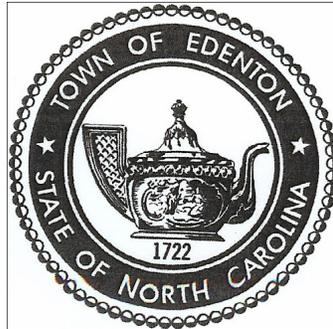


Edenton Historic District Design Guidelines



Approved by the Edenton Preservation Commission: July 10, 2006
Approved by the Edenton Town Council: October 10, 2006
Edenton Preservation Commission, 2006

Edenton Historic District Design Guidelines

Edenton Town Council

Mayor: Roland Vaughan

Members: Steve Biggs, Phyllis Britton, Sambo Dixon, Jerry Parks, Willis Privott, Jimmy Stallings.

Town Manager: Anne-Marie Knighton

Edenton Historic Preservation Commission

Chair: Lisa Baker

Members: Fred Browne, Jack Drage, Alphas (Al) Robb, Brenda Spruill, Patsy Taylor

Design Guidelines Subcommittee

Lisa Baker, Claudia Deviney, Jack Drage, Craig Miller, Keith Nixon, and Alphas (Al) Robb

Staff Advisors: Anne-Marie Knighton, Elizabeth Bryant, Town of Edenton Planning Director, Susanne Stallings, Town of Edenton Planning Department Administrative Assistant, and Jennifer Harriss, Edenton Main Street Director

Advisors

Scott Power, Eastern Office Archives and History; Reid Thomas, Eastern Office Archives and History; Melinda Coleman, CLG Coordinator and Grants Administrator State Historic Preservation Office.

Project Consultant

Michelle A. Michael, Fayetteville, NC

Acknowledgements

This Design Guidelines publication has been financed in part with federal funds from the National Park Service, Department of the Interior. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior.

Published by the Town of Edenton, Edenton North Carolina, 2006

©2006 Edenton Preservation Commission

This document may be reproduced or transmitted in any form in whole or in part with prior written permission of the Edenton Preservation Commission. However, prior written permission is not required for reproduction in whole or in part for use in matters related to the Edenton Preservation Commission, the state government, or the federal government.

Photos on cover include the Edenton Teapot, Chowan County Courthouse, Cupola House, Edenton Mill Village Houses, Town Seal, William Coffield House, Town Clock, Swain School, and the A.T. Bush Building.

Edenton Historic District Design Guidelines

Forward

The Edenton Historic District Design Guidelines (referred to as the Design Guidelines) are designed to assist all parties interested in Edenton's Historic Districts. They provide guidance for property owners, tenants, contractors, and architects who wish to restore, rehabilitate, or make changes to the exterior of properties within the district. For planning staff, commission members, and building inspectors they serve as a guide for evaluating proposed changes. The Design Guidelines can also serve as a handbook for anyone who wishes to preserve the unique architectural heritage that is Edenton.

Explanation of the process and ordinance occurs in Chapter 1 while a brief history and description of architectural styles is in Chapter 2. Chapters 3, 4, and 5 include the actual design guidelines for Site and Setting, Exterior Changes, Additions, and New Construction respectively. The Appendices include additional information for reference including preservation contacts, works consulted, architectural terms and definitions, preservation affiliated websites, and the Edenton Historic District Ordinance.

There are two basic rules to follow for reviewing Certificates of Appropriateness:

Repair rather than replace.

If replacement is necessary match the original as closely as possible.

In addition, three questions should be asked when planning a preservation project or reviewing a Certificate of Appropriateness. They are:

- 1) Will the change affect the visual qualities of adjoining properties and the district?**
- 2) Will the change alter the character of the property or the district?**
- 3) Will the change create a false sense of history?**

Answering yes to any or all of these questions means the project should be reevaluated using the design guidelines.

The format of the Design Guidelines is consistent throughout the document. A description of the significant feature with photographs is on the left page. The guidelines are listed on the right page with illustrations and examples.

Edenton Historic District Design Guidelines

Table of Contents

Forward	i
Introduction	1
National Historic Preservation Act	1
State Historic Preservation Office (SHPO)	1
Certified Local Government (CLG) Program	1
Historic Preservation Enabling Legislation in North Carolina	1
Town of Edenton Planning Department	2
Edenton Preservation Commission	2
Historic District Designation	2
Certificate of Appropriateness (COA)	3
Minor Works	3
The Certificate of Appropriateness Process	4
Major Works and Minor Works	5
Appeals	7
Compliance / Noncompliance	7
Enforcement / Fines	7
Secretary of Interior’s Standards for Rehabilitation	8
Edenton’s Historic Architecture	9
Brief Developmental History of Edenton	9
The Edenton Historic District	13
Map of the Edenton Historic District	14
Parts of a House	15
Parts of a Storefront	16
Architectural Styles	17
Plan Types	21
Design Guidelines for Setting	26
Site Features & Plantings	27
Streets, Sidewalks, & Parking	29
Fences and Walls	31
Lighting	33
Signage	35
Outbuildings and Accessory Buildings	37
Piers, Docks, and Bulkheads	39
Archaeology	41

Edenton Historic District Design Guidelines

Table of Contents

Design Guidelines for Exterior Changes	42
Building Materials & Details	43
Roofs	45
Foundations and Walls	47
Windows & Doors	49
Porches	53
Storefronts & Commercial Buildings	55
Paint & Color	59
Utilities	61
Accessibility & Public Safety	63
Design Guidelines for Additions and New Construction	66
Additions	67
New Construction	69
Relocation	71
Demolition	72
Demolition by Neglect	73
Appendices	74
Bibliography	75
Historic Preservation Contacts	76
Internet Resources	77
Architectural Terms / Glossary	82
Buildings Listed on the National Register of Historic Places	95
Buildings Listed on the N.C. Study List	96
North Carolina General Statute	97
Recommended Trees and Shrubs	105
Sample Application for COA (Major Work)	107
Sample Application for COA (Minor Work)	110

Introduction

The National Historic Preservation Act (NHPA) of 1966

The passing of the National Historic Preservation Act (NHPA) in 1966 legitimized the historic preservation movement in the United States. The NHPA, as amended, provides the framework for historic preservation in this country. The Department of the Interior and its Secretary are responsible for Federal compliance with the NHPA. Within the Department of the Interior, the National Park Service administers the National Register of Historic Places program as well as the Federal Rehabilitation Tax Credit program. The NHPA also provides that each state will have a State Historic Preservation Office (SHPO) to oversee the identification and evaluation of historic properties statewide.

The State Historic Preservation Office (SHPO)

The SHPO assists private citizens, private organizations, local governments, and state and federal agencies in identifying and protecting places significant in North Carolina history. The North Carolina Historic Preservation Office is located in Raleigh, with regional offices in Asheville and Greenville. The SHPO directs the preparation of nominations to the National Register, oversees the statewide architectural survey, and administers the Certified Local Government program, Rehabilitation Tax Credit program, and Environmental Review. In addition, the SHPO provides information and technical assistance, and public awareness and training programs.

The Certified Local Government (CLG) Program

The CLG program is a federal program administered by the SHPO that allows local governments to participate in the national historic preservation program. One of the benefits of CLG status is the ability to compete for historic preservation grant funds available only to CLG's. In North Carolina, the following is required for local government certification:

- Have an active and legally adequate historic preservation commission, with a designated paid staff person.
- Enforce appropriate state or local legislation for the designation and protection of historic properties.
- Maintain a system for the survey and inventory of historic properties compatible with the statewide survey.
- Provide for adequate public participation in the local historic preservation program, including the process of recommending properties for the National Register of Historic Places.
- Satisfactorily perform responsibilities delegated to it under the 1966 National Historic Preservation Act, as amended.

Historic Preservation Enabling Legislation in North Carolina

The first North Carolina general enabling statute allowing a local government to create a local preservation commission and establish a local historic district was passed in 1965. The law has been amended several times, most recently in 1991. The statute in effect today is North Carolina General Statutes, 160A-400.1 through 14 and is available in the appendices.

Town of Edenton Planning Department

The Town of Edenton Planning Department is the governmental office that provides staff support to the Edenton Preservation Commission. The Planning Director is a full-time town employee who, as part of her planning activities, acts as the liaison between property owners and the commission. In addition, the Planning Department is responsible for maintaining a current inventory of historic properties, applying for and administering grant projects, and working with State and Federal Agencies regarding historic preservation issues. The Town of Edenton staff is committed to providing the community with the highest level of service.

Edenton Preservation Commission

The Edenton Preservation Commission (Commission) is a board of six members appointed by the Town Council. Each member is appointed to serve a four-year term and may serve up to three successive terms. In special circumstances the Town Council may appoint a member to serve one additional term. Members have demonstrated a special interest, experience, or education in preservation, history, architecture, restoration, construction and/or community development and all members must live within the Town of Edenton. The Commission elects one of its members to serve as chairperson to preside over the commission meetings and one member to serve as vice-chairman. A staff member from the Town of Edenton acts as the secretary of the Commission. Applications to serve on the Commission are available at the Town Offices. Commission meetings are open to the public and held on the second Monday of each month at 1:15 p.m. in the Council Chambers at 500 South Broad Street. To be heard at a meeting, property owners must submit an application to the Planning & Inspections Office, at 108 East King Street, at least fifteen (15) working days prior to the meeting.

Historic District Designation

North Carolina General Statute § 160A-400.3 states, “Historic districts established pursuant to this Part shall consist of areas which are deemed to be of special significance in terms of their history, prehistory, architecture, and/or culture, and to possess integrity of design, setting, materials, feeling, and association. (1989, c. 706, s. 2).” The Town of Edenton may designate one or more local historic districts within its boundaries in order to safeguard its heritage and preserve any areas that reflect its cultural, social, economic, political, or architectural history. In addition, Historic District Designation benefits the Town by stabilizing and improving property values, fostering civic beauty, strengthen the local economy, and promoting the use of such areas for the benefit of Edenton’s residents as well as the State of North Carolina. The Town may create a new local historic district after a formal investigation and report have been completed, the SHPO has been given the opportunity to comment, and public hearings have been held.

Certificate of Appropriateness (COA)

A Certificate of Appropriateness issued by the Edenton Preservation Commission is required for any substantial exterior change planned for a building within a locally designated historic district. Exterior changes include but are not limited to repair, restoration, renovation, rehabilitation, new additions, new construction, demolition, relocation, secondary structures, site work, landscaping, awnings, mechanical equipment, and signs. Property owners who wish to make any of these changes must first have their plans reviewed and approved by the Commission. This is a requirement for all buildings (contributing and noncontributing), structures, grounds, parking lots, parks, vacant lots, and public rights-of-way located within a locally designated historic district. The primary responsibility of the commission is to preserve the special character of the historic district. The provisions for a Certificate of Appropriateness apply only to the exterior features of the property within a locally designated historic district. Exterior features include the architectural style, general design, general arrangement of buildings or structures on the site, size and scale of the building or structures, building materials, type and style of windows, doors, lights, signs, and other fixtures. Major landscaping and natural features such as creeks, creek banks, and rivers are also part of Commission review. The erection of advertising signs within a locally designated district require review of style, material, size, and location by the Commission. Each application for a COA will be evaluated by the commission on a case by case basis due to the complexity and uniqueness of each property and project within the Edenton Historic District. An example of a COA application is in the Appendices. An application fee is required for processing an application for a Certificate of Appropriateness.

Minor Works

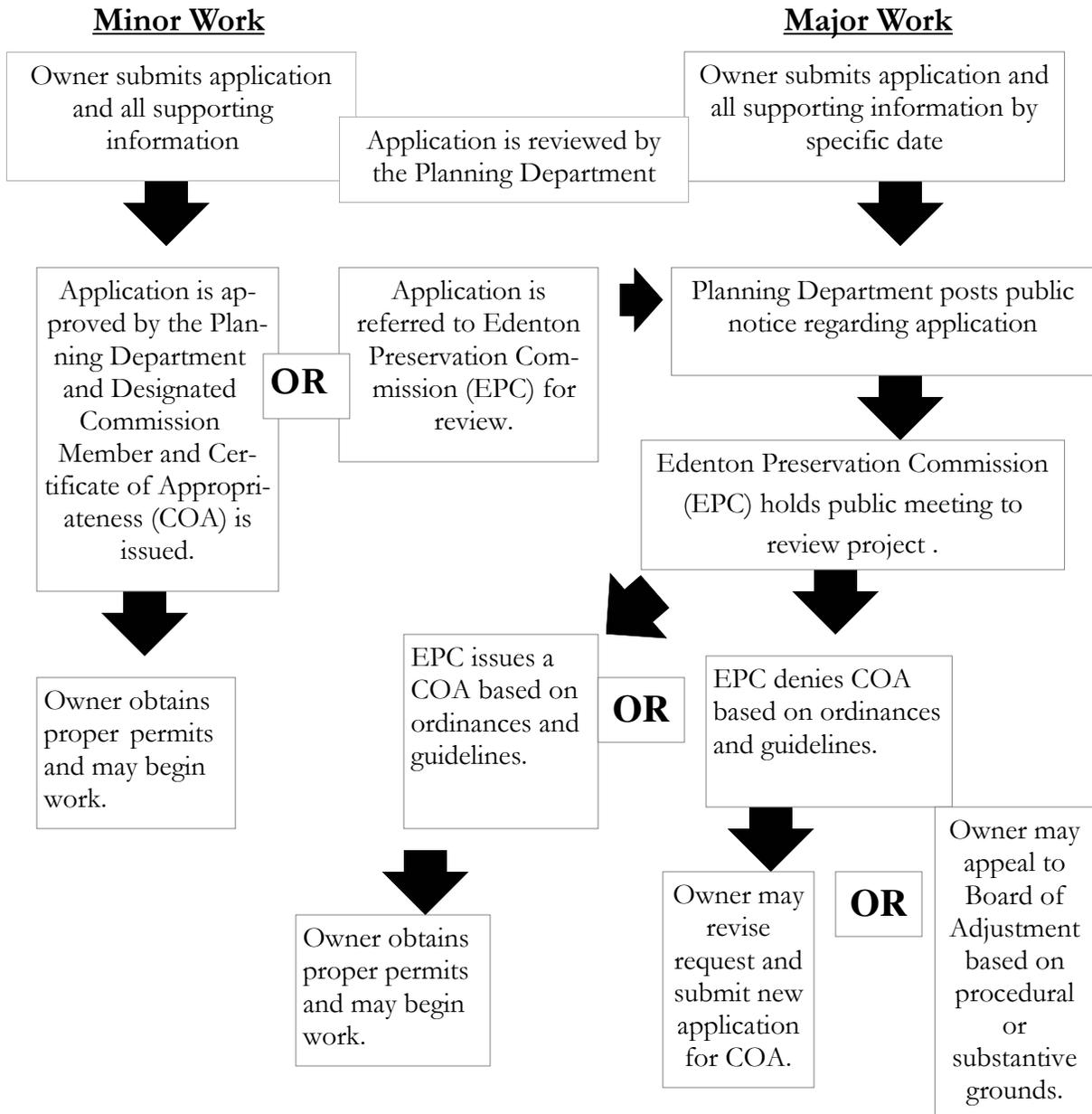
Relatively minor alterations may not require review by the full commission but may be approved at staff level. Projects may be considered under the minor works provisions detailed below:

- 1) Where the special historic character of the structure is not changed.
- 2) Renewal of an expired COA where no change to approved plans is being proposed and there has been no change to the circumstances under which the certificate was approved initially.
- 3) Replacement of missing architectural details with the same materials, provided that one of the following conditions are met:
 - a) At least one example of the detail to be replaced is extant on the structure.
 - b) Physical or documentary evidence exists which illustrates or describes the missing detail or details. Examples of documentary evidence include photographs, drawings, or physical examples on the structure.
 - c) The proposed detail is very similar to the original details found on at least one structure within the Edenton Historic District that is comparable in terms of style, size, and age.
- 4) Minor alterations are at the rear or secondary elevation of a structure that will not change the essential character of the building or district and not within the public view.

A list of Major and Minor Works can be found on pages 5-6.

The Certificate of Appropriateness Process

- 1) Historic Property Owner Plans Project
- 2) Owner Contacts Planning Director (Administrator) for a Pre-Review
- 3) Project is classified either Normal Maintenance (no COA required), Minor or Major Work



*The Edenton Preservation Commission may require conditions as part of the * approved Certificate of Appropriateness

Flowchart adapted from the "Design Review Process" in Design Guidelines for Fayetteville's Historic Districts and Local Landmarks, Fayetteville Historic Resources Commission: Fayetteville, NC 2000.

Major Works

The following items are considered major works and require a Certificate of Appropriateness from the Historic Preservation Commission prior to beginning work. Contact the Planning Staff for a Certificate of Appropriateness Application. Consult the Design Guidelines on the following pages to ensure your proposal meets the guidelines.

- Changes to site features Page 27
- Major changes to landscaping Page 27
- Changes to streets, sidewalks, and parking Page 29
- Changes to or the addition of fences and walls Page 31
- Changes to or the addition of exterior lighting Page 33
- Changes to or the addition of signage Page 35
- Changes to or the addition of outbuildings and accessory buildings Page 37
- Changes to or the addition of piers, docks, and bulkheads Page 39
- Exterior changes to building materials and details Page 43
- Changes to roofs Page 45
- Changes to foundations and walls Page 47
- Changes to windows and doors Page 49
- Changes to porches Page 53
- Changes to storefronts Page 55
- Changes to utilities Page 61
- Changes for accessibility and public safety Page 63
- New Additions to historic buildings Page 67
- New construction in the historic district Page 69
- Relocation of buildings or structures within the historic district Page 71
- Demolition of buildings or structures within the historic district Page 72
- Demolition by Neglect in the Historic District Page 73

Minor Works

The following items are considered major works and require a Certificate of Appropriateness from the Historic Preservation Commission prior to beginning work. Contact the Planning Staff for a Certificate of Appropriateness Application. Consult the Design Guidelines on the following pages to ensure your proposal meets the guidelines.

- Routine Maintenance or Repair (See the appropriate guideline for the detail)
- Public Safety Issues (Must be approved by inspections department)
- Maintenance and emergency restoration of existing above-ground utility structures
- Minor alterations to a secondary elevation (See the appropriate guidelines for the detail)
- Painting See page 59

Appeals

A property owner or other aggrieved party may appeal the commission's decision. All appeals must be made to the Board of Adjustment within thirty days after the date of the written decision. The responsibility of the Board of Adjustment is to hear and decide appeals from any order, decision, requirement, or interpretation made by the administrator or the Edenton Preservation Commission. Once an appeal is filed it is the responsibility of the administrator to forward all papers constituting the record relating to the action to the Board of Adjustment. The Board of Adjustment may only review the record of decision and the procedure used for making that decision. No new evidence can be introduced to the Board of Adjustment. The Board of Adjustment based on the record can reverse or affirm (wholly or partly) the decision made by the Commission. Further, the Board of Adjustment may modify the order, requirement or decision. The decision of the Board of Adjustment may be appealed to the county superior court.

Compliance / Non compliance

The preservation of historic districts is for the good of all of the town's citizens and should be considered a team effort requiring the cooperation of all of those who live and work in the historic district. Compliance with the historic district ordinance and a Certificate of Appropriateness is enforced by the local Zoning Administrator. In order for a property owner to be in compliance with the ordinance the owner should plan a pre-review with the Planning Office for any planned exterior work. The staff will determine if the work is normal maintenance, minor work, or major work. Failure to apply for a Certificate of Appropriateness, failure to comply with a COA, or failure to meet the Commission's conditions on an approved Certificate of Appropriateness results in noncompliance with the Historic Preservation Ordinance and is subject to daily fines.

Enforcement / Fines

Failure to apply for a Certificate of Appropriateness when required is a violation of the Town Ordinance. If unapproved Minor or Major Work is performed on a building or site within the District, and is noted by the Office of the Administrator, by a member of the Commission, or is brought to the attention of either by public complaint in writing, the property owner will be asked by the Administrator to stop work and to apply for a Certificate as if the work had not begun. A daily fine may be levied upon the owner until a required Application is submitted and approved. Once an application is filed and approved, the fine will cease to accrue daily and work may proceed. The owner is still liable for the total fines up to the approval date of the application. However, if the application is denied, fines may continue until the unapproved work is removed.

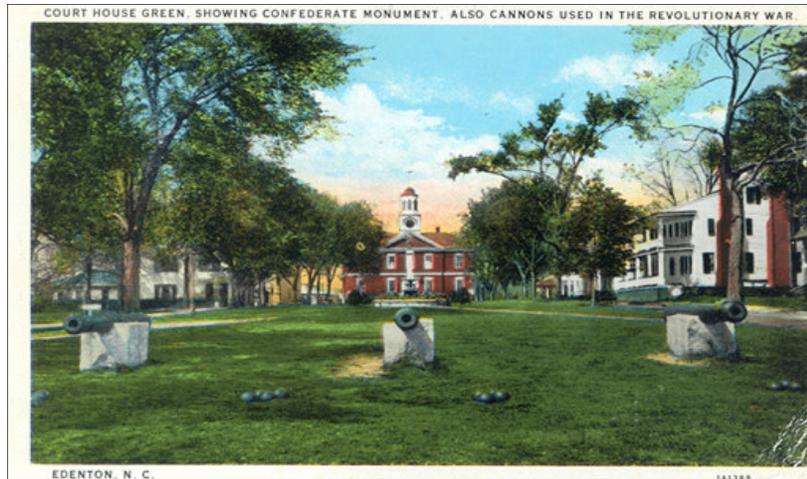
Secretary of Interior's Standards for Rehabilitation

The Secretary of Interior's Standards for Rehabilitation are the basic guidelines used in historic preservation programs throughout the United States. The Standards were originally published in 1977 and revised in 1990 as part of the Department of the Interior regulations 36CFR Part 67, Historic Preservation Certifications. The ten standards are the basis for the Edenton historic district design guidelines and are outlined below.

- 1) A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment. (Note: This standard deals with use and thus does not apply to commission's design review process.)
- 2) The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
- 3) Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings shall not be undertaken.
- 4) Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
- 5) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
- 6) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
- 7) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- 8) Significant archaeological resources affected by a project shall be projected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
- 9) New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to project the historic integrity of the property and its environment.
- 10) New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the history property and its environment would be unimpaired.

Edenton's Historic Architecture

Brief Developmental History of Edenton

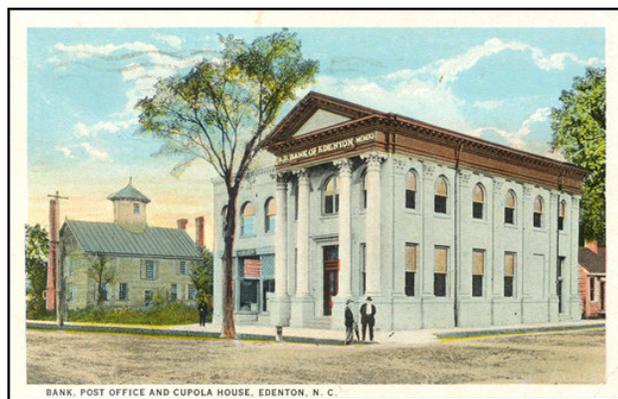


“The Town on Queen Anne’s Creek” was not established as a courthouse until 1712 although the area was settled almost fifty years earlier. Named for the late Governor Charles Eden (1673-1722) and incorporated as Edenton in 1722, it was the location of the Colonial Capital until 1746 when New Bern became the capital. Located on the northern side of Edenton Bay at the junction of two creeks, Queen Anne and Pembroke, Edenton has a developmental history that is easily read today in the abundance of architecture that remains within the town limits. The C.J. Sauthier Map of 1769 illustrates the early town plan still visible today. The town is divided almost in half by the main north/south commercial thoroughfare, Broad Street (Main Street). It is divided into quadrants by the east/west thoroughfare of Queen Street.

The town attracted merchants, fisherman, businessmen, and politicians and by 1774 had a population of about one thousand (Butchko, p. 4). Edenton also drew attention as a political arena, most notably for its association with the “Edenton Tea Party of 1774.” Although many citizens were businessmen, merchants, and lawyers, there were also many tradesmen and craftsman who were responsible for constructing the town’s buildings. About one dozen residential buildings from the pre-Revolutionary period survive in Edenton in addition to the Chowan County Courthouse (1767) and St. Paul’s Episcopal Church (1774). In the years of the Revolution, Edenton was fortunate to avoid combat and equally as fortunate to become an important supply and shipping area. However, after the war, Edenton’s inland location lost shipping to the coastal ports that were no longer restricted by the British, leading to a period of economic depression. Two other events crippled Edenton’s maritime industry, the construction of the Dismal Swamp Canal and the destruction of the Roanoke Inlet caused by a 1795 hurricane. As the century turned, the townspeople of Edenton began to look for other sources of prosperity.

Transportation continued to be the focus of community efforts into the nineteenth century. The steamboat industry arrived in Edenton 1819 and continued into the mid nineteenth century to provide freight and passenger travel in the east, but Virginia’s Canal remained a more direct and profitable route. The town fought for the reopening of the Roanoke Inlet for most of the first half of the century to the point that they opposed the opening of the railroad in the 1830s and again in the 1850s (Butchko, p. 20). In addition to improved transportation, Edenton strived to improve educational opportunities afforded for local children. The Edenton Academy was considered the town’s leading school but it was not the only school. “At least four other schools are known to have been operated in Edenton during the antebellum period, and there were doubtless others of which no records survive” (Butchko, p. 24). Another economic blow would hit Edenton and most of the state with the beginning of the Civil War in 1861. Edenton was occupied by Union forces early in 1862 and remained in Union control throughout the war.

After the war, recovery was slow as it was in most of the south. Local merchants, tradesman, and fishermen lost business to the African Americans who were now free to work for themselves. Finally, in 1881 the railroad arrived in Edenton, one can only imagine what effect it would have had on the town had they accepted its arrival in the 1830s. The railroad changed the face of industry in Edenton. Throughout the century the town had depended on fishing and other maritime business. The railroad enhanced transportation and allowed for larger maritime industry, in addition it allowed for trade of agricultural crops and livestock and it enhanced the lumber industry. “Between 1880 and 1900 the population more than doubled – from 1,200 to 3,000 (Bishir, p. 128).” Most of the commercial district was destroyed by a fire in 1893, but was quickly rebuilt. By the dawn of the twentieth century industry had improved and the town was poised for renewed growth and prosperity.



By 1900 Edenton had a number of large-scale industries established including lumber mills, fisheries, blind and sash factories, and the Edenton Cotton Mill. By the end of the first decade of the new century the Edenton Peanut Company had been formed, and by 1919 the

Edenton Hosiery Mill had opened. The majority of building was contained within the original town grid until 1905 when North Edenton was platted by A. C. Hathaway. North Edenton contained over two hundred lots mostly for white merchants and mill workers. Five years later Eden Heights was developed north of North Edenton and became the home of many African American workers.



View of Edenton Cotton Mill Village Photo by Author

In 1916, the Edenton Graded School was built on Court Street to educate the town’s white children. The African American children were still taught in numerous schools sponsored by the community’s religious congregations. In 1932, with the assistance of the Rosenwald Fund, the Edenton High School was built on North Oakum Street for African American children.

In the 1930’s industry, trade, and business all suffered due to the Great Depression and as a result new construction almost came to a complete halt until the end of the decade. The U.S. Post Office was built in 1931, but it would be the Works Progress Administration that would jump start building again in 1936 with the construction of the National Guard Armory, Hicks Field, and street paving in the Mill Village (Butchko, p. 74). Overall, however, the construction industry remained slow until the onset of World War II.

After Edenton was selected as the site for a Marine Corps Air Station in 1942, a population influx resulted and spawned a huge demand for housing. Two neighborhoods were developed in 1944, Pembroke Circle and Morris Circle. Both are curvilinear planned neighborhoods lined with one-story houses. Morris Circle was built on the former farmlands of Samuel Morris, who also developed Albemarle Court in 1949. Westover Heights was also platted in 1949 and is located west of the town. Morris Circle, Albemarle Court, and Westover Heights make up Edenton’s early suburban neighborhoods.



View from South Granville Street Photo by Author

Also adding to the suburban element was the construction of shopping centers built in the 1950s in the northern end of town. Other neighborhoods continued to be built including Twiddy Avenue and Queen Anne's place in the 1960s. Municipal buildings constructed during this decade included the library and police station, followed by the new courthouse in the late 1970s. During the remaining years of the twentieth century commercial development continued north of town near U.S. Highway 17 including chain restaurants and hotels. New subdivisions with golf courses and waterfront views have also been built outside of town. Until recently, most new development has occurred outside Edenton's historic core. Unfortunately, what began as the benefit of increased property values within the historic district has turned into a new trend of infill development within the historic district. Future infill development within the district must be guided carefully so as to preserve the important architectural heritage of the district and maintain the character that defines Edenton as "the prettiest town on the North Carolina Coast".



Mill Village Scene Photo by Author

The Edenton Historic District

The Edenton Historic District was initially designated in 1970 by the Edenton Town Council under the authority created by the North Carolina General Assembly in 1965 for local governments to create historic districts. Also at that time the Edenton Historic District Commission (now called the Edenton Preservation Commission) was created to protect and preserve the district. Originally, the district was composed of most of the original town surrounding many nationally-significant buildings. The Edenton Historic District has been expanded to encompass two National Register Historic Districts; the Edenton National Register Historic District (1973) and the Edenton Cotton Mill and Village National Register Historic District (1999) into one comprehensive locally designated district.

The Edenton Historic District contains the commercial core of the town as well as the surrounding residential areas that compose the original town plan. The district displays an evolution of architectural styles and building types unlike any other in the state of North Carolina. The early architecture of the Georgian and Federal periods sit side by side with early twentieth century bungalows and mid-twentieth century period cottages. Broad Street, the main north/south axis, displays a blending of commercial and residential architecture that captures the history of this important town. Churches, store buildings, a school, a mill along with houses are found within the boundaries of the district. In addition to hundreds of vernacular adaptations of residential and commercial architecture, Edenton is home to several National Landmarks and buildings possessing statewide significance including the Chowan County Courthouse, the Cupola House, St. Paul's Episcopal Church, the Iredell House, Wessington, Pembroke Hall, and Beverly Hall, just to name a few. The architecture is not the only significant aspect of the district, the town plan and many natural features including Edenton Bay, Queen Anne's Creek, Filbert's Creek, and Pembroke Creek are all contributing features to the district.

Just west, across the railroad tracks from the original town grid is Edenton's turn-of-the-century intact cotton mill village, beautifully preserved as testimony to an industrial era no longer viable in today's economy. The Edenton Cotton Mill was a major economic source for the town from the late nineteenth to the late twentieth century. The donation of the mill village to Preservation North Carolina in 1995 has allowed for a new chapter in the life of the village and has ensured the preservation of this important aspect of Edenton's history. The mill building was constructed in 1899 and is currently under rehabilitation for multi-family residential use. The adjacent mill village contains over fifty dwellings used by mill employees. Most of these homes are simple one-or-two-story vernacular dwellings. Larger Colonial Revival-style homes are evident on King Street and were reserved for mill managers. Other than the mill building only two other buildings were constructed for a purpose other than residential; the mill office constructed in 1909 and the First Christian Church built in 1916, both maintain their integrity and add to the character and history of the district.

PARTS OF A HOUSE



Haywood C. Privott House, constructed 1900, example of the Queen Anne style

A	Multi-Gable Roof	K	Double-leaf Entrance
B	Turret	L	Double-hung windows
C	Dentil Cornice	M	Casement Windows
D	Chimney	N	Fascia
E	Recessed Porch	O	Multi-pane over one window
F	Round Shingle Siding	P	Shutters
G	Wraparound Porch	Q	Gable
H	Balustrade	R	Pavilion
I	Turned Post	S	Pierced Brick Foundation
J	Brackets	T	Stair

These elements represent the most common parts of a house and is provided to assist property owners, commission members, city officers, and the general public with basic architectural terminology. An in-depth glossary is included in the appendices as are references for additional information. The guidelines will also provide additional information about building elements and materials.

PARTS OF A STOREFRONT



J.N. Leary Building, constructed 1894, example of an intact Victorian metal storefront.

A	Parapet	F	Storefront Cornice
B	Cornice	G	Transom
C	Bracketed Frieze	H	Display Window
D	One-over-one (1/1) window	I	Recessed double-leaf door
E	Engaged columns	J	Bulkhead

The Edenton Historic District contains several blocks of commercial buildings that contribute to the character of the district. The storefront of a commercial building is generally the first floor of the building. The illustration of the Leary Building includes the entire building, the storefront and the upper story to provide a better understanding of the entire building. Additional terminology is included in the glossary. Information about storefronts and commercial buildings is also found in the individual design guidelines for building elements and materials and storefronts.

Edenton's Architectural Styles

Georgian 1700-1800



*Chowan County Courthouse,
1767*

Identifying Elements
Hip, Gambrel, Gable
Roof

Central Paneled
Entrance with
Transom or Crown

9/9 or 9/6 sash
Windows

Beaded Weatherboard



*Charlton-Warren House,
1760s*

Federal 1795-1840



*Skinner-Paxton House,
1820s*

Identifying Elements
Side-gable or Hip Roof

Vertical Massing/Attenuated
Proportions

Dentil Moldings

6/6 Double-hung Sash

Fanlights or Palladian
Windows

Transom (later examples)



*Leigh-Hathaway House,
Left side ca. 1759, Georgian
Right side ca. 1820 Federal*

Greek Revival 1820-1870



*Pembroke Hall,
1850*

Identifying Elements
Hip or Gable Roof

Classical Entablature &
Elements

Columns

Full-Height Windows

6/6 Double-hung Sash

Transom over Entrance



*Wagner-Wood House,
1851*

Edenton's Architectural Styles

Gothic Revival 1870-1890



*Mitchell-Wozelka House,
ca. 1877*

Identifying Elements

- Steep Roof Pitch
- Vergeboards in Gables
- Cross-Gable Roof or Gabled Dormers
- One-story porch
- Decorative Moldings



*Henry A. Bond, Jr. House, ca.
1872*

Italianate 1870-1890



*Goodwin-Leggett House,
ca. 1884*

Identifying Elements

- Low-Pitched Roof
- Bracketed Eaves
- Tall, Narrow Windows
2/2 or 1/1 Sash
- Window Hoods
- Quoins or Corner Posts
- Elaborate Entrances



*William H. Coffield House,
ca. 1889*

Queen Anne 1890-1910



*Dixon-Powell House,
1895*

Identifying Elements

- Multi-Gable Roof
- Asymmetrical Massing
- Wraparound or full-width
Porch
- Towers and Balconies
- Multi-pane windows or
stained glass



*Hannibal Badham, Jr. House,
ca. 1900*

Edenton's Architectural Styles



Citizens Bank Building, 1905

Richardsonian Romanesque 1890-1910

Identifying Elements

- Masonry Walls
- Rough-faced stone
- Round arches
- Quoins

Colonial Revival 1905-1955



*Dixon-Williams House,
1925*

Identifying Elements

- Side-gable, hip, gambrel, or pyramidal roof
- Symmetrical Massing
- Central Entrance
- Broken Pediments
- Dormers
- Classical References



*Howard R. Chappell House,
ca. 1911*

Neoclassical Revival or Southern Colonial 1905-1925



*Charles N. Griffin House,
ca. 1910*

Identifying Elements

- Hip or Gable Roof
- Symmetrical Massing
- Monumental Portico
- Rooftop balustrades
- Classical References



*Dr. Henry Cason House,
1907*

Edenton's Architectural Styles

Tudor Revival 1935-1950



*M. Augustus Hughes, Jr.
House, 1946*

Identifying Elements

- Side-Gable Roof
- Steep Front Gables
- Massive Front Chimney
- Arched Doorways
- Casement Windows
- Half-Timbering



*204 N. Granville,
1940s*

Craftsman Bungalow 1910-1940



*James Woodard House
1910s*

Identifying Elements

- Gabled Roof
- Exposed trusses, brackets, and rafters
- Battered or tapered porch posts with brick or stone piers
- Shed or gabled dormers



*H. Cutler Wozelka House,
1925*

Minimal Traditional 1935-1955



*Queen Street House,
ca. 1950*

Identifying Elements

- Side or Cross Gable
- Low-pitch roof
- Horizontal Massing
- Minimal Detailing



*113 N. Oakum Street,
ca. 1945*

Plan Types

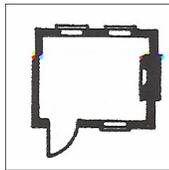
In many cases a house may not be classified in a particular architectural style instead it is a simple plan with vernacular elements of an architectural style. The plan type refers only to the original portion of the building; additions are not considered part of the plan type. Most plan types found in North Carolina are on the following pages, those that are evident in Edenton are accompanied by photographs of the local examples.

Single Pen 1700-1900

One-Story, One-Room
Exterior End Chimney

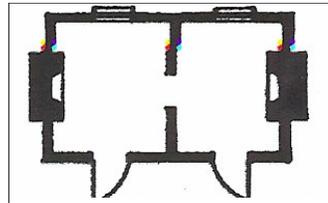


Original Section



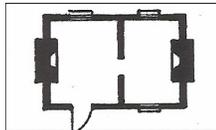
Double Pen 1700-1900

One-Story, Two-Rooms
One or Two exterior End Chimneys
Side-Gable Roof



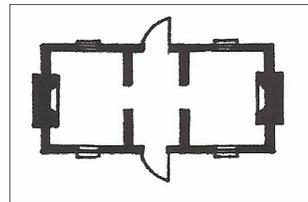
Hall and Parlor 1700-1920

One-story, Two Rooms of Unequal Size
One or Two Exterior Chimneys
Side-Gable Roof.



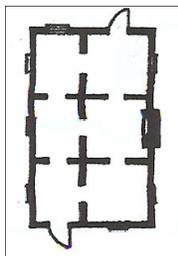
Center Hall 1750-1930

One-story, Two Rooms Flanking Center Hall
One or Two Exterior Chimneys
Side-Gable Roof



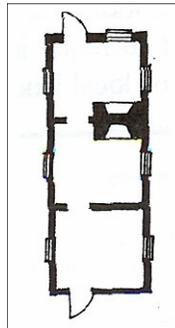
Extended Hall and Parlor 1920-1945

One-story, Two Rooms Wide
Three Rooms Deep Minimum
Front-Gable or Hip Roof



Shotgun 1870—1930

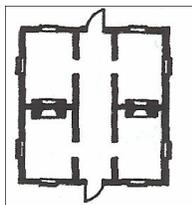
One-story
Gable-Front or Hip Roof
Interior Chimney



Plan Types

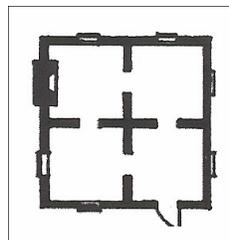
Victorian Cottage

Cottage is One-Story
 Square Form, Hip Roof
 Center Hall Flanked by Two Rooms
 Two Rooms Deep
 Two Interior Chimneys



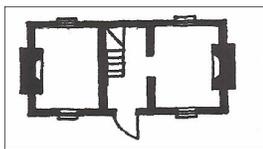
Pyramidal Cottage 1910-1930

One-story, Square Form
 Pyramidal Roof
 Four Rooms, No Hall
 Exterior Chimney



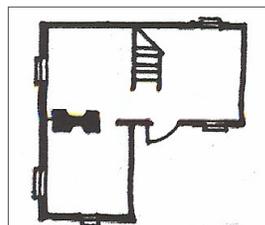
I-House 1800 –1930

Two-Story, One Room Deep
 Center Hall Flanked by Two Rooms
 Exterior End or Interior Chimneys
 Central Stair



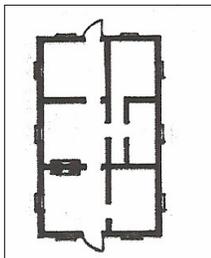
Gable-Elit 1870-1930

L-Shaped
 Cross-Gabled Roof
 Interior Chimney
 Central Chimney



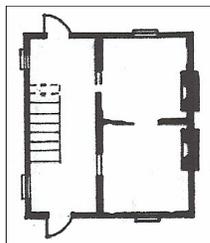
Bungalow 1920-1950

One-Story, Irregular Floor Plan
 Low Pitched Roofs with Wide Overhangs
 Interior Chimney



Side-Hall 1750-1920

Two-story, Square Form
 Hallway on one side
 Two or More Rooms Deep
 Exterior Chimney



Architectural Styles and Types

Victorian 1870-1910. The Victorian Period or Era is the umbrella term used to characterize the architectural styles popular during the reign of Queen Victoria which include the Second Empire, Italianate, and Queen Anne. These styles are much more ornate and elaborately detailed than the Greek Revival predecessor. Many homes in Edenton are classified as Victorian but this term refers to the spindlework or sawnwork evident on the homes. Some homes in Edenton were built before 1870 but were updated between 1870 and 1910 with decorative porches and details. The later embellishment is historic in its own rite and should be preserved as a character-defining feature of the building.



Elliot-Sitterson House, 1895

Character-Defining Elements

Embellished porch
Spindlework
Brackets and Turned Posts
Eave Brackets
Decorative Window Hoods
Decorative Gables



Badham House, 1890s

Combination (Eclectic) Commercial Architecture 1890-1956

Edenton's Downtown contains several buildings that display more than one architectural style. Many of the buildings were built between the late 19th century and early 20th century and display corbelled brick cornices, elaborate parapet walls, decorative brackets, and window hoods. In most cases the alterations occur on the first floor on the storefront. These changes may include replacement doors and display windows, infilled transom, and brick surrounds. These buildings reflect the changing fashions of commercial architecture. Two options are available for restoration of these types of building; restore the building as it appears including the alterations; or, restore the building to its original appearance if documentary evidence is available.



John M. Jones Building, ca. 1894

Ca. 1894 Upper Story Elements

Corbelled Brick Cornice
Arched Windows
Raised Brick Pilaster

Ca. 1972 Storefront Elements

Replacement Doors
Replacement Display Windows
Brick Bulkhead

Architectural Styles and Types

Colonial Revival 1905-1955. The Colonial Revival style became popular during the early twentieth century as a return to classical order and a departure from the Victorian era. Although symmetry of design eventually became a significant part of the design early examples maintain the Queen Anne form often in a gable-and-wing or cross-gable form. Edenton enjoys a number of Colonial Revival style houses and many forms of the style. Most of the credit for bringing the Colonial Revival to Edenton must be attributed to builder Frank Fred Muth. Muth constructed many of the Colonial Revival style houses in Edenton and was a master at his trade. There are many different variations of the style pictured below. It is also important to note that although the popularity of the style decreased at the turn of the century variations of the style are still being constructed today.



Standard Box
301 South Granville Street, constructed 1920



Parapet Gables
413 North Broad Street, ca. 1928



Gambrel-Roof Example
210 South Moseley Street, ca. 1928



Gambrel Roof with Elaborate Details
110 West Church Street constructed 1910

Architectural Styles and Types

American Foursquare 1915 -1930. Often mistaken as Colonial Revival the American Foursquare is actually affiliated with the Prairie Style. Usually identified by a plain box shape with wide overhanging eaves, exposed rafter ends, low hip roof, and four-room floorplan hence the name foursquare. The simple form is popular in Edenton but did not overshadow its Colonial Revival contemporary.



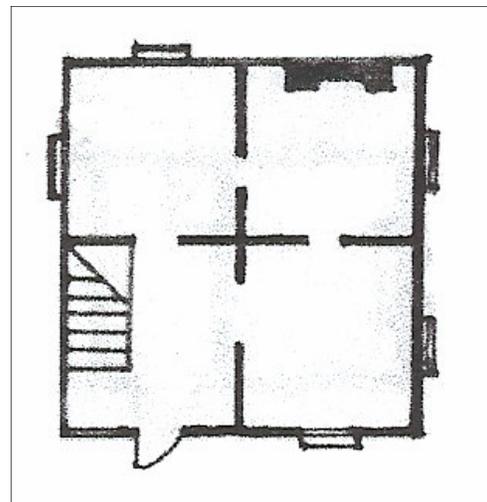
*215 East Queen Street
Constructed ca. 1922*



*217 South Oakum Street
Constructed ca. 1915*



*102 Blount Street
Constructed 1925*



Typical Floorplan of American Foursquare House

Design Guidelines for Setting

Site

Streets, Sidewalks, and Parking

Fences and Walls

Lighting

Signage

Outbuildings and Accessory Buildings

Piers, Docks, and Bulkheads

Archaeology

Setting

Site Features and Plantings

Site features and plantings enhance and add character to the historic district. Historic plantings soften the landscape and compliment the historic architecture. Historic landscape features include both natural and man-made elements. Natural features include topography, creeks, Edenton Bay, plantings, trees, and views or vistas. Manmade items include gardens, street furniture, parks, and building placement. All historic elements should be preserved to maintain the unique historic character of Edenton. In addition, introduce new features that don't compromise the character of the district or portray a false sense of history.



The garden at the Cupola House is aesthetically pleasing as well as important for the interpretation of the historic site.

Edenton has a tree committee that should be consulted when planning new plantings in public and private spaces. See the Appendices on Pages 105-106 for the Recommended Trees and Shrubs.

The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district..



The Broad Street Buildings are of similar height, setback and material.



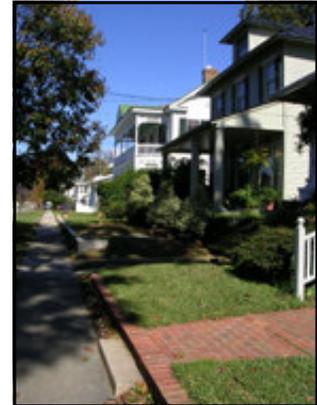
The new benches on Broad Street are in keeping with the character of the district with regard to materials and style and they do not convey a false sense of history.



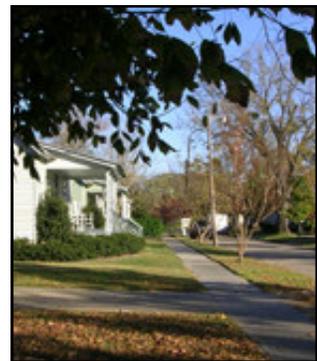
The view of Edenton Bay from the Courthouse Green is one of the most significant views in the district.

Guidelines for Site Features and Plantings

- 1) Preserve landscape features including parks, green spaces, trees, shrubs, historic gardens, fences, fountains, and terraces that contribute to the character of the historic district.
- 2) The topography should not be altered by grading, filling, or excavating.
- 3) Preserve historic trees (trees over fifty years old) and gardens. Remove historic trees only if necessary due to disease or storm damage and replace the tree with one of similar or identical species. Contact the town arborist at 252-482-4111 or County Extension Office at 252-482-6585 for assistance in dating trees.
- 4) Protect plantings and trees during maintenance and construction projects.
- 5) Select gardens and plantings that are consistent with the character of the district. Plan vegetable and formal gardens in secondary and tertiary spaces. Choose trees and shrubs recommended by the Edenton Tree and Landscaping Committee. A list of recommended trees and shrubs is available on page 105 and 106.
- 6) If new in-ground pools are introduced into the district, locate them behind primary structures and screen them with landscaping and fences or walls so that they are not visible from the street. It is inappropriate for above-ground pools to be visible from the public right-of-way.
- 7) Plan playgrounds to be consistent with the character of the historic district in regard to topography, scale, size, color, and materials.
- 8) Preserve the setback of buildings as well as the space between structures and lots.
- 9) Preserve views and vistas, new construction and / or landscaping should not obscure or block the views of others.
- 10) Preserve historic fountains, sculpture, and street furniture. The introduction of fountains, sculpture, and street furniture that are not consistent with the character of the district is not appropriate.
- 11) Consider existing surrounding setbacks, building spacing, views, and lot sizes when planning infill development projects.



The houses on South Oakum Street share similar site features including topography, setback, space between houses.



The houses in the mill village have similar site features including setback, spacing, sidewalks, and plantings.



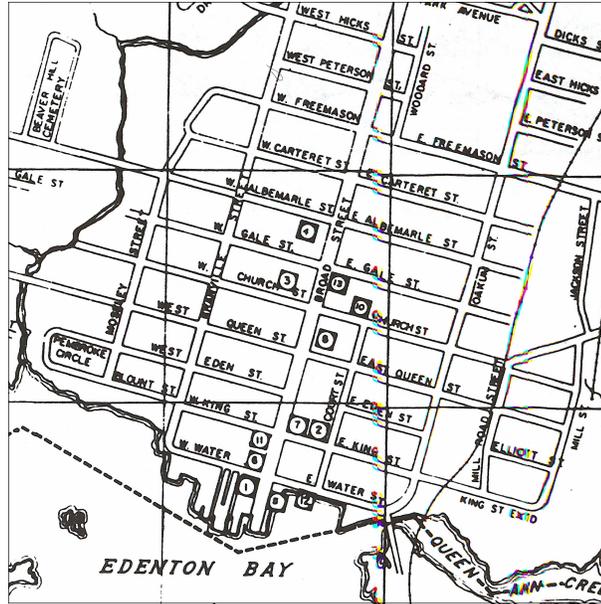
Street trees add character to the historic district.

Setting

Streets, Sidewalks, and Parking

Edenton's original town plan is still visible today. In fact, it's the existing town plan. Little changes have taken place to the town's grid pattern plan and it is the framework for the historic district. The character of the district maintains a high degree of integrity because of the vehicular and pedestrian corridors created by the town plan. One of Edenton's most appealing characteristics is the pedestrian-friendly atmosphere. Maintaining this environment is important to the preservation of the district. The street and sidewalk pattern should be maintained and preserved.

Paving Patterns to consider include plan, paving material, street and sidewalk width, alleys, side streets, parking, driveways, and curbs. The following guidelines will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district..



The historic town plan is clearly represented in today's map of Edenton.



The brick piers used to delineate this parking lot on Queen Street also maintain the rhythm of the surrounding building setbacks and streetscape.



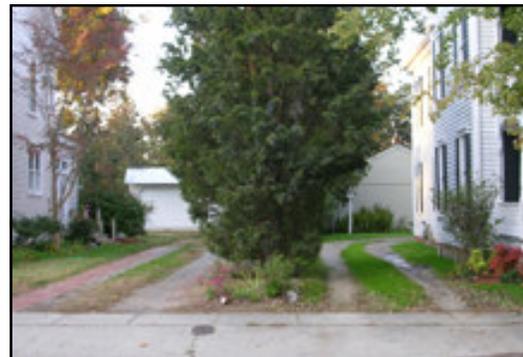
The sidewalk patterns and paving materials add to the character of the district.

Design Guidelines for Streets, Sidewalks, and Parking

- 1) Preserve and maintain the original town plan and street pattern.
- 2) Preserve the original size, orientation, path, and materials of sidewalks, walkways, streets, and alleys.
- 3) Locate off-street parking behind buildings in both residential and commercial areas. Screen off-street parking with walls or plantings using materials and setbacks in keeping with adjacent buildings.
- 4) Circular driveways are not appropriate in front of houses in the historic district.
- 5) Locate driveways perpendicular to the street in the side yard and extend it at least to behind the façade of the house. Construct driveways as either continuous surface or tire strips. Preferred materials include gravel, brick, crushed shell, concrete pavers, permeable pavers, or poured concrete.
- 6) It is inappropriate to remove trees and shrubbery to construct parking areas, rather, existing topographical and landscape features should be incorporated into the parking lot design. Add landscaping to soften the impact area.
- 7) Discourage new driveways or drive-thrus on main thoroughfares in commercial areas.
- 8) Locate parking decks behind prominent corridors on side streets and use materials and designs in keeping with the character of the district. It is inappropriate to demolish or relocate contributing buildings for parking.



This bank drive-through meets the design guidelines because it is located on a secondary road rather than on Broad Street.



The brick driveway and the gravel driveway are appropriate for the district. Please note they extend to the garages at the rear of the property.

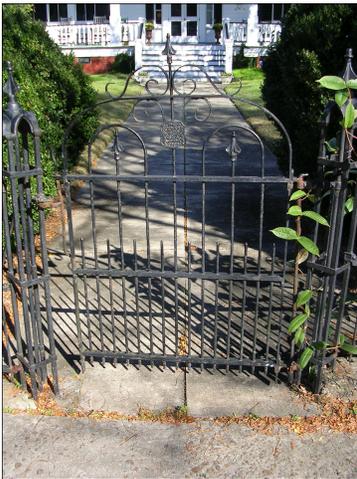
Setting

Fences and Walls

Fences and walls have been used consistently throughout Edenton’s history to delineate lots and protect property. Fences are typically constructed of wood, iron, or wire and can be used in front of the house as well as the back. Walls are generally built of brick, stone, or concrete. Like fences, walls can delineate a yard, but they can also be used to retain a sloped yard. In addition to fences and walls, landscaping and shrubbery such as hedgerows can be used to delineate lots. The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.



There are several types of historic fences and walls along East Water Street.



Maintain and preserve historic gates and fences.



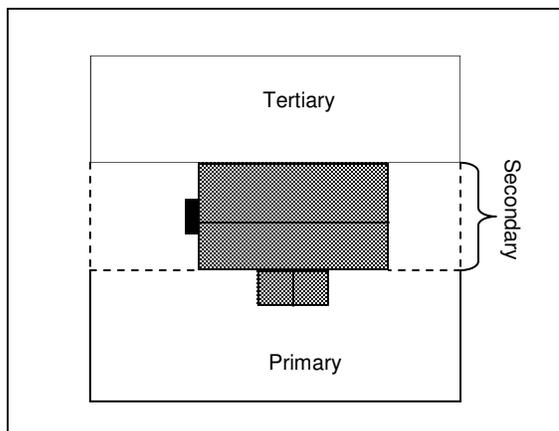
This painted wood picket fence delineates and encloses this attractive lot and is in keeping with the character of the building and the district.

Tips to Preserve Historic Fences and Walls

- Conduct routine inspections.
- Maintain a sound paint film on wood and metal fences.
- Elevate metal, wood, and iron fences slightly to prevent moisture and insect infestation.
- Masonry should have adequate drainage and be kept free of vegetation.
- Do not paint or seal unpainted masonry walls, this could accelerate deterioration.

Design Guidelines for Fences and Walls

- 1) Preserve and maintain historic fences and walls that contribute to the character of the building or district. Repair historic fences and walls using appropriate methods and materials.
- 2) If a part of a historic fence or wall is deteriorated beyond repair, replace only the deteriorated portion matching the original size, design, materials, color, pattern, texture, and detail.
- 3) If a historic fence or wall is deteriorated beyond repair, replace the fence or wall to match the original in regard to size, design, materials, color, pattern, texture, and detail.
- 4) Construct new fences and walls using traditional materials and designs.
- 5) Locate new fences and walls only in locations in keeping with historic character of the district. It is inappropriate to construct fences on the primary (front) elevation that are taller than three (3) feet, the secondary elevation that are taller than four (4) feet, and the tertiary elevation that are taller than six (6) feet. Other arrangements are possible depending upon the view that each individual site offers the public right-of-way. It is also inappropriate to construct walls and fences on the waterfront that obstruct views and vistas from the district as well as from the water.
- 6) It is inappropriate to use contemporary coatings or materials to cover historic fences and walls.
- 7) Chain link or vinyl fences are not appropriate in the historic district



This graphic illustrates the primary, secondary, and tertiary areas of lots in Edenton. Due to high visibility some properties may have no Tertiary area.



A variety of materials is used for the wall around St. Paul's Episcopal Church and cemetery. Although this is appropriate and in keeping with the churchyard, the size and scale of the wall is not appropriate for most areas of Edenton.

Setting

Lighting

The first public lighting in Edenton consisted of gas lighting. It is documented simple lantern-style street lights adorned the downtown commercial district. Electricity made it's debut at the turn of the century. Today, lighting is found along the waterfront, in the downtown commercial district, along North Broad Street, in yards, and on porches. There are a number of different types of lighting evident in the historic district. When selecting exterior lighting consider maintaining consistency in scale, color, and style. The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.



There is more than one type of lighting in Edenton's Historic Commercial District.



These tall lantern-type lights are found on North Broad Street.



Lights are permitted only in porch ceilings in the Edenton Cotton Mill Village

Tips to Preserve Historic Lighting

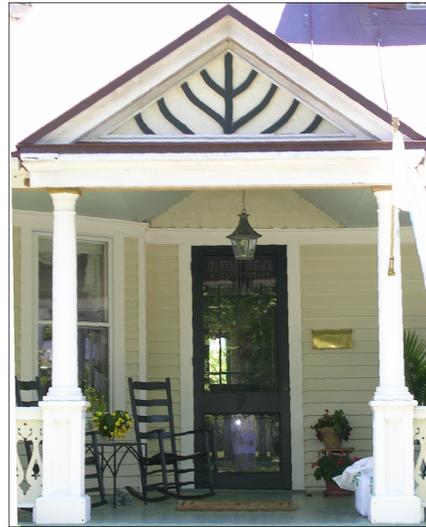
- Conduct routine inspections.
- Maintain a sound paint film on painted fixtures.
- Ensure that wiring is not exposed.
- Maintain glass casings.

Design Guidelines for Lighting

- 1) Preserve and maintain historic lighting fixtures that contribute to the character of the historic district.
- 2) Repair historic lighting fixtures rather than replacing them.
- 3) Replace historic lighting fixtures only if deteriorated beyond repair and replace with a fixture that is similar to the original in appearance, material, color, texture, detail, and size.
- 4) Select new lighting fixtures that maintain the visual character of the district with regard to design, location, size, scale, color, finish, and brightness.
- 5) Lighting that intrudes upon adjacent properties is inappropriate in the historic district (Ex. flood lights pointed at a neighbor's window).
- 6) Introduce security lighting in the form of recessed lights, directional lights, footlights, or lights mounted on poles compatible with the human scale and character of the district.
- 7) Footlights or landscape lighting should not be introduced in a “runway effect” along drives or walks.
- 8) Illuminated awnings are not appropriate in the historic district.



This hanging porch light is in keeping with the Craftsman character of this Court Street house.



This hanging porch light is also in keeping with the character of this North Broad Street house.

Setting

Signage

Signs are perhaps the most important identifier to commercial businesses. In Edenton, they are found both in the downtown commercial area as well as the historically residential areas of town. A number of houses have been adaptively reused for business use either as professional offices or bed and breakfasts. In historic residential areas, signs should be freestanding and constructed of wood or iron. In historic districts, residential and commercial, signs should not cover character-defining architectural features and they should be in keeping with the historic character of the historic district.



The Taylor Theater sign is historic and should be preserved as a contributing element to the building and district.

The Town of Edenton has a sign ordinance in place. This requires a permit from the Planning Department as well as a Certificate of Appropriateness from the Historic Preservation Commission.

The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.



These hanging signs at the Leary Building are consistent with the character of the district in regard to materials, size, design, and detail.



This hanging sign is small in scale maintaining the character of the building and district but it is also easy to see and read.

Tips for Maintaining Signs

- Conduct routine inspections.
- Maintain a sound paint film on painted signs.
- Keep clear of vegetation.

Design Guidelines for Signage

- 1) Preserve and maintain historic signs.
- 2) Preserve and maintain historic signs that are part of the building such as cornerstones, plaques, and engraved identifiers and keep them unobstructed from view.
- 3) Install signs on buildings only where architectural features are not compromised.
- 4) Design new signs in a manner that is compatible with the building and surrounding district in materials, scale, size, design, and detail.
- 5) Construct new signs with materials traditionally used for signs. Examples include metal, stone, and wood. Plastic signs are not compatible with the character of historic areas.
- 6) Design or select signs to be painted on windows that are small in scale and will not obstruct the interior or exterior view from the window.
- 7) Use ground spots to light freestanding signs in front of historic houses, this will light the sign without detracting from the character of the district.
- 8) Select sign colors to be compatible with the colors on the building or within the district.
- 9) Temporary sandwich board signs are appropriate in the downtown commercial area provided they are temporary, oriented to the sidewalk and pedestrian traffic, and are brought inside at the close of business each day.



This is an excellent example of a window sign, simple but does not obscure the view through the window.



These signs on West Queen Street are good examples of freestanding signs in a historically residential neighborhood.

Setting

Outbuildings and Accessory Buildings

Throughout Edenton's history outbuildings and accessory buildings have contributed to the daily lives of the town's citizens. Small barns, carriage houses, ice houses, sheds, and privies have been found on town lots of all sizes. Today, few of these original accessory buildings remain, for example only one ice house still stands and there are no privies left within the town limits. However, as Edenton evolved at the turn of the twentieth century and into the mid-twentieth century new types of accessory buildings became prominent. Namely, garages to house vehicles instead of barns to house horses. They are the carriage houses of the twentieth century. Outbuildings and accessory buildings include garages, sheds, potting sheds, playhouses, and small barns.



Accessory buildings should be placed behind the primary structure, built of similar materials and in keeping with the other accessory buildings in the district.

Common rules to remember for outbuildings are: they should be of similar materials as the primary structure, they should be placed behind the primary structure, and they should be smaller in scale than the primary structure. Additional guidelines are listed on the next page.



Outbuildings or Accessory Structures should be placed behind the primary structure.

The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.

Tips for Preserving Outbuildings

- Conduct routine inspections.
- Keep the roof and gutters free of debris.
- Ensure there is adequate drainage around the foundation.
- Ensure materials are free of vegetation, insect infestation, and water damage.
- Follow the design guidelines for building materials, walls and foundations, roofs, and windows and doors.

Design Guidelines for Outbuildings and Accessory Buildings

- 1) Preserve and maintain historic outbuildings and accessory buildings and their materials, details, and features.
- 2) Repair any deteriorated portion of the outbuilding or accessory building in-kind using materials that match the original in regard to design, color, texture, and material.
- 3) If a feature or element of a historic outbuilding or accessory building must be replaced, replace only the deteriorated portion matching the original in design, scale, size, color, texture, and material.
- 4) If it is necessary to replace a historic outbuilding, replace it with a design based on documentary evidence of the original outbuilding, or with a new design similar in design, form, scale, size, materials, and detail as other buildings in the district. Design and construct the new structure to be in proportion to other outbuildings of its type within the district.
- 5) Design and site new outbuildings so that they are behind primary structures, share similar setbacks and dimensions, and be similar in size, scale, form, materials, and details as other outbuildings within the district.
- 6) Introduce new prefabricated outbuildings into the district if they are similar in size, form, scale, materials, and details as other outbuildings in the district.
- 7) It is inappropriate to introduce features and details to an outbuilding that will create a false sense of history (Example: Applying gingerbread type ornament to a 1920 garage).



Preserve and maintain historic outbuildings and their materials, details, and features.

Setting

Piers, Docks, and Bulkheads

The Albemarle Sound, Edenton Bay, and Edenton's creeks and waterways have contributed significantly to Edenton's history. In fact they are responsible for Edenton being established at this location. The location provided the town with a means for trade and economic development. Historically the Edenton waterfront was full of wharves and docks. Ships would arrive from and leave to ports along the eastern seaboard and beyond. This part of Edenton's history is extremely important. The wharf has been replaced by the municipal piers that provide the modern equivalent of the wharf. Only the trade is more influenced by tourism and visitors instead of fishing and shipping. In addition to the historic waterfront, Edenton maintains its historic viewshed. The view from Water Street and the southern end of Broad Street is unchanged from the view of the earliest settlers. This view is extremely important to the preservation of Edenton's sense of place and special character.



The Water Street waterfront is a historic viewscape that contributes to the special character of Edenton and the historic district.



This stone bulkhead is a character defining feature of the historic Edenton waterfront and should be preserved.

Piers, Docks, and Bulkheads are part of every waterfront community. They are and should be a part of the historic district. However, care and planning must go into constructing new piers, docks, and bulkheads so the special character is preserved. The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.

Design Guidelines for Piers, Docks, and Bulkheads

- 1) Preserve and maintain piers, docks, and bulkheads and their details, materials, and features that contribute to the significance of the district.
- 2) Repair historic piers, docks, and bulkheads and their details and features, using accepted preservation methods. If a feature or detail must be replaced, replace only the deteriorated portion matching the original in design, scale, size, color, texture, and materials.
- 3) If a portion of a pier, dock, or bulkhead is deteriorated beyond repair, replace only the damaged portion using materials identical to the original.
- 4) Comply with CAMA and Water Quality Regulations when constructing new piers, docks, and bulkheads.
- 5) Design new piers and docks to be in keeping with the scale, massing, and materials of the historic district. Vinyl is inappropriate to the historic district. Wood, concrete, or steel is appropriate for pilings.
- 6) It is inappropriate to obscure the views and vistas of neighboring properties or the public right of way with piers, docks, and bulkheads.
- 7) Incorporate lighting for piers and docks that is unobtrusive to neighboring properties and the special character of the historic district.



This small pier is simple, unobtrusive, and made of wood. It is obviously modern but in keeping with the special character of the historic district.



Piers, docks, and bulkheads should be in keeping with the scale, massing, and materials of the historic district .

Setting

Archaeology

Man has made the Albemarle Region home for tens of thousands of years. The area was inhabited by Paleo-Indian people for at least ten thousand years before the first European exploration in 1586. As it was established as the Cradle of the Colony in the late seventeenth century, the potential for archaeological discovery is high in the region. Although most archaeology is found underground, in Edenton it could also be found underwater. The Edenton Waterfront was once a bustling hub of fishing vessels, ships, wharfs, and industry. The Edenton Waterfront, Edenton Bay, and the Albemarle Sound also has the potential to yield information important to our history and should also be considered when making decisions in the historic district.

In addition to providing information about past inhabitants archaeology can provide important information about the location of former buildings and outbuildings or the removal or addition on an existing property. Archaeological resources are important to Edenton's heritage and should be protected and considered when making decisions in the historic district. The Town's planning process should include archaeology and future investigations as part of its long-term preservation program. The Office of State Archaeology (OSA) should be contacted for additional information at 919-733-7342.

The following guidelines will ensure that alterations, new, construction, and restorations are congruous with the special character of the historic district.

Design Guidelines for Archaeology

- 1) Preserve and maintain all known archaeological resources.
- 2) Investigate the potential for archaeological resources prior to undertaking a project that affects the grounds surrounding a property.
- 3) Keep changes in the terrain to a minimum within the historic district especially around historic buildings.
- 4) Protect archaeological resources at all times especially during construction projects.
- 5) Do not use heavy machinery in areas known to have archaeological resources.
- 6) Contact the town planning staff or the Office of State Archaeology upon discovery of archaeological deposits.

Design Guidelines for Exterior Changes

Building Materials & Details

Roofs

Foundations & Walls

Windows & Doors

Porches

Storefronts & Commercial Buildings

Paint & Color

Utilities

Accessibility & Public Safety

Exterior Changes

Building Materials and Details

Edenton's historic building materials are as varied as the architecture in the district. The majority of Edenton's residential architecture has wood siding and metal roofing but there are also brick buildings with wood trim and details. The commercial district has many metal storefronts that are significant features for the buildings and the district. Brick, stone, and terra cotta are also evident in Edenton's commercial architecture. In addition to foundations, siding and roofing, building materials include decorative and architectural elements. These elements usually are the character-defining features of the building and should be preserved to maintain the character of the building and district.

Building materials include but are not limited to siding, shingles, dentil moldings, architraves, cornices, brackets, pediments, columns, balustrades, architectural moldings, storefronts, arches, lintels, quoins, roofing, flashing, chimneys, steps, decorative ornament, and hardware.

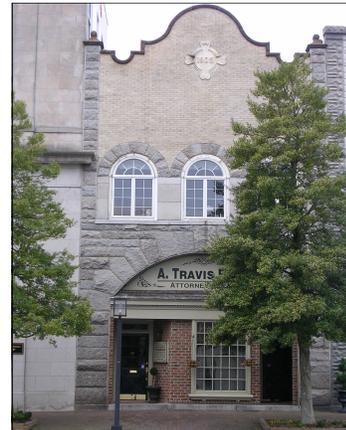
The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.



The Kadesh A.M.E. Zion Church Parsonage displays a variety of ornament and details with wood and metal materials.



The Taylor Theater has a highly ornate Terra Cotta façade.



A variety of materials are evident on this Broad Street building.

Tips for Preserving Historic Building Materials and Details

- Conduct routine inspections.
- Inspect masonry for moisture, cracks, deteriorated mortar, settlement, and vegetative growth.
- Maintain a sound paint film on wood and metal materials.
- Clean metals using the gentlest means possible and apply a metal primer before painting.
- Keep free of vegetation and insect infestation.
- Ensure proper drainage.
- Use flexible sealants and caulking to protect wood joints from moisture.

Design Guidelines for Building Materials and Details

- 1) Maintain and preserve historic building materials and details that contribute to the character of the building and the significance of the district as a whole.
- 2) Repair historic building materials and details in-kind matching the original in regard to size, shape, design, scale, color, texture, and material. Cracked or missing masonry mortar joints should be carefully repointed using materials, methods, and finishing methods that match the original as closely as possible in regard to color, texture, and finish. It is important to use the same strength mortar as the original or softer. Using mortar or brick that is stronger than the original can result in serious and more rapid deterioration. Contact the State Historic Preservation Office (SHPO) for additional information.
- 3) If historic building materials and details must be replaced due to deterioration, replace only the detail or element with materials similar to the original material in size, shape, design, scale, color, and material. Contact the SHPO for additional information.
- 4) If a detail is missing, replace it based on existing details or documentary evidence such as photographs. Replace with materials similar in size, shape, design, scale, color, and material as the original. Contact the SHPO for additional information.
- 5) It is not appropriate to clean historic building materials using damaging methods such as sandblasting, power washing, or propane or butane torches. The gentlest means possible for cleaning should be used. Contact the Planning Office or SHPO for approved methods of cleaning. Consult the Appendices for the Preservation Brief website address.
- 6) Paint wooden and metal architectural elements. It is inappropriate to remove paint to replace with stain.
- 7) It is inappropriate to paint unpainted masonry elements. Repaint previously painted masonry elements in colors compatible with the historic district.
- 8) It is inappropriate to paint or coat historic terra cotta. Clean and repair using accepted preservation techniques. Consult the Appendices for the Preservation Brief website address.
- 9) It is inappropriate to replace sound historic building materials with new materials to create a “new or smooth appearance.”
- 10) It is inappropriate to use contemporary substitute materials such as vinyl, aluminum, masonite, or cementitious board to cover or replace historic building materials.
- 11) It is inappropriate to repair or patch metal roofing and flashing with tar or asphalt.
- 12) It is inappropriate to apply ornamental architectural details and features that replicate a historic detail to a historic building without documentary evidence. It is also inappropriate to use details to create a false sense of history (Ex. Dentil moldings to a mill village house)

Exterior Changes

Roofs

Roofs are the most important protection for historic buildings. A sound roof must be maintained for the protection and ongoing preservation of historic structures. In addition, the roof form can help identify a particular architectural style. For example a low-hip roof may be found on a Greek Revival style house while a high hip roof with multiple gables and turrets will identify a Queen Anne style house. In historic commercial areas the roof form is usually concealed by a parapet wall but are visible on the secondary or rear elevations of the building. Both roof forms should be considered when rehabilitation or preserving the building.



This house displays a variety of roof forms and materials.

The roofing material is also significant to the character of the building. In Edenton historic roofing materials include wood shake shingles, standing seam metal, metal shingles, decorative shingles, slate, asbestos shingles, and asphalt shingle. Each roofing project must be considered individually based on the building's history and the historic as well as existing roofing material. For example, several buildings in Edenton have a standing seam metal roof over a partially intact wood shake roof. In this case both are historic to the building and therefore appropriate depending on the level of restoration or rehabilitation desired by the owner. The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.



The wood shake shingles and gambrel roof form are indicative of the Georgian style of architecture in northeastern North Carolina.



Multi-gable roof forms is characteristic of the Queen Anne Style.

Tips for Preserving Historic Roof Materials and Forms

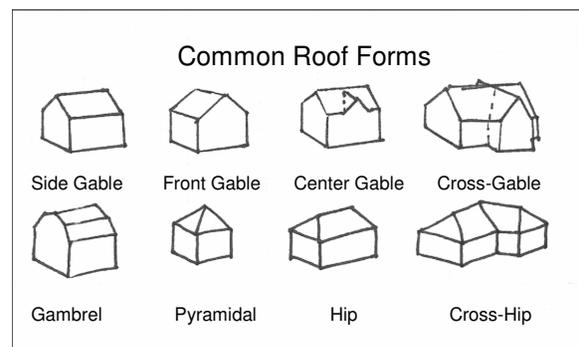
- Conduct routine inspections.
- Ensure that roofs and gutters are free of debris.
- Maintain adequate flashing.
- Maintain a sound paint film on metal roofs.
- Ensure gutters and diverting water properly.

Design Guidelines for Roofs

- 1) Maintain and preserve historic roof forms and materials.
- 2) Protect and maintain historic roofing materials and forms through regular maintenance and repair using accepted preservation methods.
- 3) If a portion of a historic roof is deteriorated beyond repair, replace only the damaged portion using materials identical to the original. Use substitute materials only if using the original material is no longer available. It is not appropriate to replace historic materials with asphalt shingles.
- 4) Repair or replace significant roof features. It is inappropriate to remove significant roof features.
- 5) If a roof feature is missing, replace it with a feature that is similar to the original in size, scale, texture, detail, craftsmanship, material, and color. Design new roof features to be compatible with the historic building and district.
- 6) Replace gutters and downspouts with materials that match the original. It is inappropriate to damage or conceal architectural features. Other than copper, paint downspouts and gutters in a color appropriate to the building and historic district.
- 7) It is inappropriate to replace concealed, built-in gutter systems with modern exposed gutters.
- 8) It is inappropriate to introduce new roof features such as skylights, dormers, or vents that compromise the original roof design, roof materials, roof elements, or character of the district.
- 9) The use of exposed tarpaper as finished roofing is not appropriate. The use of roofing tar or asphalt as valley flashing or patching slate, wood, or metal roofing is also not appropriate.



The appropriate roofing material in the mill village is metal.



Exterior Changes

Foundations and Walls

The foundation of the building is the base for which the rest of the structure depends for its stability. Foundation types can provide important information regarding the age of a building. For example, rough hewn or dry-laid stone is typical of early buildings. Stone chimney bases also indicate early dates. A brick pier foundation can be evidence of a building constructed between the mid-nineteenth and mid-twentieth centuries. Concrete block began use in the late 1920s and was very popular in the World War II-era.



The raised basement at Wessington is an important foundation feature.

Walls delineate the building's boundaries and define the building both horizontally and vertically. In historic commercial areas a building's wall may define the property lines for each property. While in residential areas, the walls add variety and application of materials to individual buildings and add character to the district as a whole. Like foundation materials, wall materials can provide information to a building's age and style. Wood clapboard or weatherboard has been used throughout Edenton's history and is the predominant wall material. However, the brick Chowan County Courthouse is a testament to the significance of the building and the early availability of the material. At the turn of the twentieth century a second significant building, the Edenton Cotton Mill was constructed of brick as a fire proof feature for the industrial building. Beaded weatherboard was used frequently during the late seventeenth and early eighteenth centuries. Metal was used on Edenton storefronts in the late nineteenth century while stone and terra cotta were used on commercial buildings during the early twentieth century. Edenton boasts a wide variety of foundation and wall materials which add to the unique character of the historic districts. The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.



Brick pier foundations are historically accurate in the Edenton Cotton Mill Village.

Tip for the Preservation of Foundations and Walls

- Conduct routine inspections.
- Maintain adequate drainage around foundations.
- Ensure foundations and walls are free from vegetation and insect infestation.
- Ensure gutters are properly secured and free of debris.
- Ensure porches and chimneys are properly secured.
- Maintain a sound paint film on wooden materials.

Design Guidelines for Foundations and Walls

- 1) Maintain and preserve character defining walls, foundations, and details that contribute to the significance of the buildings or the district. These include wood, brick, masonry, stucco, metal, glass, shingles, terra cotta, concrete, and their architectural details.
- 2) Protect historic wall and foundation materials through regular inspections and maintenance.
- 3) It is inappropriate to remove significant wall or foundation features rather it should be repaired in-kind. Repair historic walls and foundations using accepted preservation methods. Contact the Planning Office or SHPO for accepted methods.
- 4) If a portion of a historic wall or foundation is deteriorated beyond repair, replace only the damaged portion using material and finish that matches the original in regards to size, shape, design, scale, color, material, and texture.
- 5) If a historic wall or foundation feature is missing, replace it with a feature that is similar to the original in size, shape, design, scale, color, material, and texture. If a new design is necessary, select a design that is compatible with the historic building and district based on existing or documentary evidence.
- 6) It is inappropriate to introduce new wall or foundation features such as windows, vents, balconies, chimneys, and doors that compromise the integrity of the building.
- 7) It is inappropriate to cover historic wall and foundation materials with modern substitute materials.
- 8) It is inappropriate to apply wall and foundation details and features to a historic building without documentary evidence that it is appropriate. It is also inappropriate to introduce details that create a false sense of history.



These shotgun kit houses are sheathed in wood shingles but clapboard is the dominant wall material in the Edenton Cotton Mill Village.



A variety of wall materials are evident downtown.

Exterior Changes

Windows and Doors

Windows and doors are architectural elements that contribute to the significance of the building. Also functional parts of the building; they allow for light, ventilation, and access to a building. Windows and doors like many other parts of the building can date a building. For example, 9/9 or 9/6 double-hung sash windows are prevalent during the Georgian and Federal periods of architecture while 2/2 double-hung sash are seen more during the last quarter of the nineteenth century. Craftsman style buildings are characterized by multi-light over one double-hung wood sash windows. Doors can be identified in the same way, double-leaf doors with arched panels are common during the Italianate style or from 1870-1890 whereas a double-leaf door with two vertical panels on each is usually from the Greek Revival period.

In addition, the features that accent windows and doors are also significant including but not limited to decorative brackets and hoods, muntins, moldings, shutters, dormers, blinds, panels, surrounds, sidelights, transoms, fanlights, and hardware. Historic windows and doors and their decorative features are significant character-defining features that should be preserved. The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.



Dormer windows and multi-light-over – one, double hung sash are common on Craftsman style homes.



The windows and doors of the Chowan County Courthouse have been carefully restored.

Tips for Preserving Historic Windows and Doors

- Conduct routine inspections.
- Maintain a sound paint film on wood and metal.
- Maintain proper glazing on windows.
- Ensure water does not enter around windows and doors.
- Install weather stripping to increase energy efficiency.
- Install storm windows to increase energy efficiency.

Design Guidelines for Windows and Doors

- 1) Preserve and maintain historic windows and doors as well as historic materials, details, and features of the windows and doors that contribute to the character of the historic building and district.
- 2) It is appropriate to repair historic windows, doors, and their details and features using accepted preservation methods rather than replacing them.
- 3) If a detail or feature of a window or door must be replaced due to deterioration, replace only the detail or feature with materials similar to the original in size, shape, design, scale, color, craftsmanship, and material. Use substitute materials only if the original material is not available.
- 4) If a window or door must be replaced due to deterioration, replace only with materials similar to the original in size, shape, design, scale, color, craftsmanship, and material. Use substitute materials only if the original material is not available.
- 5) If a window or door is missing, replace it with a design based on existing details or documentary evidence. Replace it with material similar in size, shape, design, scale, color, and materials. Use substitute materials only if the original is not available.
- 6) If a deteriorated or missing shutter must be replaced due to deterioration, replace it with a shutter that matches the original in size, shape, design, scale, color, craftsmanship, and material. It should be operable.
- 7) It is inappropriate to apply details, features, and shutters to a historic building without documentary evidence that it is appropriate to that building. It is also inappropriate to use details that create a false sense of history.
- 8) Awnings may be installed over windows, doors, porches, and storefronts where historically appropriate. Install awnings so that they do not obscure windows, doors, or other character defining features. Select an awning design based on historical profiles, styles, and shapes. Contact Destination Downtown, Inc. for additional information on appropriate awnings.
- 9) If new windows or doors must be installed for adaptive use, install them on secondary elevations of the building, in such a way as not to compromise the significance of the building.
- 10) It is inappropriate to remove original window materials including glass, stained glass, textured glass, leaded glass, beveled glass, glass block, and tracery unless an accurate restoration necessitates its removal. (Doors and Windows are continued on next page)

Exterior Changes

Design Guidelines for Windows and Doors (continued)

- 11) Select storm windows that maintain a narrow profile and be careful not to obscure the character defining elements of the window. If the window is a double-hung window, install a storm window with a divider that matches the existing sash. Finish storm windows in a color that is in keeping with the character of the building and district. Install storm windows in a manner that does not damage the existing window frame.
- 12) Install storm doors that are full-light to allow clear visibility of character-defining elements or follow the pattern of the door panels. Finish the storm door in a color or stain similar or compatible with the existing door. Install the storm door in a manner that does not damage the existing door or frame.
- 13) The use of snap-in muntins is not appropriate on historic windows. Nor is it appropriate to install snap-in muntins to create a false sense of history.
- 14) The replacement of clear glass or historic stained glass with tinted, textured, or opaque glass is not appropriate.



Historic stained glass windows are highly significant features that should be preserved.



Blount's Mutual Drugs has a historically accurate retractable awning.



This is an excellent example of an appropriate fabric awning for a commercial building.

Design Guidelines for Windows and Door (continued)

This door can be described as a double-leaf, half-glazed wood door surrounded by transom and sidelights and accented by raised pilasters (engaged columns) and recessed panels.

- A - Transom
- B - Sidelights
- C - Panel
- D - Half-glazed door
- E - Double-leaf door
- F - Pilaster (Engaged Columns)

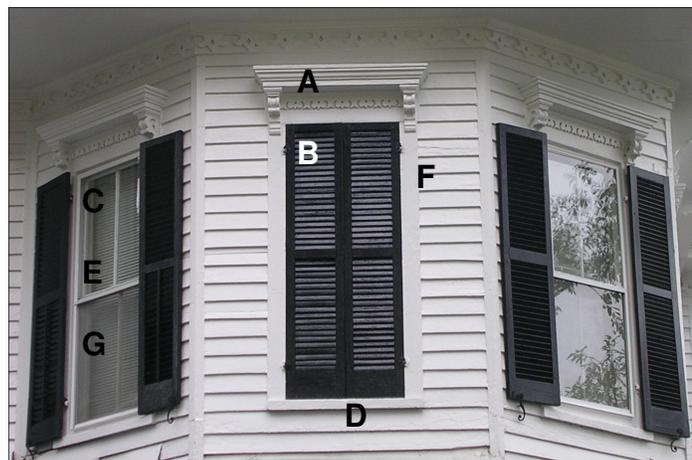
Parts of an Entrance



This is a bay window containing three double-hung 2/2 wood sash with operable louvered shutters and decorative bracketed hoods.

- A - Decorative Hood
- B - Operable Shutter
- C - 2/2 Double-hung sash
- D - Sill
- E - Muntin
- F - Frame
- G - Light (Pane)

Parts of a Window



Exterior Changes

Porches

Historically porches have played an important part in Edenton's architecture. The majority of Edenton's homes have porches. The most popular form is the double-tier, full-width porch. Porches are an extension of the living space by providing a place for outdoor living, taking advantage of a summer breeze, or visiting with neighbors or passing pedestrians. Porches are significant character-defining features to the buildings they adorn. Side-porches and rear porches, especially on corner lots, should also be considered under the design guidelines.

The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.



The double-tier porch is a popular porch type found in Edenton.



This iron balustrade was installed to meet code requirements. Historically, this porch did not have a balustrade, the black wrought iron, though not historic is unobtrusive, does not create a false sense of history, and does not detract from the character of the building or district.



The screening on this secondary porch was appropriately installed behind the decorative and significant porch features therefore maintaining the historic character of the building.

Tips for Preserving Historic Porches

- Conduct routine inspections.
- Ensure porch roofs and gutters are clear of debris.
- Ensure there is adequate drainage around foundation and steps.
- Porch flooring should slope away from the house.
- Maintain a sound paint film on wood and metal features.

Design Guidelines for Porches

- 1) Preserve and maintain historic porches and their details, materials, and features that contribute to the significance of the building or district. Maintain a sound paint film on porch details and features.
- 2) Repair historic porches, their details and features, using accepted preservation methods.
- 3) If a feature or detail must be replaced, replace only the deteriorated portion matching the original in design, scale, size, color, texture, finish, and materials.
- 4) If a portion of the historic porch is deteriorated beyond repair, replace only the damaged portion using materials identical to the original. Use substitute materials only if the original material is not possible.
- 5) If a porch feature or detail is missing, replace it, based on documentary evidence such as photographs, with a feature that is similar to the original in size, scale, texture, detail, craftsmanship, material, finish, and color. Design new porches and features only if necessary and select a design that is compatible with the historic building and district.
- 6) It is inappropriate to remove a significant porch feature, rather it should be repaired or replaced in kind.
- 7) It is inappropriate to enclose a front porch or balcony. However, if a porch is to be enclosed, it is inappropriate to select a design that conceals or compromises historic details, features, or materials important to the significance of the building.
- 8) It is inappropriate to introduce features and details to a porch or balcony that will create a false sense of history (For example, an elaborate balustrade on a mill village house). It is also inappropriate to add porches and balconies that create a false sense of history.



The porch and Victorian ornament on the circa 1904 Wood Building is a character defining feature on this rare wood commercial building.



Balustrades and railing are characteristically absent from the porches in the Edenton Cotton Mill Village.

Exterior Changes

Storefronts & Commercial Buildings

Edenton's downtown commercial area is made up of several blocks of historic storefronts. Generally, the storefront composes the first floor of the commercial building's façade. The entrance, display windows, second floor entrance are the basic components of a storefront. The pattern created by a series of storefronts results in a pedestrian-friendly streetscape unique to the downtown it serves. In many cases, storefronts have been updated over the years to reflect changing patterns in storefront design. When considering changes to storefronts it is important to consider the historic storefront, if any of the changes are now historic, and what is appropriate for the district as a whole.

In addition to the storefront, the upper story of commercial buildings are equally significant. In many cases, the upper story will maintain original windows and details that characterize architectural style or period of the building. The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.



The storefronts on Broad Street form a cohesive streetscape.



This curved brick storefront is unusual and significant to the building and the district.



This is a typical historic storefront with recessed full-glazed wood entrance, display windows with transoms, and paneled bulkhead.

Tips for the Preservation of Storefronts

- Conduct routine inspections.
- Maintain a sound paint film on wood and metal elements.
- Clean metals using the gentlest means possible, apply a metal primer before paintings.
- Protect wood joints from moisture by applying flexible sealants and caulking.
- Ensure there is adequate drainage.
- Ensure that cracks, deteriorated mortar, settlement and missing masonry are repaired.
- Keep storefronts clear of vegetation and debris.

Design Guidelines for Storefronts & Commercial Buildings

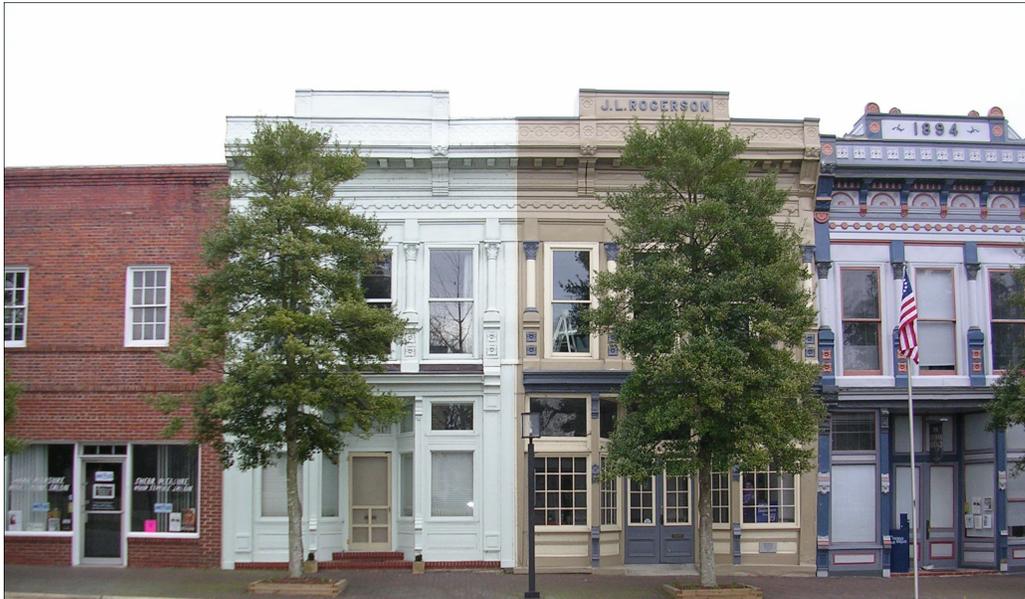
- 1) Maintain and preserve historic storefronts and their significant features including entrances, display windows, transoms, bulkheads, pilasters, columns, signs, awnings, upperstory windows, cornices, and details. Reopening covered or infilled glass transoms should be encouraged.
- 2) Repair historic storefronts and upper stories and their significant features using acceptable preservation methods.
- 3) If a portion of the historic storefront or upper story is deteriorated beyond repair, replace only the damaged portion using materials similar to the original in size, shape, design, scale, color, and material. Use substitute only if the original is no longer available.
- 4) If an entire detail or element must be replaced due to deterioration, replace it with materials similar to the original materials in size, shape, design, scale, color, and materials.
- 5) If a detail or feature is missing, replace it with a feature based on existing details or documentary photographs. Replace with materials similar in size, shape, design, scale, color, and material as the original.
- 6) It is not appropriate to clean historic building materials using damaging methods such as sandblasting, power washing, or propane and butane torches. The gentlest means possible should be used. For wood, use low-pressure washing with detergents and natural bristle brushes. For masonry, it is recommended that chemical solutions and cleaning methods first be tested in a small inconspicuous area. Architectural metal should be treated according to its hardness, for soft metals, pretest with chemical solutions and use one that does not damage the texture or color of the surface. Soft metals cannot tolerate blasting of any kind. For hard metals, clean with hand scraping and wire brushes. Contact the Planning Staff or the SHPO for acceptable cleaning methods. Also see the Preservation Briefs web addresses in the Appendices of this document.
- 7) Paint wooden and architectural metal building materials in colors compatible with the building and historic district. It is inappropriate to remove paint and replace with stain.
- 8) Repaint previously painted masonry elements in colors compatible with the historic district. It is inappropriate to paint unpainted historic masonry elements. It is also inappropriate to use clear sealants and water proofing materials on masonry elements. Consult the SHPO for approved water repellents.

(Storefronts & Commercial Buildings are continued on next page)

Exterior Changes

Design Guidelines for Storefronts & Commercial Buildings (continued)

- 9) Repair masonry building materials using recognized preservation methods. Carefully re-point cracked or missing mortar joints using materials, methods, and finishing methods that duplicate the original. The new mortar should match the original in color, texture, composition, and strength.
- 10) It is inappropriate to replace historic building materials that are in sound condition with new or substitute materials. It is also inappropriate to use contemporary substitute materials such as vinyl, aluminum, Masonite, and cementitious board to cover historic building materials.
- 11) It is inappropriate to replace clear display window glass with textured, tinted, stained, colored, or opaque glass.
- 12) It is inappropriate to apply architectural details and features to a historic storefront without documentary evidence. It is also inappropriate to use details to create a false sense of history.



The group of three metal storefronts are very ornate and elaborate, each upper story is as important as its storefront. Although the brick building is much less ornate, its scale, storefront arrangement and upper story fenestration is in keeping with the character of the historic district and should be preserved.

This page intentionally left blank.

Exterior Changes

Paint and Color

Paint colors can enhance a building's architectural details; in contrast, inappropriate paint colors can cover architectural detailing and detract from the character of the building and district. Paint analysis or documentary research can provide historic paint colors used on a building. If the original or historic color scheme is not the objective an appropriate color scheme can be achieved with help from the local paint store, the State Historic Preservation Office, or on the internet or library. It is important to maintain a sound paint film on wood or metal materials and details to avoid deterioration. The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.



A variety of light colors are used in the Edenton Cotton Mill Village creating a pleasing and cohesive streetscape.

Please see the National Park Service Preservation Brief # 37, “Appropriate Methods for Reducing Lead Paint Hazards in Historic Housing.” The Brief is available online at www.cr.nps.gov/hps/tps/briefs/brief37.htm or contact the SHPO for additional information.

Tips for Preserving Paint and Color

- Conduct routine inspections of painted materials and details.
- Keep free of moisture, vegetation, and insect infestation.
- Keep painted finishes clean using the gentlest means possible (Ex. Garden hose and mild solution applied or brushed on by hand)
- Remove peeling or deteriorated paint using the gentlest means possible down to the first sound layer of paint prior to repainting.
- Prime exposed wood or metal prior to repainting.
- It is not appropriate to use destructive methods of paint removal including sandblasting, water blasting, pressure washing, chemical stripping, or propane and butane torches. These methods can irreversibly damage building materials.

Design Guidelines for Paint and Color

- 1) Maintain and preserve historically painted building materials and details with a sound paint film.
- 2) Protect historically painted building materials and details using accepted preservation methods.
- 3) It is inappropriate to paint historically unpainted materials and surfaces. It is not appropriate to use water proofing agents on historic masonry buildings. Consult the State Historic Preservation Office for information about appropriate water repellent materials if necessary.
- 4) It is inappropriate to remove paint on wooden surfaces to achieve a natural wood finish with staining unless the surface was originally stained.
- 5) Carefully hand scrape wood siding to a sound paint layer prior to repainting. It is inappropriate to replace historic wood siding with new wood to accomplish a smooth finish. If wood siding is damaged beyond repair, replace only the damaged portion and match the pattern and profile of existing siding as closely as possible.
- 6) Select colors appropriate to the architectural style and character of the district when planning a painting project.
- 7) It is inappropriate to use destructive paint removal methods such as sandblasting, water blasting, power washing, or propane and butane torches on historic buildings or their surfaces.



The color scheme of the Leary Building accents every detail of the significant metal storefront and is in keeping with the flamboyant Victorian era.



The color scheme shown here enhances the architectural details of this ornate Gothic Revival style house.

Exterior Changes

Utilities

Energy efficiency is an important consideration for most property owners. Warmth in winter and coolness in summer was considered by owners and builders throughout history. This consideration is evident in Edenton's historic buildings. Examples of this are evident in many buildings, symmetrical window patterns provided cross-ventilation in warm springs and summer. Overhanging eaves often provided shade over window openings. Shutters were used to protect from storms and winds. Outdoor living was provided by wide porches. In addition, trees were planted to provide shade.

As technology has changed the way we live it is important to maintain and preserve the integrity of historic buildings and materials while we update mechanical systems and utilities. Historic buildings tell the story of Edenton's past, a past that should be preserved for future generations. While maintaining a modern lifestyle is a priority, it should not be at the expense of the character defining features of the historic district. The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.



Good examples of storm windows are seen in the Edenton Cotton Mill Village. These are built of wood, share the main dividing line with the window, don't obscure the 6/6 window configuration, attach to the exterior of the window frame and are easily reversible.



This air conditioning unit could be screened from the road by adding appropriate shrubbery.

Tips for preserving utilities

- Conduct routine inspections to ensure building is weather tight.
- Maintain historic shade trees.
- Maintain porches and ensure they are free from vegetation and water infiltration.
- Install storm windows rather than replacing historic windows.
- Install weather stripping on doors and windows.
- Install interior curtains or blinds to increase window insulation.

Design Guidelines for Utilities

- 1) Maintain and preserve historic energy efficient features including windows, shutters, awnings, porches, and trees.
- 2) Introduce energy efficient features such as shutters, storm windows, and awnings when appropriate.
- 3) Introduce storm windows in the historic district that do not obscure the character-defining features of the window. If the window is a double-hung window, install a storm window with a divider that matches the existing sash. Select storm windows that have a narrow profile and are finished in the same color as the window sash. Install the storm window in a manner that does not damage the existing window or frame.
- 4) Select storm doors that are full light to allow clear visibility of character-defining features. Finish the storm door in a color or stain similar or compatible with the existing door. Install the storm door in a manner that does not damage the existing door or frame.
- 5) If a deteriorated or missing shutter must be replaced due to deterioration, replace it with a shutter that matches the original in size, shape, design, scale, color, craftsmanship, and material. It should also be operable.
- 6) Install new mechanical systems in areas that cause the least amount of change to the building's and site's materials, features, and details.
- 7) Place mechanical equipment in the least obtrusive place possible, preferably in the rear of the building and camouflaged by plantings appropriate to the property. It is inappropriate for mechanical equipment to be visible from the street. In commercial buildings consider installing mechanical units such as air conditional units at the rear portion of the rooftop.
- 8) It is inappropriate to locate antennas, satellite dishes, solar collectors, ventilators, or other mechanical equipment on rooftops that are visible from the street. Place satellite dishes and large-scale antennas on the rear of the property and appropriately screened from view.
- 10) Public utilities should consider underground utility lines. However, care should be used during trenching to protect landscape features and archaeological resources.

Exterior Changes

Accessibility and Public Safety

In 1990, the Americans with Disabilities Act (ADA) was passed requiring access to public buildings. This important act enables everyone to enjoy historic buildings important to North Carolina's history. Creating accessible space while maintaining a buildings' significant features can be challenging and requires careful planning. Character-defining features that should be considered when planning accessibility include site, topography, plantings, building, materials, walls, entrances, porches, walkways, and driveways. The State Historic Preservation Office, Planning Office, Inspections Department, and the ADA Accessibility Guidelines can offer valuable assistance during the planning phase and throughout the project. The plan must also be in accordance with the North Carolina State Building Code. The ADA and the Building Code can offer flexibility in regard to historic buildings. Good planning and professional consultation can ensure a successful project.



The new ramp at the Chowan County Courthouse is located on the rear elevation, closest to the handicapped parking and utilizing the existing topography in the plan. An elevator was also installed in the courthouse as part of the accessibility plan.

In addition to accessibility, public safety is also an important consideration. Providing adequate fire exits is especially important in commercial buildings or residential buildings rehabilitated for commercial use. Lighting is another issue to consider, please consult the Section on Lighting for more information. The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.

Tips for Preserving Accessibility and Public Safety

- Conduct routine inspections.
- Evaluate the property's character-defining features.
- Review potential impacts to character-defining features.
- Ensure that changes are easily reversible or will not impact character-defining features.
- Maintain historic doors and install automatic openers rather than replacing the doors.
- Install a bevel on thresholds rather than replacing door frames and thresholds.
- Consult with local disability groups, planning and inspections, SHPO, and a registered architect.

Design Guidelines for Accessibility and Public Safety

- 1) Retain site features and character-defining elements whenever possible.
- 2) Design and construct ramps and lifts with elements that are compatible to the material, scale, finish, and character of the historic building and district.
- 3) Locate ramps and lifts in areas that are sensitive to the integrity of the building and setting whenever possible.
- 4) Plan and construct accessibility projects in a manner that is easily reversible.
- 5) Use compatible plantings and features to screen ramps and lifts from the street.
- 6) Locate elevator additions, fire escapes, fire doors, and secondary entrances on rear elevations or the least character-defining portion of the building.
- 7) Select materials for handrails and rails that are compatible with similar elements on the property or in the district.
- 8) Install security lighting in a manner that does not impede on adjacent properties using fixtures that maintain the character of the district. See also Lighting on Page 33.
- 9) Consult with safety and building code officials, the Planning Staff, the SHPO, and Disability groups to develop an effective yet sensitive accessibility plan.



This wheelchair ramp is built of materials similar to that of the primary building and will be screened by landscaping when it matures.

This page intentionally left blank.

Design Guidelines for Additions & New Construction

Additions

New Construction

Relocation

Demolition

Demolition by Neglect

Additions and New Construction

Additions

Buildings change throughout their history; they may change as a family grows or as the property changes ownership. These changes illustrate the evolution of the building and are important in interpreting the history of the building. Additions that are over fifty years old are also considered historic and should be preserved and considered when planning an addition to a historic property. In most cases additions can be built on historic buildings without compromising the integrity of the building or the historic district.



This addition is smaller in scale than the original, reversible, and in keeping with the character of the building and district.

The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.



The one-story addition is on the primary elevation which is not preferred but the scale, setback, and massing do not detract from the character of the district. This solution should only be permitted in very unique circumstances.



This is the same addition viewed from the west. The setback, scale, and massing are in keeping with the surrounding buildings, from this angle it blends well into the streetscape.

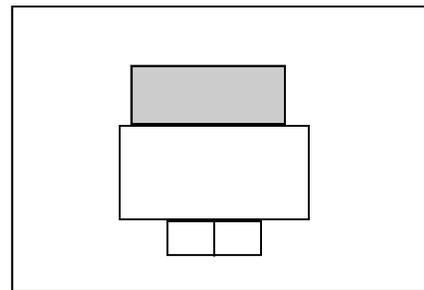
Additions and New Construction

Design Guidelines for Additions

- 1) Design and construct new additions along the rear façade of the historic building. Consider the impact from all public rights of way when constructing additions on corner lots. Protect adjacent buildings and structures during construction of additions.
- 2) Design and construct new additions so that there is a minimum loss of historic materials, details, and other character defining features of the historic building.
- 3) Design and construct new additions to have minimal impact on site features including topography, plantings, trees, views, and vistas.
- 4) Design and construct new additions in a smaller scale than the historic building so that it does not detract from the significant scale and massing of the building.
- 5) Design and construct new additions so that they can be removed in the future without causing damage to the historic building.
- 6) Design and construct new additions to be contemporary yet compatible with the historic building in regard to materials, mass, form, scale, and color. Select new building materials that are consistent with the original in regard to structure, integrity, and longevity. Examples of appropriate materials for new additions include wood, cementitious board, brick, stucco, glass, and fiberglass shingles. Incorporating slight changes in roof height, wall plane (setback), and details can help ensure that the addition is interpreted as “new”.
- 7) Design and construct new decks and patios on secondary facades and obscured from the street. Integrate significant features, materials, and details of the historic structure and site into the design. Paint or stained decks in a color that is compatible with the historic structure and district.
- 8) Follow the archaeology guidelines before and during the construction of a new addition.
- 9) Follow the guidelines for site and setting before and during the construction of a new addition.



The addition at the Visitor's Center is on the rear elevation, does not detract from the historic structure, uses compatible materials and details, and is easily recognized as a new addition.



New additions (gray area) should be constructed on the rear elevation of the building.

Additions and New Construction

New Construction

Edenton's architectural heritage is a living continuum and articulates the continued development of the town since its founding. New construction can be successful in the historic district provided the design is compatible with the character of the historic district. An understanding of the historic district is essential prior to planning a new construction project. These guidelines provide a basic understanding of the district and its special character. For example contemporary designs are preferred in historic districts. Architecture should be a record of it's time rather than a replication of an earlier design.



The Edenton Mill Village has strict guidelines for new construction within the village. This is an example of a new mill house.

The guidelines on the following page will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.



This new house on East Gale Street is consistent with the scale, massing, size, and materials of the surrounding historic houses.

Additions and New Construction

Design Guidelines for New Construction

- 1) Consult with the Edenton Historic Preservation Commission and the Planning Staff in the early planning phases of a new construction project.
- 2) Consult the “Design Guidelines” sections for site features and plantings, fences and walls, lighting, signage, archaeology, building materials, utilities, and accessibility to develop a better understanding of the historic character in the district.
- 3) Design new construction projects to maintain the same or similar setback, space between lots, and orientation as the other properties within the historic district.
- 4) Design new construction projects to incorporate existing topography and site features, such as mature trees, nor should it block or obscure views and vistas. Consider the impact to all public rights of way when designing projects on corner lots.
- 5) Design new construction projects to be compatible with the height, scale, massing, proportion, and roof shape of surrounding buildings within the district.
- 6) Use building materials in new construction that are compatible with the scale, pattern, detail, finish, composition, and color of historic buildings in the historic district.
- 7) Design new construction to be contemporary in design; it is not appropriate to create a false sense of history through replication.
- 8) When planning infill development within the historic district consult the Design Guidelines Sections for site features, fences and walls, archaeology, building materials, and utilities in addition to 1-7 above. Setbacks, spacing between buildings, orientation to the street, and topography should be major considerations when planning an infill project.
- 9) Protect adjacent buildings and structures during new construction projects.



This new construction project incorporates the massing, scale, and setbacks of surrounding buildings.

Additions and New Construction

Relocation

Relocating or moving historic properties should only be considered as a last resort, and only to save a property from demolition. All other alternatives should be carefully examined before moving a property. If it is necessary to move a building within the Edenton Historic District it should remain in the district and as close to its original location as possible therefore maintaining its historic context. It is not appropriate to move town houses to the country or visa versa move country houses to town, it destroys the historic context of the building and usually deems the building ineligible for the National Register of Historic Places or noncontributing to a local historic district. Careful planning is essential in relocating a property. Contact the State Historic Preservation Office and / or Preservation North Carolina for advice and assistance regarding moving buildings. A COA is required from the Edenton Preservation Commission to relocate a property from the district or from one location to another in the district.

Guidelines for Relocation

- 1) Consider relocation only when all other alternatives have been exhausted.
- 2) Completely document the building in its original location through photographs (black and white and digital) as well as site plans prior to relocation and give a copy of the information to the Edenton Planning Department and the State Historic Preservation Office.
- 3) Move the building to a new location with similar qualities as the original location. A similar setting, geographical location, and historical association is appropriate. The building should remain within the town of Edenton.
- 4) The location of the new site and a site plan are required to be submitted with the application for a COA prior to moving the building. Refer to the guidelines for Site and Setting.
- 5) Protect significant features of both sites before, during, and after the move. These features include mature trees and plantings, topography, and other natural features.
- 6) Protect the building and its significant features before, during, and after the move. Work with a professional house moving contractor. Secure the building from the weather and other environmental hazards as well as vandalism. Protect adjacent buildings and structures during the relocation.
- 7) Work closely with the Edenton Preservation Commission and the Edenton Planning Department during the project.

Demolition

Demolition of Edenton's historic buildings and structures is not appropriate. Each building contributes to the significance of the entire district and every building that is lost chips away and devalues the importance of the district as a whole. In addition, vacant lots are unsightly and create voids in the cohesive streetscape that is characteristically historic Edenton. Demolition is a permanent solution and once a building is destroyed it is gone without the opportunity of sharing its history with future generations. It is for these reasons that demolition is only considered after all possible alternatives have been exhausted.

An application for a Certificate of Appropriateness authorizing demolition of a building or structure within the historic district may not be denied unless the building has statewide significance. However, the commission can delay demolition for a period up to three hundred and sixty-five (365) days. The delay affords the commission and the property owner time to explore alternatives for preserving the historic building or structure. If the building proposed for demolition is determined by the SHPO as having statewide significance as defined by the National Register of Historic Places the commission may deny the Certificate of Appropriateness.

Guidelines for Demolition

- 1) Consider demolition only when all other alternatives have been exhausted.
- 2) Completely document the building in its original location through photographs (black and white and digital) and give a copy of the information to the Edenton Planning Department and the State Historic Preservation Office.
- 3) Submit a site development plan to the Edenton Preservation Commission with the application for a COA to demolish.
- 4) Protect adjacent buildings and structures during the demolition.
- 5) Do not disturb archaeological resources during demolition. Report any archaeological findings to the Planning Department or Office of State Archaeology immediately.
- 6) Work closely with the Planning Department and Edenton Preservation Commission during the entire process.
- 7) Develop the site promptly after demolition according to the COA approved by the Edenton Preservation Commission.
- 8) Maintain a secure site during the demolition and redevelopment process.

Additions and New Construction

Demolition by Neglect

Deterioration of a historic building due to lack of maintenance is called Demolition By Neglect. Regular maintenance protects the structural members of a building and keeps it in usable form. Deterioration over prolonged periods can cause irreversible damage to a building and eventual demolition. The property owner is responsible for the care and maintenance of his or her building. The guidelines that follow will ensure that alterations, new construction, and restorations are congruous with the special character of the historic district.

Guidelines for Demolition by Neglect

- 1) Conduct routine maintenance and preserve the historic building and its details through routine inspection and utilizing appropriate methods of preservation.
- 2) Use this design guidelines booklet as a source for preservation and maintenance information and guidance.
- 3) Work with the Inspections and Planning Department as well as the Edenton Preservation Commission to prevent Demolition by Neglect. Contact the State Historic Preservation Office for additional information. Consult the Appendices of this booklet for additional information.

APPENDICES

Bibliography

Historic Preservation Contacts

Internet Resources

Glossary

Edenton National Register Buildings

Edenton Study List Buildings

**North Carolina General Statute
160A-400—1-400.14**

Recommended Trees and Shrubs

Sample COA Application Major Work

Sample COA Application Minor Work

Bibliography

- Uniform Development Code*, Edenton, NC: Town of Edenton, Adopted 1989, Amended 1999.
- Bishir, Catherine and Michael Southern, *A Guide to the Historic Architecture of Eastern North Carolina*, Chapel Hill, NC: UNC Press, 1995.
- Bishir, Catherine, *North Carolina Architecture, Portable Edition*, Chapel Hill, NC: UNC Press for The Historic Preservation Foundation of North Carolina, Inc., 2005.
- Butchko, Thomas R., *Edenton: An Architectural Portrait*. Edenton, NC: Edenton Woman's Club and Chowan County Government, 1992.
- Dakin, Susan, *A Handbook for Historic Preservation Commissions in North Carolina*. Raleigh, NC: State Historic Preservation Office, Division of Archives and History, North Carolina Department of Cultural Resources, 1994.
- Edenton Mill Village Homeowner Handbook*. Edenton, NC: The Historic Preservation Foundation of North Carolina, Inc., 1996.
- Fayetteville Historic Resources Commission, Michael, Michelle., *Design Guidelines for Fayetteville's Historic Districts and Local Landmarks*, Fayetteville, NC, 2000.
- McAlester, Virginia and Lee, *A Field Guide to American Houses*. New York, NY: Alfred A. Knopf, 1988.
- Michael, Michelle, *Edenton National Register Historic District Inventory and Edenton Survey Update, Final Report (Unpublished)*, Raleigh and Greenville, NC: Copy on File at North Carolina Historic Preservation Office, Division of Archives and History, North Carolina Department of Cultural Resources, 2003.
- National Park Service, *Preservation Briefs 1-40*, Washington, DC: National Park Service.
- Raleigh Historic Districts Commission, Leimenstoll, Jo Ramsay, *Design Guidelines for Raleigh Historic Districts*, Raleigh, NC: City of Raleigh, 1997.

Historic Preservation Contacts

Town of Edenton Planning Department and Historic Preservation Commission
PO Box 1030, Edenton, NC 27932
252-482-5618

Eastern Office of Archives and History
Historic Preservation Office
117 Martin Luther King, Jr. Drive
Greenville, NC 27858
252-830-6580

North Carolina Historic Preservation Office (SHPO)
Mail Service Center 4617
Raleigh, NC 27699-4617
Administration Branch/CLG Coordinator/Environmental Review, 919-733-4763
Survey & Planning/National Register, 919-733-6545
Restoration Branch 919-733-6547

Historic Preservation Foundation of North Carolina, Inc.
(Preservation North Carolina)
Headquarters Office
PO Box 27644
Raleigh, NC 27611-7644
919-832-3652

Preservation North Carolina Northeastern Office
420 Elliott Street
Edenton, NC 27932
252-482-7456

Destination Downtown, Inc.
Edenton Main Street Program
PO Box 245
116 E. King Street
Edenton, NC 27932
252-482-3400

Internet Resources

Federal Historic Preservation Information

National Park Service

<http://www.cr.nps.gov>

National Register of Historic Places (National Park Service)

<http://www.cr.nps.gov/places.htm>

Certified Local Government Program (National Program)

<http://www.cr.nps.gov/hps/clg/index.htm>

Advisory Council for Historic Preservation (Federal Liason for Programs)

<http://www.achp.gov/>

Federal Preservation Tax Incentives Program

<http://www.cr.nps.gov/hps/tps/tax/index.htm>

The Secretary of Interior's Standards for Rehabilitation

<http://www.cr.nps.gov/hps/tps/tax/rehabstandards.htm>

Illustrated Guidelines for Rehabilitating Historic Buildings

<http://www.cr.nps.gov/hps/tps/tax/rhblindex.htm>

Preservation Briefs—A Series of Informative Pamphlets (Listed Below)

<http://www.cr.nps.gov/hps/tps/briefs/presbhom.htm>

Preservation Brief 01: **Assessing Cleaning and Water-Repellent Treatments** for
Historic Masonry Buildings

<http://www.cr.nps.gov/hps/tps/briefs/brief01.htm>

Preservation Brief 02: **Repointing Mortar Joints** in Historic Masonry Buildings

<http://www.cr.nps.gov/hps/tps/briefs/brief02.htm>

Preservation Brief 03: **Conserving Energy** in Historic Buildings

<http://www.cr.nps.gov/hps/tps/briefs/brief03.htm>

Preservation Brief 04: **Roofing** for Historic Buildings

<http://www.cr.nps.gov/hps/tps/briefs/brief04.htm>

Preservation Brief 05: The Preservation of Historic **Adobe Buildings**

<http://www.cr.nps.gov/hps/tps/briefs/brief05.htm>

Internet Resources

Preservation Brief 06: **Dangers of Abrasive Cleaning** to Historic Buildings
<http://www.cr.nps.gov/hps/tps/briefs/brief06.htm>

Preservation Brief 07: The Preservation of Historic **Glazed Terra Cotta**
<http://www.cr.nps.gov/hps/tps/briefs/brief07.htm>

Preservation Brief 08: **Aluminum and Vinyl Siding** on Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings <http://www.cr.nps.gov/hps/tps/briefs/brief08.htm>

Preservation Brief 09: The Repair of Historic **Wooden Windows**
<http://www.cr.nps.gov/hps/tps/briefs/brief09.htm>

Preservation Brief 10: Exterior **Paint Problems** on Historic Woodwork
<http://www.cr.nps.gov/hps/tps/briefs/brief10.htm>

Preservation Brief 11: Rehabilitating Historic **Storefronts**
<http://www.cr.nps.gov/hps/tps/briefs/brief11.htm>

Preservation Brief 12: The Preservation of Historic Pigmented **Structural Glass (Vitrolite and Carrara Glass)**
<http://www.cr.nps.gov/hps/tps/briefs/brief12.htm>

Preservation Brief 13: The Repair and Thermal Upgrading of Historic **Steel Windows** <http://www.cr.nps.gov/hps/tps/briefs/brief13.htm>

Preservation Brief 14: New **Exterior Additions** to Historic Buildings: Preservation Concerns <http://www.cr.nps.gov/hps/tps/briefs/brief14.htm>

Preservation Brief 15: Preservation of Historic **Concrete**: Problems and General Approaches <http://www.cr.nps.gov/hps/tps/briefs/brief15.htm>

Preservation Brief 16: The Use of **Substitute Materials** on Historic Building Exteriors <http://www.cr.nps.gov/hps/tps/briefs/brief16.htm>

Preservation Brief 17: **Architectural Character**—Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character
<http://www.cr.nps.gov/hps/tps/briefs/brief17.htm>

Internet Resources

Preservation Brief 18: Rehabilitating **Interiors** in Historic Buildings—Identifying Character-Defining Elements <http://www.cr.nps.gov/hps/tps/briefs/brief18.htm>

Preservation Brief 19: The Repair and Replacement of Historic **Wooden Shingle Roofs** <http://www.cr.nps.gov/hps/tps/briefs/brief19.htm>

Preservation Brief 20: The Preservation of Historic **Barns**
<http://www.cr.nps.gov/hps/tps/briefs/brief20.htm>

Preservation Brief 21: Repairing Historic **Flat Plaster**—Walls and Ceilings
<http://www.cr.nps.gov/hps/tps/briefs/brief21.htm>

Preservation Brief 22: The Preservation and Repair of Historic **Stucco**
<http://www.cr.nps.gov/hps/tps/briefs/brief22.htm>

Preservation Brief 23: Preserving Historic **Ornamental Plaster**
<http://www.cr.nps.gov/hps/tps/briefs/brief23.htm>

Preservation Brief 24: **Heating, Ventilating, and Cooling** Historic Buildings:
Problems and Recommended Approaches
<http://www.cr.nps.gov/hps/tps/briefs/brief24.htm>

Preservation Brief 25: The Preservation of Historic **Signs**
<http://www.cr.nps.gov/hps/tps/briefs/brief25.htm>

Preservation Brief 26: The Preservation and Repair of Historic **Log Buildings**
<http://www.cr.nps.gov/hps/tps/briefs/brief26.htm>

Preservation Brief 27: The Maintenance and Repair of **Architectural Cast Iron**
<http://www.cr.nps.gov/hps/tps/briefs/brief27.htm>

Preservation Brief 28: **Painting** Historic Interiors
<http://www.cr.nps.gov/hps/tps/briefs/brief28.htm>

Preservation Brief 29: The Repair, Replacement, and Maintenance of Historic **Slate Roofs** <http://www.cr.nps.gov/hps/tps/briefs/brief29.htm>

Preservation Brief 30: The Preservation and Repair of Historic **Clay Tile Roofs**
<http://www.cr.nps.gov/hps/tps/briefs/brief30.htm>

Internet Resources

Preservation Brief 31: **Mothballing** Historic Buildings

<http://www.cr.nps.gov/hps/tps/briefs/brief31.htm>

Preservation Brief 32: Making Historic Properties **Accessible**

<http://www.cr.nps.gov/hps/tps/briefs/brief32.htm>

Preservation Brief 33: The Preservation and Repair of Historic **Stained and Leaded Glass**

<http://www.cr.nps.gov/hps/tps/briefs/brief33.htm>

Preservation Brief 34: Applied Decoration for Historic Interiors: Preserving Historic **Composition Ornament**

<http://www.cr.nps.gov/hps/tps/briefs/brief34.htm>

Preservation Brief 35: Understanding Old Buildings: The Process of Architectural **Investigation**

<http://www.cr.nps.gov/hps/tps/briefs/brief35.htm>

Preservation Brief 36: Protecting **Cultural Landscapes**: Planning, Treatment, and Management of Historic Landscapes

<http://www.cr.nps.gov/hps/tps/briefs/brief36.htm>

Preservation Brief 37: Appropriate Methods of Reducing **Lead-Paint Hazards** in Historic Housing

<http://www.cr.nps.gov/hps/tps/briefs/brief37.htm>

Preservation Brief 38: **Removing Graffiti from Historic Masonry**

<http://www.cr.nps.gov/hps/tps/briefs/brief38.htm>

Preservation Brief 39: Holding the Line: Controlling **Unwanted Moisture** in Historic Buildings

<http://www.cr.nps.gov/hps/tps/briefs/brief39.htm>

Preservation Brief 40: Preserving Historic **Ceramic Tile** Floors

<http://www.cr.nps.gov/hps/tps/briefs/brief40.htm>

Preservation Brief 41: The **Seismic Retrofit** of Historic Buildings: Keeping Preservation in the Forefront

<http://www.cr.nps.gov/hps/tps/briefs/brief41.htm>

Preservation Brief 42: The Maintenance, Repair, and Replacement of Historic **Cast Stone**

<http://www.cr.nps.gov/hps/tps/briefs/brief42.htm>

Preservation Brief 43: The Preparation and Use of **Historic Structure Reports**

<http://www.cr.nps.gov/hps/tps/briefs/brief43.htm>

Internet Resources

Preservation Brief 44: Replacement, and New Design
<http://www.cr.nps.gov/hps/tps/briefs/brief44.htm>

Non-Profit Historic Preservation Organizations

National Trust for Historic Preservation (National Non-Profit Organization)
<http://www.nationaltrust.org>

National Trust Main Street Center (Headquarters for Main Street Program)
<http://www.mainstreet.org>

National Center for Preservation Technology and Training (NCPTT)
<http://www.ncptt.nps.gov/>

Association for Preservation Technology (International Membership Organization)
<http://www.apti.org/>

Historic Preservation Foundation of North Carolina, Inc. (Preservation NC)
<http://www.presnc.org/>

State Agencies

North Carolina Historic Preservation Office (State Preservation Agency)
<http://www.hpo.dcr.state.nc.us>

North Carolina State Historic Sites
<http://www.ah.dcr.state.nc.us/section/hs/>

Trade Magazines with Historic Preservation Resources

Traditional Building Magazine (Trade Magazine for Historic Commercial & Public Architecture) www.traditional-building.com/

Period Homes (Trade Magazine for Historic Residential Architecture)
www.period-homes.com

Old House Journal (Trade Magazine for Historic Buildings)
<http://www.oldhousejournal.com/>

Architectural Terms

Adaptive Reuse - The process of converting a building to a use other than that for which it was designed. e.g. changing a house into an office.

Alkyd Resin Paint - A common modern paint using alkyd (one group of thermoplastic synthetic resins) as a vehicle for the pigment; often confused with oil paint.

Aluminum Siding - Sheets of exterior architectural covering, usually with a colored finish, fabricated of aluminum to approximate the appearance of wooden siding. Aluminum siding was developed in the early 1940s and became increasingly common in the 1950s and the 1960s.

Amenity - A building, object, area, or landscape feature that makes an aesthetic contribution to environment rather than one that is purely utilitarian.

Arcade - A series of arches supported on piers or columns attached to or detached from a wall.

Arch - A structure formed of wedge-shaped stones, bricks, or other objects laid so as to maintain one another firmly in position. A rounded arch generally represents classical or Romanesque influence whereas a pointed arch denotes Gothic influences.

Architrave - The lowest part of an entablature, sometimes used by itself as a casing for a window or door.

Art Deco - A style of decorative arts and architecture popular in the 1920s and 1930s, characterized by its use of geometric, angular forms; also referred to as Moderne or Art Moderne.

Asbestos Siding - Dense, rigid board containing a high proportion of asbestos fibers bonded with portland cement; resistant to fire, flame, or weathering and having a low resistance to heat flow. It is usually applied as large overlapping shingles. Asbestos siding was applied to many buildings in the 1950s.

Ashlar - A style of stonework consisting of individual stones that are shaped and tooled to have even faces and square edges.

Asphalt Shingle - A shingle manufactured from saturated construction felts (rag, asbestos, or fiberglass) coated with asphalt and finished with mineral granules on the side exposed to the weather.

Asphalt Siding - Siding manufactured from saturated construction felts (rag, asbestos, or fiberglass) coated with asphalt and finished with mineral granules on the side exposed to the weather. It sometimes displays designs seeking to imitate brick or stone. Asphalt siding was applied to many buildings in the 1950s.

Attic Ventilator - In houses, a screened or louvered opening, sometimes in decorative shapes, located on gables or soffits. Victorian styles sometimes feature sheet soffits or metal ventilators mounted on the roof ridge above the attic.

Awning - A rooflike covering of canvas, often adjustable, over a window, a door, etc., to provide protection against the sun, rain, and wind. Aluminum awnings were developed in the 1950s.

Balustrade - A low barrier formed of balusters, or uprights, supporting a railing.

Band (Band Course, Bandmold, Belt) - Flat trim running horizontally in the wall to denote a division in the wall plane or a change in level.

Bargeboard (also Vergeboard) - A wooden member, usually decorative, suspended from and following the slope of a gable roof. Bargeboards are used on buildings inspired by Gothic forms.

Bay - An opening or division along the face of a structure. For example, a wall with a door and two windows is three bays wide. A bay can also be a projection of a room or facade having windows.

Beltcourse - A projecting course of bricks or other material forming a narrow horizontal strip across the wall of a building, usually to delineate the line between stories, also referred to as a string course.

Beveled Glass - Glass panes whose edges are ground and polished at a slight angle so that patterns are created when panes are set adjacent to one another.

Board and Batten - A method of covering exterior walls using vertical boards, with narrow strips of wood or battens used to cover the joints between boards.

Bond - The pattern in which bricks are laid.

Bracket - A divide, either ornamental, structural, or both, set under a projecting element, such as the eaves of a house.

Bulkhead - The panels below the display windows on a commercial storefront.

Bungalow Style - An early 20th century architectural style that grew out of the arts and crafts movement of the 19th century. Its basic characteristics are long, low profiles; overhanging, bracketed eaves; wide engaged porches with square, squat brick piers supporting wood posts; and informal interior arrangements.

Buttress - A vertical mass of masonry projecting from or built against a wall to give additional strength at the point of maximum stress. Sometimes wooden buttresses are added to frame Gothic Revival-style buildings as decorative, but not supporting features.

Capital - The topmost member, usually decorated or molded, of a column or pilaster.

Cararra Glass - Pigmented structural glass developed and popularized in the early 20th century for facing Art Deco and Art Modern-style commercial buildings.

Casing - The exposed trim molding, framing, or lining around a door or a window; may be either flat or molded.

Cast Iron - Iron that has been shaped by being melted and cast in a mold.

Caulking - A resilient mastic compound, often having a silicone, bituminous, or rubber base; used to seal cracks, fill joints, prevent leakage, and/or provide waterproofing.

Cementitious Board - A material composed of cement, sand, and cellulose fiber. First introduced in the early twentieth century as a substitute for slate. Today cementitious board has a variety of uses including exterior siding and roofing.*

Center-Hall Plan - A plan in which the hall or passage extends through the center of a house and is flanked by two or more rooms.

Certificate of Appropriateness - A document awarded by a preservation commission or architectural review board allowing an applicant to proceed with a proposed alteration, demolition, or new construction in a designated historic area or site, following a determination of the proposal's suitability according to applicable criteria.

Certified Historic Structure - For the purpose of the federal preservation tax incentives, any structure subject to depreciation as defined by the Internal Revenue Code that is listed individually on the National Register of Historic Places or located in a registered historic district and certified by the secretary of the interior as being of historic significance to the district.

Certified Rehabilitation - Any rehabilitation of a certified historic structure that the Secretary of the Interior has determined is consistent with the historical character of the property or the district in which the property is located.

Chalking - The formation of a powder surface condition from the disintegration of a binder or an elastomer in a paint coating; caused by weathering or an otherwise destructive environment.

Chamfer - A beveled edge or corner.

Chamfered Post - A square post with the edges of its corners cut away or beveled.

Checking - Small cracks in a film of paint or varnish that do not completely penetrate to the previous coat; the cracks are in a pattern roughly similar to a checkerboard.

Clapboard - Horizontal wooden boards, tapered at the upper end and laid so as to cover a portion of a similar board underneath and to be covered by a similar one above. The exposed face of clapboard is usually less than 6 inches wide. This was common outer face in the nineteenth and early twentieth century buildings.

Classical - Embodying or based on the principles and forms of Greek and Roman architecture.

Clerestory - Windows located relatively high in a wall that often tend to form a continuous band. This was a feature of many Gothic cathedrals and was later adapted to many of the Revival styles found here.

Clipped Gable - A gable the peak of which is truncated for decorative effect; often the roof overhangs the missing peak.

Colonial Revival Style - Late 19th and early 20th century style that combines features of Classical and Colonial architecture.

Colonnette - A small-scale column, generally employed as a decorative element on mantels, overmantels, and porticoes.

Column - A vertical shaft or pillar that supports or appears to support a load.

Common Bond - A method of laying brick wherein one course of headers is laid for every three, five, or seven courses of stretchers.

Composition Board - A building board, usually intended to resemble clapboard, fabricated from wood or paper fabric under pressure and at an elevated temperature, usually with a binder.

Coping - The cap or the top course of a masonry wall.

Corbel - A projection (or building out) from a masonry wall, sometimes to support a load and sometimes for decorative effect.

Corner Block - A square piece, either plain or decorated that forms a corner of a window or door surround.

Corner Boards - Vertical boards nailed on the external corners of frame buildings to provide a method of finishing and joining the ends of the weatherboards.

Cresting - Ornamental ironwork, often highly decorative, used to embellish the ridge of a gable roof or the curb or upper cornice of a mansard roof.

Cornice - The uppermost part of an entablature, usually used to crown the wall of a building, portico, or ornamental doorway. The term is loosely applied to almost any horizontal molding forming a main decorative feature, especially to a molding at the junction of walls and ceiling in a room.

Crossette - A lateral projection of the head of the molded architrave or surround of a door, window, mantel, or paneled overmantel; also know as an “ear” or “dog-ear”.

Crown Molding - The upper molding of a cornice, often serving to cap or crown the vertical facing or fascia of a boxed cornice. Also, the term is frequently given to the molding used to decorate the joints between walls and a ceiling.

Crenulation - Alternating indentations and raised sections of a parapet, creating a toothlike profile sometimes known as a battlement. Crenulation is a detail found most commonly in the Gothic Revival style.

Cultural Resource - A building, structure, district, site, object, or document, that is of significance in American History, architecture, archeology, or culture.

Cupola - A small structure, usually polygonal, built on top of a roof or tower, mostly for ornamental purposes.

Deck - An uncovered porch, usually at the rear of a building; popular in modern residential design.

Demolition by Neglect - The destruction of a building through abandonment or lack of maintenance.

Dentil - Small, closely spaced blocks, often toothlike, used as an ornamental element of a classical cornice.

Design Guidelines - Criteria developed by preservation commissions and architectural review boards to identify design concerns in an area and to help property owners ensure that rehabilitation and new construction respect the character of designated buildings or districts.

Design Review - The process of ascertaining whether modifications to historic and other structures, settings, and districts meet standards of appropriateness established by a governing or advisory review board.

Dogtrot Plan - A plan in which two pens with their own chimneys are placed side by side.

Dormer - A structure containing a window (or windows) that projects through a pitched roof.

Doric Order - A classical order characterized by simple unadorned capitals supporting a frieze of vertically grooved tablets or triglyphs set at intervals.

Dormer Window - An upright window, set in a sloping roof, with vertical sides and front, usually with a gable, shed, or hip roof.

Double-Hung Window - A window with two sashes that open and close by sliding up and down in a cased frame.

Double-Pile House - A center-hall plan house that is two rooms deep on each side of the hall.

Double-Shoulder Chimney - An exterior chimney the sides of which angle inward to form shoulders twice as it ascends from the base to the cap.

Downspout - A vertical pipe, often of sheet metal, used to conduct water from a roof drain or gutter to the ground or cistern.

Dressed - Descriptive of stone, brick, or lumber that has been prepared, shaped, or finished by cutting, planing, rubbing, or sanding one or more of its faces.

Eave - The part of a sloping roof that projects beyond the wall.

Eclectic or Eclecticism - A method of design in architecture in which elements from a variety of stylistic sources are selected and combined in new and original ways.

Elevation - A drawing showing the vertical elements of a building, either exterior or interior, as a direct projection to a vertical plane.

Ell - A secondary wing or extension of a building, often a rear addition, positioned at right angles to the principal mass.

Eminent Domain - The power of a government to acquire private property for public benefit after payment of just compensation to the owner.

Enabling Legislation - Federal or state laws that authorize governing bodies within their jurisdictions to enact particular measures or delegate powers such as enactment of local landmarks and historic district ordinances, zoning, and taxation.

Engaged Porch - A porch the roof of which is continuous structurally with that of the main section of the building.

English Bond - A method of laying brick wherein one course is laid with stretchers and the next with headers, thus bonding the double thickness of brick together and forming a high-strength bond of alternating courses of stretchers and headers.

Entablature - The horizontal part of a Classical order of architecture, usually positioned above columns or pilasters. It consists of three parts: the lowest molded portion is the architrave; the middle band is

the frieze; the uppermost element is the cornice.

Escutcheon - A protective plate, sometimes decorated, surrounding, the keyhole of a door, a light switch, or similar device.

Etched Glass - Glass whose surface has been cut away with a strong acid or by abrasive action into a decorative pattern.

Extended Use - Any process that increases the useful life of an old building, e.g. adaptive use or continued use.

Exterior End Chimney - A chimney located outside the walls of a house, usually against the gable end of a building.

Fabric - The physical material of a building, structure, or city, connoting an interweaving of component parts.

Facade - The face or front of a building.

Fanlight - A semicircular window, usually above a door or window, with radiating muntins suggesting a fan.

Fascia - A flat board with a vertical face that forms the trim along the edge of a flat roof, or along the horizontal, or eave side of a pitched roof. The rain gutter is often mounted on it.

Fluting - Shallow, concave grooves running vertically on the shaft of a column, pilaster or other surface.

Federal Style - The style of architecture popular in America from the Revolution through the early 19th century (in North Carolina from about 1800-1840). The style is characterized by the use of delicate Classical ornament.

Fenestration - The arrangement of windows on a building.

Finial - an ornament, usually turned on a lathe, placed on the apex of an architectural feature such as a gable, turret, or pediment.

Flashing - A thin impervious material placed in construction to prevent water penetration, to provide water drainage, or both, especially between a roof and a wall.

Flemish Bond - A method of laying brick wherein headers and stretchers alternate in each course and, vertically, headers are placed over stretchers to form a bond and give a distinctive cross pattern.

Flush Siding - An exterior wall treatment consisting of closely fitted horizontal boards with joints that are carefully formed to be hidden and flush, giving a very uniform, flat siding appearance.

Foundation - The supporting portion of a structure below the first-floor construction, or below grade, including footings.

French Window - A long window reaching to the floor level and opening in two leaves like a pair of doors.

Fretwork - A geometrically meandering strap pattern; a type of ornament consisting of narrow fillet or band that is folded, crossed, and interlaced.

Frieze - The middle portion of a Classical entablature, located above the architrave and below the cornice. The term is usually used to describe the flat, horizontal board located above the weatherboards of most houses.

Gable - The triangular portion of a wall formed or defined by the two sides of a double-sloping roof; often referred to as an “A” roof.

Galvanize - To coat steel or iron with zinc, as, for example, by immersing it in a bath of molten zinc.

Gambrel Roof - A gable roof more or less symmetrical, having four inclined surfaces, the pair meeting at the ridge having a shallower pitch.

Georgian Style - The prevailing style of the eighteenth century in Great Britain and the North American Colonies, so named after George I, George II, and George III. It is derived from Classical, Renaissance, and Baroque forms.

German Siding - Wooden siding with a concave upper edge that fits into a corresponding rabbet in the siding above.

Gingerbread - Thin, curvilinear ornamentation produced with machine powered saws.

Glazed Header - A brick having a glossy, dark coating ranging in color from gray green to almost black, formed on the outer surface through direct exposure to flame and intense heat during the firing process. In Flemish bond brickwork, this glazed surface is often used for decorative effect by laying the brick so that the glazed ends or headers are exposed to form a pattern in the wall.

Glue-Chip Glass - A patterned glass with a surface resembling frost crystals common in turn-of-the-century houses and bungalows.

Gothic Arch - A pointed arch commonly used in Gothic Revival architecture especially churches.

Gothic Revival Style - The nineteenth-century revival of the forms and ornament of medieval/Gothic European architecture, characterized by the use of the pointed arch, buttresses, pinnacles, and other Gothic details in a decorative fashion. The style was popular for church architecture in North Carolina well into the 20th Century.

Greek Revival Style - The mid-19th century revival of the forms and ornamentation of the architecture of ancient Greece.

Gutter - A shallow channel of metal or wood set immediately below or built in along the eaves of a building to catch and carry off rainwater.

Hall-Parlor Plan - A traditional vernacular plan consisting of two principal rooms: a larger “hall,” often neatly square, and an adjoining smaller “parlor.” In most instances, the hall was entered directly from the outside and had a fireplace centered on the end wall; it was the room where most domestic activities took place. The smaller parlor tended to be used for sleeping.

Header - The end of a brick, sometimes glazed.

Hipped Roof - A roof that slopes back equally from each side of a building. A hip roof can have a pyramidal form or have a slight ridge.

Historic District - A geographically definable area with a significant concentration of buildings, structures, sites, spaces, or objects unified by past events, physical development, design, setting, materials, workmanship, sense of cohesiveness or related historic and aesthetic associations. The significance of a district may be recognized through listing on a local, state, or national landmarks register and may be protected legally through enactment of a local historic district ordinance administered by a historic district board or commission.

House Museum - A museum whose structure itself is of historical or architectural significance and whose interpretation relates primarily to the building's architecture, furnishings, and history.

Human Scale - A combination of qualities in architecture or the landscape that provides an appropriate relationship to human size, enhancing rather than diminishing the importance of people.

Interior End Chimney - A chimney positioned on the interior side of the gable end of a house.

Italianate Style - A revival of elements of Italian Renaissance architecture popular during the mid-and late 19th century, characterized by the presence of broad projecting or overhanging cornices supported by ornate sawn brackets. Other features include the use of arched windows and heavy hoodmolds.

Jamb - The vertical sides of an opening, usually for a door or a window.

Jerkin Head Roof - A roof whose end has been formed into a shape midway between a gable and a hip, resulting in a truncated or "clipped" appearance; sometimes called clipped gable.

Joist - One of a series of parallel timbers or beams, usually set on edge, that span a room from wall to wall to support a floor or ceiling; a beam to which floorboards, ceiling boards, or plaster laths are nailed.

Keystone - The central wedge-shaped stone at the crown of an arch or in the center of a lintel.

Landmarks Register - A listing of buildings, districts, and objects designated for historical, architectural, or other special significance that may carry protection for listed properties.

Landscape - The totality of the built or human-influenced habitat experienced at any one place. Dominant features are topography, plant cover, buildings, or other structures, and their patterns.

Latex Paint - A paint having a latex binder (an emulsion of finely dispersed particles of natural or synthetic rubber or plastic materials in water).

Lattice - A network, often diagonal, of interlocking lath or other thin strips used as screening, especially in the base of a porch.

Light - A pane of glass.

Lintel - A beam of wood or stone that spans an opening; in masonry construction it frequently supports the masonry above the opening.

Lunette - A semicircular opening.

Mansard Roof - A four-sided double-pitch roof characteristic of the Second Empire Style.

Mixed Use - a variety of authorized activities in an area or a building as distinguished from the isolated uses and planned separatism prescribed by many zoning ordinances.

Mildew - A fungus that grows and feeds on paint, cotton and linen fabrics, etc., that are exposed to moisture; causes discoloration and decomposition of the surface.

Modillion - A horizontal bracket, often in the form of a plain block, ornamenting, or sometimes supporting, the underside of the cornice.

Molding - A decorative band having a constant profile or having a pattern in low relief, generally used in cornices or as trim around openings.

Mortar - A mixture of portland cement, lime, putty, and sand in various proportions, used for laying bricks or stones. Until the use of hard portland cement became general, the softer lime-clay or lime-sand mortars and masonry cement were common.

Mortise and Tenon - A joint that is made by one member having its end cut as a projecting tongue (tenon) that fits exactly into a groove or hole (mortise) in the other member. Once joined in this fashion, the two pieces are often secured by a peg.

Mullion - A vertical member dividing a window area and forming part of the window frame.

Muntin - A molding forming part of the frame of a window sash and holding one side of a pane.

Newel Post - The principal post used to terminate the railing or balustrade of a flight of stairs.

Neoclassical Style- A style of architecture popular during the first half of the twentieth century. Elements draw heavily from Greek Revival and early Classical revival.

Ogee - A double curve formed by the combination of a convex and concave line, similar to an s-shape.

Oil Paint - A paint in which a drying oil, usually linseed oil, is the vehicle for the pigment; rarely used as a house paint since the mid-twentieth century when it was commonly replaced by alkyd resin paints.

Palladian Window - A window design featuring a central arched opening flanked by lower square-headed openings separated from them by columns, pilasters, piers, or narrow vertical panels.

Panel - A portion of a flat surface set off by molding or some other decorative device.

Pantile - A roofing tile that has the shape of an S laid on its side.

Parapet - A low wall along a roof or terrace, used as decoration or protection.

Patio - An open, outdoor living space adjacent to a building, usually surfaced with stone, tiles, or concrete and at ground level.

Pediment - A crowning element of porticoes, pavilions, doorways, and other architectural features, usually of low triangular form, with a cornice extending across its base and carried up the raking sides; sometimes broken in the center as if to accommodate an ornament; sometimes of segmental, elliptical, or serpentine form.

Pen - A one-room structure, the term is usually used when referring to log buildings. Many dwellings erected by the first settlers of the North Carolina piedmont were single-pen structures. Many of these dwellings were expanded into two-pen houses following the double-pen, saddlebag, or dogtrot plans.

Pilaster - A shallow pier or rectangular column projecting only slightly from or engaged to a wall. Pilasters are usually decorated like columns with a base, shaft, and capital.

Porte Cochere - A projecting porch that provides protection for vehicles and people entering a building; a common feature of the early 20th century Colonial Revival and Bungalow styles.

Portico - A roofed space, open or partly enclosed, often with columns and a pediment, that forms the entrance and centerpiece of the facade of a building.

Portland Cement - A very hard and strong hydraulic cement (one that hardens under water) made by heating a slurry of clay and limestone in a kiln.

Preservation - Generally, saving old and historic buildings, sites, structures, and objects from destruction or deterioration, and providing for their continued use by means of restoration, rehabilitation, or adaptive use and continued maintenance. The Secretary of Interior's Standards for Rehabilitation defines it as, "the act or process of applying measures to sustain the existing form and vegetative cover of a site. It may include stabilization work, where necessary, as well as ongoing maintenance of the historic building materials".

Preservation Commission - A generic term for an appointed municipal or county board that recommends the designation of and regulates changes to historic districts and landmarks. It may be called a historic district review board or commission, or architectural or design review board.

Primer - A paint applied as a first coat that serves the function of sealing and filling on wood, plaster, and masonry.

Queen Anne Style - A popular late 19th century revival of early 18th century English architecture, characterized by irregularity of plan and massing and a variety of textures.

Quoin - Ornamental blocks of wood, stone, brick, or stucco placed at the corners of a building and projecting slightly from the front of the facade.

Rafters - Structural timbers rising from the plate at the top of a wall to the ridge of the roof and supporting the roof covering.

Raised panels - A portion of a flat surface, as in the panel of a door or wainscoting, that is distinctly set off from the surrounding area by a molding or other device and is raised above the surrounding area.

Rake - Trim members that run parallel to a roof slope and form the finish between the wall and a gable roof extension.

Rehabilitation - "The act or 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 or features of the property which are significant to its historical, architectural, and cultural values" as defined by the Secretary of Interior's Standards for Rehabilitation.

Renovation - Modernization of an old or historic building that may produce inappropriate alteration or eliminate important features and details.

Repointing - Raking out deteriorated mortar joints and filling into them a surface mortar to repair the joint.

Restoration - “The act or process of accurately recovering the form and details of a property and its setting as it appeared at a particular period of time by means of removal of latter work or by the replacement of missing earlier work” as defined in the Secretary of the Interior’s Standards for Rehabilitation.

Returns - Horizontal portions of a cornice that extend part of the way across the gable end of a structure at eave level.

Roofing Tile - A tile for roofing, usually of burnt clay; available in many configurations and types, such as plain tiles, single-lap tiles, and interlocking tiles.

Rusticated Stone - Masonry or wood in which each principal face is rough or highly patterned with a tooled margin.

Saddlebag Plan - A plan in which two single-pen rooms are joined together, separated by a single interior chimney.

Sandblasting - An extremely abrasive method of cleaning brick, masonry, or wood that involves directing high-powered jets of sand against a surface. Sanding, flattening down, rubbing-Smoothing a surface with abrasive paper cloth either by hand or by machine.

Sash - The frame, usually of wood, that holds the pane(s) of glass in a window; may be movable or fixed; may slide in a vertical plane or may be pivotal.

Sawnwork - Ornamentation in cutout planking, formed with a bandsaw. Popular in the 1880s and the 1890s, this decorative detailing is flat.

Second Empire Style - An eclectic style derived from the grand architecture of the French Second Empire of Napoleon III (1852-1870), popularly used in America from the 1860s to the 1880s, especially for public buildings, and characterized by heavy ornament and high mansard roofs with dormers.

Section 106 - The provision of the National Historic Preservation Act of 1966 that requires the head of a federal agency financing or licensing a project to make a determination of the effect of the project or property on or eligible for the National Register of Historic Places. This is the only protection the National Register provides for listed properties.

Segmental Arch - An arch formed on a segment of a circle or an ellipse.

Sense of Place - The sum of the attributes of a locality, neighborhood, or property that give it a unique and distinctive character.

Shed Room - A one-story appendage to a larger structure, covered by a simple shed or sloping roof that “leans” against the principal building mass.

Sheet Metal - A flat, rolled-metal product, rectangular in cross-section and form; when used as roofing material, usually tern- or zinc-plated.

Shingle - A roofing unit of wood, asphalt, slate, tile, or other material cut to stock lengths, widths, and thicknesses; used as an exterior covering on roofs and applied in a overlapping fashion.

Shoulder - The sloping shelf or ledge created on the side of a masonry chimney where the width of the chimney changes.

Shutters - Small wooden louvered or solid panels hinged on the exterior of windows, and sometimes doors, to be operable.

Sidelight - A framed area of fixed glass of one or more panes positioned to either side of a door or window opening.

Sill - A heavy horizontal timber positioned at the bottom of the frame of a wood structure, that rests on top of the foundation; also, the horizontal bottom member of a door or window frame.

Soffit - The exposed undersurface of any overhead component of a building, such as an arch, balcony, beam, cornice, lintel, or vault.

Spindle Frieze - A row of lathe-turned spindles included as the uppermost decorative feature of a gallery or porch below the cornice; also known as an openwork frieze.

Stabilization - “The act or process of applying measures designed to re-establish a weather resistant enclosure and the structural stability of unsafe or deteriorated property while maintaining the essential form as it exists at present”, according to the Secretary of Interior’s Standards for Rehabilitation.

Street Furniture - Municipal equipment placed along streets including light fixtures, fire hydrants, police and fire call boxes, signs, benches, and kiosks.

Streetscape - The distinguishing character of a particular street is created by its width, degree of curvature, paving materials, design of the street furniture, forms of surrounding buildings, and the presence of vegetation (especially trees) along the curb or sidewalk.

Stretcher - The long face of a brick when laid horizontally.

String Course - A projecting course of bricks or other material forming a narrow horizontal strip across the wall of a building, usually to delineate the line between stories, also referred to as a belt course.

Stucco - An exterior finish, usually textured, composed of portland cement, lime, and sand mixed with water. Older-type stucco may be mixed from softer masonry cement rather than portland cement.

Style - A type of architecture distinguished by special characteristics of structure and ornament and often related in time, also, a general quality of distinctive character.

Surround - The border or casing of a window or door opening, sometimes molded.

Tax Incentive - A tax reduction designed to encourage private investment in historic preservation and rehabilitation projects.

Terneplate - Sheet metal coated with terne metal, which is an alloy of lead containing up to 20 percent tin.

Terra Cotta - A ceramic material, molded decoratively and often glazed, used for facings for buildings or as inset ornament.

Textured Siding - Wood cut in various flat patterns, such as half rounds or scallops, and applied to

portions of facades to create a picturesque or romantic look. This treatment was generally used in Queen Anne-style buildings. Surface textures are often found in diamond, scallop, staggered butt, or composite patterns.

Tongue and Groove - A joinery system in which boards are milled with a tongue on one side and a groove on the other so that they can be tightly joined with a flush surface alignment.

Townscape - The relationship of buildings, shapes, spaces, and textures that give a town or area its distinctive visual character or image.

Trabeated - A method of construction employing posts and lintels; hence, a term used to describe a standard Greek Revival entrance door having a transom and sidelights.

Tracery - An ornamental division of an opening, especially a large window, usually made with wood. Tracery is found in buildings of Gothic influence.

Transom (Over-Door Light) - A narrow horizontal window unit above a door.

Turned - Fashioned on a lathe, as in a baluster, newel, or porch post.

Turret - A small tower, usually corbelled from a corner.

Vernacular - In architecture, as in language, the nonacademic local expressions of a particular region. For example, a vernacular Greek Revival structure may exhibit forms and details that are derived from the principles of formal Classical architecture but are executed by local builders in an individual way that reflects both local or regional needs, tastes, climatic conditions, technology, and craftsmanship.

Victorian - The general term used to describe the wide variety of eclectic revival styles that were introduced in British and American architecture during the reign of Queen Victoria (1837-1901).

Vinyl Siding - Sheets of thermal plastic compound made from chloride or vinyl acetates, as well as some plastics made from styrene and other chemicals, usually fabricated to resemble clapboard.

Visual Pollution - Anything that, because of its placement or intrinsic nature, is offensive to the sense of sight, e.g. garbage dumps.

Vitrolite - Pigmented structural glass developed and popularized in the early 20th century for facing Art Deco and Art Modern-style commercial buildings.

Water Blasting - A cleaning method similar to sandblasting except that water is used as the abrasive. As in sandblasting, high-pressure water jets can damage wood and masonry surfaces.

Water Table - A belt course differentiating the foundation of a masonry building from its exterior walls.

Weatherboarding - Wood siding consisting of overlapping horizontal boards usually thicker at one edge than the other.

Wrought Iron - Iron that is rolled or hammered into shape, never melted.

*These terms have been compiled from a variety of sources including Landmark Yellow Pages by the National Trust for Historic Preservation, The Architecture of Wake County, NC by Kelly Lally, and Design Guidelines for Raleigh Historic Districts, Raleigh Historic District Commission, and *Reid Thomas, Restoration Specialist, Eastern Office, NC HPO.*

Edenton Properties and Districts on the National Register of Historic Places

Albania, 5/13/1976

Athol, 5/22/1980

Barker House, 3/24/1972

Chowan County Courthouse, *National Historic Landmark*, 4/15/1970

Cullen Jones House, 5/3/2006

Cupola House, *National Historic Landmark*, 4/29/1982

Edenton Cotton Mill Historic District, 2/5/1999

Edenton Historic District, 7/16/1973

Edenton Historic District Boundary Expansion, 10/5/2001

Edenton Station, U.S. Government Fish & Fisheries Commission, 9/14/2002

Hayes Plantation, *National Historic Landmark*, 3/3/1974

Hicks Field, 9/13/1995

James Iredell House, 2/26/1970

Mulberry Hill, 5/13/1976

Peanut Factory, 9/20/1979

Pembroke Hall, 11/7/1976

Sandy Point, 4/25/1985

Shelton Plantation House, 10/29/1974

Speight House and Cotton Gin, 9/22/1980

St. Paul's Episcopal Church and Churchyard, *National Historic Landmark* 5/29/1975

Strawberry Hill, 5/22/1980

Wessington House, 5/22/1980

Edenton Properties and Districts on the North Carolina Study List

Edenton Historic District Boundary Expansion, 10/9/2003

North Edenton Historic District,, 10/9/2003

Westover Heights Subdivision, 10/9/2003

Colonial Inn, 10/9/2003

D.F. Walker School, 10/9/2003

Holmes High School, 10/9/2003

Marine Corps Air Station Building (Edenton Airport), 10/9/2003

M.C.A.S. Edenton Boathouse, 3/25/2004

North Carolina Enabling Legislation for the Creation of
Historic Preservation Commissions by Counties and Municipalities
G.S. 160A-400.1-400.14

Note: The following text has been taken from the North Carolina General Assembly General Statutes Web site at <http://www.ncga.state.nc.us/Statutes/Statutes.html>. Complete texts (by full chapters, not sections) of all General Statutes may be downloaded in HTML, PDF, and RTF formats at that site.

§ 160A-400.1. Legislative findings.

The historical heritage of our State is one of our most valued and important assets. The conservation and preservation of historic districts and landmarks stabilize and increase property values in their areas and strengthen the overall economy of the State. This Part authorizes cities and counties of the State within their respective zoning jurisdictions and by means of listing, regulation, and acquisition:

(1) To safeguard the heritage of the city or county by preserving any district or landmark therein that embodies important elements of its culture, history, architectural history, or prehistory; and (2) To promote the use and conservation of such district or landmark for the education, pleasure and enrichment of the residents of the city or county and the State as a whole. (1989, c. 706, s. 2.)

§ 160A-400.2. Exercise of powers by counties as well as cities.

The term "municipality" or "municipal" as used in G.S. 160A-400.1 through 160A-400.14 shall be deemed to include the governing board or legislative board of a county, to the end that counties may exercise the same powers as cities with respect to the establishment of historic districts and designation of landmarks. (1989, c. 706, s. 2; 1989 (Reg. Sess., 1990), c. 1024, s. 40.)

§ 160A-400.3. Character of historic district defined.

Historic districts established pursuant to this Part shall consist of areas which are deemed to be of special significance in terms of their history, prehistory, architecture, and/or culture, and to possess integrity of design, setting, materials, feeling, and association. (1989, c. 706, s. 2.)

§ 160A-400.4. Designation of historic districts.

Any municipal governing board may, as part of a zoning or other ordinance enacted or amended pursuant to this Article, designate and from time to time amend one or more historic districts within the area subject to the ordinance. Such ordinance may treat historic districts either as a separate use district classification or as districts which overlay other zoning districts. Where historic districts are designated as separate use districts, the zoning ordinance may include as uses by right or as conditional uses those uses found by the Preservation Commission to have existed during the period sought to be restored or preserved, or to be compatible with the restoration or preservation of the district. No historic district or districts shall be designated until:

(1) An investigation and report describing the significance of the buildings, structures, features, sites or surroundings included in any such proposed district, and a description of the boundaries of such district has been prepared, and

(2) The Department of Cultural Resources, acting through the State Historic Preservation Officer or his or her designee, shall have made an analysis of and recommendations concerning such report and description of proposed boundaries. Failure of the department to submit its written analysis and recommendations to the municipal governing board within 30 calendar days after a written request for such analysis has been received by the Department of Cultural Resources shall relieve the municipality of any responsibility for awaiting such analysis, and said board may at any time thereafter take any necessary action to adopt or amend its zoning ordinance.

The municipal governing board may also, in its discretion, refer the report and proposed boundaries to any local preservation commission or other interested body for its recommendations prior to taking action to amend the zoning ordinance. With respect to any changes in the boundaries of such district subsequent to its initial establishment, or the creation of additional districts within the jurisdiction, the investigative studies and reports required by subdivision (1) of this section shall be prepared by the preservation commission, and shall be referred to the local planning agency for its review and comment according to procedures set forth in the zoning ordinance. Changes in the boundaries of an initial district or proposal for additional districts shall also be submitted to the Department of Cultural Resources in accordance with the provisions of subdivision (2) of this section.

On receipt of these reports and recommendations, the municipality may proceed in the same manner as would otherwise be required for the adoption or amendment of any appropriate zoning ordinance provisions. (1989, c. 706, s. 2.)

§ 160A-400.5. Designation of landmarks; adoption of an ordinance; criteria for designation.

Upon complying with G.S. 160A-400.6, the governing board may adopt and from time to time amend or repeal an ordinance designating one or more historic landmarks. No property shall be recommended for designation as a historic landmark unless it is deemed and found by the preservation commission to be of special significance in terms of its historical, prehistorical, architectural, or cultural importance, and to possess integrity of design, setting, workmanship, materials, feeling and/or association. The ordinance shall describe each property designated in the ordinance, the name or names of the owner or owners of the property, those elements of the property that are integral to its historical, architectural, or prehistorical value, including the land area of the property so designated, and any other information the governing board deems necessary. For each building, structure, site, area, or object so designated as a historic landmark, the ordinance shall require that the waiting period set forth in this Part be observed prior to its demolition. For each designated landmark, the ordinance may also provide for a suitable sign on the property indicating that the property has been so designated. If the owner consents, the sign shall be placed upon the property. If the owner objects, the sign shall be placed on a nearby public right-of-way. (1989, c. 706, s. 2.)

§ 160A-400.6. Required landmark designation procedures.

As a guide for the identification and evaluation of landmarks, the commission shall undertake, at the earliest possible time and consistent with the resources available to it,

an inventory of properties of historical, architectural, prehistorical, and cultural significance within its jurisdiction. Such inventories and any additions or revisions thereof shall be submitted as expeditiously as possible to the Office of Archives and History. No ordinance designating a historic building, structure, site, area or object as a landmark nor any amendment thereto may be adopted, nor may any property be accepted or acquired by a preservation commission or the governing board of a municipality, until all of the following procedural steps have been taken:

- (1) The preservation commission shall (i) prepare and adopt rules of procedure, and (ii) prepare and adopt principles and guidelines, not inconsistent with this Part, for altering, restoring, moving, or demolishing properties designated as landmarks.
- (2) The preservation commission shall make or cause to be made an investigation and report on the historic, architectural, prehistorical, educational or cultural significance of each building, structure, site, area or object proposed for designation or acquisition. Such investigation or report shall be forwarded to the Office of Archives and History, North Carolina Department of Cultural Resources.
- (3) The Department of Cultural Resources, acting through the State Historic Preservation Officer shall either upon request of the department or at the initiative of the preservation commission be given an opportunity to review and comment upon the substance and effect of the designation of any landmark pursuant to this Part. Any comments shall be provided in writing. If the Department does not submit its comments or recommendation in connection with any designation within 30 days following receipt by the Department of the investigation and report of the commission, the commission and any city or county governing board shall be relieved of any responsibility to consider such comments.
- (4) The preservation commission and the governing board shall hold a joint public hearing or separate public hearings on the proposed ordinance. Reasonable notice of the time and place thereof shall be given. All meetings of the commission shall be open to the public, in accordance with the North Carolina Open Meetings Law, Chapter 143, Article 33C.
- (5) Following the joint public hearing or separate public hearings, the governing board may adopt the ordinance as proposed, adopt the ordinance with any amendments it deems necessary, or reject the proposed ordinance.
- (6) Upon adoption of the ordinance, the owners and occupants of each designated landmark shall be given written notification of such designation insofar as reasonable diligence permits. One copy of the ordinance and all amendments thereto shall be filed by the preservation commission in the office of the register of deeds of the county in which the landmark or landmarks are located. Each designated landmark shall be indexed according to the name of the owner of the property in the grantee and grantor indexes in the register of deeds office, and the preservation commission shall pay a reasonable fee for filing and indexing. In the case of any landmark property lying within the zoning jurisdiction of a city, a second copy of the ordinance and all amendments thereto shall be kept on file in the office of the city or town clerk and be made available for public inspection at any reasonable time. A third copy of the ordinance and all amendments thereto shall be given to the city or county building inspector. The fact that a building, structure, site, area or object has been designated a landmark shall

be clearly indicated on all tax maps maintained by the county or city for such period as the designation remains in effect.

(7) Upon the adoption of the landmarks ordinance or any amendment thereto, it shall be the duty of the preservation commission to give notice thereof to the tax supervisor of the county in which the property is located. The designation and any recorded restrictions upon the property limiting its use for preservation purposes shall be considered by the tax supervisor in appraising it for tax purposes. (1989, c. 706, s. 2.)

§ 160A-400.7. Historic Preservation Commission.

Before it may designate one or more landmarks or historic districts, a municipality shall establish or designate a historic preservation commission. The municipal governing board shall determine the number of the members of the commission, which shall be at least three, and the length of their terms, which shall be no greater than four years. A majority of the members of such a commission shall have demonstrated special interest, experience, or education in history, architecture, archaeology, or related fields. All the members shall reside within the territorial jurisdiction of the municipality as established pursuant to G.S. 160A-360. The commission may appoint advisory bodies and committees as appropriate.

In lieu of establishing a historic preservation commission, a municipality may designate as its historic preservation commission, (i) a separate historic districts commission or a separate historic landmarks commission established pursuant to this Part to deal only with historic districts or landmarks respectively, (ii) a planning agency established pursuant to this Article, or (iii) a community appearance commission established pursuant to Part 7 of this Article. In order for a commission or board other than the preservation commission to be designated, at least three of its members shall have demonstrated special interest, experience, or education in history, architecture, or related fields. At the discretion of the municipality the ordinance may also provide that the preservation commission may exercise within a historic district any or all of the powers of a planning agency or a community appearance commission.

A county and one or more cities in the county may establish or designate a joint preservation commission. If a joint commission is established or designated, the county and cities involved shall determine the residence requirements of members of the joint preservation commission. (1989, c. 706, s. 2.)

§ 160A-400.8. Powers of the Historic Preservation Commission.

A preservation commission established pursuant to this Part may, within the zoning jurisdiction of the municipality:

- (1) Undertake an inventory of properties of historical, prehistorical, architectural, and/or cultural significance;
- (2) Recommend to the municipal governing board areas to be designated by ordinance as "Historic Districts"; and individual structures, buildings, sites, areas, or objects to be designated by ordinance as "Landmarks";
- (3) Acquire by any lawful means the fee or any lesser included interest, including options to purchase, to properties within established districts or to any such properties designated as landmarks, to hold, manage, preserve, restore and improve the same, and to exchange or dispose of the property by public or private sale, lease or otherwise, subject to covenants or other legally binding restrictions which will secure appropriate

rights of public access and promote the preservation of the property;

(4) Restore, preserve and operate historic properties;

(5) Recommend to the governing board that designation of any area as a historic district or part thereof, or designation of any building, structure, site, area, or object as a landmark, be revoked or removed for cause;

(6) Conduct an educational program with respect to historic properties and districts within its jurisdiction;

(7) Cooperate with the State, federal, and local governments in pursuance of the purposes of this Part. The governing board or the commission when authorized by the governing board may contract with the State, or the United States of America, or any agency of either, or with any other organization provided the terms are not inconsistent with State or federal law;

(8) Enter, solely in performance of its official duties and only at reasonable times, upon private lands for examination or survey thereof. However, no member, employee or agent of the commission may enter any private building or structure without the express consent of the owner or occupant thereof;

(9) Prepare and recommend the official adoption of a preservation element as part of the municipality's comprehensive plan;

(10) Review and act upon proposals for alterations, demolitions, or new construction within historic districts, or for the alteration or demolition of designated landmarks, pursuant to this Part; and

(11) Negotiate at any time with the owner of a building, structure, site, area, or object for its acquisition or its preservation, when such action is reasonably necessary or appropriate. (1989, c. 706, s. 2.)

§ 160A-400.9. Certificate of appropriateness required.

(a) From and after the designation of a landmark or a historic district, no exterior portion of any building or other structure (including masonry walls, fences, light fixtures, steps and pavement, or other appurtenant features), nor above-ground utility structure nor any type of outdoor advertising sign shall be erected, altered, restored, moved, or demolished on such landmark or within such district until after an application for a certificate of appropriateness as to exterior features has been submitted to and approved by the preservation commission. The municipality shall require such a certificate to be issued by the commission prior to the issuance of a building permit or other permit granted for the purposes of constructing, altering, moving, or demolishing structures, which certificate may be issued subject to reasonable conditions necessary to carry out the purposes of this Part. A certificate of appropriateness shall be required whether or not a building or other permit is required.

For purposes of this Part, "exterior features" shall include the architectural style, general design, and general arrangement of the exterior of a building or other structure, including the kind and texture of the building material, the size and scale of the building, and the type and style of all windows, doors, light fixtures, signs, and other appurtenant fixtures. In the case of outdoor advertising signs, "exterior features" shall be construed to mean the style, material, size, and location of all such signs. Such "exterior features" may, in the discretion of the local governing board, include historic signs, color, and significant landscape, archaeological, and natural features of the area.

Except as provided in (b) below, the commission shall have no jurisdiction over interior arrangement and shall take no action under this section except to prevent the construction, reconstruction, alteration, restoration, moving, or demolition of buildings, structures, appurtenant fixtures, outdoor advertising signs, or other significant features in the district which would be incongruous with the special character of the landmark or district.

(b) Notwithstanding subsection (a) of this section, jurisdiction of the commission over interior spaces shall be limited to specific interior features of architectural, artistic or historical significance in publicly owned landmarks; and of privately owned historic landmarks for which consent for interior review has been given by the owner. Said consent of an owner for interior review shall bind future owners and/or successors in title, provided such consent has been filed in the office of the register of deeds of the county in which the property is located and indexed according to the name of the owner of the property in the grantee and grantor indexes. The landmark designation shall specify the interior features to be reviewed and the specific nature of the commission's jurisdiction over the interior.

(c) Prior to any action to enforce a landmark or historic district ordinance, the commission shall (i) prepare and adopt rules of procedure, and (ii) prepare and adopt principles and guidelines not inconsistent with this Part for new construction, alterations, additions, moving and demolition. The ordinance may provide, subject to prior adoption by the preservation commission of detailed standards, for the review and approval by an administrative official of applications for a certificate of appropriateness or of minor works as defined by ordinance; provided, however, that no application for a certificate of appropriateness may be denied without formal action by the preservation commission. Prior to issuance or denial of a certificate of appropriateness the commission shall take such steps as may be reasonably required in the ordinance and/or rules of procedure to inform the owners of any property likely to be materially affected by the application, and shall give the applicant and such owners an opportunity to be heard. In cases where the commission deems it necessary, it may hold a public hearing concerning the application. All meetings of the commission shall be open to the public, in accordance with the North Carolina Open Meetings Law, Chapter 143, Article 33C.

(d) All applications for certificates of appropriateness shall be reviewed and acted upon within a reasonable time, not to exceed 180 days from the date the application for a certificate of appropriateness is filed, as defined by the ordinance or the commission's rules of procedure. As part of its review procedure, the commission may view the premises and seek the advice of the Division of Archives and History or such other expert advice as it may deem necessary under the circumstances.

(e) An appeal may be taken to the Board of Adjustment from the commission's action in granting or denying any certificate, which appeals (i) may be taken by any aggrieved party, (ii) shall be taken within times prescribed by the preservation commission by general rule, and (iii) shall be in the nature of certiorari. Any appeal from the Board of Adjustment's decision in any such case shall be heard by the superior court of the county in which the municipality is located.

(f) All of the provisions of this Part are hereby made applicable to construction, altera-

tion, moving and demolition by the State of North Carolina, its political subdivisions, agencies and instrumentalities, provided however they shall not apply to interiors of buildings or structures owned by the State of North Carolina. The State and its agencies shall have a right of appeal to the North Carolina Historical Commission or any successor agency assuming its responsibilities under G.S. 121-12(a) from any decision of a local preservation commission. The commission shall render its decision within 30 days from the date that the notice of appeal by the State is received by it. The current edition of the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings shall be the sole principles and guidelines used in reviewing applications of the State for certificates of appropriateness. The decision of the commission shall be final and binding upon both the State and the preservation commission. (1989, c. 706, s. 2.)

§ 160A-400.10. Conflict with other laws.

Whenever any ordinance adopted pursuant to this Part requires a longer waiting period or imposes other higher standards with respect to a designated historic landmark or district than are established under any other statute, charter provision, or regulation, this Part shall govern. Whenever the provisions of any other statute, charter provision, ordinance or regulation require a longer waiting period or impose other higher standards than are established under this Part, such other statute, charter provision, ordinance or regulation shall govern. (1989, c. 706, s. 2.)

§ 160A-400.11. Remedies.

In case any building, structure, site, area or object designated as a historic landmark or located within a historic district designated pursuant to this Part is about to be demolished whether as the result of deliberate neglect or otherwise, materially altered, remodeled, removed or destroyed, except in compliance with the ordinance or other provisions of this Part, the city or county, the historic preservation commission, or other party aggrieved by such action may institute any appropriate action or proceedings to prevent such unlawful demolition, destruction, material alteration, remodeling or removal, to restrain, correct or abate such violation, or to prevent any illegal act or conduct with respect to such building, structure, site, area or object. Such remedies shall be in addition to any others authorized by this Chapter for violation of a municipal ordinance. (1989, c. 706, s. 2.)

§ 160A-400.12. Appropriations.

A city or county governing board is authorized to make appropriations to a historic preservation commission established pursuant to this Part in any amount that it may determine necessary for the expenses of the operation of the commission, and may make available any additional amounts necessary for the acquisition, restoration, preservation, operation, and management of historic buildings, structures, sites, areas or objects designated as historic landmarks or within designated historic districts, or of land on which such buildings or structures are located, or to which they may be removed. (1989, c. 706, s. 2.)

§ 160A-400.13. Certain changes not prohibited.

Nothing in this Part shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature in a historic district or of a landmark which does not involve a change in design, material or appearance thereof, nor to prevent the con-

struction, reconstruction, alteration, restoration, moving or demolition of any such feature which the building inspector or similar official shall certify is required by the public safety because of an unsafe or dangerous condition. Nothing in this Part shall be construed to prevent a property owner from making any use of his property that is not prohibited by other law. Nothing in this Part shall be construed to prevent a) the maintenance, or b) in the event of an emergency the immediate restoration, of any existing above-ground utility structure without approval by the preservation commission. (1989, c. 706, s. 2.)

§ 160A-400.14. Delay in demolition of landmarks and buildings within historic district.

(a) An application for a certificate of appropriateness authorizing the relocation, demolition or destruction of a designated landmark or a building, structure or site within the district may not be denied except as provided in subsection (c). However, the effective date of such a certificate may be delayed for a period of up to 365 days from the date of approval. The maximum period of delay authorized by this section shall be reduced by the commission where it finds that the owner would suffer extreme hardship or be permanently deprived of all beneficial use of or return from such property by virtue of the delay. During such period the preservation commission shall negotiate with the owner and with any other parties in an effort to find a means of preserving the building or site. If the preservation commission finds that a building or site within a district has no special significance or value toward maintaining the character of the district, it shall waive all or part of such period and authorize earlier demolition, or removal. If the commission or planning agency has voted to recommend designation of a property as a landmark or designation of an area as a district, and final designation has not been made by the local governing board, the demolition or destruction of any building, site, or structure located on the property of the proposed landmark or in the proposed district may be delayed by the commission or planning agency for a period of up to 180 days or until the local governing board takes final action on the designation, whichever occurs first.

(b) The governing board of any municipality may enact an ordinance to prevent the demolition by neglect of any designated landmark or any building or structure within an established historic district. Such ordinance shall provide appropriate safeguards to protect property owners from undue economic hardship.

(c) An application for a certificate of appropriateness authorizing the demolition or destruction of a building, site, or structure determined by the State Historic Preservation Officer as having statewide significance as defined in the criteria of the National Register of Historic Places may be denied except where the commission finds that the owner would suffer extreme hardship or be permanently deprived of all beneficial use or return by virtue of the denial. (1989, c. 706, s. 2; 1991, c. 514.)

Recommended Trees and Shrubs

Edenton Cotton Mill Village

Deciduous Trees

Apple	Elm, Smooth-Leaved	Southern Catalpa
Ash, Red	Fig	Swamp Locust
Ash, White	Ironwood	Sweet Bay
Chinaberry	Magnolia	Tree-of-Heaven
Crabapple, Narrow-leaf	Mock Orange	Vitex (Chaste Tree)
Crabapple, Southern	Mulberry	White Poplar
Dogwood	Pecan	
Elm, Red American	Rose-of-Sharon	
Elm, Slippery	Silk Tree (Mimosa)	

Evergreen Trees

Atlantic White Cedar	Swamp White Oak
Red Cedar	Short Leaf Pine
Laurel Oak	Southern Magnolia
Live Oak	

Deciduous Shrubs

Carolina Allspice	Rose, Carolina
Clethera	Rose, Pasture
Dwarf Fothergilla	Rose, Chinese
Flowering Raspberry	Rose, Old-Fashioned Shrub/Climbing
Forsythia	Spirea (Hawthorne-leaved, Reeves, Vanhouttei)
Highbush Blueberry	Sweet Pepperbush or Summer Sweet
Hydrangea (House and/or Oakleaf)	Viburnum, Alder-Leaved (Hobble Bush)
Peony	

Evergreen Shrubs

Boxwood
Common Camellia
Holly (Inkberry and/or Yaupoon)
Mound Lily Yucca (a.k.a. Spanish Dagger)
Wax Myrtle

Source: Planting Guide for Edenton Mill Village by Preservation North Carolina

Additional Contacts:

Town Arborist, Public Works Department, 252-482-4111

Horticulture Agent, Chowan County Agricultural Extension Office, 252-482-6585

Recommended Trees and Shrubs

Town of Edenton UDO

Small Trees for Partial Screening

River Birch	American Holly
American Hornbeam	Crape Myrtle
Eastern Redbud	Sourwood
Flowering Dogwood	Carolina Cherry-Laurel
Russian Olive	Callery Pear
Mountain Silverbell	

Large Trees for Evergreen Screening

Deodar Cedar	Southern Magnolia	Canadian Hemlock
--------------	-------------------	------------------

Large Trees for Shading

Norway Maple	Eastern Red Oak
Red Maple	Willow Oak
Ginkgo or Maidenhair Tree	Scarlet Oak
Honey Locust	Laurel Oak
Sweet Gum	Littleleaf Linden
London Plane-Tree	

Small Shrubs for Evergreen Screening

Glossy Abelia	Littleleaf Japanese Holly
Warty Barberry	Convexa Japanese Holly
Wintergreen Barberry	India Hawthorn
Dwarf Horned Holly	Azaleas and Rhododendrons

Large Shrubs for Evergreen Screening

Thorney Elaengus	Japanese Privet
Burford Holly	Fortune Tea Olive
Yaupon Holly	Red Photinia
Laurel or Sweet Bay	Laurestinus

Source: Town of Edenton Unified Development Ordinance

Additional Contacts:

Town Arborist, Public Works Department, 252-482-4111
Horticulture Agent, Chowan County Agricultural Extension Office, 252-482-6585



**TOWN OF EDENTON
APPLICATION FOR A HISTORIC DISTRICT
CERTIFICATE OF APPROPRIATENESS
(MAJOR)**

Date: _____
Application Fee: \$20.00

To the Edenton Preservation Commission:
I (we) the undersigned do hereby respectfully request a major Certificate of Appropriateness.

Please include the following information with this application:

\$20.00 Filing Fee: _____ Site Plan: _____
Drawings to scale: _____ Elevation Drawings: _____
Photographs: _____ Survey: _____
Property Owners Envelopes: _____ Other: _____

Owner: _____

Address: _____

Telephone: (home) _____ (business): _____

Applicant (if different from owner): _____

Address: _____

Telephone: (home) _____ (business): _____

Property Location: _____

EXISTING CONDITIONS:

Current Use: _____

Description of Property/Structure: (historic significance, architectural style, date of construction and general history). At the library, there is a book by Thomas Butchko titled *Edenton: An Architectural Portrait* with information about the historic architecture located

within the Town of Edenton's Historic District. Please refer to this for further information.

(Use additional sheets as necessary. Include date of construction and photographs showing the present state of the property.)

PROPOSED ACTION:

I (We) hereby apply for the Certificate of Appropriateness required by the laws of North Carolina and Ordinances of the Town of Edenton representing the following planned work (check):

Major Maintenance/Repair: _____ Restoration: _____ Signage: _____
Major Alterations/Remodeling: _____ Moving: _____ Demolition: _____
Painting: _____ New Construction: _____ Other: _____

Describe in detail the work to be undertaken:

(Use additional sheets as necessary)

Please attach the names and addresses of all property owners adjacent to the property you are asking to be considered in this application. (Owners may be other than those who are occupying the property.) Also, include the names and addresses of any property owners within a distance of 100 feet of the property being considered, even if not adjacent. This information may be obtained from the Chowan County Register of Deeds, located in the Chowan County Courthouse on Broad Street. ***Please provide stamped business envelopes, addressed to each of the owners listed, with return address of Edenton-Chowan Planning & Inspections Department PO Box 1030, Edenton, NC 27932.***

This application will be considered only after it is complete, with all necessary attachments. After being received in complete form, it will be considered at the next meeting of the Historic District Commission provided that ten (10) working days have passed.

Certificates of Appropriateness are used for only the work described on the Application. Please be aware that after approval of an Application ANY CHANGES OR ADDITIONS TO THE WORK AS IT IS LISTED ON THE APPLICATION MUST BE RESUBMITTED TO THE PLANNER FOR POSSIBLE RECONSIDERATION BY THE COMMISSION.

In addition to receiving the Certificate of Appropriateness you will also receive a letter from the Planning & Inspections Staff detailing the work and conditions, if any.

After approval and issuance of a Certificate of Appropriateness, a member of the Historic District Commission may be assigned personally to your project and will follow it to its completion. This Commission member will ascertain that work done is in accordance with that approved, and will be available to assist the applicant should the need for changes arise. Access to the exterior of the construction site should be offered to this Commission member when requested.

If the Application is approved, the Chairman of the Commission will transmit a Certificate of Appropriateness clearly describing the nature of the work, which has been approved. If requested, the Secretary will mail a copy of the minutes of the meeting at which approval was granted. A copy of the Certificate is to be displayed on the project. A copy of this information will be forwarded to the Building Inspector who is responsible for its enforcement.

It is required that the Applicant or his/her representative be present at the Commission-Meeting during which an Application for Major Work is being reviewed. Contractors may accompany or even represent the Applicant, and may assist with preparation of the Application. A contractor's proposal is a helpful attachment to the Application.

Work must be started within 1 year of the issuance of the permit.

Signature of Applicant: _____

Date: _____

<p><i>FOR STAFF USE ONLY</i></p> <p><i>Submission Date:</i> _____</p> <p><i>Public Hearing Date:</i> _____</p> <p><i>Approved:</i> _____ <i>Denied:</i> _____</p> <p><i>Fee: \$20.00:</i> _____</p>



**TOWN OF EDENTON
APPLICATION FOR A HISTORIC DISTRICT
CERTIFICATE OF APPROPRIATENESS
(MINOR)**

DATE: _____

I (we) the undersigned do hereby respectfully request a minor Certificate of Appropriateness for the following plans and proposals:

Property Location (Street Address): _____

Property Owner: _____

Applicant (if different from owner): _____

Address: _____

Telephone: (home) _____ (business): _____

Current Use of Property: _____

Describe in detail the work to be undertaken, attach photos, paint colors, drawings, plans, renderings, materials, etc. to give as much information as possible on the requested project:

Certificates of Appropriateness are used for only the work described on the Application. A copy of this information will be forwarded to the Building Inspector who is responsible for its enforcement's.

Signature of Applicant: _____

Date: _____

<p><i>FOR STAFF USE ONLY</i> Submission Date: _____ Approved: _____ Denied: _____</p>
