

# Revising the Historic District Design Guidelines

Historic District Commission (HDC) Design Guidelines Committee – February 17, 2020

Please review the following community’s historic district design guidelines. Consider:

- What works?
- What doesn’t work?
- What would you do differently?

Here is what the consultant found in reviewing these documents:

<b>Wake Forest (2019): <a href="#">Historic Property Handbook &amp; Design Guidelines<sup>1</sup></a></b>	
What works:	Things to consider:
<ul style="list-style-type: none"> <li>• Title is more user friendly</li> <li>• The introduction provides a nice overview and guiding principles on which the guidelines are based (page 5)</li> <li>• Chart for major/minor work (pages 10-14) and flow chart for COA process (pages 15)</li> <li>• Maintenance tips included as sidebars the guidelines pages</li> <li>• Expanded energy efficiency and disaster preparedness sections (pages 78-80)</li> <li>• Within the guidelines: add sections for foundations and storefronts; separate windows and doors into two sections</li> </ul>	<ul style="list-style-type: none"> <li>• Include a scoring system for the approval of demolitions? (pages 88-89)</li> <li>• Include the wording from the legislation and ordinance in the appendix?</li> </ul>

<b>New Bern (2017): <a href="#">Historic District Guidelines<sup>2</sup></a></b>	
What works:	Things to consider:
<ul style="list-style-type: none"> <li>• Introduction includes a purpose/intent and a “responsibilities as a property owner” section (page 1-1)</li> <li>• Key concepts include a discussion of “not incongruous” and Areas of Visual Concern-- Recommendation would be to NOT include language about contributing/non-contributing structures (pages 1-7 through 1-9)</li> <li>• COA flowchart (pg. 1-11)</li> <li>• Application requirements and description of public hearings (pages 1-12 through 1-14)</li> </ul>	<ul style="list-style-type: none"> <li>• Worksheet for COA review (page 1-16)—is this helpful or confusing to commissioners? To applicants?</li> </ul>

<sup>1</sup> [https://www.wakeforestnc.gov/sites/default/files/uploads/historic-preservation/final\\_digital\\_hist\\_prop\\_handbook\\_and\\_design\\_guidelines.pdf](https://www.wakeforestnc.gov/sites/default/files/uploads/historic-preservation/final_digital_hist_prop_handbook_and_design_guidelines.pdf)

<sup>2</sup> [https://www.newbernnc.gov/NewBern\\_HistoricDistrictGuidelines\\_20170328\\_approved.pdf](https://www.newbernnc.gov/NewBern_HistoricDistrictGuidelines_20170328_approved.pdf)

<ul style="list-style-type: none"> <li>• Defining design principals within the text of the document (pages 3-1 through 3-4).</li> <li>• Separating “Materials” out from “Design Components” in the guidelines.</li> </ul>	
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<b>Charlotte (2017): <a href="#">Historic District Design Guidelines</a><sup>3</sup></b>	
<b>What works:</b>	<b>Things to consider:</b>
<ul style="list-style-type: none"> <li>• Very thorough description of the application and COA process (pages 2-1 through 2-8)</li> <li>• Table of types of review (pages 2.9 through 2-10)</li> <li>• Provides links to National Park Service (NPS) preservation briefs as sidebars within the guidelines</li> <li>• New construction section is VERY thorough: it defines the design principals within the text and is very graphics heavy</li> </ul>	<ul style="list-style-type: none"> <li>• The Town’s budget for this project does not allow for this level and quantity of graphics, but we can improve the effectiveness of the graphics that we include.</li> </ul>

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<sup>3</sup> <http://www.charmeck.org/Planning/HDC/DesignGuidelines.pdf>