

# Historic District Design Standards

ADOPTED 11-20-2018



*Madisonville  
Kentucky*

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# Chapter 1.0

# Introduction

In the year 2000, with the passage of an ordinance establishing the Madisonville Historic Commission (HDC), the City of Madisonville became one of more than 2000 communities across the nation that chose to protect historic buildings through the designation of local historic districts and landmarks. While it has taken several years to create a working Commission and develop these Standards, the requisite foundation for this effort was the passage of the ordinance. Within the city limits of Madisonville are numerous Craftsman bungalows and Arts and Crafts style dwellings from the nineteenth and early twentieth centuries. Madisonville also has examples of English Cottage, Federal, Georgian Revival, Gothic, and Victorian residences. Many of the commercial buildings constructed prior to 1900 were



built with Commercial Italianate detailing. Those constructed after 1900 have more detailing reflecting Colonial Revival influences. The Madisonville City Council determined that the distinctive architecture of Madisonville was of vital importance to the economy and the historic character of the community. Madisonville's historic character can only be maintained through the Historic District Commission's protection and prevention of unnecessary injury to the City's historic districts and landmarks.

The Madisonville Historic District Commission recommends local historic districts and landmarks to the City Council for designation. The Historic District Commission also assists the owners of landmarks and properties in local historic districts in the preservation and rehabilitation of buildings through the review of proposed exterior changes, new construction and demolition.

For property designated as a landmark or located within a Historic District, application to the Historic District Commission for a Certificate of Appropriateness is required for alteration of the exterior part of a building or structure that is visible to the public; new construction; or demolition. Examples include but are not limited to the following:

- ~ *Re-pointing brick or stone*
- ~ *Cleaning brick or stone*
- ~ *Painting an unpainted structure*

~ ***Installing***

Mechanical equipment on the exterior of the building

New Siding, Windows or Doors

New Steps

Skylight

Awning

Sign

~ ***Replacing***

Windows or Doors

Roof

Porch

~ ***Constructing***

New Building

Room Addition

Roof Dormer

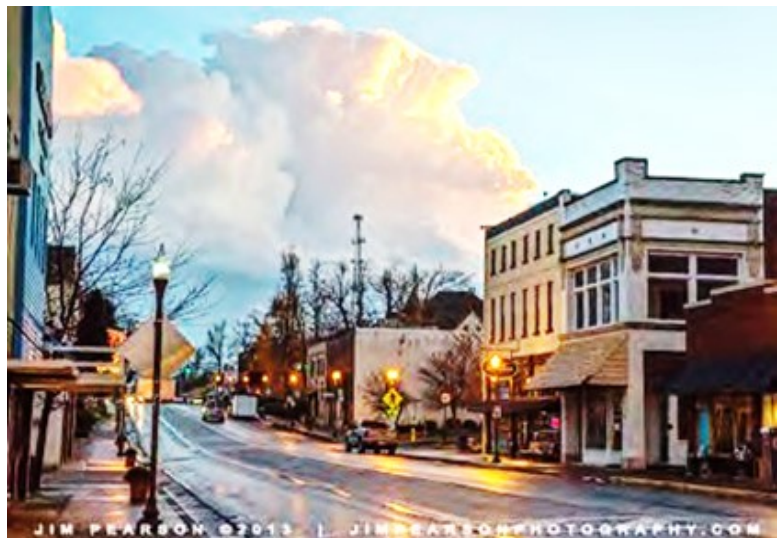
Fence

Additional Parking

~ ***Demolishing***

Any Structure or portion thereof

The purpose of the downtown local Historic District and these Design Standards are to promote and provide for economic development which will reflect downtown Madisonville through the cultural, architectural, and economic elements of downtown while preserving the historic integrity of the City of Madisonville.



## ***1.1 Purpose of Design Standards***

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The Design Standards are intended to be a resource for property owners to use to understand the reasons for, the proper methods of, and overall benefits of Historic preservation both to the individual, and the community as a whole. A secondary but equally important purpose of this document is as a guide for the community and Historic District Commission to use when evaluating the appropriateness of exterior changes and new construction within the district. To that end, the Standards included in this document will convey to the property owner the proper methods of improving his or her property.

This guideline document is also intended to foster a continued preservation effort by protecting and enhancing the original character of downtown Madisonville, allowing for changes and new construction that is unique yet compatible, helping owners recognize the need for and assist in the improvement of their buildings, and bolstering the overall sense of place and pride in the community.

Each individual guideline section includes the Standards themselves, along with a narrative and accompanying illustrations. They are developed to provide detailed information and direction to the property owners and the residents of the local historic district.

### ***Relationships to Other Codes***

This document is a guide to exterior changes and new construction to properties in the local historic district. It does not regulate the use of land or how a property is to be developed. Similarly, it does not represent codes for the construction of buildings within the district, fire and safety codes, or other development standards. It is, however; intended to be a companion to these other documents concerning development when the subject property exists within the local historic district. The Zoning and Permits Office can assist property owner or developer in the development process, and can provide access to other development codes as well as to various historic preservation resources.

The Madisonville Zoning Ordinance regulates the use of land including whether the property is residential, office, commercial, etc. It also includes dimensional standards for the development of land such as density, lot size, road frontage, height limitations, and the setback of structures on property. Finally, the Zoning Ordinance includes supplemental standards for landscaping, parking, and site plan review. The Ordinance is accompanied by a zoning map which outlines on a parcel-by-parcel basis specifically how the land can be used. While many zoning issues are addressed in this design guideline document, the Zoning Ordinance includes their specific requirements.

Other city codes, such as Sign Regulations, have requirements that would apply in the historic district as well. When developing property within the historic district, each one of these regulatory documents must be consulted. Please contact the Zoning and Permits Office at 270-824-2108 for, more information regarding the development and use of property.

**What it means to be in a Local Historic District**

If a district is designated as a local historic district, the community has determined that the area is an important part of the heritage of the community and in turn, deserves to be protected and preserved. While this local designation is certainly honorary and prestigious, it is also an overlay district. Unlike general use districts which identify that an area may be developed as residential, commercial, office, etc., a historic overlay recognizes the importance of preserving the historic resources within, and requires that proposed work to buildings in the historic district be reviewed through the Certificate of Appropriateness process.

It should also be noted that these Standards and the approval process contained within apply only when a property owner is seeking to make an exterior change easily visible from the public right-of-way, new construction, or demolition within the historic district. No property owner is required to make any improvements to his or her property by virtue of being in a local historic district.



**1.2 Secretary of Interior's Standards for Rehabilitation**

All Standards presented in this document are based on the Secretary of Interior's Standards for Rehabilitation. The National Park Service created these ten basic principles in 1976 to guide property owners in preserving the historic integrity of a building. The Standards recognize the need for adapting historic structures to modern times and therefore allow for changes and new construction that are

## *City of Madisonville Design Standards*

compatible with the building and/or the historic district. The Standards are generic enough that they apply to all architectural styles, age of building, and building types. Detailed Standards are included in this document.

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



## **1.3 Design Review Process-Certificate of Appropriateness (COA)**

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A Certificate of Appropriateness (COA) from the Madisonville Historic District Commission shall be required before a person may undertake the following actions affecting a local historic site, and/or in the Historic District:

1. Any alteration of the exterior part of the structure;
2. New construction or addition;
3. Installation of signs (with the exception of refacing), fences or new parking areas;
4. Demolition or relocation

The Historic District Commission generally meets once a month to review applications for Certificates of Appropriateness. Application shall be made to City Staff who will review the request for compliance and completeness. Once determined complete, Staff will forward the request to the HDC for its consideration and approval or disapproval.

The Historic District Commission shall approve or disapprove each application, and it shall give reasons for its decision using the criteria contained in this section and in its Standards. The HDC may suggest modifications to an application and may then approve a COA providing for revisions in the plans submitted. In making a decision on an application, the Historic District Commission must use its Design Standards and consider: (1) the effect of the proposed work on the landmark or the property in the historic district upon which such work is to be done, and (2) the relationship between such work and other adjacent or nearby buildings and property.

The Certificate of Appropriateness with the specifications as determined by the Historic District Commission is issued to the property owner. The application for proposed work is also reviewed by the City Staff for compliance with zoning and building code regulations. The Historic District Commission and/or City Staff may conduct site visits to determine that the work complies with the provisions described in the Certificate of Appropriateness.

In making a decision on an application, the HDC shall be aware of the importance of finding a way to meet the current needs of the applicant and to recognize the importance of approving plans that will be reasonable for the applicant to carry out. However, if after consideration of a request for a COA the Historic District Commission finds the proposed project does not meet these Design Standards, and that no exceptions are warranted, or if there are no significant changes to the scope of work originally submitted, the request will be denied. A denied application can be resubmitted if there has been a substantial change of circumstance affecting the property.

## **1.4 Ordinary Maintenance and Repairs**

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Any work, the purpose of which is to correct deterioration or to prevent deterioration of a property located within the Historic District, shall be deemed ordinary maintenance and repairs and shall not require a COA. The work shall restore the property to its appearance prior to deterioration or shall result in the protection of its present appearance.

The work shall involve the use of the same building materials and shall not change the exterior appearance. Work that changes the external appearance of a property shall be considered an alteration requiring a COA.

Painting previously painted surfaces and cleaning existing structures is considered ordinary maintenance and repairs and does not require a COA.

## **1.5 Design Standards**

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The Design Standards contain the criteria that the Historic District Commission (HDC) must consider in making design review decisions. The Standards also provide information regarding appropriate rehabilitation and construction for property owners within the historic district. Through the Design Standards, the HDC can work with property owners to find a way to meet the property owner's current needs and to approve plans that are reasonable for the property owner to implement.

The principal philosophy behind Madisonville's Design Standards is an emphasis of preservation over complete restoration. This outlook is reflected in the Standards through the use of such words as repair, retain, maintain, and protect. It is important to repair original materials rather than to replace them; retain original landscape features like cast iron fences and stone retaining walls; maintain the original exterior fabric of a building to enhance the historic character; and protect the original setting of the building to protect its integrity including mature trees.

From this preservation philosophy came the following general Standards that the Historic District Commission will apply to all rehabilitation work:



Avoid removing or altering historic material or distinctive architectural features. If the element is original and in fairly good shape, every reasonable effort should be made to keep it.

Repair rather than replace wherever possible. If replacing, replicate the original feature rather than trying to invent something new.

## *City of Madisonville Design Standards*

Be sensitive to distinct stylistic features and examples of skilled craftsmanship that come from the era in which the building was constructed.

Uncover original design features that may be buried under layers of improvements. It takes detective work, but there may be evidence of original elements. Research may turn up pictures of the original appearance of a house or a building.

New additions should be consistent with the original architectural style. They should be compatible with the building and its relationship to its neighbors.

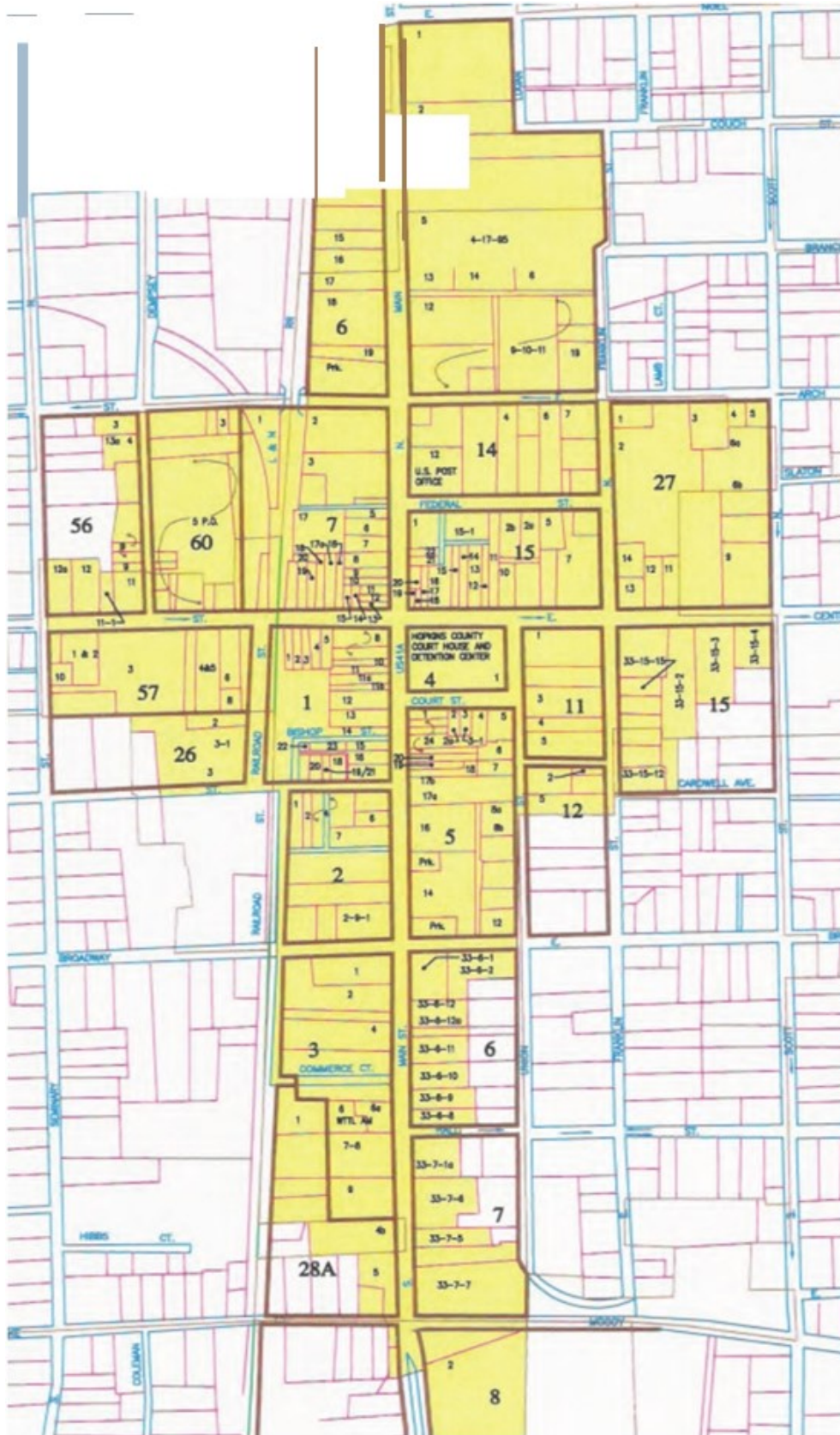
Give consideration to a later addition or alteration, even though it is not part of the original building. An addition made at a later time may have gained significance on its own.

Surface cleaning should be done by the least damaging means possible. Sandblasting or the use of abrasive cleaning methods can destroy brick and shorten the life of a building.

Avoid removal or topping of healthy trees which are significant because of their substantial age, size or relationship to a historic structure unless deemed necessary to prevent the interference or damage of utility lines.



## 1.6 The Historic District



## **1.7 The Historic District Commission (HDC)**

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Administering Certificates of Appropriateness (COA) is only one of the many responsibilities of the Historic District Commission (HDC). Above all, the HDC helps preserve historic sites that have important architectural, cultural, social, economic, political, or archaeological history for the enrichment of the community. Among other things, it must also keep an inventory of historic resources, review National Register nominations, and it may designate local landmarks and districts.

The Historic District Commission is a quasi-judicial board that makes decisions as to the appropriateness of changes in the historic district based on these Design Standards. The Standards are founded in sound principles of preservation and outline detailed strategies for individual preservation activities. While flexible in their application, these Standards shape the decisions of the HDC. The HDC is bound by the provisions in this document and cannot make decisions that are arbitrary or based on individual preferences or that of the Commission as a whole. As such, the HDC must apply these Standards consistently and cannot approve or deny a project in contradiction to any of the design Standards.



# Chapter 2.0 Changes to Existing Building

## 2.1 Rehabilitation Standards

The following specific Standards apply to all buildings, whether residential, commercial, or institutional. Original architectural materials such as brick and stone, wood siding and trim, cast and wrought iron, and sheet metal, should be repaired, restored, and reused whenever possible. Original materials should not be removed or covered. Where necessary, missing or deteriorated material should be replaced with appropriate recycled or new materials that match the original as closely as possible.

Existing architectural features that give buildings historic character, including columns, brackets, cornices, decorative brickwork, and terra cotta, should be preserved.

The addition of inappropriate and out of character features should be avoided.

Existing architectural elements or portions of the original features should be retained, repaired, or replicated.

If an original detail, such as a cornice, is deteriorated beyond repair or missing, it should be replaced with a newly designed detail sympathetic in scale, material, and proportion to the original one. A simplified design may be used.



### Materials Standards

**2.1.1** Preserve and protect character-defining materials such as wood, masonry, and architectural metals.

**2.1.2** Historic building materials should be protected in appropriate ways:

- Joints between various architectural units, windows, and door frames should be sealed to prevent moisture penetration.
- Inspect and repair wooden features with signs of water retention and damage, mildew, decay, and insect damage.
- Inspect and repair masonry features and mortar joints with cracks, loose bricks, and signs of weather damage.
- Inspect and repair metal features that exhibit peeling paint, corrosion, and rust.

- Tuck-Pointing older, softer bricks require a softer mortar than new bricks. Tuck-pointing should be done with a soft mortar, simulating the old lime and sand mortars in appearance and composition. A mixture consisting of one part white masonry cement, two parts lime, and seven to nine parts of the smallest available mesh sand (to match the original sand) is recommended. The use of this mixture will insure that during periods of freezing and thawing, the expansion and contraction characteristics of the brick and mortar will be nearly the same. If a hard, modern mortar with a high Portland cement content is used, the softer bricks may suffer irreparable damage during freeze/thaw period.
- The use of Portland cement may be acceptable for some buildings constructed in the early twentieth century if the original mortar is Portland cement.
- The original type of joint should be matched by the new tuck-pointing. In general, the mortar joint should be concave, because it is the best way to bond the mortar to the brick.
- The new mortar should be tinted to match the color of the original mortar as closely as possible.
- If the brick itself needs to be replaced, the new brickwork should match the original brick in color, texture, profile, and bond. Brick bonds should not be mixed.



**2.1.3** Deteriorated building materials should be repaired rather than replaced whenever possible.

**2.1.4** Whenever a particular building material or architectural feature has deteriorated beyond repair, it should be replaced with similar materials that match the original in design, size, shape, texture, color, and profile.

**2.1.5** Use proper techniques when cleaning a structure:

- Use the gentlest means possible such as low-pressure washing with detergent and natural soft bristle brushes.
- Sandblasting or other abrasive methods are not acceptable methods for cleaning, because they destroy brick and shorten the life of buildings. Do not sandblast or use high-pressure water to clean historic structures.
- Cleaning Masonry should be done by the least damaging method available. The use of detergents and steam cleaners is preferred.
- Test the cleaning method on a small area first to determine if the method will cause additional damage to the historic material.

**2.1.6** Properly prepare wood surfaces prior to painting by removing damaged paint, cleaning the surface fully, and priming bare wood.

**2.1.7** Apply a protective coating of paint to original wood material, using high quality paint. Historically appropriate paint colors are recommended.

**2.1.8** Aluminum or vinyl siding, and other synthetic materials shall not be used to cover original materials such as wood siding and masonry. Where substitute materials exist, consider removing them and restoring the underlying original material.

**2.1.9** Masonry is one of the most durable building materials and can last for centuries. Brick, stone, terra cotta, stucco, concrete, and mortar are wall examples of masonry. Masonry is used primarily for all surfaces, but is also used for cornices, pediments, and window lintels or sills. The color, texture, and patterns of the masonry and mortar joints help define the historic character of a building.





## Sealants

**2.1.10** A water repellent coating should not be used unless there is actual water penetration through the masonry itself. Other possible problems such as faulty or missing mortar, poorly functioning gutters and downspouts, or rising groundwater must be investigated first.

**2.1.11** If water is penetrating through the masonry to interior surfaces, then only the affected area should be treated and only after the masonry has been allowed to dry. Painting is a more permanent solution and provides a good measure of waterproofing to masonry walls.

**2.1.12** Painting is recommended for buildings in the Historic District that have been previously painted. Painting masonry walls that have never been painted is discouraged. Masonry walls may be painted if extensive repairs have created a patchwork of masonry surfaces and mismatched mortar.



## Windows

**2.1.13** The original pattern of window openings and their shape and configuration should not be altered.

**2.1.14** New window openings should not be added to the primary façade or readily visible secondary façades.

**2.1.15** Fixed windows, picture windows, and modern metal windows should not be added on primary or readily visible secondary façades.

**2.1.16** Original windows should be maintained and repaired with matching materials.

**2.1.17** Original windows should be replaced only if there has been demonstrable deterioration. When replacement windows are used, they should match the original in size, shape, and design.



**2.1.18** Windows of a style or era different than the house should not be used.

**2.1.19** New storm windows should be made of wood or anodized aluminum and be painted appropriate colors to match the surroundings. Storm windows should use the same size divisions as the windows. Interior storm windows are an appropriate option.

**2.1.20** When divided lights are appropriate, true divided lights should be used. Snap-in muntins or grids in between panes of glass that give a false appearance of multi-pane sash should not be used.

### **Shutters**

**2.1.21** Original wood shutters should be retained or repaired whenever possible.

**2.1.22** New shutters should match the old in materials, composition, size, shape, color, and texture.

**2.1.23** Shutters that detract from the character and appearance of the building should not be installed. Shutters should be big enough to cover the entire window when closed, and should not overlap when open.

**2.1.24** Shutters should not be added to window openings that never had shutters.

### **Doors**

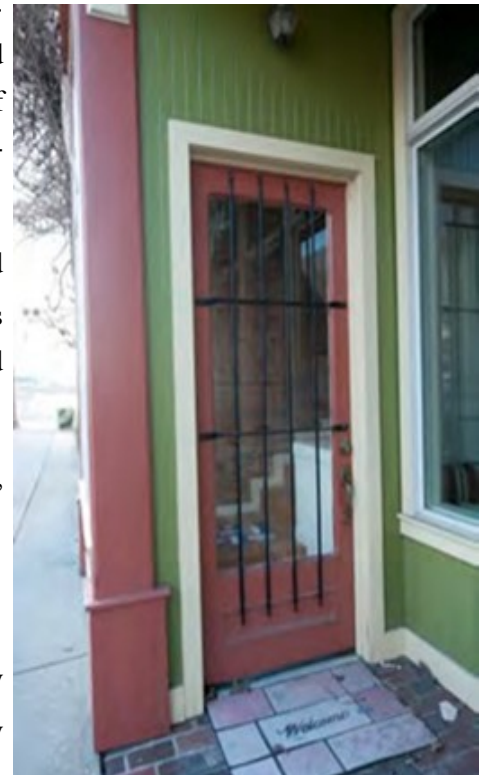
**2.1.25** Doors are also one of the distinctive features of a building. Whenever possible, the building's original doors, trim and hardware should be retained and repaired. Replacement of original doors should only be done in cases of significant deterioration.

**2.1.26** If a new door is required, the size, proportion, shape, and number of panels of the original door should be duplicated as closely as possible. New doors should have materials and hardware that match the original.

**2.1.27** Door openings should not be reduced, enlarged, or filled in, especially on facades facing the street.

**2.1.28** Original transoms should be retained.

**2.1.29** It is acceptable to replace an original door on a primary façade with an original door from a rear or secondary façade if it matches the original door in size, proportion, shape, and style.



**2.1.30** The use of screen, security, or storm doors on primary entrances is acceptable and appropriate as long as the design allows for full visibility of the original door. Screen doors with wood framing members and large screened areas are most appropriate. Storm doors should be of wood or anodized aluminum and painted colors appropriate to the surroundings.



## ***2.2 Roofs and Chimneys***

### **Roofs**

**2.2.1** The original roof form and pitch should be preserved on primary or readily visible facades.

**2.2.2** Original dormers and their decorative elements should be preserved and maintained.

**2.2.3** Original roofs should not be raised to allow for additional stories.

**2.2.4** Changing the original roof shape or adding features inappropriate to the essential character of the roof, such as oversized dormer windows or gables, is discouraged. Skylights appropriate dormers, roof decks, and roof gardens may be added to rear roof slopes if they are not readily visible from the street.

**2.2.5** Whenever possible, the original scale and texture of roofing materials should be retained. New roofing should



be appropriate to the style and period of the building and neighborhood, and should match the old in composition, size, shape, and texture.

**2.2.6** Preserve or replace, where necessary, all architectural features that give the roof its essential character, such as dormer windows, cupolas, cornices, brackets, fish scale shingles, dentils, fascia, eave trim, bargeboards, coping, chimneys, cresting and weather vanes.

**2.2.7** Architectural details that will change the character of the roof shape are discouraged. Television antennae, satellite dishes or similar items and mechanical equipment such as air conditioning units should be placed in an inconspicuous location where they will not detract from the character of the building.



### **Chimneys**

**2.2.8** Generally, masonry chimneys should not be removed.

**2.2.9** The repair and re-pointing of brick chimneys should be done with brick and mortar that match the original or are compatible with the rest of the structure.



## 2.3 Gutters and Downspouts

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### Gutters

**2.3.1** If concealed or box gutters are not going to be repaired, they should be sealed and covered to match the existing roof and replaced with hanging gutters as necessary.

**2.3.2** Exposed gutters and downspouts, unless made of copper, should be painted the same color as the house or trim. To prevent the paint from flaking and peeling within a short period of time, new metal gutters or downspouts should be coated with a steel primer before applying the finish coats of paint.

**2.3.3** Where hanging gutters are appropriate, they should be half round. New downspouts should be round.

## 2.4 Foundations and Siding

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### Foundation Standards

The original brick and stone foundation walls should not be altered or concealed. It is inappropriate to cover a foundation with a new stone or brick veneer, rolled asphalt, or stamped metal screen. Foundations may not be the most prominent architectural feature on a building, but their maintenance and preservation is critical to maintaining the structural integrity of the historic building.

**2.4.1** Foundations must be properly maintained to ensure the structural integrity of the historic building:

- Follow all of the masonry Standards in the materials section.
- Vegetation or underbrush should be cleared from the area immediately adjacent to and on the foundation wall.
- Ventilation openings should be kept clear and should not be filled.
- Make sure that all surface water is draining away from the foundation wall. Soil area should slope away from the foundation wall.
- Clean gutters and downspouts.

**2.4.2** New foundation openings and mechanical installations should occur on non character-defining exteriors and rear façades.

**2.4.3** If the area between foundation piers must be filled in, the material should match the brick of the existing foundation and should be recessed in order to highlight the original brick piers.



## **Siding**

**2.4.4** Wood is a common building material used for structural framing and protective siding. Since sawing, planning and carving can easily shape wood; it is also used for a broad range of decorative elements such as cornices, brackets, shutters, columns, porches, doors, and windows. For the purposes of these Standards, siding shall refer to all exterior siding, shingles, decorative wooden elements and framing.

## **Wood Siding**

**2.4.5** The following standards shall apply:

- Complete removal of wood siding should not be done unless the original siding has deteriorated beyond repair. Removal shall be kept to a minimum.
- Wood clapboard siding should be used as the repair or replacement material on the facades of wood frame buildings. The new wood siding should be of the same material, profile and design as the original siding.
- Artificial stone, asbestos, asphalt shingles, and other modern replacement materials should not be used to conceal the original wood siding.
- Siding should not be used to cover or replace masonry.

## **Artificial Siding**

**2.4.6** These Design Standards discourage the use of artificial siding for the following reasons:

- It rarely duplicates the appearance of original siding;
- Aluminum or vinyl siding over wood can trap moisture causing the wood to deteriorate;
- The insulation value of artificial siding is much lower than that of wood and will not contribute significantly to the overall warmth of the house;
- Aluminum and vinyl siding must be removed and replaced since it cannot be repaired.
- Colored artificial siding eventually fades and mildews;
- Vinyl siding has a much lower melting and flash point than wood and can be hazardous.
- However, in some circumstances the use of artificial siding may be permitted. When artificial siding is permitted, the following conditions must be met:
  - ◇ All masonry must remain uncovered;
  - ◇ The width of artificial siding must have approximately the same width and shape as the original, and generally should be 4" to 6" wide;

- ◇ Frieze and soffit boards must be covered in the same width as the existing;
- ◇ All detailing which is not flush with the siding or surface must bear the same proportion after coverage as before coverage;
- ◇ All decorative porch posts, railings, brackets, cornices, and cornice trim must remain uncovered;
- ◇ All exterior facade shingles shall remain and must not be covered or altered;
- ◇ All artificial siding shall run in the same direction as the original siding, which is generally horizontal;
- ◇ Artificial siding shall not be installed over rotted wood: all original siding, trim and fascia shall be repaired;
- ◇ All artificial siding shall be the original color of the building, if possible;
- ◇ Comer boards for artificial siding should be the same size as the existing comer boards;
- ◇ All new window and door trim should be the same width as the original trim;
- ◇ Architectural features such as cornices, brackets, windowsills, and lintels should not be removed or obscured when the resurfacing material is applied;
- ◇ Existing shutters consistent with the style of the building should be returned to their original location after the artificial siding is applied;
- ◇ While technically artificial siding, cement siding products such as HardiPlank® and Eternite®, may be good alternative solutions where replacement of wood siding is impractical or where a more permanent, low-maintenance product is desired.

## 2.5 Commercial Facades

### Storefront Standards

**2.5.1** The traditional storefronts of Madisonville's downtown share the same basic components although the size, shape, style, materials, and details may vary according to the era in which the building was completed.

**2.5.2** Traditionally, commercial buildings have a well-defined opening that is usually exclusively confined to the first floor of the building. Storefronts should not be enlarged to encompass additional floors; unless it can be determined that it was the original design of the building.

**2.5.3** Piers or columns that divide the storefront into bays and lintels or cornices that separate the storefront from the upper floors should not be covered or removed.



*Elements of the commercial façade.*

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- 2.5.4** Windows should not be filled in and the existing sill heights should be maintained.
- 2.5.5** Original transoms, window configurations, and ornamentation should be retained and repaired whenever possible, or replaced with similar materials as needed. Where no original materials or detailing remains, new work should be compatible with the original character of the building.
- 2.5.6** Storefronts should be located in the plane of the front façade. Storefronts that have major projections beyond the front facade of the building are generally not appropriate and should be avoided.

**2.5.7** In the event the original storefront has been removed or irreparably damaged, a new front consistent with the architectural style of the overall structure and the prevailing architectural design of the historical commercial buildings in the area should be constructed.

**2.5.8** When designing new storefronts and facades, scale, materials, proportion, color, and number and size of window openings, should all be considered.



**2.5.9** Inappropriate historical facades should also be avoided. For example, detailing such as coach lanterns, colonial doors, storefront shutters, and small windowpanes should be avoided on commercial buildings from the Victorian era.

**2.5.10** Materials and design elements, such as mansard roofs with wooden shingles, rough textured wood siding, and imitation bricks or stone, are not appropriate materials for commercial storefronts and should be avoided.

**2.5.11** Storefront glass should be clear. Mirrored glass should not be used.



**2.5.12** Appropriate materials should be selected to repair and replace storefronts. Materials such as vinyl and aluminum siding are not appropriate. Where aluminum window frames are used to replace those that were originally wood, the exterior frames should be anodized aluminum and painted to complement the surroundings.



- 2.5.13** The proportions of the elements of the storefront should be appropriate to the overall design of the building as well as the original storefront. Proportions of the storefront cornice, the window elements, and door openings are all important considerations, and these individual elements were often constructed of similar proportions. Alterations to the original architecture should not be made to "improve" the original design of the building.
- 2.5.14** Storefronts should not be placed on buildings or portions of buildings that were not originally designed as commercial buildings.
- 2.5.15** When a building sign is used in the storefront, it should be designed to be an integral part of the overall design. Signs on windows or affixed to the storefront cornice are preferred.

## **2.6 Porches and Entryways**

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### **Porches and Entryway Standards**

- 2.6.1** An original porch should not be removed from its original location. The removal of a porch from its original location on a house is inappropriate and results in the loss of the building's integrity.
- 2.6.2** Porches and additions reflecting later architectural styles may be important to the building's historical integrity and consideration should be given to retaining them.
- 2.6.3** Original porch elements such as columns, floors, and rails should not be removed or concealed.
- 2.6.4** Porch elements that have become deteriorated should be repaired rather than replaced. When the severity of deterioration requires replacement, the new element should match the original in design, color, texture, and, where possible, materials.
- 2.6.5** Original wood floors should not be replaced with concrete.
- 2.6.6** Porches located on primary facades should not be enclosed to create interior living space. Porches on secondary facades may be enclosed with screen or glass set behind the original columns.
- 2.6.7** Porch reconstruction may be allowed, if there is architectural or documented historical evidence that supports the previous existence of a porch. The detailing of the elements of the reconstructed porch, including roof, posts, railings, and trim, should be compatible with the existing building.





- 2.6.8** Porches and decks may be added to the rear facades as long as they are not easily visible from the street.

## **2.7 Architectural Details**

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Historic structures exhibit numerous architectural details that give a building character and often differentiate architectural styles and periods of development. Commercial buildings in downtown have cornices, friezes, columns, brick corbelling, string courses, quoins, columns, pilasters and other features that also enhance the architectural character of the building.

On residential structures, eaves, brackets, columns, balusters, door & window casings, and other details such as molding, trim and clapboards all define their historic character.

It is important that these historic architectural elements be preserved. Historic buildings are characterized by many architectural elements, including their exterior cladding. Wood clapboards, shingle siding, window surrounds, door frames, and corner boards are all distinct character-defining details of an historic building. Synthetic cladding and siding not only creates false historic appearance of the primary building material but perhaps more distressing, often results in obscuring, damaging or removing important architectural elements.



- 2.7.1** Historic architectural detailing should be preserved whenever possible.

- 2.7.2** If replacement of an architectural element is necessary replace only the deteriorated or missing detail with new materials that match the design of the original.

- 2.7.3** Historic architectural components shall not be replaced with materials, such as plywood, vinyl, and

aluminum that would not have been used in the original construction.

**2.7.4** Architectural elements that are inappropriate to the architectural style of the historic structure should not be installed.

**2.7.5** It is not appropriate to cover or hide architectural details with artificial siding or cladding.



## **2.8 Safety, Accessibility, Mechanical, & Communications**

### **Architectural Details Standards**

Many of our modern safety and accessibility codes require architectural elements that aren't always in concert with historic structures. Similarly, mechanical and communication systems can have negative impacts when installed on historic structures. For instance, window air-conditioning units are not historic and can detract from a primary façade. Similarly, television antennae and satellite dishes applied to a primary façade contrasts significantly with the architecture of a historic structure.

Fire safety and handicapped codes would always take precedence over these design standards. However, careful planning in their placement and design can reduce any negative impacts they may have on a historic structure.

### **Standards**

**2.8.1** Whenever installing safety and accessibility features, use whatever means possible to minimize visual impact, and protect the historic character of the structure. If possible, locate these improvements on rear elevations not visible from the public right-of-way.

**2.8.2** Health and safety features shall be constructed so that the scale, materials, and details are compatible with the historic structure.

**2.8.3** Mechanical systems on historic commercial structures shall be screened from view on rear elevations or behind parapet walls on the roof.



Handicapped access can be accommodated in an appropriate manner.



**2.8.4** When installing window air conditioning units, place them in windows on the rear elevations not easily seen from a public right-of-way.

**2.8.5** The installation of window air conditioning units should not result in removal or replacement of original window sash or the alteration of the original window sash or surrounds.

**2.8.6** Exterior HVAC units should be installed at the rear facades or non-visible areas of secondary facades.

**2.8.7** All readily visible exterior HVAC units that are located at grade should be screened with wood or brick fencing and/or landscaping.



*Mechanical systems should be screened from view.*

**2.8.8** Locate television antennas and satellite dishes on rear elevations where they are not easily seen from a public right-of-way.

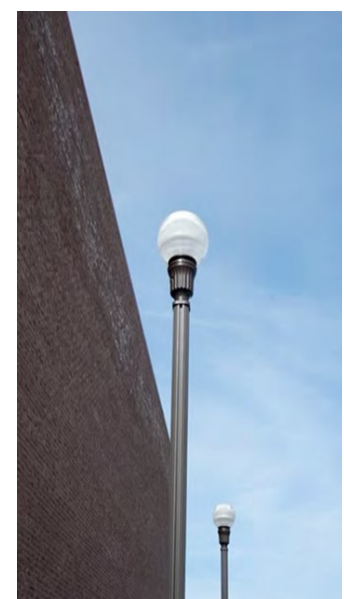
**2.8.9** Techniques to hide the installation of cellular phone systems shall be used whenever possible. Locating cellular units on roofs in the commercial district, in church steeples, or on existing communication towers is preferable to the construction of a new tower.

## **Lighting**

**2.8.10** Exterior lighting should be compatible with the overall design of the building. Lighting fixtures should be selected that are compatible with the existing style, scale, and design of the original building and character of the surrounding area.

**2.8.11** Harsh and colored light sources should be avoided. Lighting fixtures and levels of light should not detract from the building and its surroundings.

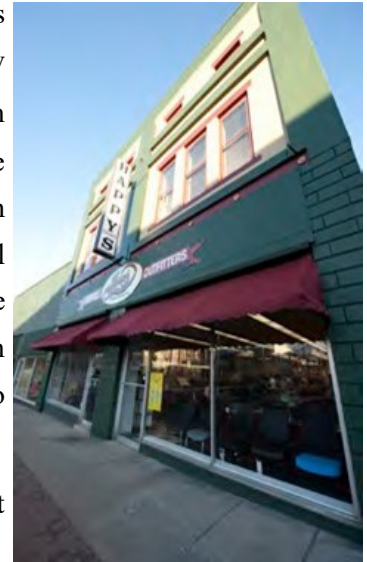
**2.8.12** The use of lighting contemporary to the period of the neighborhood is encouraged. Authentic recreations and restored lighting fixtures are also encouraged.



# Chapter 3.0

# Site Design

This chapter relates to overall streetscape and site design elements. Site elements are important design considerations both for historic buildings as well as new construction. In fact, historic site design can easily be distinguished from modern development patterns. Downtown Madisonville has buildings built to the sidewalk with parking off-site or to the rear of the structure. Awnings exist on many of the buildings and can contribute to the overall image of commercial areas by providing continuity of a block as well as protect pedestrians from the weather. Shaded sidewalks on a residential street and benches in downtown encourage pedestrian activity. Landscape and site design should continue to enhance the district and complement its historic architecture.



The general standards below related to landscaping are intended to complement the city of Madisonville Landscape and Tree Ordinances.

## General Standards

**3.0.1** Landscaping may be used to screen commercial service areas, garbage enclosures, and parking areas.

**3.0.2** When undertaking new construction, vegetation or trees deemed to be significant due to their substantial age, size or relationship to a historic structure, shall be preserved.

**3.0.3** Accent lighting on buildings is appropriate, but should be understated and not spill over on adjacent properties.



**3.0.4** Pedestrian areas should be well-lit with pedestrian-scaled fixtures and lights.

## **3.1 Parking & Paving**

Parking can have a significant impact on the character of an historic district. Ground surfaces such as paving, ground cover planting, terraces, etc., should be compatible with the existing adjacent sites, existing site conditions, and the historic character of building.

The use of ground surfaces that vary significantly from the surrounding conditions, which do not fit the site configuration, or that detract from the character of the building is discouraged. In Madisonville's residential districts, lawns are encouraged whenever possible. Front yards that have extensive areas of paving and walks with little grass or groundcover should be avoided, especially where the surrounding sites have large areas of grass or groundcover.



### **Pavement Standards**

- 3.1.1** On-site parking within commercial areas shall be to the side or rear of the structure whenever possible. It is preferred that front yards be used for building area to create a continuous building wall consistent with the historic development of the commercial district.
- 3.1.2** Whenever possible, locate parking areas on the interior of a block.
- 3.1.3** Pedestrian access and crossings shall be clearly designated in parking areas.
- 3.1.4** New parking lots in downtown commercial areas shall use buffer strips, shrubbery, iron fencing, etc., along its perimeter to create a strong edge between the pedestrian sidewalk and parking areas.
- 3.1.5** Parking in residential areas should be to the rear of the structure whenever possible.
- 3.1.6** The design of parking garages should be appropriate to the district in size, scale, proportion and materials and should comply with the standards for new construction.
- 3.1.7** Parking lots in the historic district should be adequately landscaped according to the zoning ordinance.



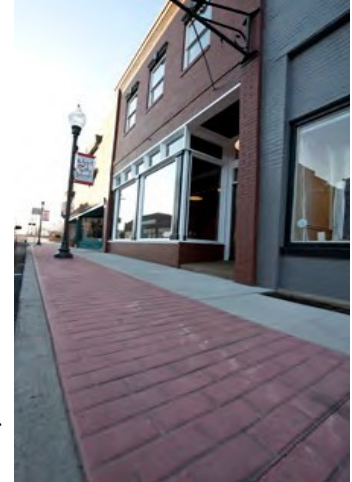
## **3.2 Sidewalks and Tree Plantings**

The standards in this section are intended to ensure safe and active sidewalk areas in downtown Madisonville. An organized scheme of sidewalk dining, display of merchandise, public street furniture and trash receptacles will result in a vibrant, pedestrian friendly commercial environment.

### **Sidewalk Standards**

- 3.2.1** New sidewalks in the historic district shall be composed of either concrete, brick, stone or other masonry material such as pavers or scored concrete. In commercial areas of the district, decorative paving schemes are encouraged.

**3.2.2** Walkways in commercial areas shall be utilized to connect parking and commercial uses. Pedestrian walkways in parking areas or crosswalks at street intersections should be clearly differentiated either in material or striping.



**3.2.3** Outdoor display of merchandise is allowed provided it is directly in front of the business with which it is associated, provides for the clear passage of pedestrians along the sidewalk, does not obstruct access onto the property, and displays merchandise for sale inside the associated business. Such display must also be in conformance with Chapter 156.020 (N) of the Madisonville Code of Ordinance.

**3.2.4** Sidewalk dining is permitted within the downtown commercial district provided that the business owner has obtained a special use permit from the Zoning & Permits Office.



**3.2.5** Benches and garbage receptacles must meet all city requirements and be similar in design to existing structures and must be approved by the Historic Commission.

### **Tree Plantings Standards**

**3.2.6** In many instances, large trees on private property along the streets and sidewalks contribute to the “avenue” effect of streets in the local historic district. The continuation of this precedent is encouraged. Periodic maintenance should be carried out to insure the proper height and appearance of the landscaping.

**3.2.7** When possible, retain and protect mature shade trees. If a mature tree must be removed, the stump should be cut a ground level and removed.

## **3.3 Awnings**

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Awnings were historically found on commercial structures as well as on some types of residential buildings. While they have functional merits in providing shade and reducing heat gain in a building, their design and application contribute significantly to the architectural character of a historic structure. On turn-of-century commercial structures existing in downtown Madisonville, awnings historically were made of fabric and fit within the transom areas of the historic storefront. Awning design should be based on the

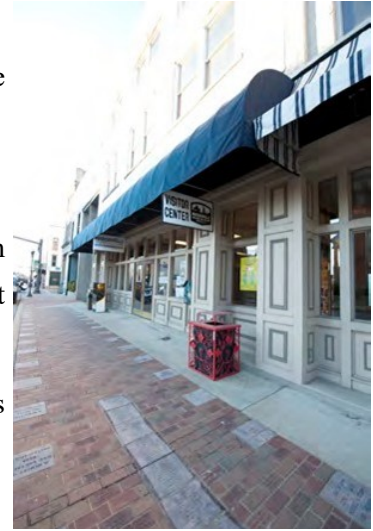
architectural style and era of the building's construction.

Canvas is an appropriate awning material for pre-1940 residences and may be used on primary and visible secondary facades.

Existing canvas awnings should be retained and repaired whenever possible.

Although installation of canvas canopies and awnings is encouraged on both commercial and residential buildings, they should not obscure significant architectural features or require their removal.

The application of metal awnings, vinyl awnings, and other similar materials is discouraged.



## **3.4 Fences and Walls**

Fences serve aesthetic as well as functional roles and are common in both the residential and commercial areas of Madisonville's historic district. Coming in the form of masonry walls, picket fences surrounding a residential yard, or solid fencing that screens service areas in the commercial district, fences and walls contribute to the character of the district.

All effort shall be made to preserve and maintain historic fence and/or wall materials and design. New retaining walls should be of brick, stone, or decorative landscape block. Concrete or concrete block walls shall not be used.

Chain link fences are discouraged in easily visible locations. Split rail and stockade fences should not be used. Incompatible walls and fences should be removed where possible.

### **Fence and Wall Standards**

**3.4.1** Retain and preserve historic fences and walls whenever possible including gates, hardware, cast or wrought iron details, ornamental pickets, etc.

**3.4.2** New fencing should maintain the historic look of the surrounding area and be appropriate for the style and era of the surrounding properties. Wood, wrought-iron looking (aluminum, steel, etc.) are appropriate for the historic district. Picket style with points is most appropriate for both wood and wrought-iron style; pickets should include spacing in between.

**3.4.3** Fence colors should complement the façade of the structure or the surrounding area. Natural or white is an appropriate color for wood material; black is an appropriate color for wrought-iron style fence.

**3.4.4** Deteriorated elements on historic fences and walls should be repaired matching the original material, texture, and design.





**3.4.5** In commercial areas, fences may be used to screen service areas, garbage receptacles and parking areas.

**3.4.6** Vinyl fences, chain link fences, non-historic welded wire and concrete block walls that can be easily seen from public rights-of-way are not allowed unless deemed appropriate and compatible with building and streetscapes within the district.



**3.4.7** Decorative fencing is encouraged in downtown to differentiate between public and private spaces, parking areas, etc.

**3.4.8** In residential areas, front yard fences should be of an open design such as picket. Solid privacy fences shall not be used in front yards.

**3.4.9** Masonry walls that were historically unpainted should not be painted. Repainting previously painted masonry walls is permitted.

## **3.5 Signs**

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An effective signage system is needed in a historic district just like any other district. Automobiles and pedestrians need to be able to find parking businesses, and civic uses, among others. While signs may contribute, they can also negatively impact the downtown through visual clutter, signage that is not compatible with historic structures, out of scale, etc. Therefore, signage is an important design consideration in a historic district and is addressed in these Standards.

The number of signs should be limited and should be primarily for identification purposes. Signs should be compatible with the district and complement the architecture of the building to which they are attached. The design of signs should capitalize on the special character of the area and reflect the nature of the businesses identified. Inappropriate and extraneous signs shall be removed. New or altered signs shall meet the following standards:

### **Design**

**3.5.1** The colors, materials and lighting of every sign should be restrained and harmonious with the building and site to which it principally relates.

**3.5.2** The number of graphic elements on a sign should be held to the minimum needed to convey the sign's major message, generally the name of the company or business and any identifying logo or symbol, and should be composed in proportion to the area of the sign face.

## City of Madisonville Design Standards

**3.5.3** Each sign face should be compatible with signs on adjoining premises. Identification signs of a prototype design and corporation logos should conform to the criteria for all other signs.

**3.5.4** Awnings on commercial structures may incorporate signs on the valance or front face of the awning. Signs on awnings shall conform to the criteria for all other signs.

**3.5.5** Backlighting or internally illuminating awnings is discouraged.

**3.5.6** Signs should not detract from the architecture of the building or cover architectural details.

**3.5.7** Signs should be utilized in historically traditional locations; for example, on storefront belt courses, on flat surfaces of the building, or painted on glass windows.

**3.5.8** Historic signs or signs painted on masonry walls that identify the original or early use of a building should be retained and refurbished whenever possible to the extent that it is economically feasible.

**3.5.9** Obsolete signs and unused sign supports should be removed.

**3.5.10** Lighted signs inside windows that show through glass windows are discouraged.

**3.5.11** Signs should be scaled in proportion to the building they identify.

**3.5.12** Temporary signage, visible from the street, shall be limited to 30 days; during said time, it is meant for the owner to secure permanent signage for their business. Such temporary signs, which tend to be low-quality and “quick”, should be used sparingly so as not to cheapen the environment of that business or those nearby. Temporary signs may not be placed on the right-of-way. Signage exceeding 30 days shall be treated as permanent signage and must conform to these regulations, be approved by the HDC and a sign permit issued by the Zoning & Permits Office. This requirement is not meant to apply to small signs displayed during business hours indicating a business is open, hours of operations, daily/weekly specials, menus, etc.

**3.5.13** Madisonville’s sign ordinance requirements takes precedence where conflict exists between its mandates and these sign-related standards. All signs must be pre-approved through the Zoning and Permits Office prior to being considered by the HDC.



# Chapter 4.0 New Construction

New construction within a historic district can have a substantial impact on adjacent historic properties and the district as a whole. While contemporary design is always encouraged in the historic district, it is important that this new development be compatible with the overall character of the district. Design characteristics such as building form (scale, massing, height, and orientation) and architectural elements (materials, architectural detail, windows, doors, and roof forms) must be considered when evaluating any proposed new building within a historic district.

The following criteria are all important in considering whether new construction proposed for the historic areas is compatible.

When new construction is being considered, the architect/builder should understand the con-

text for new buildings or building additions in a Historic District. "Context" refers to the overall appearance and the general form of the surrounding structures. The height, details, setbacks, lot width, window shape and placement, door placement, general rhythm, and predominant materials should be considered during the design of an infill building.



## 4.1 Commercial Construction

### Massing, Scale, and Orientation Standards

A new building in the downtown area should be of similar size, scale, and orientation as the existing build environment. For example, the majority of commercial structures in downtown Madisonville are one, two or three stories tall. Within a single block face, the scale of the structures themselves varies slightly. A new structure should never overpower the existing adjacent buildings, thus drawing attention to itself and detracting from the remainder of the historic district.



It is common for institutional buildings, such as city hall or a church, to be built on a larger scale than other buildings. Often, these structures are not only taller and wider, but are also placed differently on a lot, set back further from the street and from adjacent buildings. The majority of commercial buildings in downtown are built to the lot line directly adjacent to the sidewalk. A civic building, on the other hand, may be set back further leaving room for landscaped area or perhaps even a public gathering space.

Typically these structures are built on a corner rather than the interior of a block face, and are intended to maximize views to and from the structure.

Typically these structures are built on a corner rather than the interior of a block face, and are intended to maximize views to and from the structure.

### **Height and Width**

**4.1.1** The overall height of new construction should relate to that of adjacent structures. As a general rule, new buildings should be at the same height as the average height of existing adjacent buildings.

**4.1.2** Usually, the width of the new site is predetermined by the original lot size. The width of a new building should continue to maintain the established rhythm of the block. If the lot is larger than twenty-five (25) feet, the mass of the façade should be broken into smaller bays similar in size to the existing buildings.

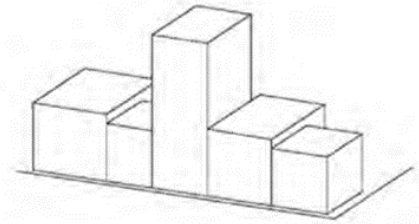
### **Massing**

**4.1.3** The complexity of the form and shape of new buildings should be compatible with existing adjacent buildings. New buildings in areas where simpler forms are common, such as an area where there is a concentration of Federal and Greek Revival style buildings, should reflect the simplicity of the surrounding buildings. Varied masses are appropriate in areas where more complex building styles, such as Queen Anne, predominate. New buildings should not vary significantly from the predominant characteristics of the historic area as described in Chapter 1 of these Design Standards.

**4.1.4** Single monolithic or box-like facades that are not relieved by variations in massing is not permitted. Box-like facades and forms are intrusive when placed among older buildings that have varied massing and facade articulation.

## **Directional Expression**

**4.1.5** The vertical or horizontal character of new buildings should relate to the predominant directional expression of nearby buildings. Horizontal buildings can be made to relate more to the more vertical adjacent structures by breaking the façade into smaller masses that conform to the primary expression of the streetscape.

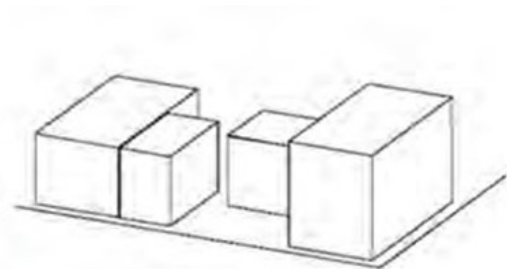


*Inappropriate scale*

**4.1.6** Strongly horizontal or vertical façade expressions, unless compatible with the character of structures in the immediate area, should not be used.

## **Scale**

**4.1.7** The size and proportion of new structures should maintain the same scale and rhythm as the existing buildings.



*Inappropriate setback*

**4.1.8** Buildings that violate the height, width, or massing of the existing scale and rhythm of the area are not permitted.

## **Commercial Design, Proportion and Architectural Elements Standards**

Buildings within historic downtown exhibit a variety of architectural styles. Therefore, new construction is not required to be built to any particular style, but should include similar design elements, materials, and fenestration as other buildings in the district. Windows and doors, architectural details, and roof form are all very important in defining the overall design and provides compatibility with the historic district.

## **Setbacks**

**4.1.9** The historic façade lines of streetscapes should be maintained. This can be accomplished by locating front walls of new buildings in the same plane as the facades of adjacent buildings. If existing setbacks vary, new buildings should conform to historic siting patterns.

**4.1.10** Violating the existing setback pattern by placing new buildings in front of or behind the historic façade line is not allowed.

## **Roof Shapes**

**4.1.11** The roof forms of the new buildings should relate to others found in the Historic District. Although not entirely necessary, duplication of the existing or traditional roof shapes, pitches, and materials on new construction is one way of making a new structure more visually compatible with its surroundings.

**4.1.12** The introduction of shapes, pitches, or materials not traditionally used in the area is not permitted.

## **Rhythm of Openings**

**4.1.13** The recurrent alteration of wall areas with door and window elements in the façade should be maintained. Also, consider the width-to-length ratio of bays in the facade. The placement of openings with respect to the facade's overall composition, symmetry, or balanced asymmetry should be carefully studied.

**4.1.14** Incompatible facade patterns that upset the rhythm of openings established in surrounding structures should not be introduced. Glass walls, or window or door shapes that are inappropriate to the adjoining buildings are not permitted.

## **Materials and Textures**

**4.1.15** The selection of materials and textures for a new building should relate to the materials and textures used in the surrounding area and on existing adjacent buildings. In areas where certain materials and textures such as brick or fish scale shingles are consistently used, the continued use of those materials or similar, compatible materials on new construction is encouraged.



## **4.2 Residential Construction**

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As with commercial construction, size and scale of a residential structure as well as its orientation is of primary importance. Residential buildings within the historic district display a variety of heights and scale with most buildings being one or two stories. Homes in the district are also typically built close to the street, but the setbacks vary from block to block. Finally, the majority of residential buildings in the district are oriented facing the street with a front porch, portico, or stoop.

**Residential: Massing, Scale, and Orientation Standards**

- 4.2.1 New homes should not be built farther back than an average of its neighbors along the same side of the street within the same block face.
- 4.2.2 The height of new construction should be compatible with other residential buildings in the district.
- 4.2.3 A new building should appear similar in scale to traditional single family houses.



**Residential: Design, Proportion, and Architectural Features Standards**

- 4.2.4 The design of a new building should not attempt to create a false historic appearance, but rather complement the existing district. New construction should have a character and style distinctive of the historic structures in the district.
- 4.2.5 The fenestration of a new building should reflect that of existing historic structures within the district in proportion, shape, location, and size.
- 4.2.6 Architectural details such as cornices, trim, windows and doors should reflect the scale of buildings in the existing historic district.
- 4.2.7 Modern materials such as hardiplank or masonite, if used, should be similar in appearance and texture traditional materials. Aluminum and vinyl siding are prohibited.

**4.3 Additions and Accessory Structures**

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Historic districts change over time with new construction, demolition, and sometimes redevelopment. Often, the buildings within these districts have additions from different eras that are historic themselves. Therefore, it is important that new additions, as well as accessory structures, be compatible in size and scale, setback, materials, and design as the main structure. Additions, whether on commercial or residential structures, should be done in a manner that does not diminish the historic character of the building and district. Like new construction, additions and accessory structures can be contemporary, but also should be compatible with its surroundings.

**Additions and Accessory Standards**

- 4.3.1** Additions and accessory structures should be compatible in materials, design, roof form, and proportion to the principal structure.
- 4.3.2** Contemporary designs are permitted but should always be compatible with the existing historic structure.
- 4.3.3** New additions should not remove, damage, or obscure character-defining architectural features.
- 4.3.4** Additions should be located to the rear or on non-character defining walls. Accessory structures should also be located to the rear and placed in a manner so as not to distract from the principal structure.
- 4.3.5** Large additions to commercial structures can be designed to appear as a separate building, but with a connection joint setback from the two structures.
- 4.3.6** Service additions to commercial buildings should always be to the rear of the principal structure.
- 4.3.7** Temporary commercial accessory storage in crates, portable storage pods and other similar structures for the purpose of storing supplies or excess inventory to be sold does not require a COA but is only allowed when not visible from a public right-of-way.
- 4.3.8** Prefabricated accessory structures can be used only in locations where they will not be easily visible from any public right-of way or when they are judged to be appropriate to the site.





# Chapter 5.0 Demolition & Relocation

## ***5.1 Demolition***

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Demolition of a property that has historical or architectural significance is an irreversible act that eliminates the historic resource and degrades the surrounding area.

The Commission shall deny an application for Certificate of Appropriateness when the proposed action is demolition of a building that has historic or architectural significance unless the owner proves by introduction of clear and convincing evidence that the structure is so seriously unsound or deteriorated (determined by a structural engineer or architect) that it is not economically feasible for the owner or potential owner to save the building or he or she would suffer extreme financial hardship. To prove extreme financial hardship, the applicant shall establish all of the following:

- The property is incapable of earning a reasonable return in comparison to the costs associated with restoring the building regardless of whether that return represents the most profitable return possible;
- The property cannot be economically or feasibly adapted for any other use, whether by the current owner or by a purchaser, which would result in a reasonable return; and
- Significant good faith efforts to find a purchaser interested in acquiring the property and preserving it have failed.

In the event that extreme financial hardship is established and all reasonable alternatives to demolition have been exhausted, salvage and appropriate reuse of significant historical or architectural elements is strongly encouraged.

### ***Demolition Standards***

**5.1.1** Prior to undertaking demolition work, the property owner shall approach the Historic District Commission to determine the historic significance of the structure and its relationship to the district.

**5.1.2** If the HDC determines that the structure is historically significant, it shall delay the demolition for an appropriate time in order for staff and the Commission to work with the property owner to seek viable alternatives to demolition. Alternatives to demolition include, among other things:

- If a building is in disrepair, working with the property owner to develop a rehabilitation plan and identify funding assistance such as rehabilitation tax credits that would allow the building to be rehabilitated.

- If a building does not fit the owner's required needs, determining if the structure could be adaptively reused.
- Working with the property owner to locate a buyer who will use the property without demolishing the structure.
- As a last resort, finding a suitable location for the building to be moved within the District, working with the property owner to develop a relocation plan.

## **5.2 Relocation**

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Sometimes, relocation is the only method to preserve a structure that is faced with demolition. Relocation should be considered only when all other preservation alternatives have been eliminated. Relocation can be looked at in much the same way as new construction in that the building being introduced into a new environment must complement the character of its surroundings in architectural style, size, scale, orientation, and landscaping. Much like new construction, the applicant should submit a plan for relocation including a site plan and drawings of the building in its new environment.

### **Relocation Standards**

- 5.2.1** Relocation negatively affects a district and should be avoided. The only exceptions should be in situations where it is necessary for the public welfare.
- 5.2.2** Prior to the act of relocation, the HDC shall work with the owner to document through photography, drawings, and other means the existing location and environment of the historic structure.
- 5.2.3** Character-defining elements and significant architectural features shall be protected during the relocation process. Should any damage occur, it should be repaired.
- 5.2.4** Buildings that are moved to another location in the district should be compatible with adjacent buildings in style, height, scale, materials, setback, and should be similar in site and setting.
- 5.2.5** A building or structure in a historic district should not be moved or relocated outside of the district if the building or structure is to retain its architectural and historical integrity. The only exceptions should be when all viable relocation efforts within the district, have been exhausted.

## Chapter 6.0

## Enforcement

These are three circumstances that can lead to the commencement of enforcement procedures against a property owner within the Historic District:

- Work is done that requires a Certificate of Appropriateness without a Certificate being issued.
- Certificate of Appropriateness is denied by the Historic District Commission, and the project is carried out in defiance of the denial.
- Work is approved by the HDC or Staff, and is then carried out in a manner inconsistent with the approval.

When any of these circumstances exists, the Commission Staff shall make an effort to contact the property owner seeking voluntary compliance within a specified time frame. If compliance is not achieved, the matter will be turned over to the City Attorney for Compliance and the applicant may be subject to penalties and fines in addition to the payment of legal fees incurred to enforce compliance with these Standards.

## Chapter 7.0

## Appeals

Any party aggrieved by a decision of the Madisonville Historic District Commission has the right to appeal the Commission's decision to the Madisonville City Council. An appeal must be filed with the Madisonville City Clerk within thirty days of the official decision of the Commission.

The appeal shall state in reasonable detail the basis for the appeal. The Madisonville City Council, with the Mayor presiding, shall schedule a hearing on the appeal within 30 days of receipt of the notice of appeal. Subpoenas may be issued by the Madisonville City Clerk to compel the attendance of witnesses.

## ***A 1. Glossary***

***Accessory Structures*** – A secondary building detached but located on the same lot as the principal building, the use of which is incidental or accessory to that of the principal building.

***Addition*** — New construction attached to an existing structure.

***Alteration*** – Any construction, replacement, or change to the exterior of a building or structure when it is easily visible to the public. An alteration shall include a proposed sign or changes to an existing sign; replacement of sign panels shall not be considered an alteration. Painting or ordinary maintenance and repairs shall not be considered alterations.

***Appropriate*** – Meaning especially suitable, compatible, or fitting. Changes to historic properties are evaluated for “appropriateness” during the design review process. Select colors for new signage in the historic district that are compatible with the related structure or streetscape.

***Appurtenances*** – The visible, functional objects accessory to and part of buildings.

***Arch*** – A curved or pointed opening in a wall, usually masonry, supported on either end by piers or pillars and spanning a passageway or open area such as a door or window.

***Architectural Feature*** – A prominent or significant part of a building, structure or site.

***Architectural Style*** – The characteristic form and detail of buildings of a historic period.

***Artificial Siding*** – Synthetic siding material that is not original to the structure including vinyl, aluminum, spray-on vinyl, stucco applied over masonry, among others.

***Baluster*** – A short upright member that supports a handrail.

***Balustrade*** – A railing with supporting balusters used on porches, stairs, balconies, etc.

***Bargeboard*** – A decoratively carved board attached to the projecting edges of the rafters under a gable roof. Also called a vergeboard.

***Bay*** – The regular division of the facade of a building, usually defined by windows, doors, pilasters, or other vertical elements.

***Bay Window*** – A window in a wall that projects at an angle.

***Bond (brick)*** – The arrangement of bricks in a wall providing strength and decoration.

***Bracket*** – A projection from a vertical surface providing structural or visual support under cornices or any other overhanging member.

***Building*** – Any structure designed or constructed for residential, commercial, industrial, agricultural, or other use.

***Bulkhead*** — The panel below a display window of a storefront.

***Casement Windows*** – A window frame hinged on one side so that it swings out or in to open.

***Capital*** – The upper portion of a column or pilaster.

## City of Madisonville Design Standards

**Certificate of Appropriateness (COA)** – The permit issued by the Historic District Commission, which gives its approval for work or demolition to be done in a historic district or on a landmark.

**Certified Local Government** – A government meeting the requirements of the National Historic Preservation Act and implementing the regulations of the U.S. Department of the Interior and the Kentucky Heritage Council.

**Character Defining** – The elements, details, and craftsmanship of a historic structure that gives it its historic significance and are exemplary of the architectural style and period of the structure.

**Characteristic** – A quality or aspect of an element, component, structure, site, street or district which distinguishes individual elements, structures, sites, streets and districts from their context.

**Clapboard** – Siding consisting of overlapping, narrow horizontal boards, usually thicker at one edge than the other.

**Classical** – Pertaining to the architecture of Greece and Rome, or to the styles inspired by this architecture.

**Column** – Upright post supporting roof or pediment consisting of base, shaft, and capital.

**Commission** – The Madisonville Historic District Commission.

**Component** – Part of a building, site or structure, also see “elements.”

**Configuration** – The arrangement of elements and components on a building or site that help to describe the character of a structure, site, street, or district.

**Conservation** – The protection and care that prevent destruction or deterioration of historical or otherwise significant structures, buildings, or natural resources.

**Construction** – The act of placing an addition on an existing structure or the erection of a new principal or accessory structure on a lot or property.

**Contemporary Compatible** – Contemporary design of a building that, while not presenting a historic appearance, is in keeping with the character of the historic district in its size, scale, materials, proportion, and overall design.

**Context** – The setting in which a historic element, site, structure, street or district exists.

**Coping** – The top layer or course of a masonry wall, usually with a slanting surface that serves to help shed water.

**Corbelling** – An overlapping arrangement of bricks or stones in which each course extends farther out from the vertical of the wall than the course below.

**Cornerboard** – A vertical strip of wood placed at the corners of a frame building.

**Cornice** – Uppermost portion of entablature where the roof and wall meet.

**Cresting** – A decorative ridge for a roof, usually constructed of ornamental metal.

**Cupola** – A domed roof set on a typically circular base, often set on the ridge of a roof.

**Demolition** – Any act that destroys in whole or in part a landmark or building in a historic district.

**Dentil** – One of a series of small, square blocks found on cornices.

## City of Madisonville Design Standards

**Design Guideline** – A standard of appropriate activity that will preserve the historic architectural character of a structure or area.

**Designated Property** – A landmark or building or structure in a historic district. Designated property shall include all lots within a historic district and the entire lot containing a landmark.

**Dormer** – A small window with its own roof that projects from a sloping roof.

**Double-hung Window** – A window with an upper and lower sash that slide vertically past each other.

**Downspout** – A pipe that directs rainwater from the roof to the ground.

**Eave** – Edge of a sloping roof that projects or overhangs past the vertical wall.

**Element** – A material, part, or detail of a site, street, or district.

**Elevation** – The front, rear, or side facade of a building.

**Entablature** – The upper part of an order, consisting of architrave, frieze, and cornice.

**Facade** – The front wall of a building or any architecturally distinguished wall of a building.

**Fascia** – The flat board that covers the ends of roof rafters.

**Fenestration** – The arrangement of window and door openings of a building.

**Frieze** – The middle section of the Classic entablature; a panel below the upper molding or cornice of a wall.

**Gable** – The triangular portion of the wall, between the enclosing lines of a sloping roof.

**Gambrel Roof** – A roof that has two pitches on each side with the lower pitch being steeper.

**Hipped Roof** – A roof that slopes from all four sides of a building.

**Historic District, Local** – A district established by the City through a zoning overlay that has local historic significance. Properties within this district must meet local design standards.

**Historic Preservation District** – An area of architectural, historical or cultural significance which meets one or more of the criteria established by the Historic District Commission and which has been designated by the city.

**Imitation Historic** – Elements and components not of the same architectural style or period as the existing building and create a misleading or false historic appearance. “Imitation Historic” can also be elements or components of the same period or style as the building, but for which there is no documentation that these elements ever existed on a given historic building or site.

**Infill** – A type of construction which ‘fills in’ vacancies found in sites, streets, and districts created by earlier demolition of a historic buildings. Infill describes the insertion of new components and structures into vacancies.

**Landmark** – A building or structure of architectural, historical, or cultural significance which meets one or more of the criteria established by the Historic District Commission and which has been designated by the city.

**Landscape** – Site features including topography, transportation patterns, vegetation, etc. A landscape may be an important historic property for communicating contexts.

**Lintel** – A supporting wood or stone beam across the top of an opening, such as that of a window or door.

**Mullion** – A vertical support dividing a window into two or more parts.

**Muntin** – The strip of wood separating the lights or panes of glass in a window.

**New Construction** – An addition to an existing building or structure or the construction of a new building or structure.

**Obscured** – Covered or hidden from view.

**Ordinary Maintenance and Repairs** – Any work, the purpose of which is to correct deterioration or to prevent deterioration of a designated historic property. The work shall restore the property to its appearance prior to deterioration or shall result in the protection of its present appearance. The work shall involve the use of the same building materials or available materials that are as close as possible to the original. Painting previously painted surfaces shall be considered ordinary maintenance. Work that changes the external appearance of a property shall be considered an alteration.

**Orientation** – The placement of structure on a lot, specifically the relationship of primary elevation to the street.

**Parapet** – The vertical extension of an exterior wall above the line of the roof.

**Paver** – A masonry unit usually brick or concrete, that is used as a paving material to create walks and sidewalks.

**Pediment** – The space forming the end of a roof in classical architecture, or the cap over a window or door.

**Pier** – A vertical supporting structure constructed of masonry.

**Pilaster** – A shallow rectangular column projecting only slightly from a wall, often incorporating the classic column order.

**Pitch** – The degree of a slope on a roof.

**Plant Materials** – Trees, shrubs, vines, groundcovers, grass, perennials, annuals, and bulbs.

**Pointing, Repointing** – The act of repairing the mortar joints between brick or other masonry units by filling in and finishing it with additional mortar.

**Preservation** – Retaining the historic integrity of a building, site, or structure through reconstruction, restoration, rehabilitation, adaptive use, or compatible design.

**Proportion** – Balanced relationship of parts of a building, landscape, structures, or buildings to each other.

**Quoin** – Decorative masonry units at corners of walls differentiated from the main wall by material and/or projection.

**Reconstruction** – Reproducing by new construction the exact form and detail of a vanished structure, or part thereof, as it appeared at a specific period of time.

**Rehabilitation** – To restore a building or structure to a good condition for a new purpose. The activity involves the retention and repair of historic elements.

**Removal** – Relocation of a structure to another position on the same site or to another site.

**Restoration** – To return a building, structure, or site to its original condition.

**Rhythm** – Relationship of solid elements to open spaces in a streetscape or a building facade.

**Ridge** – The top horizontal member of a roof where sloping surfaces meet.

**Riser** – The vertical face of a stair step.

**Roofscape** – The physical appearance of a roof: roof shapes, forms, materials, pitch, chimneys, bays, skylights, and other roof elements.

**Sash** – The movable framework holding the glass in a window or door.

**Scale** – Proportional relationship of the size of elements in a building to one another and to the human figure.

**Screening** – Use of vegetation or fences to conceal an area from view.

**Setting** – The time, period, and physical environment reflected by historic elements, sites, structures, streets and districts.

**Siding** – The exterior wall covering of a structure.

**Significant** – Having important meaning to an element, site, structure, street or district; important in the historic context of Madisonville.

**Sill** – The horizontal water-shedding member at the bottom of a door or window frame.

**Streetscape** – The distinguishing character of a particular street created by its natural and manmade components: width, alignment, paving materials, planting, and forms or surrounding buildings.

**Structure** – Anything constructed or erected, the use of the ground, including (but without limiting the generality of the foregoing) barns, smokestacks, advertising signs, billboards, backstops for tennis courts, bridges, fences, pergolas, gazebos, radio and television antennae, solar collectors, microwave antennae, including the supporting towers, roads, ruins or remnants (including foundations), swimming pools or walkways.

**Style** – A type of architecture distinguished by its characteristics of form and ornamentation. A style is often related to a specific historic time period.

**Terra Cotta** – Cast and fired clay units, used ornamentally.

**Transom** – An opening over a door or window containing a glazed or solid sash.

**Tread** – The horizontal surface of a step.

**Trellis** – Latticework as an outdoor screen, often a support for vines.

**Turned Work** – Woodwork cut on a lathe.

**Turret** – A small, slender tower.



**There are many phrases found in the standards that cannot be defined by breaking the phrase into individual words. Instead these phrases are described below:**

**“ADJACENT & SURROUNDING”** -- Those properties next to and near the property under review.

**“ADVERSE IMPACT / NEGATIVE IMPACT”** – Used interchangeably to describe the result of changes in historic areas which do not reinforce the character of individual elements, sites, structures, streets or whole districts.

**“RETAINED / MAINTAINED”** -- Used in conjunction with one another to describe both the keeping of an element, site, structure, street or district and the assurance of physical repair and upkeep to those elements, site, structure, street or district and assurance of physical repair and upkeep to those elements, sites, structures, streets and districts.

**“WHEN APPROPRIATE”** -- Used to describe a means for the Historic District Commission to determine whether a guideline permitted activity or action is correct for each element, site, structure, street, or district where changes are proposed.

## **THE SECRETARY OF THE INTERIOR’S STANDARDS FOR REHABILITATION**

The following Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

- 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.
- The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of feature and spaces that characterize a property shall be avoided.
- 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.
- Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
- Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
- 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.

- 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.
- 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.
- Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
- New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
- New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.