or panes detracts from the overall appearance and character of a building or streetscape.

Preserving original wood windows is always more desirable and more cost-effective than replacing them. Modern materials cannot re-create the texture or impart the same historic feeling of original wood windows. Routine maintenance is easy and inexpensive. Broken sash cords can be replaced, and sashes that stick may be made operable simply by adjusting the stop molding or removing excess paint. If the sash is too loose, the stop may need to be moved in slightly. Weatherstripping, re-glazing, and caulking will help seal air leaks, improving energy efficiency. Rotten or damaged wood can be preserved in place with a wood consolidant. Occasionally, a historic window sash may require replacement, but rarely, the entire window. Wood sash windows, like other historic wood elements, can be maintained and repaired with epoxy and paint for a proper seal to prevent deterioration from moisture.

When replacing window details such as casings or muntins, it is important to maintain the original character. Match the muntin profile of the new sash to the historic sash. If an original window is beyond repair, it is important that the replacement match the original in design, materials, pane configuration, and dimensions. It is not appropriate to alter, enlarge, or diminish existing window openings on a historic building.

Traditionally, shutters were installed to provide ventilation during rain and protect closed windows during storms. It is appropriate to reintroduce shutters only where shutters have been removed and if there is evidence of previous shutters. Adding retractable canvas awnings to upper floor windows is also appropriate and have been used for years. Awnings create shade in warm weather and when raised in cooler temperatures, allow the sunôs heat to provide warmth.

Preserve original wood-sash windows like the six-over-six design at 2303 Court Street and the one-over-one design at 412 Gunter Avenue.

In most cases the HPC will require the following hierarchy of principles (i.e., preserve, maintain, repair, and replace if beyond repair):

1. Retain and preserve historic windows, including their dimensions, configuration, color, texture, and detail that contribute to the overall character of a building, including their functional and decorative features, such as sash, frame, surround, sill, shutters, and hardware.

2. Maintain and protect the historic materials, surfaces, features, finishes, and details of windows by appropriate maintenance and repair methods as needed. Repaint wood windows, as needed, in colors that are appropriate to the building.

3. Repair deteriorated or damaged historic materials and features through traditional methods. It is not appropriate to remove a distinctive feature rather than repair it.

4. Replace deteriorated or damaged historic window features in-kind, only if deteriorated beyond repair ï matching the original in material, design, dimension, color, and detail. Wherever possible, limit replacement to the deteriorated section only, rather than the entire feature. Consider compatible substitute materials only if it is not technically feasible to replace in-kind. The HPC may request an expert opinion for the necessity of window replacement.

5. Replace a missing window with a new window based upon existing documentation if available, or use a new design compatible in material, design, dimension, color, size, scale, texture, profile, and detail with the historic building. It is not appropriate to introduce a new feature or detail that creates a false historic appearance.

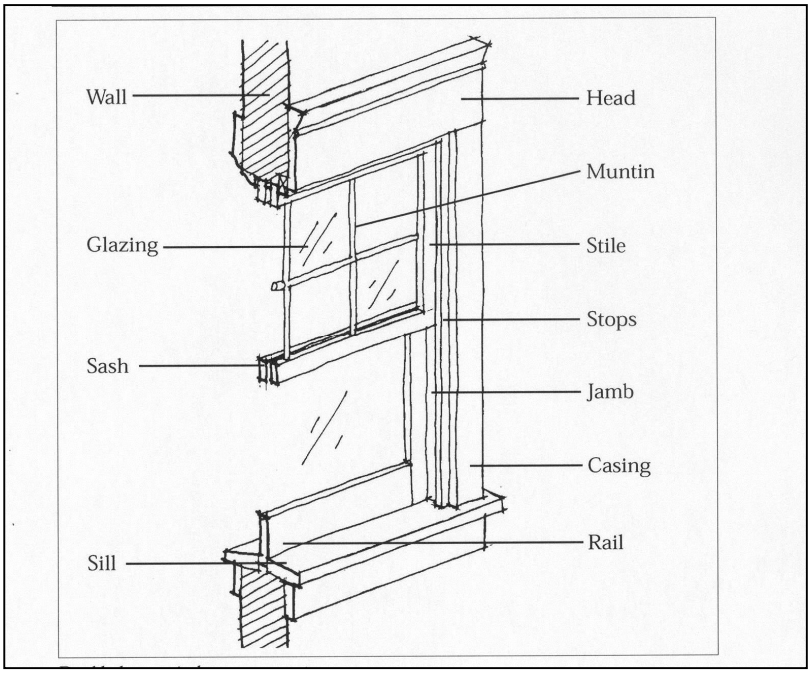
6. If the existing original windows are beyond repair or no longer exist, replacement with new wood windows compatible with the age and style of the building are preferred. New windows made of aluminum-clad wood with an enameled finish (not anodized) are less appropriate but may also be approved if they are compatible with the age and style of the building. Thermal pane (also known as insulated glazing) replacement windows are acceptable only when the historic windows in a building have been previously removed. When used, thermal pane windows must have true divided lights. Insulated glass units have a finite life, requiring repeated replacement. A more sustainable option is single-glazed sash windows with storm windows.

7. The installation of vinyl or vinyl-clad wood windows will not be approved in the historic district. Vinyl is not an environmentally sustainable material and is not compatible with historic buildings.

8. Install fabric awnings over windows, if desired and where historically appropriate, so that historic features are not damaged or obscured.

9. Replace missing or deteriorated wooden shutters with new shutters that are sized to fit the window opening and mounted to the window casing so they appear operable.

Adding canvas awnings to windows is appropriate and encouraged (501-503 Gunter Avenue).



The Illustration at left identifies the parts of a historic sash window.

Article XII: Wood

In the downtown commercial district wood is primarily used as an exterior accent in storefronts and windows. These details contribute to the overall character of the building, so it is important to maintain and repair wood features as needed. Routine maintenance involves simple caulking and sealing of vertical and exposed wood joints. As with masonry surface, the key to preserving wood surfaces is keeping out water. Painting the surface protects it from exposure to the elements. Repair or replace decaying boards and other wooden elements through splicing or piecing. Select replacement wood that matches the design and dimensions of the original component. Wood epoxies that stabilize and save a damaged or decayed feature in place may be the best solution for preserving unique, distinctive features that would be difficult to replicate.

The entrance of the building at 336 Gunter Avenue has historic wood elements including an original door, surround, and brackets.

Wood is a traditional material for commercial signage, like this one at 378 Gunter Avenue.

In most cases the HPC will require the following hierarchy of principles (i.e., preserve, maintain, repair, and replace if beyond repair):

1. Retain and preserve historic wood materials and features, including their color, dimension, texture, pattern, form, and detail. that contribute to the overall character of a commercial building including exterior trim, storefronts, windows and doors.

2. Maintain and protect historic wood surfaces, materials, features, and details through appropriate maintenance, cleaning, and repair methods as needed. Start with the gentlest of cleaning agents and methods to remove dirt or organic material. Do not use high-pressure or harsh chemical treatments

3. Repair historic wood features and materials using traditional preservation techniques, including patching, splicing, reinforcing, and consolidating. Use epoxy to bind pieces.

4. Replace historic deteriorated or damaged wood features and materials in-kind, only if deteriorated beyond repair, - matching the original in material, design, dimension, color, and detail. Where possible, limit replacement to the deteriorated section only rather than the entire feature. Use precision hand tools to remove deteriorated pieces. When the new piece of wood is in place, sand if necessary and paint to match the original wood feature. It may be necessary to re-paint the entire wood feature to achieve a blend of texture and color.

5. Replace a missing wood feature with a new feature based upon accurate documentation of the original feature or a new design compatible in material, design, color, size and scale with the historic building or site. Sand and paint the replacement feature to match other similar wood components on the building.