



# **Dayton Historic Preservation Commission**

Regular Meeting Agenda

**Date:** June 26<sup>th</sup>, 2019 **Time:** 6:00 PM

**Place:** 114 South 2<sup>nd</sup> Street, Dayton, Washington 99328

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## **A. CALL TO ORDER**

## **B. ROLL CALL**

## **C. ADOPTION OF MINUTES**

A. April 24<sup>th</sup>, 2019

## **D. DESIGN/SPECIAL VALUATION REVIEW**

## **E. UNFINISHED BUSINESS**

A. JJ Dippel project update

i. General update on research

B. Dayton Residential Design Guidelines

i. Presentation of final draft; request for support to return to Dayton City Council for adoption by resolution.

## **F. NEW BUSINESS**

A. Walking Tour Brochure

i. Initial review with DHPC – updates needed to current, improvements?

B. Update to Section 1 of the DHPC Bylaws

## **G. OTHER BUSINESS**

## **H. ADJOURNMENT**

**Next Scheduled Meeting**

**July 24<sup>th</sup>, 2019 @ 6:00 pm**

**114 South 2<sup>nd</sup> Street, Dayton, Washington 99328**



# Dayton Historic Preservation Commission

Regular Meeting Minutes

**Date:** April 24<sup>th</sup>, 2019 **Time:** 6:00 PM

**Place:** 114 South 2<sup>nd</sup> Street, Dayton, Washington 99328

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## **A. CALL TO ORDER**

- A. Chair Mike Smith called to order the regular meeting of the Dayton Historic Preservation Commission at 6:00 pm.

## **B. ROLL CALL**

- A. Members present: Mike Smith, Ginny Butler, Carol Lane, JJ Dippel, and Rusty Figgins.

Staff present: Meagan Bailey, Planning Director

Public present: Chris Mills, Columbia County Assessor; Byron Kaczmariski, Dayton City Council

## **C. ADOPTION OF MINUTES**

- A. March 27<sup>th</sup>, 2019

- a. A motion was made by Butler and seconded by Lane to approve the meeting minutes as presented; none opposed. Motion carries.

## **D. DESIGN/SPECIAL VALUATION REVIEW**

- A. Special Valuation: 218 South 4<sup>th</sup> Street, Dayton, Washington 99328

- i. DHPC member JJ Dippel recused herself from formal discussion and decision-making regarding this application.
- ii. Lane, Smith, and Butler signed "Certification of Approval for Special Valuation on Historic Property" per Chapter 84.26 RCW
- iii. Final paperwork has been provided to Chris Mills for filing.

## **E. UNFINISHED BUSINESS**

- A. JJ Dippel project update

- i. Dippel provided an update on project progress. Permission was received from photographer Scott Kirk to utilize his photos within the WIZAARD application. The State is still working on merging records. More updates will be provided as they become available.

**B. Dayton Residential Design Guidelines**

- i. Staff provided a general status update. Revisions are still underway, with a final draft to be presented to the DHPC in May.

**F. NEW BUSINESS**

**A. Special Valuation Presentation by Chris Mills, Columbia County Assessor**

- i. Chris Mills provided handouts to the DHPC for their use. A discussion based presentation was provided, with comments made on specific items of “interest”.
- ii. Mills specifically requests that tax questions continue to be addressed by her office, while the DHPC can aid in application proceedings and review.
- iii. Additional questions were answered following the presentation.

**G. OTHER BUSINESS**

- A. Bulter provided a printed copy of an old visitors guide for Dayton; staff will get the document scanned in and email copies to the commission members.
- B. Staff provided an update on the Comprehensive Plan update, and informed the DHPC that new materials for binders will be made available once adoption is completed.

**H. ADJOURNMENT**

- A. Lane motioned to adjourn the regular meeting of the Dayton Historic Preservation Commission at 6:55 pm; Bulter seconded. Meeting adjourned.

Minutes approved by:

\_\_\_\_\_  
Mike Smith, Chair

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Meagan Bailey, Planning Director

\_\_\_\_\_  
Date

# Dayton Residential

## Historic Design Guidelines

*Optional guidelines of offer guidance in restoring your historic home in Dayton, Washington*

Created by

**Dayton Historic Preservation Commission**

*January 23<sup>rd</sup> XX, XX, 2019*

These Guidelines ~~have been~~ originally financed in part with Federal funds from the National Park Service, Department of the Interior administered by the Department of Archaeology and Historic Preservation (DAHP) and the Dayton Historic Preservation Commission (DHPC). However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, DAHP, or DHPC.

This program received Federal funds from the National Park Service. Regulations of the U.S. Department of Interior strictly prohibit unlawful discrimination in departmental Federally Assisted Programs on the basis of race, color, national origin, age, or handicap. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of Federal assistance should write to: Director, Equal Opportunity Program, U.S. Department of the Interior National Park Service, 1849 C Street, NW, Washington, D.C.20240

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# I. INTRODUCTION AND OVERVIEW

## HISTORIC PRESERVATION AND IT'S VALUE

### 1. WHAT IS HISTORIC PRESERVATION?

Historic Preservation is an umbrella term used to describe one of the many ways a community can direct the forces of change, integrating local history with the growth and development that are necessary for cultural and economic vitality. At its simplest, historic preservation is a way to provide for the continued use of historic buildings and sites.

Preservation includes rehabilitation, restoration, and adaptive use and is often accompanied by a set of design principles. Design guidelines can show property owners how to retain the form, integrity, materials, craftsmanship, and character-defining features of a historic building. They can further encourage new construction that is compatible with surrounding historic buildings and sites. In a larger sense, historic preservation is essential to the livability of a community. With an historic preservation program in place, a community is given the comfort of familiar surroundings and tangible reminders of the past that offer many opportunities for education and recreation. Historic preservation is a hallmark of a livable community, providing a vision for economic and social well-being.

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### 2. HISTORIC PRESERVATION FOSTERS DAYTON'S SENSE OF PLACE

Continuity is essential to a sense of place, a necessary component for a small town seeking to maintain its identity and livability in the face of change. By linking the physical reminders of our town's past, our historic streetscapes and buildings to the present, we prepare for a future that upholds our unique sense of place. Historic Preservation offers us a way to safeguard the particular identity we call Dayton.

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### 3. PARTICIPATION IN HISTORIC PRESERVATION

As you participate in Dayton's historic preservation program, you contribute to the beauty, friendliness, and safety that our community deeply values. By preserving the character of a historic building, you bring the familiarity of the past into the future; you ensure that the people and families who built our historic buildings, who lived and worked in them, are remembered and honored. Participation in our community's on-going traditions and history creates reciprocity, and mutually supportive social and economic relationships.

Dayton is a community where citizens find many ways to express their support, admiration and their gratitude to those who safeguard historic buildings and those who construct new buildings that are congenial with our small-town nature and complement our distinct historic character. Our social,

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civic, and economic lives are improved when buildings and streetscapes are oriented to people, satisfying needs for beauty, order, friendliness, commerce, and social interaction. Dayton's residents and visitors alike thank you for your contribution to their economic and social well-being and for your sharing in our community's vision for the future.

## NEED AND PURPOSE

With their historic houses and tree-lined streets, Dayton's older neighborhoods form a critical part of the city's character and sense of place. They trace Dayton's built history and manifest a defining and unique character. The intent of these guidelines is to preserve the historic qualities of Dayton's individually listed historic properties, while allowing neighborhoods to remain vital and fluid so that they are livable by today's cultural standards.

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These Design Guidelines encourage a goal of quality development in Dayton. Property owners can accomplish this goal through alterations that are congruous (harmonious) with the character of the neighborhood. Design principles embodied in these Guidelines should encourage creative solutions that will enhance the character of a neighborhood.

Dayton's residential properties are ~~is~~ architecturally diverse, ~~— and has already experienced change; continued change is therefore expected.~~ Change is the natural outcome of an evolving, healthy neighborhood. Historic preservation is not about slowing or hindering development, but rather emphasizing the value of what we already have.

Additionally, Dayton's historic properties represent and comprise special community qualities that draw residents to live, work, and invest here. Historic registry designation offers residents confidence that the character of their property will be protected through historic preservation laws, ordinances, and processes.

### PURPOSE OF DESIGN GUIDELINES

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The purpose of design guidelines for Dayton's historic properties is to provide guidance to property owners, architects, designers, builders, [City Staff](#), ~~City staff~~, the Historic Preservation Commission and City Council. These Guidelines provide direction on preserving the integrity of the community's historic resources through congruous alterations. Congruous in this instance focuses attention on mass, size, scale, and architectural features that characterize the property. These Guidelines also indicate an approach to design that will help sustain the character of the neighborhood that is so appealing to residents who already live there. Another purpose is to provide information about basic principles of urban design, not just historic preservation. These Guidelines encourage property owners to make design decisions which promote an environment that is scaled to the pedestrian, maintains cohesive neighborhood identity and respects the unique natural setting of old Dayton neighborhoods.

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The Guidelines further provide Dayton residents, through the Dayton Historic Preservation Commission, a basis for making informed, consistent decisions about proposed alterations to buildings and sites in the community through its formal permitting process. When the Guidelines are followed ~~carefully~~, they will provide uniform review and increased predictability, while serving as a means to prevent delays and minimize added costs ~~to listed~~to property owners. The Guidelines work best when used as the benchmark during early stages of project conception and design.

The historic residential design review process utilizes design guidelines to ~~guide~~make for a more consistent review of applications for major modifications to existing historic properties. Building owners listed on the historic registry must apply for a **Certificate of Appropriateness** (COA) with the Dayton Planning Department before they can proceed with any construction activity. The COA is granted by the Dayton Historic Preservation Commission, a volunteer group of citizens appointed by the mayor and council that evaluates the application against the design guidelines in order to determine acceptance, rejection or modifications required. The ~~County~~Planner has been granted the authority to approve minor exterior alteration requests without Commission review. Significant changes that may require greater discretion and interpretation require Commission review and approval.

Although the design guidelines are written so that they can be used by the layman to plan improvements, property owners are strongly encouraged to enlist the assistance of qualified design and planning professionals, including architects and preservation consultants.

A glossary of terms is provided for the words in bold.

## PRESERVATION CONCEPTS

Each historic property has a “Period of Significance” which is the time during which the property gained its architectural and historical importance. Generally, 50 years is considered the time that must pass before a property or a collection of properties can be evaluated for historic significance. In addition to being from a historical period, a property must possess integrity. By law, the term “historic property” means any building, structure, area or site that is significant in the history, architecture, archeology, or culture of this state, its communities, or the nation. The concept of “integrity” is relevant within the historic districts because it establishes whether a sufficient percentage of the structure, area, or site dates from the period of significance. In the case of homes that are “**contributing**” the majority of the building’s structural system and materials date from the period and character-defining elements of the architectural style such as the mass and form remain intact.

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The City’s intent is to protect the heritage of Dayton’s historic properties.

These Guidelines will be the main source in determining the congruity of proposed **EXTERIOR** changes in residential properties that are visible from the public street.



## THE DAYTON HISTORIC PRESERVATION COMMISSION

### 1. WHY WAS THE COMMISSION FORMED?

The Dayton City Council created the Historic Preservation Commission as an advisory body to consider and recommend to the Council measures that will encourage and foster preservation of lands, sites, and structures that have identifiable historic significance, Dayton Municipal Code (DMC) 5.18.

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### 2. WHAT DOES THE COMMISSION DO?

The Historic Preservation Review Commission actively implements the historic and cultural goals outlined in the Dayton Comprehensive Plan and the enabling legislation for historic preservation.

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The Commission's Broad Tasks Include the Following:

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#### 1. ADVANCE PUBLIC AWARENESS OF OUR TOWN'S HERITAGE:

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a.

i. Educate the public about Dayton's cultural and physical heritage; familiarize the public with the means of safeguarding our historic sites, structures, and streetscapes.

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a.

ii. Cultivate public awareness of the unique features that ~~characterize historic~~ characterize historic properties; ~~further an understanding of how each property, singly and in combination, contributes to Dayton's sense of place.~~

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b.

iii.c. Foster community spirit and pride by encouraging activities that celebrate our town's ~~sense of place and~~ heritage.

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#### b. PROMOTE DESIGN AND CONSTRUCTION THAT HONOR OUR TOWN'S HISTORY AND SENSE OF PLACE:

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2.

i. Stress authenticity and ~~integrity~~ integrity of design in the rehabilitatee of historic buildings and in the construction of new buildings.

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a.

ii. Publicly honor examples of new construction and rehabilitated structures that demonstrate excellence and compatibility in design.

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b.

iii. Offer property owners hands-on experience and guidance for adapting and changing both residential and commercial structures to meet the demands of modern life and realities, while at the same time preserving their significant original qualities.

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iv. Consult with property owners to help them find the most practical and cost-effective means of maintaining and developing their property in accordance with the design guidelines in this manual.

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d.

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v.e. Identify and assist in resolving conflicts between the preservation of historic structures and issues of zoning and other land use constraints.

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e.3. ENCOURAGE A LIVELY STREET ENVIRONMENT ~~BY~~ byby maintaining a pedestrian-friendly streetscape. Promote designs that enhance cohesiveness, compactness, and social interaction.

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4. PROMOTE AWARENESS OF THE ECONOMIC BENEFITS OF HISTORIC PRESERVATION AND DESIGN REVIEW. In particular, recognize the economic value of heritage tourism and support that value by providing visitors and tourists with a visually appealing and historically engaging town. Additionally, educate home owners on the availability of Tax Valuation for rehabilitation of historic homes and support applicants through the process.

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d.

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### 3. HOW WERE THE DESIGN GUIDELINES DEVELOPED?

Members of the Dayton Historic Preservation Commission directed the process and executed the many tasks involved in the development of the Design Guidelines.

The Commission members set out on foot to investigate each street and began ~~the efforts by~~ noting their first impressions and establishing a general overview. Observation then proceeded to the particulars as members considered such features as topography, setting, vegetation, setback, scale, mass, roofs, **fenestration**, entrances, materials, rhythm and pattern, and association and feeling. These walking tours sparked lively and clarifying discussions and brought each member to a new visual awareness of the town. The resulting documentation, compiled from the members' written descriptions of the streetscapes, provides the foundation for these Guidelines.

With the help of photographs collected from several sources, the historic character of the two Districts were identified and then compared to present conditions. The Commission considered the degree of diversity within an individual neighborhood and determined how newer structures either complemented or detracted from the historic context and predominant patterns. The Commission analyzed the degree of continuity from past to present and ascertained that historic features continue to predominate throughout the Districts, its neighborhoods and streetscapes. Included in this analysis was an architectural description of each designated historic structure, including an assessment of its integrity.

The Commission then developed design guidelines to encourage and assist in the preservation of these identifiable historic features and incorporated an extensive public involvement effort. The Commission held one workshop and a public hearing prior to finalizing the guidelines ~~prior~~ before ~~them~~ to submitting to the City Council for their review, approval, and adoption process.

The South Side Local Register Historic District and the Washington Street Local Register District were repealed in 2016 per Ordinance No. 1899. However, property owners in those former historic districts, or anywhere else in Dayton, may choose to submit nominations for individual listing of their historic properties on the Dayton Register of Local Historic Places.

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## OBJECTIVE OF THE DESIGN GUIDELINES

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The guidelines offer a step-by-step design approach for all projects ~~undertaken by~~ undertaken by properties listed on the local historic register.

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THESE GUIDELINES ARE INTENDED TO:

1. PRESERVE THE EXISTING HISTORIC CHARACTER and distinct appeal of properties listed in the Dayton Register of Local Historic Places.

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1.

2. FURTHER BUILD UPON THE STRONG HISTORIC FEATURES of these streetscapes and significant structures.

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2.

4. PRESENT AFFORDABLE, ACHIEVABLE METHODS for the rehabilitation or alteration of existing structures in accordance with the design guidelines.

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## II. THE REVIEW PROCESS

### OVERVIEW OF PROCESS TO OBTAIN COA

#### PRE-APPLICATION CONSULTATION

~~Because building design is an evolving process, informal consultation with the Columbia County Planner at the outset can be very helpful. Applicants may contact the Planner at the Planning and Building Department to become acquainted with the design guidelines and the review process and to schedule discussions with the Commission before initiating the design phase. The Planner and the Commission offers its services and expertise in order to suggest practical and cost effective design information that may save the applicant time and money during the design process. Some rehabilitation activities may not require Commission approval and can be approved by the Planner.~~

Before a building permit can be issued to a property listed on the local historic register, property owners or applicants undertaking a building project to rehabilitate or alter a historic structure are required to meet with DHPC for a formal review of their plans unless plans are approved by the County Planner.

When reviewing a property owner's plans, the DHPC considers not only the design elements of an individual building but also the relationship of that building to the streetscape, neighborhood, and the natural landscape. Particular attention is paid to identifiable historic features. By providing a property owner with support in using the Design Guidelines, the Commission aims to ensure that rehabilitation, alteration, and new construction are compatible with the character-defining features, singly and in combination, that distinguish historic ~~properites~~ properties.

*Please note: The Dayton Historic Preservation Commission does not review interior alterations that do not affect the exterior appearance of a building or alterations that are not visible from the public street.*

COA APPLICATIONS ARE REVIEWED BY THE COMMISSION AT REGULARLY SCHEDULED MEETINGS NOT LESS THAN SEVEN DAYS AND NOT MORE THAN 30 DAYS

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FROM RECEIPT. IN CIRCUMSTANCES THAT REQUIRE AN EXPEDITED REVIEW, THE COMMISSION WILL MAKE EVERY EFFORT TO OFFER A SPECIAL MEETING SOLELY FOR THE PURPOSE OF REVIEWING A COA APPLICATION. SPECIAL MEETINGS WILL BE COORDINATED BY THE PLANNER.

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### MATERIALS NEEDED FOR THE REVIEW PROCESS

~~To facilitate the COA review process, help with design solutions and offer informed recommendations to applicants during the review process, the Historic Preservation Commission requires submittal of a COA application.~~ Pre-consultation with the Planner will provide guidance to the applicant on what of the following information will be needed as part of the COA application ~~packet to conduct the review, to facilitate the review process:~~

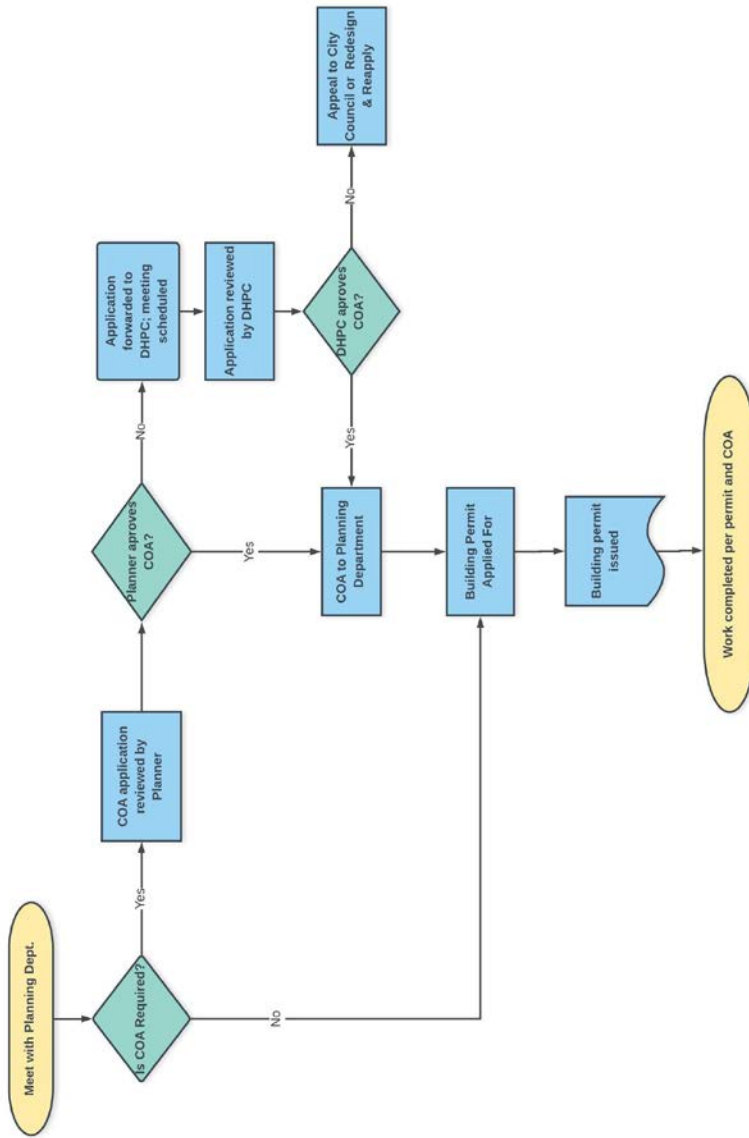
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1. A COMPLETED APPLICATION FOR COA which is available from the Dayton Planning Department or online at [www.columbiaco.com](http://www.columbiaco.com). Include a description of the proposed modifications to the existing building. Consider: Does the proposed work alter or affect the character defining features of the existing building?
2. DRAWINGS, if applicable and as appropriate, including:
  - a. Site Plan that indicates the dimensions of the lot, the location of existing buildings, and the location of additions or new buildings. Also to be indicated: parking, signs, fencing, and open areas.
  - b. Floor Plan
  - c. Exterior elevations, including window designs and exterior lighting
  - d. Sketches
  - e. Sectional views
  - f. Sign ~~design~~ design
  - g. Detailed drawings of new or altered architectural and trim.
3. A DESCRIPTION OR SAMPLE OF NEW EXTERIOR MATERIALS to be used, including but not limited to, the types of windows, roofing, and siding.
4. HISTORIC PHOTOGRAPHS: When reviewing projects on the local historic register, the DHPC refers to historic photographs of the property. Applicants should feel free to use such photographs as an aid during the planning and review process. Many historic and "as is" photographs of historic structures and streetscapes can be found in the Dayton Planning Department, and copies are available to applicants.

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# THE COA REVIEW PROCESS CHART



### III. LOCAL DESIGN GUIDELINES – RESIDENTIAL REHABILITATION AND RESTORATION

THE FOLLOWING GUIDELINES ARE BASED UPON THE NATIONAL STANDARDS (SEE APPENDIX).

#### INTENT

To provide convenient guidance, promote long-term preservation of property values through livability, and to maintain the historic character of individually listed historic properties.

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#### GENERAL - ESTABLISHING THE AREA OF WORK

A Certificate of Appropriateness from the DHPC for **rehabilitation** and/or **restoration** work may be required prior to obtaining a building permit from the City of Dayton. Consult with the Dayton City Planner to ascertain what steps (if any) are required for your specific project.

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Additions or modifications to existing homes and/or structures are considered rehabilitation. For guidance on new, stand-alone construction (e.g. a new outbuilding) not attached to an existing home and/or structure, refer to the section for New Construction.

#### PROPERTIES WITH NON-CONTRIBUTING BUILDINGS

Alteration of non-historic, **non-contributing** residences and commercial buildings should reflect and be guided by the principles of the design of nearby historic structures and the character of the streetscape, including:

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1. Alterations should be compatible in size, scale, material, and character with the existing house, nearby historic buildings, houses, and the streetscape.
2. Additional stories or elements that heighten the structure should be in harmony with the existing house, nearby historic buildings and the streetscape.
3. The proportions of primary **façades** should be in keeping with the existing house and be in harmony with those of nearby historic residences and/or structures.
4. Windows, entryways, and inset porches should be in the same proportions as the existing house and in harmony with those of nearby historic residences and/or structures.

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## PROPERTIES WITH CONTRIBUTING BUILDINGS

### 1. Streetscape Integrity and Additions

- a. Use materials and construction details that are compatible with surrounding significant historic buildings.
- b. Original architectural details and materials of the primary structure should remain on the structure unless they are being repaired, or replaced with replicas. This includes any second or third story of an historic structure and historic stone retaining walls.
- c. New designs that create an appearance inconsistent with the historic character of the building are inappropriate.
- d. New additions or alterations ~~shall~~ should not hinder the ability to interpret the design character of the historic building.
- e. Alterations that cover significant historic features are also inappropriate.
- f. An addition ~~shall~~ should be made distinguishable from the original building, even in subtle ways, so that the character of the original can be ascertained, such as creating a jog in the foundation between the original and new structures, or applying a new trim board at the connection point between the addition and the original structure.
- g. An addition should relate to the historic building in mass, scale and form. It ~~shall~~ should be designed to remain subordinate to the main structure.

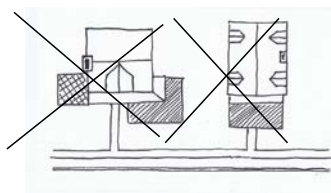
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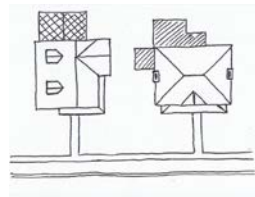
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Inappropriate



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- h. Locating an addition at the front of a structure is inappropriate.
- i. An addition shall/should/should be set back from any primary, character-defining façade.
- j. While a smaller addition is visually preferable, if a residential addition would be significantly larger than the original building, one option is to separate it from the primary building, when feasible, and then link it with a smaller connecting structure.
- k. The addition should not overhang the lower floors of the primary building in the front or to the side. This will help maintain the original profile of the building.
- l. For additions to existing buildings, original entrances, front porches, and projecting features, such as balconies, bays, and dormer windows, shall/should/should be retained or restored.
- m. Original second or third stories shall/should/should not be removed in order to add a new addition to the building or to lower the roof, unless it is the only feasible option to rehabilitate a building.

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**Inappropriate**

Dormers are oversized and not scaled subordinate to the primary roof mass, side extensions have different roof slopes from the main roof.



**Appropriate**

Dormer scale is subordinate to main roof mass, side extension is a continuation of roof slope.

- n. When constructing a rooftop addition, keep the mass and scale subordinate to the primary building.
- o. A rooftop addition (defined as any feature altering the original roof shape or design) shall/should/should be set back from the front of the building. This will help preserve the building's proportions as seen from the public street.

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## 2. Siding

Original siding materials should be retained. Materials used on additions ~~shall~~ should be compatible with the predominant materials used on the original structure.

- a. Maintain the existing range of exterior wall materials found in the historic district.
- b. Exterior wood finishes ~~shall~~ should appear similar to those historically used. The lap dimensions of siding should be similar to that found traditionally.
- c. Newer siding materials may be considered, if they appear similar in character and detailing to traditional building materials (e.g. siding lap dimensions).
- d. Use of new materials ~~shall~~ should have a demonstrated durability in this climate and have the ability to be repaired under reasonable conditions.
- e. Appropriate materials for primary structures include horizontal lap **siding**, shake shingles, board and batten, stucco and brick. Vinyl siding is not a suitable product to use on existing portions of historic homes within the Districts.
- f. Details of siding should match those of traditional wood siding.
- g. Reflective materials, such as mirrored glass or polished metals, are inappropriate.
- h. Restoration of original colors, or colors appropriate to the style and era of the building is encouraged.

## 3. Painting

Paint type and color is not enforced under these guidelines and does not require a COA. The following are tips and recommendations made available to home owners for their reference.

Property owners are encouraged to select paint colors suitable to the style and era of their home. A historically accurate color guide for historic homes can be found at most building, paint or hardware stores in addition to the Internet. Look for “historic” color palette examples.

- a. Painting, as part of building maintenance, is an important element in the preservation of an historic structure.
- b. While color choice is a personal decision of the property owner, consider how your building’s colors will fit harmoniously into the neighborhood while expressing your individuality.

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- i. When designing a color scheme, consider the entire composition. The body of the main façade is a major surface and a color scheme for the body and trim should be chosen.
  - ii. Choose the number of colors sparingly. Three colors are usually typical; don't forget the roof color and how it plays into the color palette.
  - iii. The final color will look different than the paint chip. Paint a small area to get the actual effect.
  - iv. Employ color schemes that are simple. One muted tone of base color for body, 1-2 accent colors are typical. Use of matte finishes is preferred and reserve bright colors for accents such as highlighting an entry.
- c. Some examples of styles and coordinating colors can be a starting point. For the historic Districts the following are a few suggestions:
- i. Victorian (1840-1900) - Dark mulberry, deep blue, medium grey, dark ochre, ginger, moss green, brick red, slate, and buff (and any of the varying shades of these).
  - ii. Colonial Revival (1900-1940) - Mid-blue, gray, pale green, taupe, and white (and any of the varying shades of these).
  - iii. Arts and Crafts - Brown, taupe (and any of the varying shades of these).

#### 4. Windows

Many of the most defining features of an historic structure are tied to the windows of the front façade. Windows are important elements in the composition of a building and are typically highlighted or accented. Each architectural style typically has its own style of window.

- a. Vinyl windows are not recommended but are permitted.
- b. Attention to ~~the~~ detail of the size, scope, placement and features (e.g. **double hung**, wood casing) should be considered when replacing or renovating windows in the Districts with newer, energy efficient windows.
- c. Window size and spacing depends on the architectural context. Historically, vertically formatted, double hung, **single hung**, and **casement windows** are typical. These window formats have wide vertical trim (typically a minimum of 3 to 5 inches) and a wider **cornice** at the top that is at least 20% taller. All windows should have sills.
- d. Multi-paned windows, with wood or lead **muntins**, are appropriate. The intent is that the window glass plane appears to be set back from the plane of the exterior wall.

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- e. Horizontal sliding windows are inappropriate in the front of the building.
- f. If existing windows with **divided lites** are being replaced, the new windows ~~shall~~should either have **divided lites** or simulate that effect.
- g. Beveled glass windows should be retained.
- h. Storm windows and screens are allowed.
- i. For additions the following should be considered:
  - i. Match the existing windows when replacing deteriorated windows or when adding new windows.

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- ii. Maintain attention to the size, scope, placement and features when replacing or renovating windows in the District (e.g. double hung wood window with **divided lites** with vertical proportions).

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## 5. Doors

The front door is one of the most defining features of a building and is the most welcoming element. Doors and screen doors reflect the architecture of the structure.

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Doors are important elements in the composition of a house and are typically highlighted or accented.

- a. Match the existing or a historically accurate front door when replacing a front door.
- b. Take care not to change the scale or design of the entry door or ~~sidelites~~sidelites if applicable.
- c. Screens for the front door should be compatible with the style of the house.

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## 6. Porches

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Many of the historic homes throughout Dayton have porches. The prominent architectural styles during the development of the historic areas, such as **Bungalow** and **Queen Anne**, included front porches in their design.

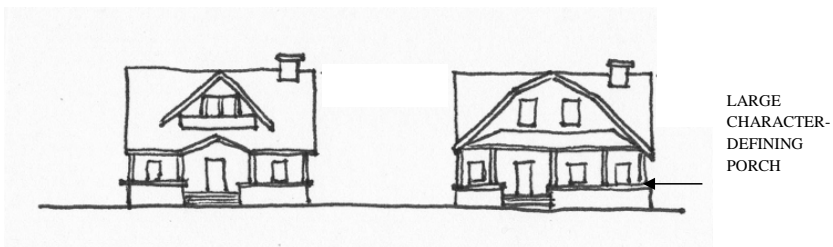
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Porches enhance a neighborhood for many reasons. They offer a place for people to partake in the activity of the neighborhood. They also contribute to the safety of the neighborhood because people are able to watch the street and each other's houses.

Exterior remodeling shall/should incorporate/preserve front porches that are large enough for people to sit and observe the public life of their street and neighborhood. Be sure to check the City of Dayton Zoning Ordinance for setback requirements.

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- a. Existing historic porches that are primary or character defining shall/should not be enclosed.
- b. Secondary porches may be enclosed if configured in such a manner that the historic character of the porch and the house is still visible.
- c. If a porch replacement is necessary, reconstruct it to match the original in form and detail.
- d. Use a one-story porch element to define the entry.
- e. Orient the front of a house to the street and clearly identify the front door.
- f. A prominent entry will contribute to the pedestrian-friendly character of the street.
- g. The use of a porch is encouraged in any residential development. A porch shall/should be similar in character, design, scale, and materials to those seen traditionally in the neighborhood.
- h. The size of a porch should relate to the overall scale of the primary structure to which it is attached.
- i. A porch shall/should use compatible materials to that of the primary structure.
- j. Porch supports shall/should be of a substantial enough size that the porch does not appear to float above the entry.
- k. Porch columns should be similar to those historically found.
- l. Wood columns are appropriate for most structures in the historic Districts.

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- m. Avoid decorative elements that are not known to have been used on your house or others like it.
- n. On buildings where no evidence of a porch exists, a new porch may be considered that is similar in character to those found on other representative buildings if architecturally appropriate to the overall design of the building.

**7. Awnings and Canopies**

- a. If a building features awnings in historically appropriate materials, they may be retained and replaced with similar materials, such as canvas.
- b. Awnings and **canopies** should be replaced with like materials. Plastic or vinyl awnings are inappropriate.
- c. For new awnings and canopies, see the New Construction section.

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**8. Roofs**

- a. Repairs and alterations of the roof should retain the original roof shape and pitch, original structural and decorative features such as **gables, dormers, chimneys, cornices, parapets, pediments, frieze boards**, exposed rafters, and other ornamental details and original types, sizes, and patterns of roofing materials.
- b. When adding a dormer to an existing roof, it ~~shall~~should be in character with the primary structure's design and not change the overall proportions or character.
- c. Cedar shingle and composition roofs are historically accurate. Composition shingles should be of an architectural quality to simulate the original cedar shingle. Other materials may be used upon approval if they convey the scale and texture of the original shingle.
- d. Skylights should be flat. Roof venting ~~shall~~should not significantly alter the appearance of historic homes.
- e. The roof of an addition ~~shall~~should be compatible with the roof of the primary building.

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**9. Foundations**

- a. Changes to the foundation ~~shall~~should be compatible with the original foundation in height, material, materials, and architectural style.
- b. Stone and brick details are common in the historic areas of the city.

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- c. Concrete foundations and CMU foundations with a stucco or skim coat are acceptable.

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### 10. Mechanical and Electrical Equipment

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Mechanical and electrical equipment are recognized as necessary elements of modern living. Their disposition in relation to an historic structure, property and District requires discretion and care so that the historic character remains intact. The following elements shall be situated in the least visible location from public streets: satellite dishes, air conditioners, heat pumps, attic fans, solar panels, and other such equipment.

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### 11. Accessory Buildings

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Accessory buildings or those buildings secondary to the primary structure or residential living spaces are often overlooked. Many accessory buildings were designed as a part of the original plans for the lot, often constructed in duplicate. Many of the garages face alleys that are, in themselves, of strong architectural design. Respecting the historic accessory buildings and their use is important and maintaining them shall be a priority.

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Existing historic accessory buildings that are listed under the historic designation for contributing properties in their nomination form shall follow the preceding guidelines for all alterations or rehabilitation activities that are visible from the public street.

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### 12. Handicap Accessibility

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Actions required to adapt an existing home to accommodate handicap accessibility is supported by the DHPC. Follow the outlined COA Review Process for actions that affect the exterior of the building that can be viewed from the public street.

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The addition of ramps to the exterior of homes is allowed; however, the construction of the ramp must not destroy character-defining elements of the historic structure and should be designed and constructed in such a way that disassembly in the future does not require demolition or alteration to the primary structure.

## IV. LOCAL DESIGN GUIDELINES – RESIDENTIAL NEW CONSTRUCTION

### 1. INTENT

To provide convenient guidance, promote long-term preservation of property values through livability, and to maintain the historic character of Dayton’s individually listed historic properties.

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### GENERAL - ESTABLISHING THE AREA OF WORK

These guidelines shall apply to all new buildings associated with an individually listed property, and only to portions of the exterior of such buildings visible from the public street. Note: buildings of residential or single-family character that have commercial uses are not exempt from these guidelines. Bed and Breakfast accommodations are an example of a commercial use in a residential style building.

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When reconstructing a structure or constructing a new structure on a listed property, one must consider the size, scale, and design of the other historic structures within that neighborhood. This includes garages and other detached buildings or rebuilding of primary structures due to fire or other disaster. A Certificate of Appropriateness from the DHPC for any new construction is required prior to obtaining a City of Dayton building permit.

Accessory buildings shall be limited to the rear and side yards where they are minimally visible from the public street and shall be designed to have the least impact upon character defining features of the primary structure. The relationship of height to width of any new accessory structure and their sub-elements, such as windows and doors, and of alterations shall be compatible with the character of the primary structure. The relationship of wall to window shall also be compatible with related elements of existing structures on the building lot or with the historic character of the surrounding area.

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New accessory structures that can be seen, entirely or partially, from the public street shall also use the style and materials of the existing house.

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Properties shall be oriented to the street rather than to the rear or entrance side yard. Primary entrances, large windows, and porches face the street. Refer to the City of Dayton Zoning Ordinances for setback requirements. Use materials and construction details that are compatible with surrounding significant historic buildings.

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## PROPERTIES WITH NON-CONTRIBUTING BUILDINGS

New construction on properties of non-contributing residences and commercial buildings should reflect and be guided by the principles of the design of nearby historic structures and the character of the streetscape, including:

- Compatible in size, scale, material, and character with the existing house, nearby historic buildings, houses, and the streetscape.
- The proportions of primary façades should be in keeping with the existing house and/or be in harmony with those of nearby historic residences and/or structures;
- Windows, entryways, and inset porches should be in harmony with those of nearby historic residences and/or structures.

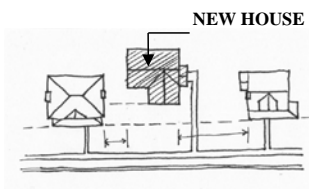
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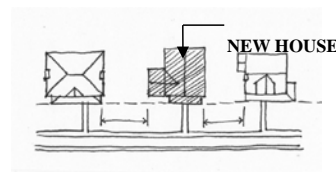
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## PROPERTIES WITH CONTRIBUTING BUILDINGS

### 1. Streetscape Integrity



Inappropriate



Appropriate

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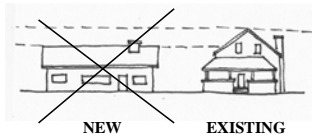
- a. Provide architectural continuity with surrounding buildings.
  - i. Maintain consistent side setbacks between buildings. This produces a streetscape rhythm for the neighborhood.
  - ii. Maintain consistent front setback with adjacent buildings. This presents a unified façade for the neighborhood and creates cohesiveness.
  - iii. Entrance to building should be on the main façade and face the street, avoid entry on the side.

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b. Historic stone retaining walls ~~shall~~should be preserved.

c. Provisions for new structures are as follow:



**Inappropriate**

Height and scale of new building is different from the existing.



**Inappropriate**

Height is the same but mass of new building is different from the existing.



**Appropriate**

Height, scale, and mass of new building is the same as the existing.



i. New construction ~~shall~~should be compatible in height, scale, mass, materials and character with the main or neighboring building.

ii. Height of any building ~~shall~~should not exceed City of Dayton Ordinance.

iii. The roof form of a new structure ~~shall~~should be compatible with that of the primary building or adjacent buildings.

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## 2. Siding

Siding materials used on new buildings ~~shall~~should be consistent with predominant materials used on buildings of similar architectural style.

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- a. Exterior wood finishes should appear similar to those historically used.
- b. The lap dimensions of the siding should be similar to historically used lap siding.
- c. Vinyl siding is not an acceptable product to use on existing portions of historic homes. However, it may be used on newly built homes where vinyl is the siding of the primary structure.
- d. Newer siding materials may be considered, if they appear similar in character and detailing to traditional building materials (e.g. lap dimensions).
- e. Use of new materials ~~shall~~should have a demonstrated durability in this climate and have the ability to be repaired under reasonable conditions.
- f. Appropriate materials for primary structures include horizontal lap siding, shake shingles, board and batten, stucco, and brick.
- g. Details of siding and shingles should match those of traditional wood.
- h. Reflective materials, such as mirrored glass or polished metals, are inappropriate.

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### 3. Painting

Paint type and color is not enforced under these guidelines and does not require a COA. The following are tips and recommendations made available to home owners for their reference.

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~~A~~historically accurate color guide for historic homes can be found at most building, paint and hardware stores in addition to the Internet. Look for "historic" color palette examples.

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Property owners are encouraged to select paint colors suitable to the style of their home. While color choice is a personal decision of the property owner, consider how your building's colors will fit harmoniously into the neighborhood while expressing your individuality.

- a. When designing a color scheme, consider the entire composition. The body of the main façade is a major surface and a color scheme for the body and trim should be chosen.
- b. Choose the number of colors sparingly. Three colors are usually typical; don't forget the roof color and how it plays into the color palette.
- c. The final color will look different than the paint chip. Paint a small area to get the actual effect.

- d. Employ color schemes that are simple. One muted tone of base color for body, ~~one to~~ one to two accent colors is typical. Use matte finishes and reserve the bright colors for accents such as highlighting an entry.
- e. Some examples of styles and coordinating colors can be a starting point. For the historic Districts the following are a few suggestions:
  - i. Victorian (1840-1900) - Dark mulberry, deep blue, medium grey, dark ochre, ginger, moss green, brick red, slate, and buff (and any of the varying shades of these).
  - ii. Colonial Revival (1900-1940) - Mid-blue, gray, pale green, taupe, and white (and any of the varying shades of these).
  - iii. Arts and Crafts - Brown, taupe (and any of the varying shades of these).

#### 4. Windows

Many of the most defining features of an historic structure are tied to the windows of the front façade. Certain, and often specific, styles of windows reflect the style of the architecture of the house.

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- a. Vinyl windows are not recommended but are acceptable.
- b. Window size and spacing shall ~~should~~ depend on architectural context. Historically, vertically formatted, double hung, single hung, and casement windows are typical. These window formats have wide vertical trim (typically a minimum of 3 to 5 inches) and a wider cornice at the top that is at least 20% wider. All windows should have sills.
- c. Windows shall ~~should~~ be compatible with the architectural style of the structure.
- d. Maintain attention to the detail of the size, scope, placement and features when selecting windows.
- e. Multi-paned windows, with wood or lead **muntins**, are appropriate. Where new windows are to be used (e.g. vinyl or metal clad), trim details shall ~~should~~ resemble historic windows by using simulated lites, sills and similar trim width. The intent is that the window glass plane appears compatible with historic windows.
- f. Horizontal sliding windows are inappropriate in the front of the building.

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#### 5. Doors

The front door is one of the most defining features of a building and is the most welcoming element. Doors and screen doors reflect the architecture of the structure.

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Attention to the front door is very important. The scale and detail shall be compatible with the architecture of the structure.

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## 6. Porches

Continue the use of porches in historic properties. Be sure to check the City of Dayton Zoning Ordinances for setback requirements.

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Many of the historic properties in many of the neighborhoods throughout Dayton have porches. The prominent architectural styles during the development of the historic areas, such as **Bungalow** and **Queen Anne**, included front porches in their design.

Porches enhance a neighborhood for many reasons. They offer a place for people to partake in the activity of the neighborhood. They also contribute to the safety of the neighborhood because people are able to watch the street and each other's houses.

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New construction that incorporates front porches should be large enough for people to sit and observe the public life of their street and neighborhood.

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- a. Primary character defining porches shall not be enclosed.
- b. Secondary porches may be enclosed if configured in such a manner that the historic character is still visible.
- c. Use materials that will appear to be in harmony with nearby historic homes.
- d. Orient the front of a house to the street and clearly identify the front door.
- e. The use of a porch is encouraged. A porch should be similar in character, design, scale and materials to those seen traditionally in the neighborhood.
- f. Avoid decorative elements that are not known to have been used on the style of house being built.

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- g. Porch supports should be of a substantial enough size that the porch does not appear to “float” above the entry.
- h. Brick, wood, or like wood columns are appropriate. Recommended column types are: square, turned or chamfered.
- i. Porch columns should be similar to those historically found.
- j. Covered porches are recommended. A canopy may be placed over the door to provide protection and interest if a porch is not possible.

### 7. Awnings and Canopies

- a. Cloth, metal, and wooden awnings may be appropriate, and should be compatible with the architectural style of the building. Plastic or vinyl awnings are inappropriate.
- b. Canopies and awnings over doors and windows were historically used. Historically appropriate materials are acceptable.

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### 8. Roof

Typically, gable, hip and shed roofs are appropriate for the primary roof.

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- a. **Roof pitch** should be similar to other houses in the District. It is important that newly constructed houses continue this pattern and use roof pitches that are similar to those on homes in the neighborhood.
- b. Exotic building and roof forms that would detract from the visual continuity of the street are discouraged.
- c. For residential construction, all single gable roofs should have a minimum 6:12 pitch — exception is the ranch-style house that should be 3:12.
- d. For commercial construction, flat roofs with a parapet are permitted.
- e. Skylight, solar units, mechanical and service equipment and new roof features should be placed in the least visible manner from the public street.
- f. Roof venting ~~shall~~should not significantly alter the appearance of the home or structure.
- g. Many architectural styles of houses include dormers in their roofs. The use of dormers is an element worth repeating in new construction. Dormers add light into the dwelling as well as additional living space and break up the perceived scale of a roof.

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- h. The number and size of dormers should be limited on a roof so that the primary roof form remains prominent.
- i. A dormer ~~shall should should~~ be subordinate to the overall roof mass and ~~shall should should~~ be in scale with older ones on similar structures.
- j. The top of a dormer's roof should be located below the ridgeline of the primary roof and set back from the eave.
- k. Eave depths ~~shall should should~~ be similar to those seen traditionally in the neighborhood.
- l. The length of a roof **ridge** should not exceed those historically seen on comparable buildings.
- m. Cedar and wood shingles are historically accurate. Use of composition shingles should be of an architectural quality to simulate cedar shingle. Other materials may be used upon approval of the Historic Preservation Commission.

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### 9. Foundations

Masonry and brick details are common in the historic areas of Dayton. They are used in the foundation, porch, around windows and doors and chimneys such as ornamental concrete blocks, poured concrete with a stucco wash or stone.

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The foundation ~~shall should should~~ match or be compatible with original foundations in height and material and be compatible with their architectural style and materials.

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Concrete foundations and CMU foundations with a stucco or skim coat are acceptable.

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### 10. Mechanical and Electrical

Mechanical and electrical equipment are recognized as necessary elements of modern living. Their disposition in relation to an historic structure requires discretion and care so that the historic character remains intact. The following elements should be situated in the least visible location from the public street: satellite dishes, air conditioners, heat pumps, attic fans, and solar panels.

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### 11. Accessory Buildings

Many accessory buildings were designed as a part of the original plan for the lot. Many ~~of the~~ garages facing the alleys are, in themselves, of strong architectural design.

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For new construction, such as garages, the following ~~shall should should~~ be considered:

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- a. An accessory building should remain subordinate, in terms of mass, size and height, to the primary structure (e.g. it should not exceed the height of the primary structure).

Locate an accessory building to the rear of a lot or to the side of a primary structure. Consider zoning regulations.

- b. An accessory building should be similar in character and design.
- c. In general, accessory buildings ~~shall~~should be unobtrusive and visually complementary with the house.
- d. Design new accessory structures such that the original historic structures can be clearly seen and identified. Place a new structure at the rear of a building or set it back from the front to minimize the visual impacts.
- e. Basic rectangular forms, with hip, gable or shed roofs, are appropriate.
- f. A contemporary interpretation of an accessory building may be considered.

g. While the roofline does not have to match the house, it is best that it not vary significantly.

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## V. LOCAL DESIGN GUIDELINES – RESIDENTIAL RELOCATION AND DEMOLITION

INTENT

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To provide resident safety, convenience, and welfare, and promote long-term preservation of property values through livability of individually listed properties, and to maintain the historic character of homes.

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### GENERAL - ESTABLISHING THE AREA OF WORK

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In Dayton historic houses historically orient to the street rather than to the rear or entrance side yard. Primary entrances, large windows, and porches face the street. Refer to the City of Dayton Zoning Ordinances for setback requirements. Approval of a Certificate of Appropriateness is required for any relocation work prior to obtaining a City of Dayton building permit.

Demolition of an existing structure deprives the community of historical richness and should be considered an option of last resort. Demolition is generally only considered justifiable if a city official deems the existing structure a public safety or health hazard.

A waiver from the DHPC for any demolition work is required prior to obtaining a building permit for demolition from the City of Dayton, DMC 5-18.24. Consult with the County Planner when considering demolition of an historic structure for additional requirements that may apply.

### REHABILITATION

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All feasible and reasonable measures of rehabilitation should be considered as the first step prior to demolition. If rehabilitation is not feasible, the structure should be documented with detailed photos.

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### SALVAGE

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Historical elements should be salvaged for reuse before demolition. Salvageable historic elements should be removed for reuse or resale.

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## VI. GLOSSARY OF ARCHITECTURAL TERMS

~~ecessory~~**Accessory building**: A detached building subordinate to a main building such as a garage, greenhouse or shop: an outbuilding.

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**American Foursquare**: An architectural house style featuring a simple box shape, two-and-a-half stories high, low-hipped roof with deep overhangs, large central dormer, full-width porch with wide stairs, and brick, stone, stucco, concrete block, or wood siding. Although foursquare houses are always the same square shape, they can have features borrowed from other styles: bay windows, small towers, or "gingerbread" trim (**Queen Anne**), pediments or **porticos** (**Colonial Revival**). See page 38 for a pictorial representation of American Foursquare.

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**Art Deco**: An architectural building style featuring a rectangular blocky form arranged in geometric fashion and broken up by curved ornamental elements, flat roofs with parapets, exterior siding materials of stucco, concrete, smooth-faced stone, and terracotta, and wall openings filled with decorative glass block.

**Bungalow**: An architectural house style usually 1 to 1 1/2 stories, featuring low-pitched roofs, broad eaves, a large front porch with tapered square columns that creates an outdoor room, easy access to outdoor spaces like verandas, porches, and patios, siding varies with stucco, shingle or lapped siding, and a handcrafted appearance.

~~eanopy~~**Canopy**: A protective roof-like covering, mounted on the wall above an exterior door.

~~ease~~**Casement window**: A window sash that is hinged on the side.

**Certificate of Appropriateness (COA)**: A document issued to the owner by the Historic Preservation Commission that approves specific changes to a house or building that is on a Historic Register or within a Historic District.

**Character defining elements**: Elements that allow for recognition of a property being a product of its own time.

**Colonial Revival**: An architectural house style featuring a rectangular symmetrical façade, 2 to 3 stories tall, gable roof with dormers, temple-like entrance with porticos topped by a pediment, pillars and columns, brick or wood siding, double-hung windows with shutters, simple, and classical detailing. See page 37 for a pictorial representation of Colonial Revival.

~~olumn~~**Column, chamfered**: A column with corners that are 45 degrees.

~~olumn~~**Column, turned**: A column that is milled with a profile symmetrical about its vertical axis and generally cylindrical in form.

**Contributing**: A contributing building, site, structure or object adds to the historic architectural qualities, historical associations, or archeological values for which a property is significant because a.) It was present during the period of significance, and possesses historic integrity reflecting its character at that time or is capable of yielding important information about the period, or b.) It independently meets the National Register criteria.

**Cornice**: A projecting molding that tops the elements to which it is attached.

**Craftsman**: An architectural house style usually 1 to 1 1/2 stories, featuring low-pitched roofs, broad eaves, a large front porch with tapered square columns that creates an outdoor room, easy access to outdoor spaces like verandas, porches, and patios, siding varies with stucco, shingle or lapped siding, and a handcrafted appearance. See page 38 for a pictorial representation of Craftsman.

**Divided lights**: A window composed of various small panes of glass connected by wood or metal muntins. Simulated divided lights seek to emulate this by creating the appearance of subdivided panes of glass by using muntins that are placed between two panes of glass.

**Dormer**: A window set upright in a sloping roof; the roofed projection in which this window is set.

**Double hung window**: A type of window with two sashes, each sliding on a vertical track.

**Fenestration**: The arrangement of doors and windows on the exterior of a house or building.

**Facade**: A face of a building, usually the front.

**Frieze boards**: A blank horizontal board which is capped top and bottom by molding and other decorative elements.

**Folk Victorian**: An architectural house style featuring a square, symmetrical shape, low-pitched front gable and side wings, pyramid shaped roof, brackets under the eaves, porches with spindle work or flat, jigsaw cut trim. Though similar to Queen Anne's, Folk Victorian houses are orderly and symmetrical houses. They do not have towers, bay windows, or elaborate moldings. See page 36 for a pictorial representation of Folk Victorian

**Gable**: A triangular wall enclosed by the sloping ends of a ridged roof.

**Gable roof**: A roof sloping downward in two parts at an angle from a central ridge, so as to leave a gable at each end.

**Hip roof**: A roof sloping downward on all sides.

**Italianate**: A tall appearing architectural house style from 2 to 4 stories, with a balanced, symmetrical rectangular shape, low-pitched or flat roofs, wide overhanging eaves with brackets and cornices, square cupola, porch topped with balustrade balconies, tall narrow windows with hood moldings, side bay

window, and roman or segmented arches above windows and doors. See page 36 for a pictorial representation of Italianate.

**Minimal Traditional:** An architectural house style featuring a low or moderately pitched roof, minimal eaves and roof overhang, a side gable, often with one front-facing cross gable over the front entrance, minimal decorations (typically only faux shutters), a small fireplace and chimney, and exterior siding of wood, brick, or a mix of sidings. See page 40 for a pictorial representation of Minimal Traditional.

**~~motifs~~Motifs:** A repeated element in a composition or design.

**~~mullions~~Mullions:** A vertical member of a window frame dividing two windows.

**~~muntins~~Muntins:** An intermediate member of a window separating individual panes of glass.

**~~non-contributing~~Non-contributing:** A non-contributing building, site, structure, or object does not add to the historic architectural values for which a property is significant because a.) It was not present during the period of significance, b.) Due to alterations, disturbances, additions, or other changes it no longer possesses historic integrity reflecting its character at that time or is incapable of yielding important information about the period, or c.) Does not independently meet the National Register criteria.

**~~parapet~~Parapet:** A low wall at the edge of a roof or balcony.

**~~pediment~~Pediment:** The triangular-shaped portion of the wall above the cornice which formed the termination of the roof behind it; similar to a gable.

**~~porte~~Porte cochere:** A roofed structure covering a driveway at the entrance of a building to provide shelter while entering or leaving a vehicle.

**~~portico~~Portico:** A porch leading to the entrance of a building with a roof structure over a walkway, typically supported by columns.

**Queen Anne:** An asymmetrical architectural house style from 1 to 3 stories, often L-shaped, with cross-gabled or hipped medium pitched roofs, highly ornamented using wall surfaces as decorative elements, abundant use of spindle work, patterned masonry and shingle siding, wrapped porches, and classical design elements. Towers and turrets are placed at front corner of façade, and windows are usually double hung. Later houses may have curved windows in towers and stained glass is often seen in transoms, doors, and other windows. See page 37 for a pictorial representation of Queen Anne.

**Ranch:** A single story asymmetrical architectural house style featuring long, low hipped rooflines and large overhanging eaves, L- or U-shaped floor plan, large picture windows, stucco, brick or wood siding, and minimal to no decoration. See page 40 for a pictorial representation of Ranch.

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**rehabilitation***Rehabilitation*: Defined as the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values.

**restoration***Restoration*: Defined as the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project.

**ridge***Ridge*: The horizontal line in which the tops of the rafters of a roof meet.

**roof***Roof pitch*: The slope of a roof is generally measured in inches of rise over a horizontal distance of 12 inches; for example, a roof pitch of 6:12 indicates the slope of a roof that rises 6 inches vertically for every 12 inches horizontal.

**rooftop***Rooftop addition*: Any feature altering the original roof shape or design, such as a dormer, cupola, or chimney,

**shed***Shed roof*: A roof having a single slope.

**siding***Siding*: The finish covering of an exterior wall on a building. Other terms associated with siding are shiplap, clapboard, or cladding.

**sidelites***Sidelights*: A sidelitesidelight is a tall slender window that flanks a door.

**single***Single hung window*: A type of window with two sashes, the top sash is fixed, and the bottom sash slides on a vertical track.

**Tudor Revival**: An architectural house style featuring an asymmetrical façade with overhanging second floors, a cross-gabled steeply pitched roof, sometimes with clipped gables, and decorative half-timbering which subdivides stucco or brick infill siding, small dormer windows, and low arched doors. See page 39 for a pictorial representation of Tudor Revival.

**Tudor Revival Storybook Cottage**: A whimsical variant on the Tudor Revival style which imitates late medieval cottages from England as depicted in fairytale stories such as Hansel and Gretel. See page 39 for a pictorial representation of Tudor Revival Storybook Cottage.

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## VII. PICTORIAL REPRESENTATIONS OF ARCHITECTURAL STYLES

Illustrations by Matt Zanger, RA



### Folk Victorian

ca. 1890 – 1910



## Italianate

ca. 1840-1885



## Queen Anne

ca. 1880 - 1910



## Colonial Revival

ca. 1880 - 1955



## Craftsman

ca. 1905-1930





## American Foursquare

ca. 1895 – 1939



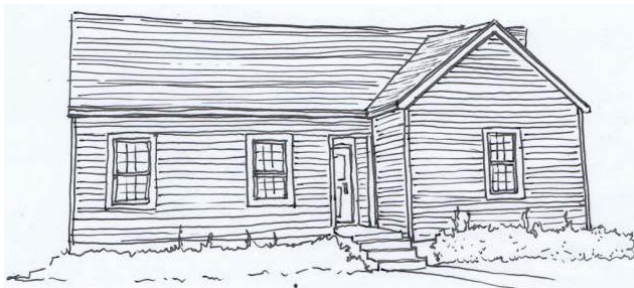
## Tudor Revival

ca. 1890 – 1940



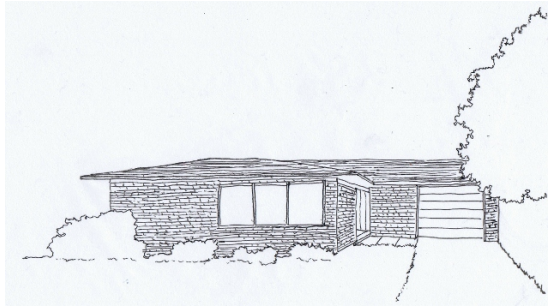
## Tudor Revival – Storybook Cottage

ca. 1920 - 1939



## Minimal Traditional

ca. 1935 - 1950



## Ranch

ca. 1935 – 1975

# Residential

## Historic Design Guidelines

*Optional guidelines of offer guidance in restoring your historic home in Dayton, Washington*

Created by

**Dayton Historic Preservation Commission**

*June 26<sup>th</sup>, 2019*

These Guidelines were originally financed in part with Federal funds from the National Park Service, Department of the Interior administered by the Department of Archaeology and Historic Preservation (DAHP) and the Dayton Historic Preservation Commission (DHPC). However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, DAHP, or DHPC.

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# I. INTRODUCTION AND OVERVIEW

## HISTORIC PRESERVATION AND IT'S VALUE

### WHAT IS HISTORIC PRESERVATION?

Historic Preservation is an umbrella term used to describe one of the many ways a community can direct the forces of change, integrating local history with the growth and development that are necessary for cultural and economic vitality. At its simplest, historic preservation is a way to provide for the continued use of historic buildings and sites.

Preservation includes rehabilitation, restoration, and adaptive use and is often accompanied by a set of design principles. Design guidelines can show property owners how to retain the form, integrity, materials, craftsmanship, and character-defining features of a historic building. They can further encourage new construction that is compatible with surrounding historic buildings and sites. In a larger sense, historic preservation is essential to the livability of a community. With an historic preservation program in place, a community is given the comfort of familiar surroundings and tangible reminders of the past that offer many opportunities for education and recreation. Historic preservation is a hallmark of a livable community, providing a vision for economic and social well-being.

### HISTORIC PRESERVATION FOSTERS DAYTON'S SENSE OF PLACE

Continuity is essential to a sense of place, a necessary component for a small town seeking to maintain its identity and livability in the face of change. By linking the physical reminders of our town's past, our historic streetscapes and buildings to the present, we prepare for a future that upholds our unique sense of place. Historic Preservation offers us a way to safeguard the particular identity we call Dayton.

### PARTICIPATION IN HISTORIC PRESERVATION

As you participate in Dayton's historic preservation program, you contribute to the beauty, friendliness, and safety that our community deeply values. By preserving the character of a historic building, you bring the familiarity of the past into the future; you ensure that the people and families who built our historic buildings, who lived and worked in them, are remembered and honored. Participation in our community's on-going traditions and history creates reciprocity, and mutually supportive social and economic relationships.

Dayton is a community where citizens find many ways to express their support, admiration and their gratitude to those who safeguard historic buildings and those who construct new buildings that are congenial with our small-town nature and complement our distinct historic character. Our social, civic, and economic lives are improved when buildings and streetscapes are oriented to people, satisfying needs for beauty, order, friendliness, commerce, and social interaction. Dayton's residents

and visitors alike thank you for your contribution to their economic and social well-being and for your sharing in our community's vision for the future.

## NEED AND PURPOSE

With their historic houses and tree-lined streets, Dayton's older neighborhoods form a critical part of the city's character and sense of place. They trace Dayton's built history and manifest a defining and unique character. The intent of these guidelines is to preserve the historic qualities of Dayton's individually listed historic properties, while allowing neighborhoods to remain vital and fluid so that they are livable by today's cultural standards.

These Design Guidelines encourage a goal of quality development in Dayton. Property owners can accomplish this goal through alterations that are congruous (harmonious) with the character of the neighborhood. Design principles embodied in these Guidelines should encourage creative solutions that will enhance the character of a neighborhood.

Dayton's residential properties are architecturally diverse. Change is the natural outcome of an evolving, healthy neighborhood. Historic preservation is not about slowing or hindering development, but rather emphasizing the value of what we already have.

Additionally, Dayton's historic properties represent and comprise special community qualities that draw residents to live, work, and invest here. Historic registry designation offers residents confidence that the character of their property will be protected through historic preservation laws, ordinances, and processes.

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## PURPOSE OF DESIGN GUIDELINES

The purpose of design guidelines for Dayton's historic properties is to provide guidance to property owners, architects, designers, builders, City Staff, the Historic Preservation Commission and City Council. These Guidelines provide direction on preserving the integrity of the community's historic resources through congruous alterations. Congruous in this instance focuses attention on mass, size, scale, and architectural features that characterize the property. These Guidelines also indicate an approach to design that will help sustain the character of the neighborhood that is so appealing to residents who already live there. Another purpose is to provide information about basic principles of urban design, not just historic preservation. These Guidelines encourage property owners to make design decisions which promote an environment that is scaled to the pedestrian, maintains cohesive neighborhood identity and respects the unique natural setting of old Dayton neighborhoods.

The Guidelines further provide Dayton residents, through the Dayton Historic Preservation Commission, a basis for making informed, consistent decisions about proposed alterations to buildings and sites in the community through its formal permitting process. When the Guidelines are followed, they will provide uniform review and increased predictability, while serving as a means to prevent delays and minimize added costs to property owners. The Guidelines work best when used as the benchmark during early stages of project conception and design.

The historic residential design review process utilizes design guidelines to make for a more consistent review of applications for major modifications to existing historic properties. Building owners listed on the historic registry must apply for a **Certificate of Appropriateness** (COA) with the Dayton Planning Department before they can proceed with any construction activity. The COA is granted by the Dayton Historic Preservation Commission, a volunteer group of citizens appointed by the mayor and council that evaluates the application against the design guidelines in order to determine acceptance, rejection or modifications required. The Planner has been granted the authority to approve minor exterior alteration requests without Commission review. Significant changes that may require greater discretion and interpretation require Commission review and approval.

Although the design guidelines are written so that they can be used by the layman to plan improvements, property owners are strongly encouraged to enlist the assistance of qualified design and planning professionals, including architects and preservation consultants.

A glossary of terms is provided for the words in bold.

## PRESERVATION CONCEPTS

Each historic property has a “Period of Significance” which is the time during which the property gained its architectural and historical importance. Generally, 50 years is considered the time that must pass before a property or a collection of properties can be evaluated for historic significance. In addition to being from a historical period, a property must possess integrity. By law, the term "historic property" means any building, structure, area or site that is significant in the history, architecture, archeology, or culture of this state, its communities, or the nation. The concept of “integrity” is relevant within the historic districts because it establishes whether a sufficient percentage of the structure, area, or site dates from the period of significance. In the case of homes that are “**contributing**” the majority of the building's structural system and materials date from the period and character-defining elements of the architectural style such as the mass and form remain intact.

The City's intent is to protect the heritage of Dayton's historic properties.

These Guidelines will be the main source in determining the congruity of proposed **EXTERIOR** changes in residential properties that are visible from the public street.

## THE DAYTON HISTORIC PRESERVATION COMMISSION

### WHY WAS THE COMMISSION FORMED?

The Dayton City Council created the Historic Preservation Commission as an advisory body to consider and recommend to the Council measures that will encourage and foster preservation of lands, sites, and structures that have identifiable historic significance, Dayton Municipal Code (DMC) 5.18.

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## WHAT DOES THE COMMISSION DO?

The Historic Preservation Review Commission actively implements the historic and cultural goals outlined in the Dayton Comprehensive Plan and the enabling legislation for historic preservation.

The Commission's Broad Tasks Include the Following:

1. **ADVANCE PUBLIC AWARENESS OF OUR TOWN'S HERITAGE:**
  - a. Educate the public about Dayton's cultural and physical heritage; familiarize the public with the means of safeguarding our historic sites, structures, and streetscapes.
  - b. Cultivate public awareness of the unique features that characterize historic properties.
  - c. Foster community spirit and pride by encouraging activities that celebrate our town's heritage.
2. **PROMOTE DESIGN AND CONSTRUCTION THAT HONOR OUR TOWN'S HISTORY AND SENSE OF PLACE:**
  - a. Stress authenticity and integrity of design in the rehabilee of historic buildings and in the construction of new buildings.
  - b. Publicly honor examples of new construction and rehabilitated structures that demonstrate excellence and compatibility in design.
  - c. Offer property owners hands-on experience and guidance for adapting and changing both residential and commercial structures to meet the demands of modern life and realities, while at the same time preserving their significant original qualities.
  - d. Consult with property owners to help them find the most practical and cost-effective means of maintaining and developing their property in accordance with the design guidelines in this manual.
  - e. Identify and assist in resolving conflicts between the preservation of historic structures and issues of zoning and other land use constraints.
3. **ENCOURAGE A LIVELY STREET ENVIRONMENT** by maintaining a pedestrian-friendly streetscape. Promote designs that enhance cohesiveness, compactness, and social interaction.
4. **PROMOTE AWARENESS OF THE ECONOMIC BENEFITS OF HISTORIC PRESERVATION AND DESIGN REVIEW.** In particular, recognize the economic value of heritage tourism and support that value by providing visitors and tourists with a visually appealing and historically engaging town. Additionally, educate home owners on the availability of Tax Valuation for rehabilitation of historic homes and support applicants through the process.

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## HOW WERE THE DESIGN GUIDELINES DEVELOPED?

Members of the Dayton Historic Preservation Commission directed the process and executed the many tasks involved in the development of the Design Guidelines.

The Commission members set out on foot to investigate each street and began noting their first impressions and establishing a general overview. Observation then proceeded to the particulars as



members considered such features as topography, setting, vegetation, setback, scale, mass, roofs, **fenestration**, entrances, materials, rhythm and pattern, and association and feeling. These walking tours sparked lively and clarifying discussions and brought each member to a new visual awareness of the town. The resulting documentation, compiled from the members' written descriptions of the streetscapes, provides the foundation for these Guidelines.

With the help of photographs collected from several sources, the historic character of the two Districts were identified and then compared to present conditions. The Commission considered the degree of diversity within an individual neighborhood and determined how newer structures either complemented or detracted from the historic context and predominant patterns. The Commission analyzed the degree of continuity from past to present and ascertained that historic features continue to predominate throughout the Districts, its neighborhoods and streetscapes. Included in this analysis was an architectural description of each designated historic structure, including an assessment of its integrity.

The Commission then developed design guidelines to encourage and assist in the preservation of these identifiable historic features and incorporated an extensive public involvement effort. The Commission held one workshop and a public hearing prior to finalizing the guidelines before them to submitting to the City Council for their review, approval, and adoption process.

The South Side Local Register Historic District and the Washington Street Local Register District were repealed in 2016 per Ordinance No. 1899. However, property owners in those former historic districts, or anywhere else in Dayton, may choose to submit nominations for individual listing of their historic properties on the Dayton Register of Local Historic Places.

## OBJECTIVE OF THE DESIGN GUIDELINES

The guidelines offer a step-by-step design approach for all projects undertaken by properties listed on the local historic register.

### THESE GUIDELINES ARE INTENDED TO:

1. **PRESERVE THE EXISTING HISTORIC CHARACTER** and distinct appeal of properties listed in the Dayton Register of Local Historic Places.
2. **FURTHER BUILD UPON THE STRONG HISTORIC FEATURES** of these streetscapes and significant structures.
3. **PRESENT AFFORDABLE, ACHIEVABLE METHODS** for the rehabilitation or alteration of existing structures in accordance with the design guidelines.

## II. THE REVIEW PROCESS

### OVERVIEW OF PROCESS TO OBTAIN COA

#### PRE-APPLICATION CONSULTATION

Before a building permit can be issued to a property listed on the local historic register, property owners or applicants undertaking a building project to rehabilitate or alter a historic structure are required to meet with DHPC for a formal review of their plans unless plans are approved by the County Planner.

When reviewing a property owner's plans, the DHPC considers not only the design elements of an individual building but also the relationship of that building to the streetscape, neighborhood, and the natural landscape. Particular attention is paid to identifiable historic features. By providing a property owner with support in using the Design Guidelines, the Commission aims to ensure that rehabilitation, alteration, and new construction are compatible with the character-defining features, singly and in combination, that distinguish historic properties.

*Please note: The Dayton Historic Preservation Commission does not review interior alterations that do not affect the exterior appearance of a building or alterations that are not visible from the public street.*

COA APPLICATIONS ARE REVIEWED BY THE COMMISSION AT REGULARLY SCHEDULED MEETINGS NOT LESS THAN SEVEN DAYS AND NOT MORE THAN 30 DAYS FROM RECEIPT. IN CIRCUMSTANCES THAT REQUIRE AN EXPEDITED REVIEW, THE COMMISSION WILL MAKE EVERY EFFORT TO OFFER A SPECIAL MEETING SOLELY FOR THE PURPOSE OF REVIEWING A COA APPLICATION. SPECIAL MEETINGS WILL BE COORDINATED BY THE PLANNER.

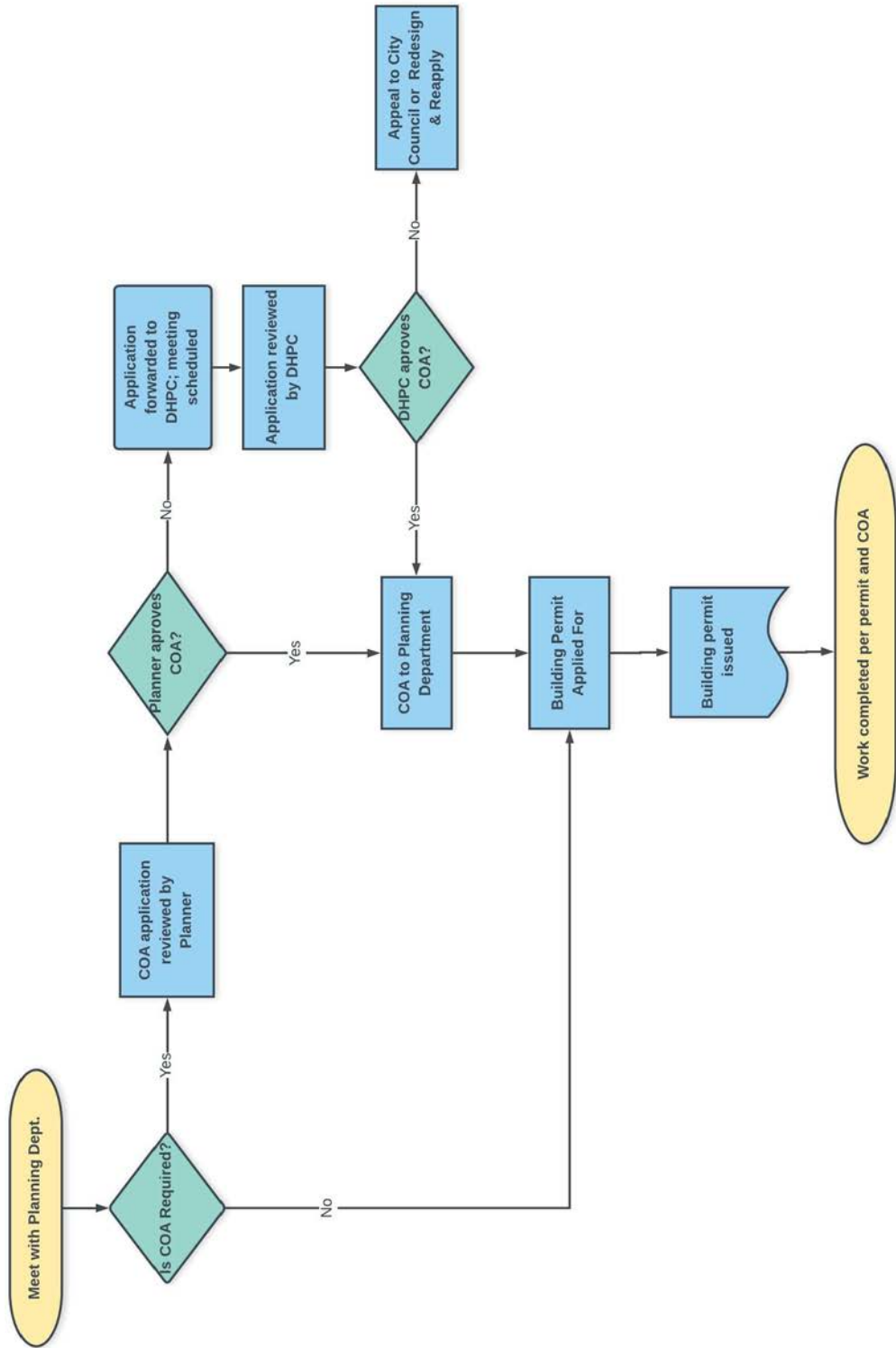
#### MATERIALS NEEDED FOR THE REVIEW PROCESS

Pre-consultation with the Planner will provide guidance to the applicant on what of the following information will be needed as part of the COA application packet to facilitate the review process:

1. A COMPLETED APPLICATION FOR COA which is available from the Dayton Planning Department or online at [www.columbiaco.com](http://www.columbiaco.com). Include a description of the proposed modifications to the existing building. Consider: Does the proposed work alter or affect the character defining features of the existing building?
2. DRAWINGS, if applicable and as appropriate, including:

- a. Site Plan that indicates the dimensions of the lot, the location of existing buildings, and the location of additions or new buildings. Also to be indicated: parking, signs, fencing, and open areas.
  - b. Floor Plan
  - c. Exterior elevations, including window designs and exterior lighting
  - d. Sketches
  - e. Sectional views
  - f. Sign design
  - g. Detailed drawings of new or altered architectural and trim.
3. A DESCRIPTION OR SAMPLE OF NEW EXTERIOR MATERIALS to be used, including but not limited to, the types of windows, roofing, and siding.
  4. HISTORIC PHOTOGRAPHS: When reviewing projects on the local historic register, the DHPC refers to historic photographs of the property. Applicants should feel free to use such photographs as an aid during the planning and review process. Many historic and "as is" photographs of historic structures and streetscapes can be found in the Dayton Planning Department, and copies are available to applicants.

# THE COA REVIEW PROCESS CHART



## III. LOCAL DESIGN GUIDELINES – RESIDENTIAL REHABILITATION AND RESTORATION

THE FOLLOWING GUIDELINES ARE BASED UPON THE NATIONAL STANDARDS (SEE APPENDIX).

### INTENT

To provide convenient guidance, promote long-term preservation of property values through livability, and to maintain the historic character of individually listed historic properties.

### GENERAL - ESTABLISHING THE AREA OF WORK

A Certificate of Appropriateness from the DHPC for **rehabilitation** and/or **restoration** work may be required prior to obtaining a building permit from the City of Dayton. Consult with the Dayton City Planner to ascertain what steps (if any) are required for your specific project.

Additions or modifications to existing homes and/or structures are considered rehabilitation. For guidance on new, stand-alone construction (e.g. a new outbuilding) not attached to an existing home and/or structure, refer to the section for New Construction.

### PROPERTIES WITH NON-CONTRIBUTING BUILDINGS

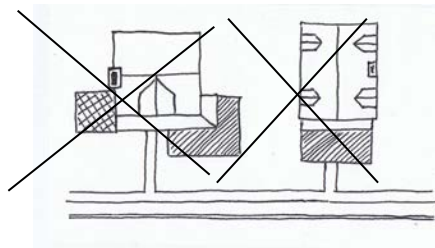
Alteration of non-historic, **non-contributing** residences and commercial buildings should reflect and be guided by the principles of the design of nearby historic structures and the character of the streetscape, including:

1. Alterations should be compatible in size, scale, material, and character with the existing house, nearby historic buildings, houses, and the streetscape.
2. Additional stories or elements that heighten the structure should be in harmony with the existing house, nearby historic buildings and the streetscape.
3. The proportions of primary **façades** should be in keeping with the existing house and be in harmony with those of nearby historic residences and/or structures.
4. Windows, entryways, and inset porches should be in the same proportions as the existing house and in harmony with those of nearby historic residences and/or structures.

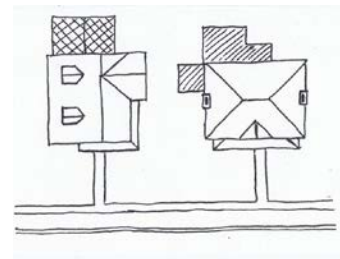
## PROPERTIES WITH CONTRIBUTING BUILDINGS

### 1. Streetscape Integrity and Additions

- a. Use materials and construction details that are compatible with surrounding significant historic buildings.
- b. Original architectural details and materials of the primary structure should remain on the structure unless they are being repaired, or replaced with replicas. This includes any second or third story of an historic structure and historic stone retaining walls.
- c. New designs that create an appearance inconsistent with the historic character of the building are inappropriate.
- d. New additions or alterations should not hinder the ability to interpret the design character of the historic building.
- e. Alterations that cover significant historic features are also inappropriate.
- f. An addition should be made distinguishable from the original building, even in subtle ways, so that the character of the original can be ascertained, such as creating a jog in the foundation between the original and new structures, or applying a new trim board at the connection point between the addition and the original structure.
- g. An addition should relate to the historic building in mass, scale and form. It should be designed to remain subordinate to the main structure.



Inappropriate



Appropriate

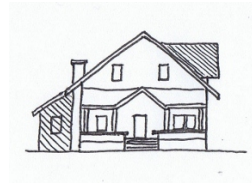
- h. Locating an addition at the front of a structure is inappropriate.
- i. An addition should be set back from any primary, character-defining façade.
- j. While a smaller addition is visually preferable, if a residential addition would be significantly larger than the original building, one option is to separate it from the primary building, when feasible, and then link it with a smaller connecting structure.

- k. The addition should not overhang the lower floors of the primary building in the front or to the side. This will help maintain the original profile of the building.
- l. For additions to existing buildings, original entrances, front porches, and projecting features, such as balconies, bays, and dormer windows, should be retained or restored.
- m. Original second or third stories should not be removed in order to add a new addition to the building or to lower the roof, unless it is the only feasible option to rehabilitate a building.



**Inappropriate**

Dormers are oversized and not scaled subordinate to the primary roof mass, side extensions have different roof slopes from the main roof.



**Appropriate**

Dormer scale is subordinate to main roof mass, side extension is a continuation of roof slope.

- n. When constructing a **rooftop addition**, keep the mass and scale subordinate to the primary building.
- o. A rooftop addition (defined as any feature altering the original roof shape or design) should be set back from the front of the building. This will help preserve the building's proportions as seen from the public street.

## 2. Siding

Original siding materials should be retained. Materials used on additions should be compatible with the predominant materials used on the original structure.

- a. Maintain the existing range of exterior wall materials found in the historic district.
- b. Exterior wood finishes should appear similar to those historically used. The lap dimensions of siding should be similar to that found traditionally.
- c. Newer siding materials may be considered, if they appear similar in character and detailing to traditional building materials (e.g. siding lap dimensions).

- d. Use of new materials should have a demonstrated durability in this climate and have the ability to be repaired under reasonable conditions.
- e. Appropriate materials for primary structures include horizontal lap **siding**, shake shingles, board and batten, stucco and brick. Vinyl siding is not a suitable product to use on existing portions of historic homes within the Districts.
- f. Details of siding should match those of traditional wood siding.
- g. Reflective materials, such as mirrored glass or polished metals, are inappropriate.
- h. Restoration of original colors, or colors appropriate to the style and era of the building is encouraged.

### **3. Painting**

Paint type and color is not enforced under these guidelines and does not require a COA. The following are tips and recommendations made available to home owners for their reference.

Property owners are encouraged to select paint colors suitable to the style and era of their home. A historically accurate color guide for historic homes can be found at most building, paint or hardware stores in addition to the Internet. Look for “historic” color palette examples.

- a. Painting, as part of building maintenance, is an important element in the preservation of an historic structure.
- b. While color choice is a personal decision of the property owner, consider how your building’s colors will fit harmoniously into the neighborhood while expressing your individuality.
  - i. When designing a color scheme, consider the entire composition. The body of the main façade is a major surface and a color scheme for the body and trim should be chosen.
  - ii. Choose the number of colors sparingly. Three colors are usually typical; don’t forget the roof color and how it plays into the color palette.
  - iii. The final color will look different than the paint chip. Paint a small area to get the actual effect.
  - iv. Employ color schemes that are simple. One muted tone of base color for body, 1-2 accent colors are typical. Use of matte finishes is preferred and reserve bright colors for accents such as highlighting an entry.
- c. Some examples of styles and coordinating colors can be a starting point. For the historic Districts the following are a few suggestions:



- i. Victorian (1840-1900) - Dark mulberry, deep blue, medium grey, dark ochre, ginger, moss green, brick red, slate, and buff (and any of the varying shades of these).
- ii. Colonial Revival (1900-1940) - Mid-blue, gray, pale green, taupe, and white (and any of the varying shades of these).
- iii. Arts and Crafts - Brown, taupe (and any of the varying shades of these).

#### 4. Windows

Many of the most defining features of an historic structure are tied to the windows of the front façade. Windows are important elements in the composition of a building and are typically highlighted or accented. Each architectural style typically has its own style of window.

- a. Vinyl windows are not recommended but are permitted.
- b. Attention to detail of the size, scope, placement and features (e.g. **double hung**, wood casing) should be considered when replacing or renovating windows in the Districts with newer, energy efficient windows.
- c. Window size and spacing depends on the architectural context. Historically, vertically formatted, double hung, **single hung**, and **casement windows** are typical. These window formats have wide vertical trim (typically a minimum of 3 to 5 inches) and a wider **cornice** at the top that is at least 20% taller. All windows should have sills.
- d. Multi-paned windows, with wood or lead **muntins**, are appropriate. The intent is that the window glass plane appears to be set back from the plane of the exterior wall.
- e. Horizontal sliding windows are inappropriate in the front of the building.
- f. If existing windows with **divided lites** are being replaced, the new windows should either have **divided lites** or simulate that effect.
- g. Beveled glass windows should be retained.
- h. Storm windows and screens are allowed.
- i. For additions the following should be considered:
  - i. Match the existing windows when replacing deteriorated windows or when adding new windows.
  - ii. Maintain attention to the size, scope, placement and features when replacing or renovating windows in the District (e.g. double hung wood window with **divided lites** with vertical proportions).

## 5. Doors

The front door is one of the most defining features of a building and is the most welcoming element. Doors and screen doors reflect the architecture of the structure.

Doors are important elements in the composition of a house and are typically highlighted or accented.

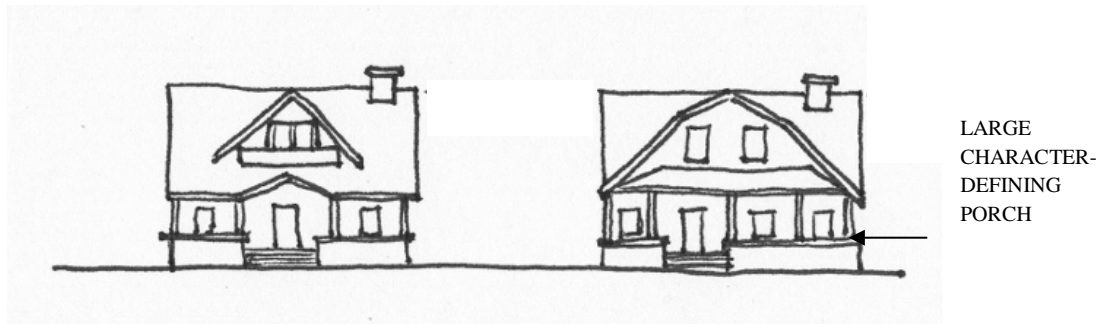
- a. Match the existing or a historically accurate front door when replacing a front door.
- b. Take care not to change the scale or design of the entry door or sidelites if applicable.
- c. Screens for the front door should be compatible with the style of the house.

## 6. Porches

Many of the historic homes throughout Dayton have porches. The prominent architectural styles during the development of the historic areas, such as **Bungalow** and **Queen Anne**, included front porches in their design.

Porches enhance a neighborhood for many reasons. They offer a place for people to partake in the activity of the neighborhood. They also contribute to the safety of the neighborhood because people are able to watch the street and each other's houses.

Exterior remodeling should incorporate/preserve front porches that are large enough for people to sit and observe the public life of their street and neighborhood. Be sure to check the City of Dayton Zoning Ordinance for setback requirements.



- a. Existing historic porches that are primary or character defining should not be enclosed.
- b. Secondary porches may be enclosed if configured in such a manner that the historic character of the porch and the house is still visible.
- c. If a porch replacement is necessary, reconstruct it to match the original in form and detail.
- d. Use a one-story porch element to define the entry.

- e. Orient the front of a house to the street and clearly identify the front door.
- f. A prominent entry will contribute to the pedestrian-friendly character of the street.
- g. The use of a porch is encouraged in any residential development. A porch should be similar in character, design, scale, and materials to those seen traditionally in the neighborhood.
- h. The size of a porch should relate to the overall scale of the primary structure to which it is attached.
- i. A porch should use compatible materials to that of the primary structure.
- j. Porch supports should be of a substantial enough size that the porch does not appear to float above the entry.
- k. Porch columns should be similar to those historically found.
- l. Wood columns are appropriate for most structures in the historic Districts.
- m. Avoid decorative elements that are not known to have been used on your house or others like it.
- n. On buildings where no evidence of a porch exists, a new porch may be considered that is similar in character to those found on other representative buildings if architecturally appropriate to the overall design of the building.

## 7. Awnings and Canopies

- a. If a building features awnings in historically appropriate materials, they may be retained and replaced with similar materials, such as canvas.
- b. Awnings and **canopies** should be replaced with like materials. Plastic or vinyl awnings are inappropriate.
- c. For new awnings and canopies, see the New Construction section.

## 8. Roofs

- a. Repairs and alterations of the roof should retain the original roof shape and pitch, original structural and decorative features such as **gables, dormers**, chimneys, cornices, **parapets, pediments, frieze boards**, exposed rafters, and other ornamental details and original types, sizes, and patterns of roofing materials.
- b. When adding a dormer to an existing roof, it should be in character with the primary structure's design and not change the overall proportions or character.

- c. Cedar shingle and composition roofs are historically accurate. Composition shingles should be of an architectural quality to simulate the original cedar shingle. Other materials may be used upon approval if they convey the scale and texture of the original shingle.
- d. Skylights should be flat. Roof venting should not significantly alter the appearance of historic homes.
- e. The roof of an addition should be compatible with the roof of the primary building.

## **9. Foundations**

- a. Changes to the foundation should be compatible with the original foundation in height, material, materials, and architectural style.
- b. Stone and brick details are common in the historic areas of the city.
- c. Concrete foundations and CMU foundations with a stucco or skim coat are acceptable.

## **10. Mechanical and Electrical Equipment**

Mechanical and electrical equipment are recognized as necessary elements of modern living. Their disposition in relation to an historic structure, property and District requires discretion and care so that the historic character remains intact. The following elements should be situated in the least visible location from public streets: satellite dishes, air conditioners, heat pumps, attic fans, solar panels, and other such equipment.

## **11. Accessory Buildings**

**Accessory buildings** or those buildings secondary to the primary structure or residential living spaces are often overlooked. Many accessory buildings were designed as a part of the original plans for the lot, often constructed in duplicate. Many garages face alleys that are, in themselves, of strong architectural design. Respecting the historic accessory buildings and their use is important and maintaining them should be a priority.

Existing historic accessory buildings that are listed under the historic designation for contributing properties in their nomination form should follow the preceding guidelines for all alterations or rehabilitation activities that are visible from the public street.

## **12. Handicap Accessibility**

Actions required to adapt an existing home to accommodate handicap accessibility is supported by the DHPC. Follow the outlined COA Review Process for actions that affect the exterior of the building that can be viewed from the public street.

The addition of ramps to the exterior of homes is allowed; however, the construction of the ramp must not destroy character-defining elements of the historic structure and should be designed and constructed in such a way that disassembly in the future does not require demolition or alteration to the primary structure.

## IV. LOCAL DESIGN GUIDELINES – RESIDENTIAL NEW CONSTRUCTION

### INTENT

To provide convenient guidance, promote long-term preservation of property values through livability, and to maintain the historic character of Dayton’s individually listed historic properties.

### GENERAL - ESTABLISHING THE AREA OF WORK

These guidelines should apply to all new buildings associated with an individually listed property, and only to portions of the exterior of such buildings visible from the public street. Note: buildings of residential or single-family character that have commercial uses are not exempt from these guidelines. Bed and Breakfast accommodations are an example of a commercial use in a residential style building.

When reconstructing a structure or constructing a new structure on a listed property, one must consider the size, scale, and design of the other historic structures within that neighborhood. This includes garages and other detached buildings or rebuilding of primary structures due to fire or other disaster. A Certificate of Appropriateness from the DHPC for any new construction is required prior to obtaining a City of Dayton building permit.

Accessory buildings should be limited to the rear and side yards where they are minimally visible from the public street and should be designed to have the least impact upon character defining features of the primary structure. The relationship of height to width of any new accessory structure and their sub-elements, such as windows and doors, and of alterations should be compatible with the character of the primary structure. The relationship of wall to window should also be compatible with related elements of existing structures on the building lot or with the historic character of the surrounding area.

New accessory structures that can be seen, entirely or partially, from the public street should also use the style and materials of the existing house.

Properties should be oriented to the street rather than to the rear or entrance side yard. Primary entrances, large windows, and porches face the street. Refer to the City of Dayton Zoning Ordinances for setback requirements. Use materials and construction details that are compatible with surrounding significant historic buildings.

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## PROPERTIES WITH NON-CONTRIBUTING BUILDINGS

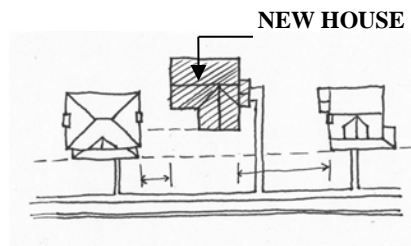
New construction on properties of non-contributing residences and commercial buildings should reflect and be guided by the principles of the design of nearby historic structures and the character of the streetscape, including:

- Compatible in size, scale, material, and character with the existing house, nearby historic buildings, houses, and the streetscape.
- The proportions of primary façades should be in keeping with the existing house and/or be in harmony with those of nearby historic residences and/or structures;
- Windows, entryways, and inset porches should be in harmony with those of nearby historic residences and/or structures.

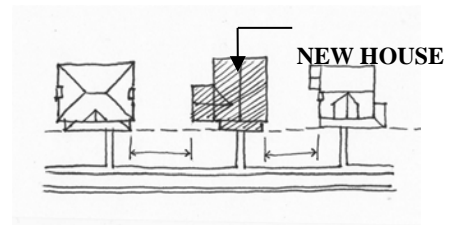
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## PROPERTIES WITH CONTRIBUTING BUILDINGS

### 1. Streetscape Integrity

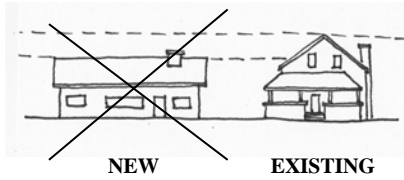


**Inappropriate**



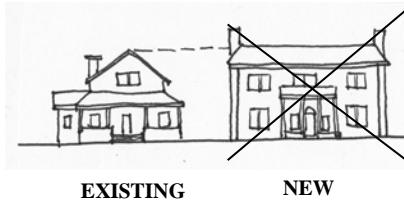
**Appropriate**

- a. Provide architectural continuity with surrounding buildings.
  - i. Maintain consistent side setbacks between buildings. This produces a streetscape rhythm for the neighborhood.
  - ii. Maintain consistent front setback with adjacent buildings. This presents a unified façade for the neighborhood and creates cohesiveness.
  - iii. Entrance to building should be on the main façade and face the street, avoid entry on the side.
- b. Historic stone retaining walls should be preserved.
- c. Provisions for new structures are as follow:



**Inappropriate**

Height and scale of new building is different from the existing.



**Inappropriate** Height is the same but mass of new building is different from the existing.



**Appropriate**

Height, scale, and mass of new building is the same as the existing.

- i. New construction should be compatible in height, scale, mass, materials and character with the main or neighboring building.
- ii. Height of any building should not exceed City of Dayton Ordinance.
- iii. The roof form of a new structure should be compatible with that of the primary building or adjacent buildings.

**2. Siding**

Siding materials used on new buildings should be consistent with predominant materials used on buildings of similar architectural style.

- a. Exterior wood finishes should appear similar to those historically used.
- b. The lap dimensions of the siding should be similar to historically used lap siding.
- c. Vinyl siding is not an acceptable product to use on existing portions of historic homes. However, it may be used on newly built homes where vinyl is the siding of the primary structure.
- d. Newer siding materials may be considered, if they appear similar in character and detailing to traditional building materials (e.g. lap dimensions).

- e. Use of new materials should have a demonstrated durability in this climate and have the ability to be repaired under reasonable conditions.
- f. Appropriate materials for primary structures include horizontal lap siding, shake shingles, board and batten, stucco, and brick.
- g. Details of siding and shingles should match those of traditional wood.
- h. Reflective materials, such as mirrored glass or polished metals, are inappropriate.

### **3. Painting**

Paint type and color is not enforced under these guidelines and does not require a COA. The following are tips and recommendations made available to home owners for their reference.

A historically accurate color guide for historic homes can be found at most building, paint and hardware stores in addition to the Internet. Look for “historic” color palette examples.

Property owners are encouraged to select paint colors suitable to the style of their home. While color choice is a personal decision of the property owner, consider how your building’s colors will fit harmoniously into the neighborhood while expressing your individuality.

- a. When designing a color scheme, consider the entire composition. The body of the main façade is a major surface and a color scheme for the body and trim should be chosen.
- b. Choose the number of colors sparingly. Three colors are usually typical; don’t forget the roof color and how it plays into the color palette.
- c. The final color will look different than the paint chip. Paint a small area to get the actual effect.
- d. Employ color schemes that are simple. One muted tone of base color for body, one to two accent colors is typical. Use matte finishes and reserve the bright colors for accents such as highlighting an entry.
- e. Some examples of styles and coordinating colors can be a starting point. For the historic Districts the following are a few suggestions:
  - i. Victorian (1840-1900) - Dark mulberry, deep blue, medium grey, dark ochre, ginger, moss green, brick red, slate, and buff (and any of the varying shades of these).
  - ii. Colonial Revival (1900-1940) - Mid-blue, gray, pale green, taupe, and white (and any of the varying shades of these).
  - iii. Arts and Crafts - Brown, taupe (and any of the varying shades of these).



#### 4. Windows

Many of the most defining features of an historic structure are tied to the windows of the front façade. Certain, and often specific, styles of windows reflect the style of the architecture of the house.

- a. Vinyl windows are not recommended but are acceptable.
- b. Window size and spacing should depend on architectural context. Historically, vertically formatted, double hung, single hung, and casement windows are typical. These window formats have wide vertical trim (typically a minimum of 3 to 5 inches) and a wider cornice at the top that is at least 20% wider. All windows should have sills.
- c. Windows should be compatible with the architectural style of the structure.
- d. Maintain attention to the detail of the size, scope, placement and features when selecting windows.
- e. Multi-paned windows, with wood or lead **muntins**, are appropriate. Where new windows are to be used (e.g. vinyl or metal clad), trim details should resemble historic windows by using simulated lites, sills and similar trim width. The intent is that the window glass plane appears compatible with historic windows.
- f. Horizontal sliding windows are inappropriate in the front of the building.

#### 5. Doors

The front door is one of the most defining features of a building and is the most welcoming element. Doors and screen doors reflect the architecture of the structure.

Attention to the front door is very important. The scale and detail should be compatible with the architecture of the structure.

#### 6. Porches

Continue the use of porches in historic properties. Be sure to check the City of Dayton Zoning Ordinances for setback requirements.

Many of the historic properties in many of the neighborhoods throughout Dayton have porches. The prominent architectural styles during the development of the historic areas, such as **Bungalow** and **Queen Anne**, included front porches in their design.

Porches enhance a neighborhood for many reasons. They offer a place for people to partake in the activity of the neighborhood. They also contribute to the safety of the neighborhood because people are able to watch the street and each other's houses.



New construction that incorporates front porches should be large enough for people to sit and observe the public life of their street and neighborhood.

- a. Primary character defining porches should not be enclosed.
- b. Secondary porches may be enclosed if configured in such a manner that the historic character is still visible.
- c. Use materials that will appear to be in harmony with nearby historic homes.
- d. Orient the front of a house to the street and clearly identify the front door.
- e. The use of a porch is encouraged. A porch should be similar in character, design, scale and materials to those seen traditionally in the neighborhood.
- f. Avoid decorative elements that are not known to have been used on the style of house being built.
- g. Porch supports should be of a substantial enough size that the porch does not appear to “float” above the entry.
- h. Brick, wood, or like wood columns are appropriate. Recommended column types are: square, turned or chamfered.
- i. Porch columns should be similar to those historically found.
- j. Covered porches are recommended. A canopy may be placed over the door to provide protection and interest if a porch is not possible.

## 7. Awnings and Canopies

- a. Cloth, metal, and wooden awnings may be appropriate, and should be compatible with the architectural style of the building. Plastic or vinyl awnings are inappropriate.
- b. Canopies and awnings over doors and windows were historically used. Historically appropriate materials are acceptable.

## 8. Roof

Typically, **gable**, **hip** and **shed roofs** are appropriate for the primary roof.

- a. **Roof pitch** should be similar to other houses in the District. It is important that newly constructed houses continue this pattern and use roof pitches that are similar to those on homes in the neighborhood.
- b. Exotic building and roof forms that would detract from the visual continuity of the street are discouraged.
- c. For residential construction, all single gable roofs should have a minimum 6:12 pitch — exception is the ranch-style house that should be 3:12.
- d. For commercial construction, flat roofs with a parapet are permitted.
- e. Skylight, solar units, mechanical and service equipment and new roof features should be placed in the least visible manner from the public street.
- f. Roof venting should should not significantly alter the appearance of the home or structure.
- g. Many architectural styles of houses include dormers in their roofs. The use of dormers is an element worth repeating in new construction. Dormers add light into the dwelling as well as additional living space and break up the perceived scale of a roof.
- h. The number and size of dormers should be limited on a roof so that the primary roof form remains prominent.
- i. A dormer should should be subordinate to the overall roof mass and should should be in scale with older ones on similar structures.
- j. The top of a dormer's roof should be located below the ridgeline of the primary roof and set back from the eave.
- k. Eave depths should should be similar to those seen traditionally in the neighborhood.
- l. The length of a roof **ridge** should not exceed those historically seen on comparable buildings.
- m. Cedar and wood shingles are historically accurate. Use of composition shingles should be of an architectural quality to simulate cedar shingle. Other materials may be used upon approval of the Historic Preservation Commission.

## 9. Foundations

Masonry and brick details are common in the historic areas of Dayton. They are used in the foundation, porch, around windows and doors and chimneys such as ornamental concrete blocks, poured concrete with a stucco wash or stone.

The foundation should match or be compatible with original foundations in height and material and be compatible with their architectural style and materials.

Concrete foundations and CMU foundations with a stucco or skim coat are acceptable.

## **10. Mechanical and Electrical**

Mechanical and electrical equipment are recognized as necessary elements of modern living. Their disposition in relation to an historic structure requires discretion and care so that the historic character remains intact. The following elements should be situated in the least visible location from the public street: satellite dishes, air conditioners, heat pumps, attic fans, and solar panels.

## **11. Accessory Buildings**

Many accessory buildings were designed as a part of the original plan for the lot. Many garages facing the alleys are, in themselves, of strong architectural design.

For new construction, such as garages, the following should be considered:

- a. An accessory building should remain subordinate, in terms of mass, size and height, to the primary structure (e.g. it should not exceed the height of the primary structure). Locate an accessory building to the rear of a lot or to the side of a primary structure. Consider zoning regulations.
- b. An accessory building should be similar in character and design.
- c. In general, accessory buildings should be unobtrusive and visually complementary with the house.
- d. Design new accessory structures such that the original historic structures can be clearly seen and identified. Place a new structure at the rear of a building or set it back from the front to minimize the visual impacts.
- e. Basic rectangular forms, with hip, gable or shed roofs, are appropriate.
- f. A contemporary interpretation of an accessory building may be considered.
- g. While the roofline does not have to match the house, it is best that it not vary significantly.

## V. LOCAL DESIGN GUIDELINES – RESIDENTIAL RELOCATION AND DEMOLITION

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### INTENT

To provide resident safety, convenience, and welfare, and promote long-term preservation of property values through livability of individually listed properties, and to maintain the historic character of homes.

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### GENERAL - ESTABLISHING THE AREA OF WORK

In Dayton historic houses historically orient to the street rather than to the rear or entrance side yard. Primary entrances, large windows, and porches face the street. Refer to the City of Dayton Zoning Ordinances for setback requirements. Approval of a Certificate of Appropriateness is required for any relocation work prior to obtaining a City of Dayton building permit.

Demolition of an existing structure deprives the community of historical richness and should be considered an option of last resort. Demolition is generally only considered justifiable if a city official deems the existing structure a public safety or health hazard.

A waiver from the DHPC for any demolition work is required prior to obtaining a building permit for demolition from the City of Dayton, DMC 5-18.24. Consult with the County Planner when considering demolition of an historic structure for additional requirements that may apply.

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### REHABILITATION

All feasible and reasonable measures of rehabilitation should be considered as the first step prior to demolition. If rehabilitation is not feasible, the structure should be documented with detailed photos.

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### SALVAGE

Historical elements should be salvaged for reuse before demolition. Salvageable historic elements should be removed for reuse or resale.

## VI. GLOSSARY OF ARCHITECTURAL TERMS

**Accessory building:** A detached building subordinate to a main building such as a garage, greenhouse or shop: an outbuilding.

**American Foursquare:** An architectural house style featuring a simple box shape, two-and-a-half stories high, low-hipped roof with deep overhangs, large central dormer, full-width porch with wide stairs, and brick, stone, stucco, concrete block, or wood siding. Although foursquare houses are always the same square shape, they can have features borrowed from other styles: bay windows, small towers, or "gingerbread" trim (Queen Anne), pediments or **porticos** (Colonial Revival). See page 38 for a pictorial representation of American Foursquare.

**Art Deco:** An architectural building style featuring a rectangular blocky form arranged in geometric fashion and broken up by curved ornamental elements, flat roofs with parapets, exterior siding materials of stucco, concrete, smooth-faced stone, and terracotta, and wall openings filled with decorative glass block.

**Bungalow:** An architectural house style usually 1 to 1 1/2 stories, featuring low-pitched roofs, broad eaves, a large front porch with tapered square columns that creates an outdoor room, easy access to outdoor spaces like verandas, porches, and patios, siding varies with stucco, shingle or lapped siding, and a handcrafted appearance.

**Canopy:** A protective roof-like covering, mounted on the wall above an exterior door.

**Casement window:** A window sash that is hinged on the side.

**Certificate of Appropriateness (COA):** A document issued to the owner by the Historic Preservation Commission that approves specific changes to a house or building that is on a Historic Register or within a Historic District.

**Character defining elements:** Elements that allow for recognition of a property being a product of its own time.

**Colonial Revival:** An architectural house style featuring a rectangular symmetrical façade, 2 to 3 stories tall, gable roof with dormers, temple-like entrance with porticos topped by a pediment, pillars and columns, brick or wood siding, double-hung windows with shutters, simple, and classical detailing. See page 37 for a pictorial representation of Colonial Revival.

**Column, chamfered:** A column with corners that are 45 degrees.

**Column, turned:** A column that is milled with a profile symmetrical about its vertical axis and generally cylindrical in form.

**Contributing:** A contributing building, site, structure or object adds to the historic architectural qualities, historical associations, or archeological values for which a property is significant because a.) It was

present during the period of significance, and possesses historic integrity reflecting its character at that time or is capable of yielding important information about the period, or b.) It independently meets the National Register criteria.

***Cornice:*** A projecting molding that tops the elements to which it is attached.

***Craftsman:*** An architectural house style usually 1 to 1 1/2 stories, featuring low-pitched roofs, broad eaves, a large front porch with tapered square columns that creates an outdoor room, easy access to outdoor spaces like verandas, porches, and patios, siding varies with stucco, shingle or lapped siding, and a handcrafted appearance. See page 38 for a pictorial representation of Craftsman.

***Divided lights:*** A window composed of various small panes of glass connected by wood or metal muntins. Simulated divided lights seek to emulate this by creating the appearance of subdivided panes of glass by using muntins that are placed between two panes of glass.

***Dormer:*** A window set upright in a sloping roof; the roofed projection in which this window is set.

***Double hung window:*** A type of window with two sashes, each sliding on a vertical track.

***Fenestration:*** The arrangement of doors and windows on the exterior of a house or building.

***Façade:*** A face of a building, usually the front.

***Frieze boards:*** A blank horizontal board which is capped top and bottom by molding and other decorative elements.

***Folk Victorian:*** An architectural house style featuring a square, symmetrical shape, low-pitched front gable and side wings, pyramid shaped roof, brackets under the eaves, porches with spindle work or flat, jigsaw cut trim. Though similar to Queen Anne's, Folk Victorian houses are orderly and symmetrical houses. They do not have towers, bay windows, or elaborate moldings. See page 36 for a pictorial representation of Folk Victorian

***Gable:*** A triangular wall enclosed by the sloping ends of a ridged roof.

***Gable roof:*** A roof sloping downward in two parts at an angle from a central ridge, so as to leave a gable at each end.

***Hip roof:*** A roof sloping downward on all sides.

***Italianate:*** A tall appearing architectural house style from 2 to 4 stories, with a balanced, symmetrical rectangular shape, low-pitched or flat roofs, wide overhanging eaves with brackets and cornices, square cupola, porch topped with balustrade balconies, tall narrow windows with hood moldings, side bay window, and roman or segmented arches above windows and doors. See page 36 for a pictorial representation of Italianate.

***Minimal Traditional:*** An architectural house style featuring a low or moderately pitched roof, minimal eaves and roof overhang, a side gable, often with one front-facing cross gable over the front entrance,

minimal decorations (typically only faux shutters), a small fireplace and chimney, and exterior siding of wood, brick, or a mix of sidings. See page 40 for a pictorial representation of Minimal Traditional.

**Motifs:** A repeated element in a composition or design.

**Mullions:** A vertical member of a window frame dividing two windows.

**Muntins:** An intermediate member of a window separating individual panes of glass.

**Non-contributing:** A non-contributing building, site, structure, or object does not add to the historic architectural values for which a property is significant because a.) It was not present during the period of significance, b.) Due to alterations, disturbances, additions, or other changes it no longer possesses historic integrity reflecting its character at that time or is incapable of yielding important information about the period, or c.) Does not independently meet the National Register criteria.

**Parapet:** A low wall at the edge of a roof or balcony.

**Pediment:** The triangular-shaped portion of the wall above the cornice which formed the termination of the roof behind it; similar to a gable.

**Porte cochere:** A roofed structure covering a driveway at the entrance of a building to provide shelter while entering or leaving a vehicle.

**Portico:** A porch leading to the entrance of a building with a roof structure over a walkway, typically supported by columns.

**Queen Anne:** An asymmetrical architectural house style from 1 to 3 stories, often L-shaped, with cross-gabled or hipped medium pitched roofs, highly ornamented using wall surfaces as decorative elements, abundant use of spindle work, patterned masonry and shingle siding, wrapped porches, and classical design elements. Towers and turrets are placed at front corner of façade, and windows are usually double hung. Later houses may have curved windows in towers and stained glass is often seen in transoms, doors, and other windows. See page 37 for a pictorial representation of Queen Anne.

**Ranch:** A single story asymmetrical architectural house style featuring long, low hipped rooflines and large overhanging eaves, L- or U-shaped floor plan, large picture windows, stucco, brick or wood siding, and minimal to no decoration. See page 40 for a pictorial representation of Ranch.

**Rehabilitation:** Defined as the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values.

**Restoration:** Defined as the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project.



**Ridge:** The horizontal line in which the tops of the rafters of a roof meet.

**Roof pitch:** The slope of a roof is generally measured in inches of rise over a horizontal distance of 12 inches; for example, a roof pitch of 6:12 indicates the slope of a roof that rises 6 inches vertically for every 12 inches horizontal.

**Rooftop addition:** Any feature altering the original roof shape or design, such as a dormer, cupola, or chimney,

**Shed roof:** A roof having a single slope.

**Siding:** The finish covering of an exterior wall on a building. Other terms associated with siding are shiplap, clapboard, or cladding.

**Sidelights:** A sidelight is a tall slender window that flanks a door.

**Single hung window:** A type of window with two sashes, the top sash is fixed, and the bottom sash slides on a vertical track.

**Tudor Revival:** An architectural house style featuring an asymmetrical façade with overhanging second floors, a cross-gabled steeply pitched roof, sometimes with clipped gables, and decorative half-timbering which subdivides stucco or brick infill siding, small dormer windows, and low arched doors. See page 39 for a pictorial representation of Tudor Revival.

**Tudor Revival Storybook Cottage:** A whimsical variant on the Tudor Revival style which imitates late medieval cottages from England as depicted in fairytale stories such as Hansel and Gretel. See page 39 for a pictorial representation of Tudor Revival Storybook Cottage.

## VII. PICTORIAL REPRESENTATIONS OF ARCHITECTURAL STYLES

Illustrations by Matt Zanger, RA



### Folk Victorian

ca. 1890 – 1910



### Italianate

ca. 1840-1885



## Queen Anne

ca. 1880 - 1910



## Colonial Revival

ca. 1880 - 1955



## Craftsman

ca. 1905-1930



## American Foursquare

ca. 1895 – 1939



## Tudor Revival

ca. 1890 – 1940



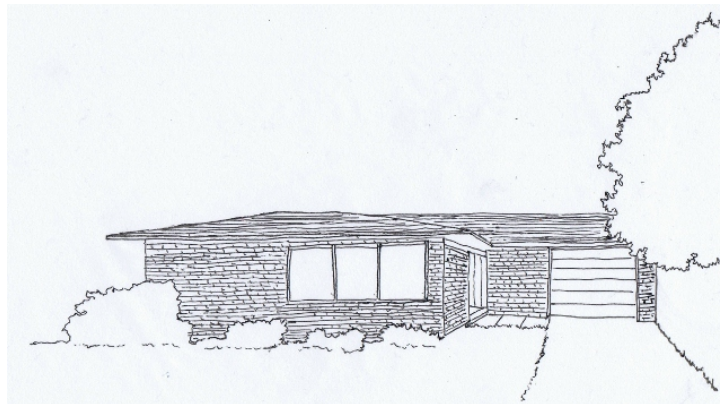
## Tudor Revival – Storybook Cottage

ca. 1920 - 1939



## Minimal Traditional

ca. 1935 - 1950

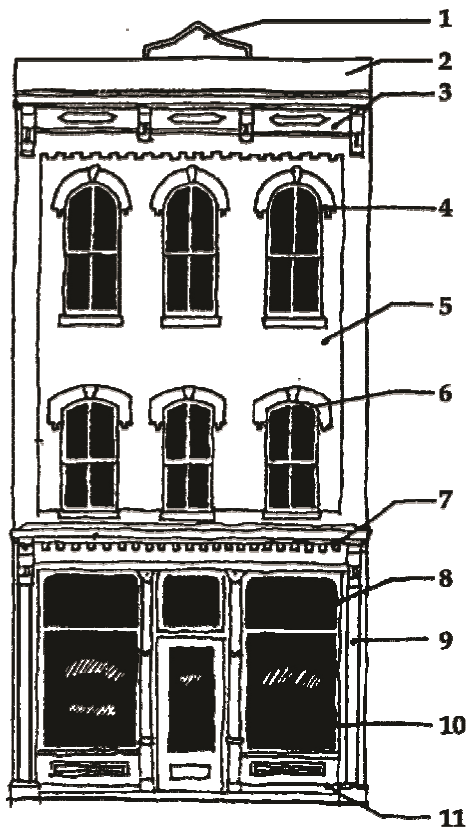


## Ranch

ca. 1935 – 1975

**Storefront Design Details**

- |                           |                       |
|---------------------------|-----------------------|
| 1. Pediment               | 7. Storefront Cornice |
| 2. Parapet                | 8. Transom            |
| 3. Decorative Cornice     | 9. Pilaster           |
| 4. Window Surround        | 10. Display Window    |
| 5. Masonry Wall           | 11. Bulkhead          |
| 6. Segmental Arch Windows |                       |



For more information about Dayton:

**Dayton Historic Depot – 509.382.2026**

[www.daytonhistoricdepot.org](http://www.daytonhistoricdepot.org)

**Dayton Chamber of Commerce**

1.800.882.6299 or 509.382.4825

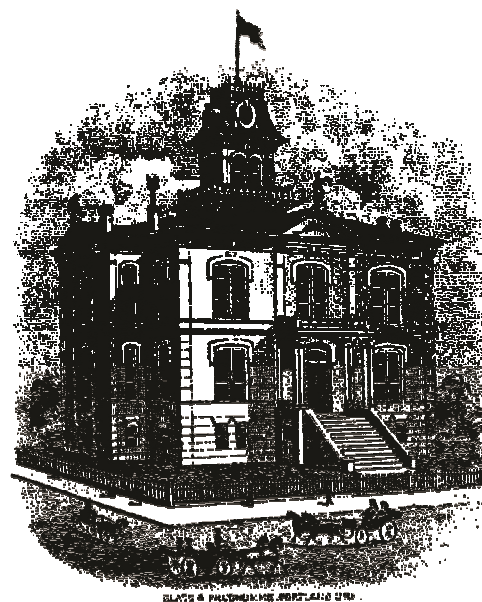
[www.historicdayton.com](http://www.historicdayton.com)

**Columbia County Rural Library District**

509.382.4131

[www.ccrld.lib.wa.us](http://www.ccrld.lib.wa.us)

10/2011



**DOWNTOWN DAYTON**  
*Walking Tour*  
**HISTORIC DISTRICT**

Courtesy of the  
**Dayton Historic  
 Preservation Commission**

111 South First Street

509.382.2361

*The Downtown Dayton Historic District was placed on the National Register of Historic Places in 1999.*

This district includes 29 buildings within a four block area. The nomination was compiled by the Washington State Office of Archeology and Historic Preservation and the Dayton Historic Preservation Commission. Contributing buildings have a bronze plaque with historical name and date and are listed in this leaflet by current business name. Some buildings have historical photos and interior features.

Begin this walking tour at the Columbia County Courthouse, proceed west on Main Street 2 1/2 blocks. Tour continues on the south side of Main Street and returns east on to Third Street.



**341 East Main Street  
 Columbia County  
 Courthouse ♦ 1887**

The courthouse was designed by Dayton Architect W.H. Burrows. This two and one-half story, stuccoed brick Italianate building is topped with a 22-foot lantern, and bellcast Mansard roof with iron cresting. Distinctive features include rusticated base, quoins, paired segmental arch windows, and pediment statuary. This oldest working courthouse in Washington State was listed on the National Register in 1975.

**309-311 East Main Street  
 Home Baked Goodness and  
 Manilla Bay ♦ 1888**

The Dantzscher Building is a two-story brick structure with segmental arched, second-story windows. A stucco finish has been applied. An Italianate cornice, which was removed prior to 1950, has been replaced, as has the 1888 storefront.

**112 North Second  
 Convenient Care Clinic ♦ 1935**

The Day Building was built for Dr. W.W. Day, the third generation of pioneer Dayton physicians. The Mission Revival style, single-story stuccoed office building has simple wood detail and Spanish tile parapet. It has served continuously as a medical clinic.

**222 East Commercial  
 Dayton Historic Depot ♦ 1881**

The Dayton Depot, originally built on the west side of the Touchet River, was moved to this site in 1899. This two-story, Stick-Eastlake-style building with a cross gable roof housed the station master upstairs. Note the prominent bracket detailing, decorative bargeboards in the gables, original siding, windows and door.



The interior spaces are intact and include high ceilings, beaded board walls, and wainscoting. This oldest surviving train station in Washington was built by the Oregon Railroad and Navigation Company and later purchased by the Union Pacific Railway. The Depot was listed on the National Register in 1974.

**247 East Main Street  
 St. Vincent de Paul ♦ 1898**

This is a single-story masonry building with recessed parapet panels and buff brick facing. The original transom windows are restored and the storefront configuration is intact. The building originally extended to the corner or Second and Main. Built for Jacob Weinhard and known historically as The Weinhard Block, it is attributed to John Nash, architect and contractor. Its general use has always been dry goods.

**245 East Main Street  
 The Village Shoppes ♦ 1909**

This is a single-story masonry building with buff brick facing, recessed parapet panels, transom windows and storefront configurations intact. Designed by John Nash to match the building next door, it was occupied by Monnett & Hamilton Hardware for over 60 years.

**229-235 East Main Street  
 Weinhard Hotel ♦ 1890**

The Weinhard Building is a two-story brick building with distinctive brick coursing and corbelling at the upper story level. In 1963, one half of the building burned and is now the parking lot for the hotel. German immigrant Jacob Weinhard came to Dayton in 1880 and established Jacob Weinhard's Brewery, now demolished. He operated the Weinhard Saloon and billiard hall on the ground floor while the second story was used as a lodge hall. Over the years there have been several restaurants, a Safeway store and a drug store on the ground floor.

**217-225 East Main Street  
Day Escape Spa & Salon and  
Wenaha Gallery ♦ 1882**

The Guernsey-Sturdevant Building is a two-story, Italianate style, brick masonry structure with an elaborate wood cornice, formal window surrounds, and intact cast-iron columns. The wood cornice and storefronts were renovated in 1992 and the building was listed on the National Register in 1993.

**211 East Main Street  
♦ 1882**

This two-story brick masonry building is adorned by five round-arched windows at the second story. This building once extended to the corner of First and Main as a two-story Italianate structure with cast iron store fronts and bold projecting roof line cornice.

**112 North First Street  
Barber Shop ♦ 1909**

This is a stuccoed brick building with narrow, segmental-arched windows and doors. Note the original lettering of an early doctor on the left door.

**179 East Main Street  
Dingle's ♦ 1930**

The original 1885 building burned in 1930. Using the original exterior walls, the building was rebuilt with the present storefront, double recessed entries and large display windows. A full width span of vertical transom windows are arranged on both the front and on the side of the structure.

**171 East Main Street  
Dingle's ♦ 1875**

This two-story brick building with Italianate detailing was designed by Dayton architect W.H. Burrows and built for Dusenberry and Stencil, early Dayton merchants. With cast-iron columns and multi-paned second story sash windows, it was touted as the first modern brick structure in Dayton. The Dingle family owned and operated a mercantile in both buildings from 1920 to 2004.

**159 East Main Street  
Customized Business Systems ♦ circa 1905**

This brick building has ornate corbelled brickwork along stepped parapet. Robinson Harness and Saddle Shop occupied the building from 1907 to 1940.

**151-153 East Main Street  
♦ 1906**

The original double recessed store entrance was restored using the intact right side as a pattern. Corner pilaster, transom, and brick work were in place. Built as two units for offices, shops, and barber-shops.

*(Cross the street to the south side)*

**164 East Main Street  
Dayton Fitness Center ♦ 1946**

This streamlined concrete building with a stucco finish was constructed on the site of the original Weinhard Theater, which burned for the third and last time in 1916. The Criss Furniture Store occupied this building from 1946 to 1998.

**166 East Main Street  
Dayton Chamber of Commerce ♦ circa 1895**

This small building with flanking cast-iron columns, transom windows and brick paneling was at one time part of the Dayton Mercantile. The original display windows have been replaced. The building has been a café, a furniture store and an auto store.

**176 East Main Street  
Elk Drug ♦ 1946**

This stucco over brick structure was rebuilt in the Moderne style as a car dealership and gas station on the site of an early mercantile store. The building was remodeled in 1997, but retains the original grooves in the upper façade. The green art glass ribbon over the display windows gives the flavor of the original bamboo glass transoms.

**200 East Main Street  
Broughton Land Company ♦ circa 1880**

Early fire insurance maps show a building here in 1884, but local lore says it was here as early as 1877, making this the oldest brick building in town. The storefront was remodeled in the 1930s. The Broughton Land Co., and agricultural enterprise, has occupied the building since 1904.

**214 East Main Street  
Woody's Bar & Grill ♦ 1898**

This building has been a furniture store, a variety store, pool hall and barber shop. The columns and storefront detailing are intact although the windows have been replaced. Inside is an early wooden back bar, counter and built-in refrigerator.

**230 East Main Street  
Jitters ♦ 1887**

The storefront has the original parapet with pediment. Flanking pilasters and transom windows are intact. Businesses have been bakery and confectionery, general merchandise, and TV store.

**236 East Main Street  
♦ circa 1887**

This building served as a barber shop and bath until 1909. From 1918 to 1974, a jewelry store occupied this location. Flanking iron columns and stucco over brick façade appear in old photos. The store front was reconstructed in 1996 and fits into the original footprint.

**238 East Main Street  
♦ 1895**

An unusual building built for Wallace Abstract (and insurance) who did business here until the 1960s. Original wood framed windows with a segmental-arched transom and an entrance with granite steps are still intact. An ornate pediment has been removed from the top of the parapet.

**242 East Main Street  
Jacci's Yarn Basket and Quilts  
♦ 1889**

This building has housed hardware, general merchandise, drug, barber and billiards businesses. The storefront has been renovated, but the upper façade is intact.

**250-254 East Main Street  
Mace's Mead and  
Windermere Realty ♦ 1900**

Early store fronts with original vents and interior skylights were uncovered in 2003. Mace's Mead reflects early 1900s, while the realty shows a 1940s façade. Pressed metal cornice, pilasters, transoms, and parapet with finials are intact. Early businesses were grocery, drugstore, tavern, restaurant and auto parts store.

**258 East Main Street  
Weinhard Café ♦ 1900**

An early photo of Chandler's Market, showing two sets of tall double doors folded open to a recessed entry with a second set of doors, was used as a guide for the 2003 façade reconstruction. A canvas awning provided shade. Brick pilasters are original. The meat market operated into the early 1950s followed by a grocery and tavern.

**344 East Main Street  
Liberty Theater ♦ 1921**

This stucco clad brick was remodeled in the 1930s and again in the 1940s. Built on the site of the old Dreamland Theater, which was destroyed by fire in 1919, the theater operated until 1964. The 2000 restoration returned the ticket booth and marquee to a 1940s configuration.

**350-352 East Main Street  
Law Firm and  
LeMaster & Daniels ♦ 1906**

This distinctive one-story brick building has the original corbelled cornice, decorative brick panels, large multi-paned transom windows and cast-iron columns. Outer columns of rusticated concrete set off this renovated façade. Built for a coffee roasting and general merchandise company by WJ Hubbard, the building has also housed a bowling alley and local TV station.

**358 East Main Street  
Dayton Chronicle ♦ 1908**

With a faint suggestion of Romanesque Revival architecture, this building has a street façade of rusticated concrete block. A recessed entrance with granite steps and the original name of the newspaper on the upper façade makes this building stand out. The Columbia Chronicle was founded in 1878, and over the years the newspaper consolidated with others, including the "Columbia County Dispatch." Fire insurance maps show this building in 1909 with printing press in place.

**362 East Main Street  
Suffield Furniture Co. ♦ 1950**

This spare single story building with stucco finish has a suspended canopy and an angular recessed entry. Built in the remains of a fire-gutted 1900 era building, this Moderne style store retains its 1950s neon sign.

  
*Thank You for Taking Our Walking Tour of  
Dayton's Historic Downtown District.*



**BY-LAWS OF THE DAYTON HISTORIC PRESERVATION COMMISSION**

**SECTION 1: GENERAL RULES AND PROCEDURES**

*These By-Laws establish the rules and procedures under which the Dayton Historic Preservation Commission (DHPC or Commission) operates.*

**A. NAME**

1. The name of the organization shall be THE DAYTON HISTORIC PRESERVATION COMMISSION.

**B. PURPOSE**

1. The purpose is to provide for the identification, evaluation, and protection of historic resources; raise community awareness; and serve as the City's primary resource in matters of history, historic planning, and preservation.

**C. MEMBERSHIP**

1. Creation and Composition: There is hereby established a Dayton Historic Preservation Commission, consisting of no less than three and no more than seven members, as provided in Chapter 5-18.16 of the Dayton Municipal Code.
2. Members shall be appointed by the Mayor and approved by the City Council as prescribed in Chapter 5-18.16 of the Dayton Municipal Code.
3. Members shall be selected for appointment in accordance with requirements set forth in Chapter 5-18.16 of the Dayton Municipal Code.

**D. TERMS OF MEMBERS**

1. Appointments shall be made as set forth in in Chapter 5-18.16 of the Dayton Municipal Code. Mayoral appointments shall fill vacancies. The Commission shall actively seek applicants for vacancies and expired terms.

**E. ATTENDANCE OF MEMBERS**

1. All members shall attend regularly scheduled meetings and shall be on time. If any member is absent from three meetings in a single calendar year without being excused prior to the meeting by the Commission Chair, the Commission may request that the City Council consider declaring the position vacant.

**F. QUORUM**

1. A quorum shall consist of at least three members and consist of a simple majority of members.

**G. OFFICERS AND STAFF**

1. The officers of this organization shall be Chair and Vice Chair. The Secretary, though present, shall not be a member. Should the need arise on a permanent or temporary basis, the necessary office shall be voted in by majority vote.
2. All officers shall perform their duties as prescribed by these by-laws and by parliamentary authority adopted by the organization.
  - a. The election for Chair and Vice Chair shall be held at the regularly scheduled February meeting. Nominations shall be made from the floor and election held immediately before new business. The officers shall be elected for a one-year term or until their successors are elected, with their term of office beginning immediately after election.
  - b. The Chair shall preside over all regularly scheduled and all special or called meetings of the Commission. The Chair shall appoint members to specific task force (ad-hoc) committees, of which terms shall end when the task is completed. All tasks presented to a committee shall be executed in a timely manner.
  - c. The Vice Chair assumes the duties of the Chair in the absence of the Chair. In the absence of the Chair, the Vice Chair will have the same powers and duties as those of the Chair.
  - d. Commission and professional Staff assistance shall be provided by the City Planner, and additional assistance and information to be provided by other City departments as may be necessary to aid the Commission in carrying out its duties and responsibilities as prescribed in Chapter 5-18 of the Dayton Municipal Code.
  - e. The City Planner, or delegate, shall act as Secretary. The Secretary shall record all meetings using audio recording and transcribe minutes, distribute information to

members including minutes, information pertinent to tasks at hand, and all current and updated materials that members are in need of in order to carry out their tasks. Also, the Secretary shall act as an advisor to the Commission and shall notify members of meeting dates and times not less than five (5) days before the meeting.

#### H. POWERS AND DUTIES

1. The major responsibility of the Historic Preservation Commission is to identify and actively encourage the conservation of the City of Dayton's historic resources, reviewing proposed changes to register properties, raising community awareness of the City's history and historic resources; and serving as the City's primary resource in matters of history, historic planning, and preservation.
2. Review nominations to the Dayton Register of Historic Places according to criteria in Section 5-18.20 of the Dayton Municipal Code and adopt standards to be used to guide this review.
3. Review proposals to construct, change, alter, modify, remodel, move, demolish or significantly affect properties or districts on the register as provided in Section 5-18.20 of the Dayton Municipal Code; and adopt standards to be used to guide this review, and the issuance of a Certificate of Appropriateness.
4. No member of the DHPC shall advise or express an opinion about a proposed Certificate of Appropriateness outside of a regular meeting.

#### I. MEETINGS

1. The regularly scheduled meeting of this Commission shall be held the fourth Wednesday of each month at 6:00 p.m. at Dayton City Hall in the Council Chambers, 111 South 1<sup>st</sup> Street, Dayton, Washington 99328, the County Planning and Building Office unless otherwise directed by the Chair or a Commission vote in compliance with Chapter 42-30 RCW, Open Public Meeting Act, to provide for adequate public participation and adopt standards to guide this action. All meetings shall start on time and shall be executed expeditiously by the Chair.
2. Special meetings may be called by the Chair. The purpose of the meeting will be stated in the call. Except in emergencies, at least three (3) days' notice shall be given for special meetings and five (5) days' notice for regularly scheduled meetings. Public notice of a special meeting shall be provided as required by RCW 42.30.080.
3. Parliamentary authority of the meetings shall be the current edition of Robert's Rules of Order Newly Revised.
4. Procedures for conducting regular meetings.
  - a. Pre-Meeting
    - i. If there are agenda items, regular meetings will be held monthly and a date and time specified by the DHPC. In case of scheduling conflicts the meeting may be changed at the discretion of the Chair with ten (10) days advance notice given to DHPC members and the public. If the meeting date falls on an official holiday, the meeting may be changed to a time and place as determined by the DHPC at the preceding month's meeting. If such a change occurs, the regular meeting place will be posted as to the new time and place.
    - ii. If there are no agenda items, the chair may cancel the regular meeting after giving all DHPC members and the public 24 hours advance notice. However, if a majority of DHPC members express the desire to hold the meeting, it shall convene as scheduled. If the meeting is canceled, a notice to that effect will be posted at the regular meeting place at the regular time.
    - iii. Special meetings may be called by the Chair or by a majority of the DHPC members. Commission members will be given at least 24 hours advance notice of the time and place of such meetings.
    - iv. All regular and special meetings will be open to the public and the date, place and agenda will be publicized in accordance with the Open Public Meetings Act (Chapter 42.30 RCW) except when a majority of Commission members determine that an executive session is necessary as detailed in the Open Public Meeting Act (Chapter 42.30.110). The agenda for regularly scheduled meetings shall be posted and advertised 48 hours prior to the regularly scheduled meetings.

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- v. The order of agenda items will be determined by their order of receipt. All applications, including the designation review and Special Valuation review must be filed at least one (1) month before the meeting at which the case is to be considered. This allows Staff sufficient time to copy and distribute materials to DHPC members. Design Review applications must be filed at least one (1) week prior to the regularly scheduled meetings at which they are to be considered.
  - vi. Staff shall be responsible for notifying principles in each case as specified under the rules for review procedures.
- b. Regular Order of Business for Meetings
- i. Business will be conducted under Robert's Rules of Order. All issues will be decided by simple majority vote except amendments to the By-Laws, which require a vote of two-thirds (2/3) of the membership.
  - ii. At least three (3) members and a simple majority of the members of the DHPC constitute a quorum. Meetings without a quorum will be recessed to the earliest possible date.
  - iii. Minutes will be taken during all DHPC proceedings. Additionally, the meetings may be taped to further clarify the minutes.
  - iv. The regular order of business shall be as follows:
    - a) Call to order.
    - b) Roll call.
    - c) Adoptions of minutes.
    - d) Design/Special Valuation review.
    - e) Unfinished business.
    - f) New business.
    - g) Other business.
    - h) Adjournment.
  - v. The regular order of business for consideration for applications and conducting meetings for Designation Reviews, Design Reviews, Formation of Local Districts, and Special Valuation Reviews may be found in Sections II, III, IV, and V of this document.
  - vi. The DHPC shall act on each application at the meeting unless a majority of the Commission decides to defer the consideration to a later date. Requests for continuance may be granted if all parties agree. The Chair will publicly announce the continuance, and the case will automatically be set on the agenda for the next regularly scheduled meeting. In such a case, no further notice is required for the principles in the case.
  - vii. In the event of the uncontrollable disruption of the meeting, the DHPC may clear the meeting room and continue in session or may adjourn and reconvene at another location selected by majority vote of the members. In such a case, business shall be restricted to those items on the printed agenda. Persons or news media not participating in the disturbance may be readmitted in this situation.
- c. Plan for retaining records.
- i. The master copies of all historic preservation related rules and procedures, application standards, criteria, and standard forms will remain on file with the City of Dayton.

**J. AMENDING BY-LAWS**

- 1. Amendments to the By-Laws may be recommended by the Dayton Historic Preservation Commission during a quorum and with the majority vote. Final adoption of the proposed By-Laws is by Council via resolution, and is not effective until City Council adoption at a regular meeting.