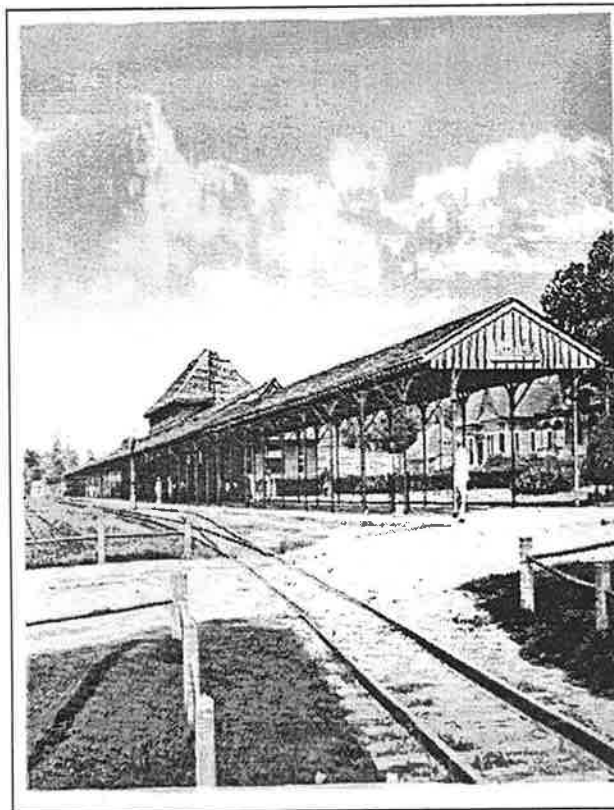


# **Historic Hattiesburg Design Guidelines Manual**



**A guide to preservation standards in  
Hattiesburg, Mississippi**



# **Historic Hattiesburg Design Guidelines Manual**

## **Hattiesburg, Mississippi**

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# Historic Hattiesburg Design Guidelines Manual

## I. Introduction

**Introduction to Design Guidelines Manual**

**Historic Preservation in Hattiesburg**



## Piney Woods Boom Town

In the last decades of the 19th century when the railroads arrived in this Piney Woods byway at the fork of two rivers, one visionary man's dreams began to take form. As the clash of steel wheels on steel rails provided the spark necessary for the explosive development of Hattiesburg, would-be lumber barons, liverymen and merchants, loggers and linemen came. They soon erected the first structures of what would become an architectural showcase of the Piney Woods.

Those settlers built cottages, both simple and ornate. Later some of the cottages were rolled aside to make way for the Victorian and Classical Revival mansions built by those who prospered. Schools and churches – designed by important architects of the day – were built.

A central business district grew up, burned down and grew up again, the first time in wood, the second in brick, mortar and stone. Neighborhoods exhibiting the distinctive characteristics of their place and time of origin developed out from the railroad-depot core. (From *Historic Hattiesburg The History and Architecture of Hattiesburg's First Neighborhoods*.)

### Early Preservation Activity

Awareness about historic preservation and its value has been increasing throughout the country since the enactment of the National Historic Preservation Act of 1966. In Hattiesburg, an appreciation of historic

#### WATCH HATTIESBURG GROW.

Hattiesburg is the Metropolis of South Mississippi.

Population, 1900,	4,300.
" 1906,	21,000.
" 1912,	50,000.

Has a monthly pay-roll of more than \$250,000.

Has one of the finest Private Colleges in the State.

Has many and varied industries, but wants and can support others.

Is having several miles of Brick and Bitulithic pavement laid.

Is having several miles of Street Railway built.

Has one of the best Hotels in the South.

Has a wide awake Commercial Club, whose Secretary can furnish facts and figures that will convince you that Hattiesburg is the place for you to invest your money if you expect large returns.

*From postcard packet promoting Hattiesburg*

buildings and houses has been growing steadily. During the past several decades, the Hattiesburg Area Historical Society has been instrumental in calling attention to the built heritage of the city with activities such as home tours, lectures and displays. It has published calendars and books and developed historical collections. The Society established a museum, first located in the Saenger Center, now in the Hattiesburg Cultural Center.

The efforts of the Historical Society helped spur interest in Hattiesburg's first neighborhoods, now benefiting from renewed interest in traditional neighborhoods and homes. New investment is being made in Historic Downtown Hattiesburg as well. Interest in historic preservation and its role in economic development continues to increase.

### What Is Historic Preservation?

What is historic preservation? Quite simply, it is saving for future generations what is unique about our community. In planning for the future of our city, we recognize the

# Design Guidelines Manual - Introduction

significance of what has happened in the past and plan to preserve it for the future.

The National Historic Preservation Act of 1966 is the basic historic preservation law of the land. It establishes historic preservation programs and activities that connect to the state and local levels throughout the country. Historic preservation activities center around identifying, surveying, inventorying, protecting and preserving the historic resources of the community.

The first major efforts for historic planning here were made in the late 1970s when a field representative from the Mississippi Department of Archives and History was stationed here to do surveying. This representative, Jodie Cook, surveyed the Hub City Historic District (downtown) and Hattiesburg Historic Neighborhood (the Bay Street area) and prepared nominations of them to the National Register of Historic Places. These districts were listed on the National Register in 1980.

The listing of districts and privately owned individual sites and buildings on the National Register does not restrict how owners alter or dispose of their property. Such listing does give recognition to the significance of historic properties and establishes restrictions about using public funds in a way that has a negative impact on listed properties -- or properties that are eligible for listing.

Since those first listings, the North Main Street Historic District and Oaks Historic District were listed with the National Register. The Mobile Street area and Newman-Buschman neighborhood were surveyed but found not eligible for National Register listing. This process of identification and survey continues today, with Parkhaven Historic District and the Hub City Historic District

Expansion nominated to the National Register in spring 2002.

## Hattiesburg Historic Ordinance

In the 1980s, the City of Hattiesburg applied for and received designation as a Certified Local Government (CLG), one of the historic preservation programs of the National Park Service, U.S. Department of Interior. In 1985, as part of the CLG application process, the City of Hattiesburg adopted the Historic Conservation Ordinance (Ordinance No. 2193 as Amended). The Mississippi Local Government Historic Preservation Act of 1978 as Amended in 2001 is the state enabling law for local ordinances. The word *conservation* was used here instead of *preservation* to emphasize that in Hattiesburg historic preservation isn't about "freezing" buildings and neighborhoods at some arbitrary date in the past but about conserving significant historic features that contribute to the uniqueness of the city.

The Hattiesburg Historic Conservation Ordinance declares that "the protection, enhancement and perpetuation of properties of cultural, architectural, archeological or historic merit is a public necessity and is required in the interest of the health, prosperity and welfare of the people." The Historic Ordinance provides authority for establishing a system of application and review for alterations of historic districts, sites and buildings, creating a layer of protection at the local level that is not provided by listing with the National Register.

The Historic Conservation Ordinance:

- creates a Historic Conservation Commission, a 9-member board of volunteers who are appointed by the Mayor, with the



# Design Guidelines Manual - Introduction

approval of the City Council, to guide the protection of historic resources.

- provides for the establishment of historic conservation districts and other historical, cultural and architectural landmarks and sites.

- requires that a Certificate of Appropriateness be issued for exterior alterations to properties within the designated districts.

Four local historic conservation districts have been designated by local ordinance:

- Hattiesburg Historic Neighborhood District, 1986.
- North Main Street Historic District, 1994.
- Oaks Historic District, 1997.
- Newman-Buschman Railroad Historic District, 1999.

The Historic Conservation Ordinance provides that proposed alterations to properties within the local conservation districts – more may be designated in the future — are subject to review and approval by the Historic Conservation Commission. The Commission establishes procedures and guidelines for this purpose.

## Design Guidelines Manual

The *Historic Hattiesburg Design Guidelines Manual* is intended to provide to owners of residential and commercial property in the locally designated historic districts informa-

tion about the review process of the Historic Conservation Commission. In addition, the manual sets out the guidelines used during the review process. The manual, however, should be used as a general guide because the Historic Conservation Commission reviews each application on a case-by-case basis.

The guidelines apply to all properties -- historic and non-historic -- located within locally designated districts, historic districts established by City Ordinance. (*See maps*).

### ***A Note about Historic Downtown Hattiesburg***

Downtown Hattiesburg is not a locally designated historic district, and proposed exterior alterations and changes are not reviewed by the Historic Conservation Commission. Section IV - *Guidelines for Downtown Area* is provided as an optional source of information and guidance for those proposing projects downtown. These guidelines were developed for this purpose with the assistance of the Historic Hattiesburg Downtown Association Design Committee.

A portion of the downtown area is listed on the National Register of Historic Places as the Hub City Historic District. While this status does not restrict private property owners in how they change or dispose of their property, it does require oversight from the State Historic Preservation Office when public funds are involved in making alterations to properties listed on the National Register. Such work must comply with the *Secretary of the Interior's Standards for Rehabilitation*. (*See maps for Hub City Historic District*)

# Design Guidelines Manual - Introduction

## Historic Preservation in Hattiesburg

What is historic preservation? It is a tool we can use to save for future generations the story of Hattiesburg – its unique buildings, people and places. The tool kit for this process includes federal, state and local laws and guidelines. Historic preservation tools assist us in respecting the historic character of buildings and preserving as much of the original design and materials as possible.

## National Standards

Standards developed by the National Park Service under the authority of the National Historic Preservation Act of 1966 as Amended are codified as *The Secretary of the Interior's Standards for the Treatment of Historic Properties* (36 CFR Part 68). The Standards are the Secretary's "best advice" to everyone on how to protect historic properties. For "certified historic structures" as defined by the IRS Code of 1986, *The Standards for Rehabilitation* in 36 CFR 67 should always be used by property owners seeking federal tax credits. These guidelines are listed in the section *The Secretary of the Interior's Standards for Rehabilitation*. In addition, they are posted on the National Park Service web page at [www2.cr.nps.gov/tps/tax/rehabstandards.htm](http://www2.cr.nps.gov/tps/tax/rehabstandards.htm).

*The Secretary's Standards for Treatment of Historic Properties* include *Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings*. These guidelines are intended to assist in applying the Standards to all preservation work and therefore are not case specific.

The four treatments identified in the Guidelines are:



Main Street Scene ca. 1912 - from postcard packet

**Preservation.** Requires retention of the greatest amount of historic fabric, along with the building's historic form, features and detailing as they have evolved over time. Many historic buildings have rich detailing and materials that add to the historic character of the property and if removed may be hard to replace later. Conducting regular maintenance such as caulking, cleaning and repainting is an important part of preservation.

**Rehabilitation.** The Standards acknowledge the need to alter or add to a historic building to meet continuing or new uses while retaining the building's historic character.

**Restoration.** The Standards allow for the depiction of a building at a particular time in its history by preserving materials from the period of significance and removing materials from other periods.

**Reconstruction.** The Standards establish a limited framework for re-creating a vanished

# Design Guidelines Manual - Introduction

or non-surviving building with new materials, primarily for interpretive purposes.

Levels of treatment are established for preservation. These levels are:

1. Identifying, retaining and preserving of form, materials and detailing of the property that defines historic character.
2. Protecting and maintaining the building and site components that have been identified in Step 1.
3. Repairing, which is necessary at times, but should be accomplished with the least degree of intervention required.
4. Replacement, which should be the last preservation treatment considered in this four-step process. The preferred option should be to replace a feature in kind with the same material, form and detail, but only if the existing feature cannot reasonably be repaired.

## Mississippi Antiquities Law

The Mississippi Antiquities Law sets up protection of designated properties through the Mississippi Landmark program. Mississippi Landmarks must be public buildings or private building for which the owner specifically requests such designation. A number of significant buildings in Hattiesburg and Forrest County are designated as Mississippi Landmarks and thus protected under this law. Alteration of Landmark buildings requires review of proposed changes by the State Historic Preservation Office, Department of Archives and History.

## Hattiesburg Historic Conservation Ordinance

The Hattiesburg Historic Conservation Ordinance was enacted in 1985 to:

1. Effect and accomplish the protection, enhancement and perpetuation of landmarks, landmark sites and historic districts that represent distinctive elements of the city's cultural, social, economic, political and architectural history.
2. Safeguard the city's historic, aesthetic and cultural heritage, as embodied and reflected in such landmarks, landmark sites and historic districts.
3. Foster civic pride in the accomplishments of the past.
4. Insure the harmonious, orderly and efficient growth and development of the city.
5. Stabilize the economy of the city through the continued use and revitalization of its landmarks, landmark sites and historic districts.
6. Protect and enhance the city's attractions to tourists and visitors and the support and stimulus to business and industry thereby provided.
7. Promote the use of landmarks, landmark sites and historic districts for the education, pleasure and welfare of the people of the City of Hattiesburg.

# Design Guidelines Manual - Introduction

## Hattiesburg Historic Conservation Commission

The Hattiesburg Historic Conservation Commission is a 9-member board of citizen volunteers who are appointed by the Mayor, with the approval of the City Council, to guide the historic preservation process. The Commission meets monthly on the third Wednesday to review applications for Certificates of Appropriateness (COA).

A COA is required prior to making any exterior alterations to properties within the designated districts, landmarks or sites. Exterior alterations include but are not limited to:

- alteration or addition of fences, side walks, driveways, signs, lights, retaining walls and other site elements.
- tree removal.
- demolition.
- new construction.
- change to the design or materials of any building features such as exterior finishes or trim, roofs and chimneys, windows, doors, porches, garages and additions and security.

## Letter of Compliance

Administrative review and approval in the form of a Letter of Compliance (LOC) are used when requests for work are:

- routine in nature and involve repair without change to design, form or materials.
- painting interior or exterior (except for painting exterior surfaces that have never been painted).

- roof repair or re-roofing with the same materials as existing.

This process is done at the time a property owner or contractor applies for a building permit. The LOC is issued in conjunction with the permit.

## Certificate of Appropriateness – The Process

At this time, the following districts are designated as local historic conservation districts and come under the review authority of the Historic Ordinance (see boundary maps):

- Hattiesburg Historic Neighborhood District
- North Main Street Historic District
- Oaks Historic District
- Newman-Buschman Railroad Historic District.

Owners of property in locally designated historic districts who are considering renovations or alterations should follow the steps outlined below.

**1. Pre-Application Meeting.** Contact the Historic Preservation Planner, Planning Division, Department of Urban Development, Hattiesburg City Hall, to determine what type of historic permits will be required for your project. If a Certificate of Appropriateness is required, you can obtain:

- applications and information about required documentation
- technical assistance about historic preservation and renovation

# Design Guidelines Manual - Introduction

- information from the district inventory files, National Register nomination documents and from other records
- details about policies, procedures and guidelines used by the Historic Conservation Commission in the review and approval process
- information about deadlines and notification requirements.

**2. Complete the Application.** Fill out the 1-page COA application form and attach all required documents such as:

- narrative that explains the project step by step
- plans and exterior elevations drawn to scale and clearly showing the design and architectural character of the proposed building, alteration, new construction or addition
- lists of materials, specifications, textures and other characteristics about appearance of walls, trim, windows, doors and other features
- site plan drawn to scale that shows the shape and dimensions of the site, locations of existing and proposed buildings or other structures and the landscaping and any changes to paved areas, driveway entrances and exits, walls, fences, railings, walks, terraces, signs, lighting and similar features
- photos, historic plans and drawings and similar items of documentation.

**3. Submit Application.** Return completed application with all required attachments to

Historic Preservation Planner, who will determine whether or not the application is ready to be placed on the agenda for the next meeting and public hearing of the Historic Conservation Commission.

***NOTE: Deadline for the agenda is 12 days prior to the date of the monthly meeting and public hearing.***

**4. Notification.** Once an application is accepted for the agenda, the applicant will receive a letter of notice containing the time, date and place of the public hearing and meeting. Notice is given to the public with the posting of a public notice sign on the property 5 days prior to the public hearing and meeting.

**5. Attend Public Hearing and Meeting.** Applicants or their designated representatives who can answer questions about the proposed project must attend the Public Hearing and Meeting. During the hearing, Commissioners ask questions about the proposed projects and provide technical information to assist applicants. Representatives of the Land Development Code Office and Urban Forestry generally attend the hearings. During the meeting following the public hearing, Commissioners discuss the applications and make their decisions to approve or deny them. In cases where additional information may be needed or if the applicant or his or her representative fails to appear, applications are tabled to the next public hearing and meeting.

**6. Certificate of Appropriateness.** If the application is approved, the Historic Preservation Planner issues a Certificate of Appropriateness with Specifications for the project as determined by the Historic Commission. The Historic Preservation Planner sends a

# Design Guidelines Manual - Introduction

letter of approval with the signed Certificate of Appropriateness with Specifications.

**7. Building Permits.** Certificates of Appropriateness show only the approval of the Historic Conservation Commission. **It is the responsibility of the applicant to obtain any building permits and to meet building requirements as established by the Land Development Code.**

**8. Denial of Application.** If an application for a Certificate of Appropriateness is denied, the Historic Preservation Planner will send a letter of denial to the applicant, stating the reason(s) for denial and any changes that would make the project eligible for approval. Applicants may submit a new application at any time if the new application incorporates changes that would meet the guidelines. Such re-submission does not, however, guarantee approval.

**9. Appeal of Denial.** The applicant may appeal the denial and request a hearing before City Council by sending a letter to the City Clerk within 10 days of the Historic Conservation Commission decision.

## Application Checklist

A complete application requires support materials. Please check the list below for required materials.

### New Buildings and New Additions

- ☐ site plan
- ☐ architectural elevations
- ☐ floor plan
- ☐ landscape plan
- ☐ description of materials
- ☐ photographs of proposed site

### Major Restoration, Rehabilitation or Re-modeling

- ☐ architectural elevations or sketches
- ☐ description of proposed changes
- ☐ description of materials
- ☐ photographs of existing building
- ☐ documentation of earlier historic appearance (restoration only)

### Minor Exterior Changes

- ☐ description of proposed changes
- ☐ description of materials
- ☐ photographs of existing building

### Site Changes - trees, walks, drives, parking

- ☐ site plan or sketch of site
- ☐ description of materials
- ☐ photographs of site

### Site Changes - fences and walls

- ☐ site plan or sketch of site
- ☐ architectural elevations or sketches
- ☐ description of materials
- ☐ photographs of site

### Site Changes - signs

- ☐ site plan or sketch of site
- ☐ description of materials and illumination
- ☐ sketch of sign, dimensions

# Design Guidelines Manual - Introduction

## Work Without Commission Approval

If a property owner does work without a Certificate of Appropriateness (COA), Letter of Compliance (LOC) or building permit, a stop work order may be issued by a building official. The owner shall then be required to document the work and state why the work was undertaken without the required permits. If it is determined that a COA would otherwise be required, the owner shall complete an application to be reviewed by the Commission. A Letter of Compliance can be issued for work that does not require a Certificate of Appropriateness.

If the project is finished, the building official may issue a ticket for a Municipal Offense Violation, requiring the property owner to remedy the offense through restoration of the property to its previous appearance or obtaining a Certificate of Appropriateness. Failure to do so may lead to penalties.

## Penalties

The Historic Conservation Ordinance provides that:

"The performance of an act prohibited by either this article or by the Commission of the City as the case may be, acting under the provisions of this article, or the failure to perform an act required either by this article or the Commission or the City, as the case may be, is hereby declared to be unlawful and shall constitute a misdemeanor. The City shall enforce the provisions of this article by seeking an injunction or other legal or equitable relief, as it deems appropriate."

## Criteria for Issuing a Certificate of Appropriateness

The Historic Conservation Commission will use the following criteria (as per Historic Conservation Ordinance 2193 as Amended) in reviewing applications for Certificates of Appropriateness:

### 1. General Factors

a. General appearance of the land, building or improvement under consideration.

b. Structural condition of existing building or structure.

c. Structural composition of existing building or structure or improvement and proposed alteration.

d. Architectural design of existing building or structure or improvement and proposed alteration.

e. Size of existing land parcel, building or structure or improvement and proposed alteration.

f. Historical significance of existing land, building, structure or improvement.

g. Economic use of existing land, building, structure or improvement.

h. The owner's legitimate right to earn a reasonable return from his investment in the site, building or structure, and

i. The relationship of the above factors to, and their effect upon the immediate surroundings and, if within a conservation district, upon the district as a whole and

# Design Guidelines Manual - Introduction

its architectural and historical character and integrity.

## 2. New Construction

a. The following aspects of new construction shall be visually compatible with the buildings and environment with which the new construction is visually related, viz, the height, the gross volume, the proportion between width and height of the façade(s), the proportions and relationship between doors and windows, the rhythm of solids to voids created by openings in the façade and materials used in the façade, the texture inherent in the façade, the pattern and trim used in the façade and the design of the roof.

b. Rhythms created by existing building masses and spaces between them should be preserved.

c. The landscape plan should be sensitive to the individual building and its occupant and needs and should be visually compatible with the buildings and environment with which it is visually related.

d. A new street façade should blend directionally with other buildings with which it is visually related, which is to say, when adjacent buildings have a dominant horizontal or vertical expression, that expression should be carried over in the new façade.

e. New construction must be compatible with the original construction of the historic resources and should be distinguishable from the original construction and should enhance the architectural characteristics of the conservation district.

f. No single architectural style shall be imposed.

g. The quality and excellence in design should be major determinants.

## 3. Exterior Alterations

a. All exterior alterations to a building or structure should be compatible with the building itself and other buildings with which it is related, as is provided in 2 (a) above and applying these standards, the original design of the building or structure must be considered.

b. Exterior alterations shall not affect the architectural character or historic quality of the building.

## 4. Signs

a. The scale and design of any sign should be compatible with the building and environment with which it is related.

b. The materials, style, size and patterns used in any sign should be compatible with the buildings and environment with which it is related.

## 5. Demolition and Movement

In considering an application for the demolition or relocation of a landmark or a resource within a district, the following shall be considered:

a. The individual historical or architectural significance of the resource.

b. The importance or contribution to the aesthetics of the district.

c. The difficulty or impossibility of reproducing such a resource.

d. The proposed replacement.



# Design Guidelines Manual - Introduction

## ***Questions and Answers***

Frequently asked questions about historic preservation and the Certificate of Appropriateness process:

**Do I need a Certificate of Appropriateness (COA) to paint the outside of my house or building?**

No, unless the building has never been painted, in which case painting it would be a change to design and materials.

**I want to remodel the inside of my house, including modernizing the kitchen and bathrooms. Do I need a COA?**

No, a COA is not required for interior work. Interior remodeling may require building permits, however, depending on the type, extent and cost of the work.

**Do I need a COA to replace windows in my house with new ones?**

Yes, changes to or replacement of major exterior features such as windows and doors requires a COA. Repair is always recommended before replacement.

**We want to add a room onto our historic house, and later we would like to build a carport. Will we need to obtain a COA?**

Yes, additions to existing houses and construction of new buildings both require a COA.

**A large pecan tree is growing too close to our house and is dropping limbs on the roof. Do we need a COA in order to remove the tree?**

Yes, tree removal requires evaluation by the Urban Forester and a COA.

**What about other landscaping or site work? Do we need a COA for that?**

You may, depending on the scope of the changes. You do not need a COA for minor changes to flower beds or shrubbery. You do need a COA to change or add fences, walks and driveways.

**Our roof is leaking and needs to be repaired. Do we need a COA?**

You may obtain a Letter of Compliance (LOC) for this work as long as you do not change the type or material of the roofing.

**What if we want to replace the roofing?**

As long as you don't change the type, style or material of the roofing or design of the roof, you may obtain an LOC instead of a COA. If you propose to change the material or other features, you will need to apply for a COA.

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## ***More Q & A....***

### **I have purchased a vacant lot in a local historic district and want to build a new house on it. May I do that?**

Yes, the Historic Ordinance does not restrict new construction as long as the new structure meets the guidelines of compatibility. Quality of design and compatibility are the primary criteria for new construction.

### **What is the purpose of historic preservation and conservation?**

The purpose of historic conservation is to save for the future what is unique about our city. If we do not save our historic buildings – our downtown and our first neighborhoods – nothing will distinguish us from any other city or town. We also would lose many examples of fine architecture and design from various periods of the history of the city.

### **Does historic preservation have any value to property owners?**

It has been documented by numerous studies that protection of historic districts through local ordinances increases the value of property. Historic preservation is a valuable tool for economic development in other ways as well. Historic sites are among the top destinations for travelers, for example. In addition, federal, state and local financial incentives in the form of grants, tax abatement and tax credits may be available for re-development of historic properties.

## **II. Development in Hattiesburg**

**History and Setting**

**Historic Hattiesburg Downtown**

**Newman-Buschman Railroad District**

**Mobile Street District**

**Hattiesburg Historic Neighborhood District**

**North Main Street Historic District**

**Oaks Historic District**

**Parkhaven Historic District**

**College and University District**



## History and Setting

### Geography and Topography

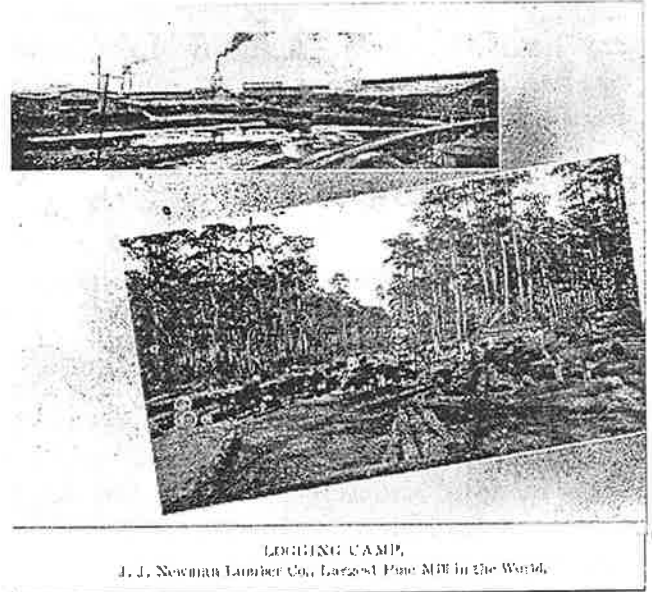
**H**attiesburg is located in the upland area of the Pascagoula River System. One integral link in this system is the Leaf River, which flows southeasterly along the northeastern and eastern side of the city. The Bouie River is a primary tributary to the Leaf, joining it at the northeastern edge of the city limits.

The city is built on the terraces and valleys of the Leaf and Bouie rivers. Downtown Hattiesburg is situated on the lowermost of the Leaf River terraces, with Main Street following the terrace ridge very closely. (Guy Charles Neff, *The Historic Geography of Hattiesburg*, University of Southern Mississippi, 1968, unpublished master's thesis, p. 20.)

Hattiesburg lies in the Pine Hill physiographic region of Mississippi, which is wholly within a region of "forest formation." (Ephraim Noble Lowe, *The Economic Geography of Mississippi*, 1928) The city is centrally located in the longleaf pine area of the Southern Pine Hills, a sub-region of the Eastern Gulf Coastal Plains. (Neff)

"The primary physical characteristic of Southern Mississippi during Hattiesburg's infancy" was the "omnipresence of the longleaf pine." (Neff)

The longleaf pine is a tall, cylindrical tree averaging 100 feet in height and 2 ½ to 3 feet in diameter. It is branchless to a height of 45 feet and receives its name from its 3-clustered leaves that average 9 inches in length. (Neff)



Postcard scenes of J.J. Newman Lumber Company, ca. 1912

Temperature and moisture are the critical factors in determining forest distribution. Average temperatures in the Hattiesburg range from 51.6 degrees Fahrenheit in January to 81.7 degrees in July. Annual precipitation averages 60.18 inches. These conditions support large tracts of longleaf pine.

One of the early citizens of the area, Mrs. Lamar Hennington, described the immense virgin forest.

"Oh, it was the most beautiful thing you ever saw, great big trees, all the woods just filled with them. You could get in your buggy and drive all out in the woods. There was no undergrowth in there. I thought that was the prettiest thing I'd ever seen in my life." (Orley B. Caudill, *Editor, Hattiesburg; The first Hundred Years, An Oral History*, University of Southern Mississippi Oral History Program, Vol. 200, 1982)

Another early resident, Mrs. W.E. Estes, said,

# Design Guidelines Manual - Development of Hattiesburg

"All the whole country was just vast pines. I can hear the pines sighing now. You never did see any pines like would grow around here – all around everywhere." (Caudill)

## Development

In the pioneering era of South Mississippi, which was well-established by 1840, the economy was characterized by dependence on hunting, herding and minimal agriculture, supplemented by primitive lumbering. During this stage, lumbering meant felling trees by hand and delivering them to remote mill sites through a combination of oxen and cart on land and rafting on water.

The first rail line in the state, operating by 1837, was directed to and controlled by the cotton planters. The idea of connecting the Gulf Coast and the central part of the state first surfaced before 1840, but did not take root until 1850 when the state legislature incorporated the Gulf and Ship Island Railroad Company. The Civil War ended the project, however. (John R. Skates, *"The Early Years," Hattiesburg: A Pictorial History*, Kenneth G. McCarty, Jr., Editor, University Press of Mississippi, 1982, p. 8.)

After the war, railroad building was at first preoccupied with replacing destroyed and damaged lines. By 1880, however, Capt. William H. Hardy of Meridian was planning to lay the last of the rail link from Meridian to New Orleans. A vice president and chief engineer of the New Orleans and Northeastern, Hardy was charged with construction of the line, and he was surveying the route and selecting station sites.

According to Hardy, on a hot midsummer day in that year, he stopped to eat lunch on the bank of Gordon's Creek. As he rested,

he studied his map. At the time, he was also interested in promoting a railroad from the Gulf Coast to Jackson, and as he projected the probable route of that road, Hardy noted the two lines would cross near where he sat. He decided to build a station of the New Orleans and Northeastern where the railroad crossed the Leaf River. The place, once called Twin Forks, was then called Gordonville for one of the original settlers. A short time afterwards, the road was completed.

By 1884 the railroad had attracted more than 250 settlers to the spot, enough for incorporation. In fulfillment of Hardy's dream, the new town was named "Hattiesburg" in honor of his wife, Hattie Lott Hardy. (Skates)

After 1890, a shift in location and purpose in railroad construction took place as development of the timberland of Southern Mississippi opened a new market for rail transport. The building of additional, intersecting lines brought the boom to Hattiesburg. The most important of the new lines was the Gulf and Ship Island finally competed to Jackson in 1900. (Skates)

Investors in the longleaf pine country ushered in an era of large-scale lumber production, with the two largest lumber centers in the pine country at Hattiesburg and Laurel, just 25 miles apart. Hattiesburg, the center of the longleaf pine belt, became the hub, with spokes of four rail lines radiating out through the main timber producing areas.

The result was that the city grew swiftly, and in 1899, Hattiesburg was designated a city. In the first ten years of the 20<sup>th</sup> century, Hattiesburg was the fastest growing city in the state. Population nearly tripled from 4,175 in 1900 to 11,735 in 1910.

The major players in this boom included

# Design Guidelines Manual - Development of Hattiesburg

Fenwick Peck of Scranton, Pennsylvania, who joined forces with J.J. Newman Lumber Company on the site near the Leaf River originally operated by Wiscasset Mill. (Skates) Newman Company's holdings were to reach 400,000 acres with their Hattiesburg mill producing 75,000,000 board feet of lumber per year. (Skates) The Newman Company became the largest in Mississippi and one of the largest in the South.

Arising out of and contributing to its growth was the Pearl and Leaf River Railroad, later a major line as the Mississippi Central.

Another important investor in Hattiesburg was W.S.F. Tatum, who arrived from Tennessee in 1893 and with his brother-in-law founded the Tatum-O'Neal Lumber Company, soon to become the Tatum Lumber Company. Opening his first mill at Bonhomie, Tatum caught the yellow pine boom at its peak. In addition to a number of highly

successful lumber mills, Tatum also became owner of a railroad, The Bonhomie and Hattiesburg Southern, the Beaumont branch of the Gulf, Mobile and Northern Railroad.

Other notable investors of the period were John Kamper and his brother-in-law J.P. Buschman, C.W. Rich and Maurice Dreyfus, who founded the Dixie Pine Products Company in addition to lumber mills. (Skates)

Prosperity led to the creation of Forrest County in 1908 with Hattiesburg as the county seat and to the founding in 1912 of Mississippi Normal College (now the University of Southern Mississippi), the first college in the state dedicated to the training of teachers.

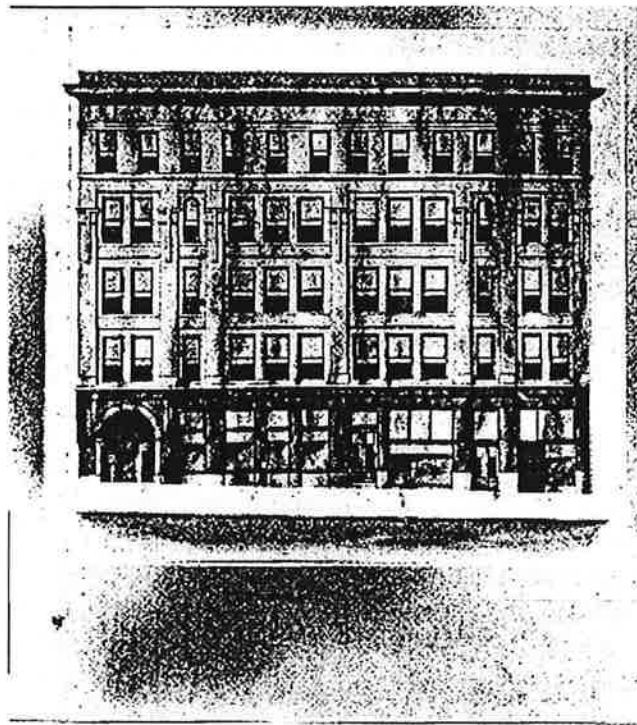
- From *Historic Hattiesburg The History and Architecture of Hattiesburg's First Neighborhoods*, City of Hattiesburg, 1990.

## Hub City Historic District

The downtown area of Hattiesburg is southwest of the confluence of the Leaf and Bouie rivers. The principal arteries – Main, West Pine and Front streets – parallel the Leaf River and the railroad tracks, respectively. In the early days, the central business district developed as an overlay of irregular, narrow streets, lined with two and three-story brick row buildings and several larger structures virtually uninterrupted by open spaces. The area is further defined by railroad tracks on the east, industrial and railroad associated buildings on the north and residential and later commercial development on the west.

The downtown reflects Hattiesburg's evolution from depot stop to the center of Southeast Mississippi. Architecturally and historically, the city's most significant period lasted from the 1890s until 1930, and the area retains its historical associations and variety of building styles representative of this period. Similar building materials – principally brick, coupled with characteristic turn-of-the-century architectural elements such as rock-faced masonry, decorative terra-cotta column capitals and cast-iron columns and cornices – create a visual cohesiveness in the downtown district.

At the turn of the 20<sup>th</sup> century, the downtown was the geographical center of town, abutting a thriving railroad district and connected by trolleys to its surrounding residential areas. A number of large, more monumental structures portray architectural styles of the 1900-1930 era. The Old Federal



ROSS BUILDING.  
Designed by R. E. Lee, Architect.

*Sketch of Ross Building from ca. 1912 postcard*

Building, 1910; City Hall, 1923; and Forrest County Courthouse, 1905, contribute to the downtown's strong representation of the Neo-Classical style.

The Carter (Faulkner), 1910, and Ross, 1907, buildings are two of the downtown's three "skyscrapers" and are vernacular examples of the Commercial Style with decorative elements of the Wright and Prairie schools. Art Deco is represented by the U.S. Post Office, 1933-34; the Forrest Hotel, 1929; the Saenger Theatre, 1929; and the Kress Building, 1940. Other styles are Gothic Revival (Main Street United Methodist Church, 1910) and late Renaissance Revival (Hattiesburg Cultural Center, 1929-30).



## Newman-Buschman Railroad Historic District

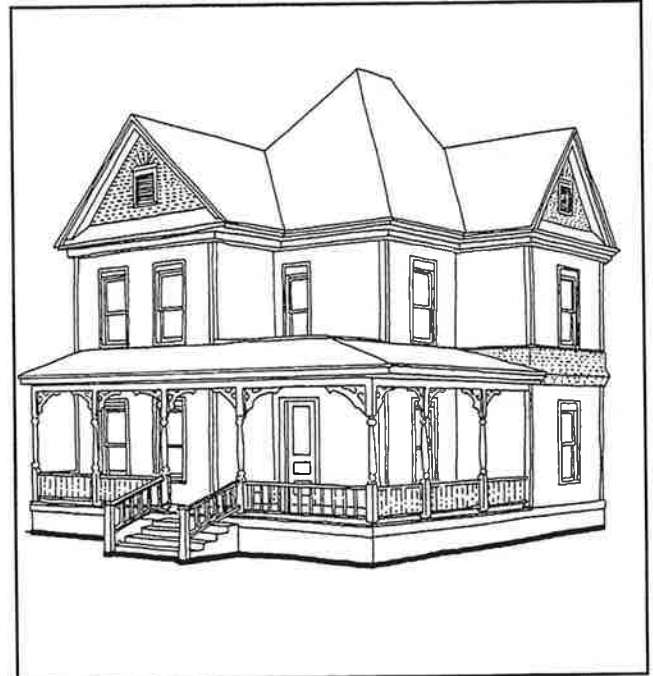
**W**hen the City of Hattiesburg was incorporated in 1884, the city limits were set as distances from the depot: the river on the east and a mile in all other directions. The first structures of the young town sprang up around the depot, so that the Newman-Buschman District, an elongated area stretching along the New Orleans and Northeastern Railroad track at the southeast edge of downtown, was among the first areas settled.

By 1890 when the population was 950, there existed on Newman Street (then East Front Street) between Main and Agnes (streets) a cattle shed, a commercial hotel, and two dwellings. At the eastern end of the district was the Wiscasset Lumber Mill, at that time still using lanterns for illumination.

The mill burned in 1893, and the site was acquired by the J.J. Newman Lumber company, which began operations there in 1895. The next year, Fenwick Peck, an "aggressive Scranton, Pennsylvania lumberman," joined forces with the Newman Company, providing new capital and leadership.

The new company developed a corporate community, constructing dwellings for executives and workers and structures for offices and support services, such as carpenter, machine and blacksmith shops. This private city supplied its own electricity, water system and fire protection.

The J.J. Newman Lumber Company was seen



*Victorian Queen Anne Style*

by some as a disinterested northern capitalist company. As one early resident expressed it: "The Newman Lumber Company came here and they brought a lot of people from the North. They came here and took all our timber. They got it for nothing and sold it for an immense amount of money."

And, another, who said, "Oh, yes. They just cut it. They had a mill running day and night – a big mill down there and it would run day and night. (They) just cut off the timber. Well, people sold it because they didn't know any better."

The company did serve, in the opinion of many, however, as the catalyst for the explosive growth and prosperity Hattiesburg experience in the early part of the 20<sup>th</sup> century.

Few structures remain of the mill community, but one significant one that does is the

# Design Guidelines Manual - Development of Hattiesburg

house once known as the Charles Residence at 530 Buschman Street, circa 1895, a Victorian structure of Queen Anne style with Free Classic decorative detailing typical of the 1890s.

Features identifying this house as Queen Anne include the steeply pitched roof of irregular shape and the asymmetrical façade with one-story, full-width porch that extends down one side. A curved nook is located on one corner of the front façade.

The details that mark this residence as Free Classic include the use of classical columns rather than turned posts as porch supports. In this case the grouped columns are raised on wood pedestals. Other Free Classic details are the Palladian window and cornice-line dentils, features often shared by some early, asymmetrical Colonial Revival houses.

Preserved at the end of Bushcman Street – 802 and 808 – are matching Folk Victorian, one and one-half story frame cottages with an adjacent, more massive two-story, hip-roofed structure with full-width porches on both floors. Folk Victorian architecture, which added mass-produced Queen Anne-type detailing to National Folk structures, was popularized nationwide as a result of the development of the railroad industry. These surviving cottages present typical examples of post-industrial, railroad era architecture.

At 803 Newman Street is a company structure that represents a fusion of purposes. This structure was designed to serve as home for the mill manager and as an entertainment facility (guesthouse) for corporate guests... .

On the lot next to this dwelling stands the Newman Company safe – big enough to shel-

ter a vehicle – a fitting remnant perhaps of the office of what was once one of the country's most productive mills.

The Pennsylvania company and a number of other lumbering interests provided early lessons in resource management. The wife of the Newman corporate attorney was asked, "Did you realize what they were doing at the time they were cutting it (the virgin timber)?"

"No," she replied, "we didn't, and they didn't realize either. Nobody seemed to realize it. If they had, they wouldn't have done it like they did. Virgin pine is the prettiest stuff in the world when you see it, but you don't see it any more."

Other surviving residences of this district include several once-identical Neo-classical cottages lining Buschman Street between Elm and Plum streets. Some Victorian and Colonial Revival cottages – most of them altered – remain on Newman Street. Several large structures that have served as boarding houses...remain near the depot, although a number of boarding houses that once lined Newman Street are lost.

The 1910 Hattiesburg Depot, one of the most architecturally significant buildings in the city, is now owned by the City of Hattiesburg, with plans for its restoration and development as a Multi-Modal Transportation Center.

First Baptist church, now on West Pine Street, was originally located on the corner of Main and Buschman streets (site of Town Square Park). The church was organized in 1884.

- From *Historic Hattiesburg The History and Architecture of Hattiesburg's First Neighborhoods*, City of Hattiesburg, 1990.

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## Mobile Street District

**T**he Mobile Street District is located in the northeast corner of the city, extending north from the commercial and manufacturing establishments along either side of Market Street and including the area north and east of the railroad tracks and south of East 9th Street.

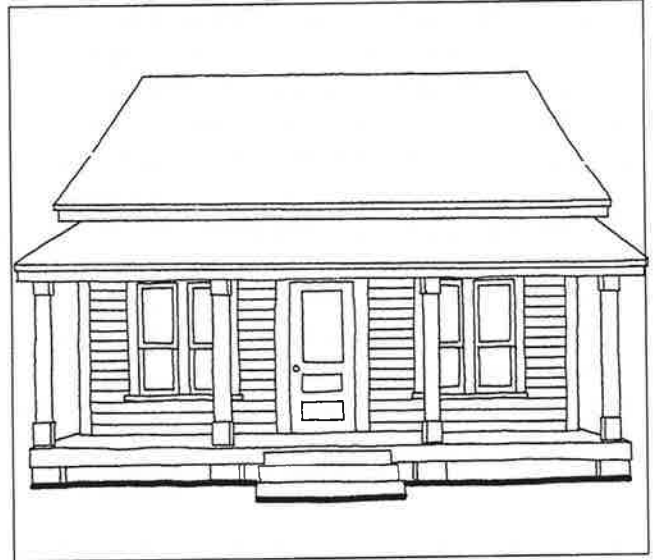
This area has been recognized in a survey by the Mississippi Department of Archives and History as a local historical resource based on its "cultural importance to local people or social or ethnic groups such as locations of important events in their history..."

The area developed between 1895 and 1910 in conjunction with the Hattiesburg boom. Mobile Street became the major business district of the black community and by 1906 was lined with a broad range of commercial, professional and financial businesses including retail stores, hotels, medical offices and banks.

The business establishments on Mobile met the consumer needs of the community, according to Mrs. Lillie McLaurin, longtime Mobile Street District resident and businesswoman.

"Mobile Street was our city," says Mrs. McLaurin. "Mobile Street supplied all the needs of our community."

Prominent business and professional leaders of the early period included: Dr. Eugene Webster, pharmacist; Dewitt Webster, embalmer; Turner Smith and his sons, Dr. E. Hammond Smith, pharmacist; Dr. Charles Smith, general practitioner, Dr. Luther



*National Folk House Style*

Smith, general practitioner, and Dr. William Smith, anesthesiologist. Others were Ed Howell, owner of a bank, two stores and a brick works; Gather Hardaway and J.B. Woods, merchants, and Garnett Jones, Theater owner.

An important focal point of the community was Eureka School, the first Hattiesburg high school for African-Americans. When this school opened in 1921 under the leadership of W.H. Jones, it was one of the first modern brick schools for African-Americans in the state. The football field was on East 9th Street, the site today of the C.H. Watts softball complex.

Mt. Carmel Baptist Church (now on Main Street) formed on Mobile Street in 1886 as the first African-American Baptist church organized in the city...

Along Mobile Street the one and two-story, row-style business structures are interspersed with residences, presenting a

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streetscape of alternating houses and business structures, some of which have been lost to demolition. On Mobile and throughout the district, structures are set close together with narrow setbacks from the street.

The development of residences surrounding the Mobile business district was most dense west and south of the business section. Development on the north and east dwindled to fewer and fewer homes, giving way in the old days to cotton, pea and potato patches and area of overgrowth where timber had been clear cut.

The architectural styles of the residences range from National Folk cottages to Queen Anne and Folk Victorian cottages, Colonial Revival and Craftsman Bungalow.

National Folk houses, which dominated American house building in the southeast well into the 20<sup>th</sup> century, are built to provide shelter without following any particular “fashion” or style. Early folk houses were constructed with materials at hand, but following the spread of the railroads in the mid-19<sup>th</sup> century, inexpensive building materials and mass produced decorative detailing were readily available everywhere.

The gable-front type of folk house is the narrow, one-story urban form common in expanding southern cities in the late 19<sup>th</sup> century. This is the shotgun house, narrow gable-front dwellings one room wide that dominated many modest southern neighborhoods built from about 1880 to 1930.

In the gable-front and wing variation, common in the Mobile District, an additional side-gabled wing is added at right angles to

the gable-front plan. Front and/or rear porches are often present. In the side-gable or hall-and-parlor form, the simplest version is two rooms wide and one room deep. Rearward extensions are common in these forms.

Folk Victorian style is essentially Victorian decorative detailing such as porch railings with spindles added to National Folk houses.

The Mobile Street District has a large number of bungalow-style houses, a popular middle-class housing form in the Teens and Twenties.

Mobile Street District structures – both business and residential – have suffered diminished architectural integrity due to inappropriate alterations and general disrepair, the latter attributable at least in part to intermittent flooding and the subsequent application of housing and financing policies. Policies and practices of racial discrimination also helped cause the decline of the prosperous Mobile Street business district. An additional contributing factor has been desegregation, which has taken residents, business owners and customers alike out of the district.

Mobile Street District is an historic site as “the location of a significant event or historic occupation or activity, where the location itself maintains a historical value regardless of any existing structures” and as such contributes important information regarding cultural history and progress.

- From *Historic Hattiesburg The History and Architecture of Hattiesburg's First Neighborhoods*, City of Hattiesburg, 1990.

## Hattiesburg Historic Neighborhood District

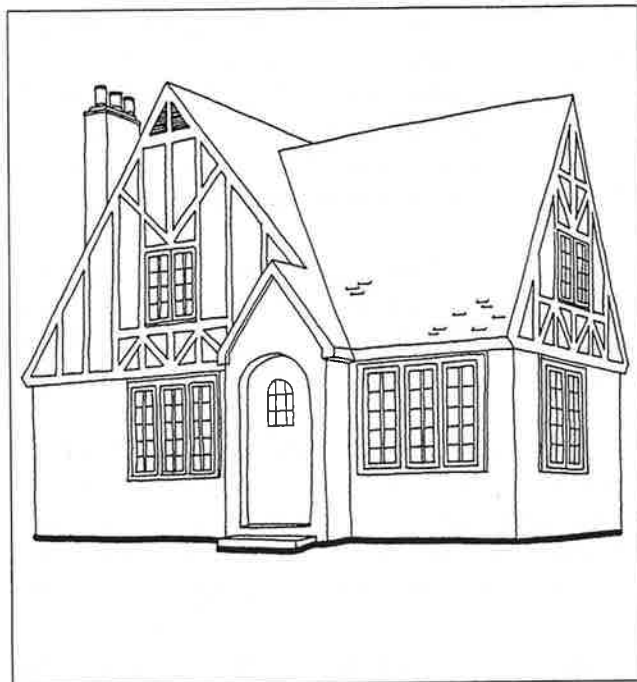
**H**attiesburg Historic Neighborhood District, bisected by the principal thoroughfare of Bay Street, is an irregularly shaped district of approximately 115 acres adjoining the southern and southeastern borders of downtown. The terrain of the neighborhood is generally flat and characterized by expansive park-like spaces with large trees, providing a cohesiveness of greenery and pleasing back ground to great architectural diversity.

This well-preserved district documents the growth of Hattiesburg from a rural lumbering town to an urbanized regional center. The development of the neighborhood parallels the development of the central business district. Most of the structures in this district were built between 1890 and 1930 during the city's period of greatest growth.

"Within southeast Mississippi, this is the outstanding residential district representing the 1880-1930 era, in both its size and diversity of architectural styles."

Prominent early residents who made their homes here include Dr. T.E. Ross, J.P. Carter, George Komp, W.M. Conner, J.S. turner, W.W. Crawford, F.B. Woodley, Abner Polk, Michael Rowan and Paul B. Johnson, Sr. and Paul B. Johnson, Jr., both governors of the state.

The Hattiesburg Historic Neighborhood was entered in the National Register of Historic Places in October 1980, and was named the



*Tudor Style House*

first Hattiesburg Historic Conservation district in June 1986.

Structural characteristics of a particular region usually stem from the available materials, prevailing climate, topographical conditions, and lifestyles. The prevailing climate of Hattiesburg established only one universal restriction: the necessity of generous ventilation, satisfied by central hallways, large and numerous doors and windows, high ceilings, and extensive porches, all features common to southern architecture. The omnipresent threat of flooding – as well as demands of cooling – dictated pier and beam construction.

These restrictions had little effect on styles, however, and the Historic Neighborhood District possesses the most diverse collection of styles in the city, diversity reflective of the lifestyles of the community as a whole. Predominant styles are Victorian (large Queen

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Anne and Folk and Queen Anne Cottages), Colonial Revival, Neo-classical, Bungalow, and vernacular. Examples of Italianate, Tudor Revival, Mission, late Gothic Revival, International, and Art Moderne are also found, but in limited numbers.

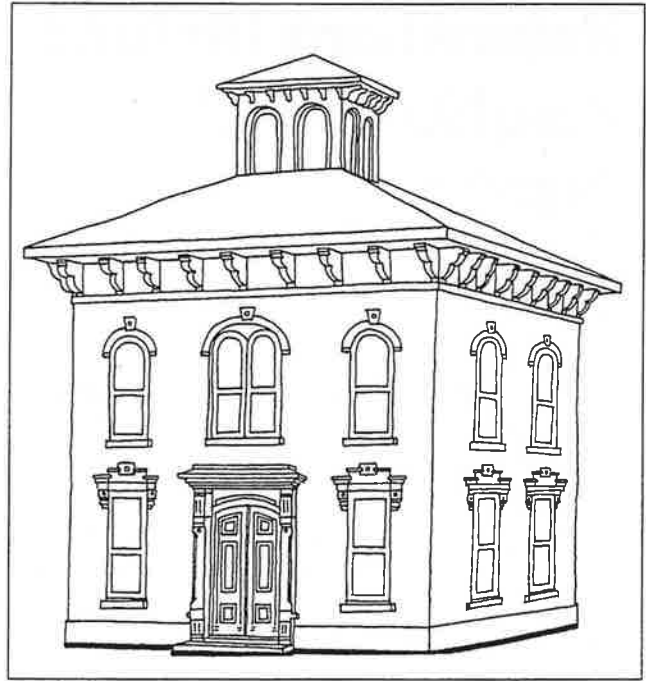
The Historic Neighborhood District is rich in Victorian architecture, which reflects the spirit of individuality the city fostered during its boom days.

Lyndhurst (Komp-Bailey), 122 Short Bay Street, is a significant example of Ornate Cottage (Queen Anne) Victorian architecture. Named for the architect who led the development of this style, Lyndhurst possesses many examples of the style's primary elements, such as layered and patterned shingles, asymmetrical design, wrap-around porch, and ornate windows in the gables and dormers.

Situated on spacious grounds surrounded by the traditional Victorian iron fence, Lyndhurst is a prime example of the Victorian dream: A man's home is not only his castle but his miniature farm as well.

As Hattiesburg boomed, some early settlers prospered and built new houses reflecting that success. A number of houses in the district illustrate this economic story, including the Neo-classical mansion constructed at 800 River Avenue in 1905 for the Polk family to replace their first cottage home.

Great Oaks (Conner-Howell), 106 Short Bay Street, 1906, was the second home of W.M. Conner, who had their first (cottage) moved to Williams Street. Great Oaks represents a relatively uncommon subtype of Neo-classical style with its full-height entry supported by massive Ionic columns and lower full-width porch with small Ionic columns and



*Italianate Style House*

circular, corner pavilions. Red tile covers the hip roof, which has a striking front dormer with Palladian window.

Another unusual house in the district is Glenmore (Bertrand/J.P. Carter) at 502 Court Street, 1890, believed to be the oldest surviving brick house in the city and the only Italianate style in the district. Constructed of brick walls three courses thick, the house is asymmetrical in shape with gabled roof. The windows are capped with segmented arches. A full-width porch stretches along the north face. A new, partial porch has been constructed for the front entry to replace the original, which was destroyed by fire.

The Hattiesburg Historic Neighborhood is the site of the first ward or neighborhood school to be constructed in the Hattiesburg School District. Designated a Mississippi Landmark in 1988, Walthall School was constructed beginning in 1902. Originally known as

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Court Street School, Walthall (now The Interaction Factory, a hands-on children's arts and science center) reflects the pattern of growth and prosperity demonstrated by the neighborhood. Mississippi Department of Archives and History documentation cites the school's role in the "development of a progressive, urban school system during the heyday of the 'New South' period of Mississippi's history..." The school also is cited as being part of the system that fostered the first parent-teacher organization.

Originally a two-story brick structure with hip roof and round-arch windows, in 1935 a WPA project resulted in the original portion of the building being covered with stucco and a stucco finished, flat-roofed, one-story addition covered the front façade. The addition's curvilinear gable in the center entrance bay created a Mission Style effect. Other additions were made in the 1950s and 1960s.

One of the city's house museums, Turner House, ca 1910, is located at 500 Bay Street. The Classical Revival style house, built as a wedding present for J.H. and Annie Harper Turner, contains collections of art and antiques.

The significant churches of the district include Bay Street Presbyterian, ca. 1907, a stylistic mixture conveying a Victorian image and designed by R.H. Hunt. Bay Street Presbyterian is the oldest surviving church structure in the city. Sacred Heart Catholic Church, organized in 1902 in a frame building, is now housed in a brick, Gothic Revival structure built in 1927. The neighborhood's oldest church group is Court Street United Methodist, organized in 1900.

- From *Historic Hattiesburg The History and Architecture of Hattiesburg's First Neighborhoods*, City of Hattiesburg, 1990.

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*Colonial Revival Style House*

## North Main Street District

**T**he North Main Street area takes in a large portion of the northeast quadrant of the city. This area developed as the growing city expanded out from downtown along its main north-south thoroughfare. The area is primarily north of Gordon's Creek (except east of Green where it extends to Hardy Street) and south of 7<sup>th</sup> and 8<sup>th</sup> streets. As the city prospered, fine homes were built along both sides of Main Street during the period 1895 to 1910.

Another major street of the area in its developmental period was Columbia Road (Street), branching off from the principal thoroughfare, going west to the outskirts and on to the city of Columbia.

The sizes and styles of the houses of the North Main Street Historic District range from large Victorian and Colonial Revival houses to smaller examples of both as well as Folk Victorian cottages. Many examples of the Craftsman Bungalow style exist throughout the district. In addition, a few houses of Tudor style are seen, as well as some styles from the Modern Houses category.

One of these latter houses is the Rogers (Smith-Ott) House, 1122 N. Main Street, ca. 1906, a fine example of Prairie style. The principal features of this house include a low-pitched pyramidal roof and asymmetrical façade dominated by porches on both stories. This house exhibits the "massive square or rectangular piers of masonry used to support porch roofs" used almost universally on such high-style examples of this type.

Details of this style that help establish its



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horizontal emphasis include: contrasting caps on porch and balcony railings, horizontal capitals and bases of piers and wide-eave overhangs boxed with brackets.

The house also includes several details common to outstanding examples of this type, such as flattened pedestal urns, broad, flat chimneys, hipped dormers with wide-eave overhangs, stucco walls, and ribbon windows.

"This is one of the few indigenous American styles. It was developed by an unusually creative group of Chicago architects that have come to be known as the prairie school."

In the center of the district on Columbia, now a quiet, winding street, is the Steadman House, 105 Columbia Street, ca. 1907, an outstanding example of Colonial Revival style of the Classic Box subtype. This house is symmetrical in design with a hipped roof and gabled dormer containing a Palladian window with decorative sash detail enhanced with a pediment of shingles. The sidelight windows of the center doors are decorated with fancy sash work.

The house has a central second-story balcony with medallion-decorated overhang. This detailing is common to the Georgian and Adam prototypes. The southern influence on this Classic Box type house is shown in the full-width porch that wraps both sides. The porch and balcony are supported by grouped classic columns capped with volute capitals.

"The Philadelphia Centennial of 1876 is credited with first awakening an interest in our colonial revival heritage. This was the dominant style for domestic building throughout the country..." during the early part of the 20<sup>th</sup> century.

A "district within a district" best describes the Miller Street area near Green Street. The irregular street patterns – sharp turns and cul de sacs – and stately live oak trees create an area of quiet seclusion for the Victorian cottages and Bungalows that abound in this section.

Another such section is West 8<sup>th</sup> Street, lined with a row of unusual highly decorative bungalows as well as several older Victorian houses (including the Bethea and Vickers houses) with expansive, park-like grounds.

Two former public school buildings in the North Main Street Historic District are noteworthy: the old high school on Main Street and Jeff Davis Elementary School on Eupora. The old high school building, a Mississippi Landmark structure designed by noted Mississippi architect Robert E. Lee, exhibits a Jacobethan façade, one of the few in the state, added in 1921 to the original two-story brick facility constructed in 1911.

Jeff Davis School, now the P.A.C.E. Head Start Center, is a fine example of Mission style architecture. It was constructed in 1928. Also constructed that year was the First Presbyterian Church on Main Street, a Gothic Revival style building. First Presbyterian was organized in 1882.

Main Street Baptist Church was organized in 1903 on Columbia Road (Street) and moved to Main Street at East 5<sup>th</sup> Street in 1913. That structure burned in 1940, was rebuilt in 1942 and is still in use as part of the education complex. The church is now occupied by Mt. Carmel Baptist Church, originally on Mobile Street.

- From *Historic Hattiesburg The History and Architecture of Hattiesburg's First Neighborhoods*, City of Hattiesburg, 1990.

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## The Oaks District

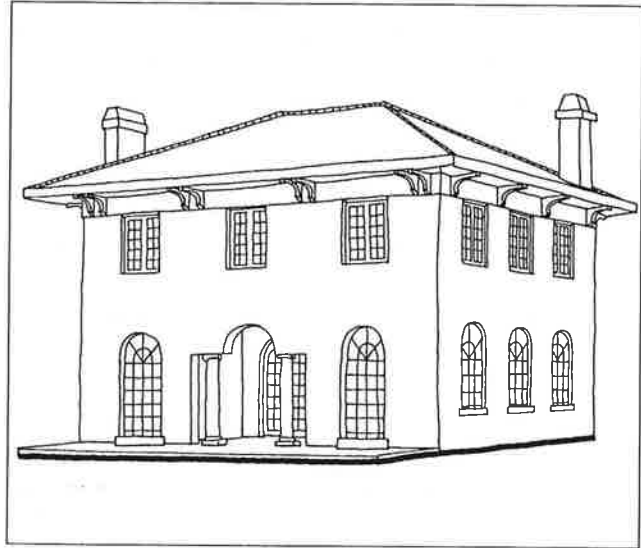
The Oaks District developed after the turn-of-the-century in the area south west of the Hub City Historic District (downtown). The outlines of the wedge-shaped district are generally from downtown west along Hardy Street to 10<sup>th</sup> Avenue, south to Broadway Drive and West Pine Street, northeast back to 2<sup>nd</sup> Avenue.

The area developed slowly on tracts of cutover timberland on a grid laid out parallel to the railroad tracks. By 1910 residential development on Pine Street extended to 10<sup>th</sup> Avenue where two manufacturing concerns were located. A brick works was operating where Adeline curves at 10<sup>th</sup> Avenue. The district was serviced by streetcars along Hardy and West Pine streets.

Between 1905 and 1915 residents of the developing district planted water oak saplings, chosen for their rapid growth and shade potential. The trees were set out on wide rights-of-way (20-feet wide on some blocks) on either side of wide, brick streets. Many of the first houses were built on multiple-lot tracts.

By 1920 building sites had diminished to single lots, and as federal loan programs were made available to veterans following World War I, many new, smaller houses were built.

One of the first residents of the district was also its most famous one – William H. Hardy, founder of Hattiesburg and Gulfport. He chose a site just south of Hardy Street to build a house he called “Pinehurst.” When asked why he chose to build so “far from town,” he replied that he was not concerned because the town would come to him.



*Italian Renaissance Style House*

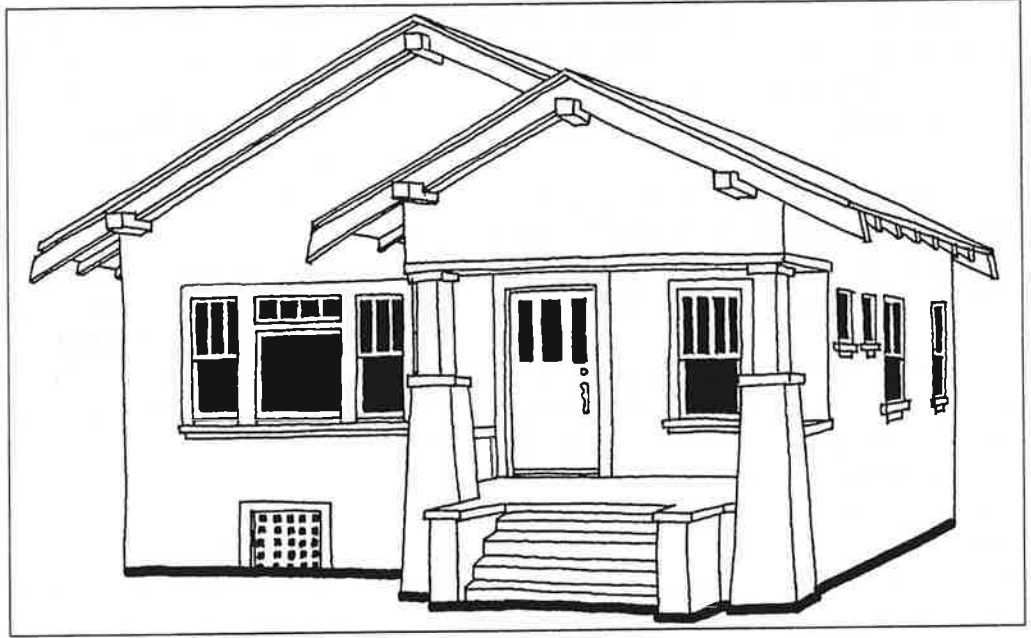
Thirty-three years later, W.O. Tatum, then president of Tatum Lumber Company, built his house on the same spot (110 Pinehurst Street). The Tatum house, also called Pinehurst, is of Neo-classical style in buff brick with green shutters. The house features a full-height entry porch with classical columns supporting a pediment.

Red tiles cover the hipped roof with front-facing dormers. A one-story wing features a railing along the roof line and columned porte-cochere. The expansive grounds have pine and pecan trees, some of which were planted during Capt. Hardy's time.

Two unusual houses are most likely among the oldest in the district – the Lambert House, 915 Adeline Street, ca. 1905, and the Camp (Lowrey) House, 809 Adeline Street, ca. 1905, built prior to the general development of the district. The Victorian style house along West Pine Street probably date from the same period.

The Lambert House is a unique one, diffi-

## Design Guidelines Manual - Development of Hattiesburg



*Craftsman Bungalow Style House*

cult to classify as to style. Its symmetrical façade has a full-width porch that wraps on both sides. Porch supports are fluted, Corinthian columns with a cluster of four supporting a curved entry porch. The railing features turned spindles.

The hipped roof is sharply pitched and features a dominant front-facing gabled dormer with decorative shingling and curved window. Hipped roofs cover bays on each side. Brackets decorate the overhang of the main roof.

The Camp (Lowrey) House is distinguished by a massive hipped roof that extends over the porch and has projecting hipped roofs over front-facing corner bays. The asymmetrical façade features a full-width porch with supports of grouped, beveled columns raised to railing height on wood pedestals. In addition to Victorian, styles represented in the Oaks District include a few examples of Tudor, Mission, and Italian Renaissance, with substantial numbers of Colonial Revival,

Neo-classical and Craftsman Bungalow. Of these, the bungalow is by far predominant.

The Craftsman Bungalow, built throughout the country from 1905 to about 1930, features low-pitched, usually gabled roofs with wide-eave overhangs, exposed roof rafters or decorative (false) beams or braces under the gables. Porches, either full or partial-width, are often supported by tapers, rectangular columns mounted on pedestals of brick, masonry or wood.

Good examples of the bungalow style exist throughout the district, although many have been altered with porches enclosed and original columns replaced with inappropriate substitutes. One essentially unaltered example of a Craftsman Bungalow is 404 5<sup>th</sup> Avenue, which presents many of the identifying features of the type, including a dominant front gable roofing the front porch.

Large brackets decorate the wide overhangs of this house. Tapered masonry pedestals

# Design Guidelines Manual - Development of Hattiesburg

mounted with grouped square columns support the partial porch. Contrasting shingles decorate the gable faces. The main roof is side-gabled.

On Concart Street, the bungalow has near exclusive reign, with examples of the style – many in stucco or brick – lining both sides of the street past 10<sup>th</sup> Avenue.

A ward or neighborhood school, Camp Elementary, was built in the district in 1907 on land donated by H.A. Camp. The building, remodeled and added on to several times, now houses the administrative offices of Hattiesburg Public School District.

An architecturally significant church structure of the district is Trinity Episcopal

Church, 509 W. Pine Street, constructed in 1912 in Gothic Revival style. Temple Baptist Church, organized in 1907, was originally located on South 5<sup>th</sup> Avenue. (The church now has two campuses, one on Hardy Street and one in Lamar County.)

The Oaks District retains today the character it acquired during its development with many of the original oaks still lining the wide streets and a number of avenue again showing their brick surfaces.

- From *Historic Hattiesburg The History and Architecture of Hattiesburg's First Neighborhoods*, City of Hattiesburg, 1990.



*Spanish Eclectic Style House*

## Parkhaven Historic District

**P**arkhaven is a small section located west of the central business district and south of Hardy Street on South 21<sup>st</sup> and 22<sup>nd</sup> avenues that is recognized for its distinctive architecture and its planned subdivision setting. This district, unique to Hattiesburg, may well be the largest intact collection of Spanish Eclectic cottages in Mississippi and possibly in several southeastern states.

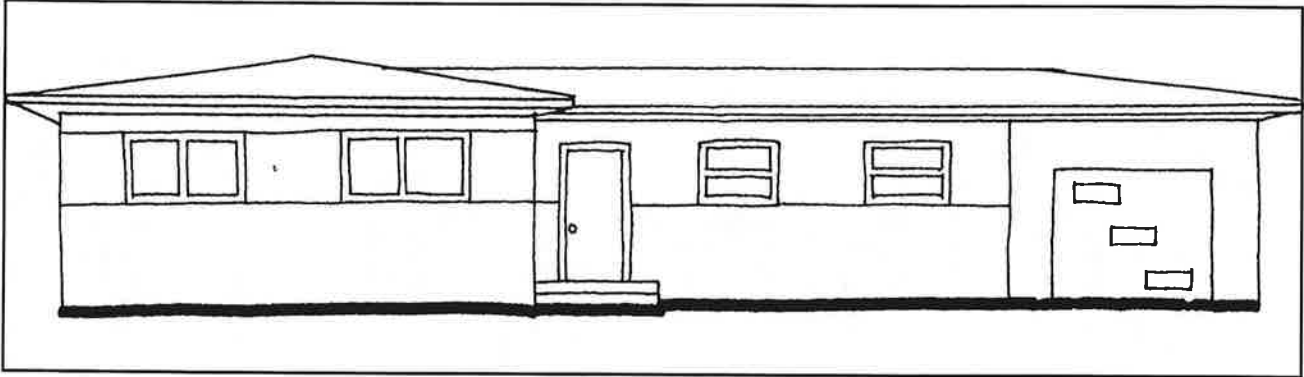
Set off by a lighted entry archway, Parkhaven was developed in 1922 by M.M. Simmons as a suburban development of model homes. Parkhaven is distinguished by houses of Spanish Eclectic style, which incorporates decorative details borrowed from the entire vocabulary of Spanish architecture – Moorish, Byzantine, Gothic or Renaissance inspired. The identifying features of this style include low-pitched roof with little or no eave overhang, red tile roof coverings; one or more

prominent arches placed above doors or principal windows; wall surfaces usually stucco; facades normally asymmetrical. Subtypes of this style are determined by roof shapes and massing.

Parkhaven District is characterized by small to medium sized houses of brick and stucco, many with tile roofs. The houses are set on large lots with sidewalks, and, in many cases, deep setbacks. Mature plantings including semi-tropical specimens fill the spacious yards and well-developed gardens of this planned subdivision. Infill houses constructed after the primary period of development include brick houses in Colonial Revival, Tudor and later Ranch styles.

Two outstanding examples of the Spanish Eclectic style sit side by side at 201 and 203 South 22<sup>nd</sup> Avenue. The first is a large one-and-one-half story white stucco house of the cross-gabled subtype with red tile roof. The house has an ornate door typical of this style, in this case recessed in a front corner. The principal windows have rounded arches. Other features include a one-story wing ex-

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*Ranch Style House*

tending toward the rear and a porte-cochere. Plantings include specimens of palms and palmettos.

Next door is a two-story landmark example of a combined hip and gabled roof subtype featuring one of the rambling, compound plans in which different units have separate roof forms of varying heights arranged in an irregular, informal pattern. This house is constructed of buff and brown brick set in patterns outlining the major features, such as the arched (pointed) windows corner tower and arched (curved) doorway set in the

prominent front gable. The porte-cochere arch has been modified to pedestrian width. The Spanish style houses of this district, nominated to the National Register of Historic Places in 2002, feature the distinctive windows, doors and other details typical of the style, creating a small but interesting development unique in Hattiesburg and uncommon in the state.

- From *Historic Hattiesburg The History and Architecture of Hattiesburg's First Neighborhoods*, City of Hattiesburg, 1990.

## College and University Districts

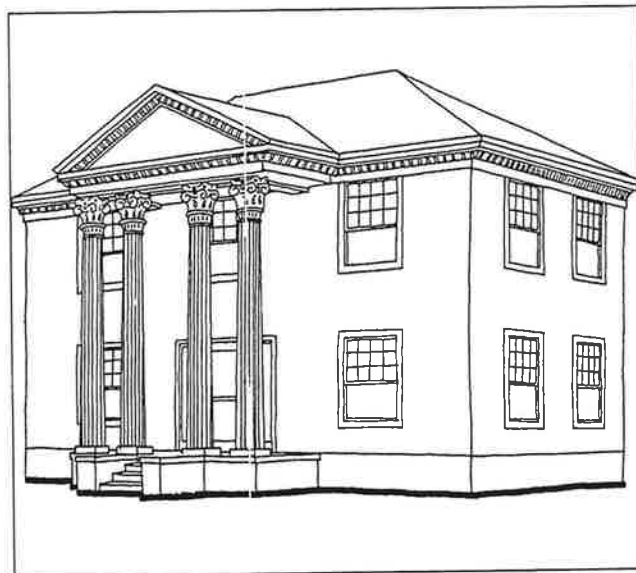
In the first decade of the 10<sup>th</sup> century, Hattiesburg was booming, and when the state opened a competition in 1910 to decide the location of a new state institution of higher learning, civic leaders were ready: The Hattiesburg and Forrest County offer of \$250,000 was the winning bid.

Dr. T.E. Ross, A.A. Montague and H.A. Camp donated 120 acres of cutover timberland for the new college and sold it another 80 acres, with the proceeds donated back for the hiring of an architect and engineer. Mississippi Normal College, now the University of Southern Mississippi, opened in September 1912 on the Hardy Street site as the first institution in the state devoted to training teachers.

When the school opened that year, there were five buildings – College, Forrest County and Hattiesburg Halls, Alumni House and Honor House. These original buildings and two later ones, Mississippi Hall, 1914, and Southern Hall, 1922, all Colonial Revival in style, represent the largest intact collection of the work of Ruben Harris Hunt, a prolific Chattanooga architect, who also developed the original campus plan. Having designed more than 70 churches, schools, and public buildings, Hunt's work was well known throughout the state.

The USM campus also includes two Neo-classical structures, the Aubrey K. Lucas Administration Building, 1928, and Bennett Auditorium, 1928, both designed by Vinson B. Smith, Jr.

Following Hunt's plan, these early buildings



*Neo-Classical Style Building*

were situated on spacious grounds that provide the setting for appropriate plantings, creating a district of institutional structures.

William Carey College opened in 1911 as Mississippi Women's College after W.S.F. Tatum acquired the property and gave it to the Baptist Church with the stipulation that it be operated as a Christian women's college. A private group had previously operated South Mississippi College on the site from 1906 to 1910. The school became co-educational and was renamed William Carey College in 1953.

When Tatum acquired the property, it consisted of 10 acres and two frame buildings. Tatum Court, the administration building, ca. 1914, was designed by architect Robert E. Lee. Other structures built during the early period include Ross and Johnson Halls, 1919, and the Mary Ross Building, ca. 1920, originally built as a hospital.

- From *Historic Hattiesburg The History and Architecture of Hattiesburg's First Neighborhoods*, City of Hattiesburg, 1990.

# Design Guidelines Manual - Development of Hattiesburg



## **III. Guidelines for Residential Buildings**

**Exterior Finishes and Trim**

**Roofs and Chimneys**

**Openings**

**Porches**

**Accessory Structures**

**Site Elements**

**Construction**



## Exterior Finishes and Trim

**T**he dominant feature of any historic building is, perhaps, its exterior finish and trim, whether it is wood, brick, stucco or stone. Maintaining and preserving the historic exterior finish and trim of a house is very important to retaining the architectural integrity. Using substitute siding over existing historic finishes and trim is not recommended. Covering original finishes with aluminum or vinyl siding destroys the architectural character and value of an historic house.

### Wood Siding and Trim

The most common residential siding material in Hattiesburg is wood, specifically horizontal wood lap siding. In fact, the first neighborhoods of Hattiesburg developed as show-cases of how virgin pine lumber was used in the construction of homes, with many turn-of-the-century examples exhibiting highly decorative brackets and carvings and “fish-scale” shingles.

Kept in proper repair, old wood is extremely durable. Prevention of water penetration is the key to maintaining wood surfaces. Wooden siding and trim should be repaired, using high quality epoxies if necessary to preserve otherwise irreparable parts. Careful scraping, cleaning and re-painting should be done as needed. If it is necessary to replace pieces of trim, it should be done so that replacement parts match the original trim in size, style and design.



*Wood frame house showing types of trim*

### Not Recommended

- Covering historic wood siding with substitute sidings of aluminum, vinyl or other material.
- Removing, covering or changing wood features that define the architectural character of the house.
- Removing and replacing large portions of original wood siding when just the deteriorated portions could be replaced.
- Abrasive cleaning of siding using rotary sanding discs, wire strippers or sand-blasting or thermal methods such as handheld torches. Thermal methods can damage the wood or even start a fire.
- Cleaning wood siding with high-pressure washing.

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## Recommended

- Periodic checks and follow-up maintenance of wood siding and trim.
- Repairing siding and trim as needed, retaining rather than replacing the siding and trim.
- Replacing damaged siding and trim with parts of the same type of wood with the same dimensions and design.
- Keeping spaces around windows and doors caulked to avoid water penetration.
- Keeping gutters clean, free of debris and in good repair to carry water away from siding and trim.

For more information, see:

Preservation Brief 10: *Paint Problems on Historic Woodwork*.

## Masonry

Masonry includes brick, stone, concrete and terra cotta. Mortar is used to bond together masonry units. Historic mortar was quite soft, consisting primarily of lime and sand. By the latter part of the 19<sup>th</sup> century, portland cement was being added, resulting in more rigid, durable mortar. Early stucco also was lime-based, progressing to portland cement additives that made it harder. Concrete went through similar progressions before the use of portland cement in the 1870s. Stone and terra cotta are most often used for decorative or accent pieces.

## Not Recommended

- Removing or radically changing ma-

sonry features that are important in defining the overall historic character of the building.

- Using a high pressure wash or sand-blasting to clean masonry surfaces. Such treatment may produce harmful health effects and the possibility of stripping the top layer of a brick or stone finish.

- Painting masonry surfaces when there is no historical evidence of the finish ever being painted.

- Replacing historic mortar or repairing mortar by using a mortar that is too hard. If hard mortar is used, the bricks will not have the ability to expand and contract with changes in temperature and humidity.

- Using a commercial sealant to prevent water penetration of masonry surfaces.

## Recommended

- Identifying, retaining and preserving masonry features that are important in defining the overall historic character of a building.

- Cleaning masonry only when necessary to halt deterioration or remove heavy soiling. The gentlest means possible should be used for cleaning.

- Leaving masonry surfaces unpainted if they have never been painted.

- Using a soft mortar to repair or replace sections of damaged mortar.

- Not using commercial sealants to seal the outer layer of brick or stone.

# Design Guidelines Manual - Residential Buildings

- Protecting masonry surfaces with good drainage so that water is not allowed to stand on flat surfaces or accumulate in decorative features.

- Patching or repairing stucco with a soft limestone based stucco.

For more information, see:

Preservation Brief 01: *Cleaning and Waterproof Coating of Masonry Buildings.*

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

Preservation Brief 06: *Dangers of Abrasive Cleaning to Historic Buildings.*

Preservation Brief 15: *Preservation of Historic Concrete: Problems and General Approaches.*

Preservation Brief 16: *The Use of Substitute Materials on Historic Building Exteriors.*

Preservation Brief 22: *The Preservation and Repair of Historic Stucco.*

Preservation Brief 23: *Preserving Ornamental Plaster.*

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

Preservation Briefs are available online at <http://www2.cr.nps.gov/tps/briefs>.

## ***Issues to Consider about Substitute Siding***

Modern exterior finishes available include vinyl, vinyl clad aluminum, enamel-finished aluminum and EIFS (Exterior Insulation Finishing Systems). These finishes may be quick and initially inexpensive to apply, but there are a number of issues to consider.

### **Cost**

- May be inexpensive initially, especially if compared to complete replacement of existing finish and without consideration of long-term maintenance.
- Can be damaged by storms, fires and vandalism and is not as repairable as wood siding. Older systems may be hard to find for replacement parts and if painted during repair, must be periodically re-painted.
- Residing jobs often go to lowest bidder without consideration of bidders' ability to apply the siding.
- Improper installation and poor maintenance can result in deterioration of underlying materials.

### **Maintenance**

- Cladding systems generally do not require routine painting.
- Fitting cladding around historic trim may leave gaps that must be filled with caulking, which does have to be maintained.

# Design Guidelines Manual - Residential Buildings

## *More on substitute sidings...*

- Factory finishes deteriorate over time and exposure to the environment. When the finishes deteriorate significantly, they must be painted.

## **Waterproofing**

- Materials manufactured for siding are generally impervious to moisture. If properly applied and maintained, they will keep water away from the building.
- When improperly applied or maintained, moisture can penetrate the siding and be trapped beneath the impervious siding. This situation can increase the potential for damage to the building.

## **Aesthetics**

- Substitute siding materials create a different appearance and profile than historic siding. Some modern finishes have exaggerated wood graining. These differences damage the historic integrity of the building.
- Modern siding does not withstand impact damage as well as wood.
- No aesthetic improvements can be achieved with substitute siding that cannot be achieved through proper maintenance of existing siding.

## **Insulation**

- Cladding systems such as EIFS and Dry-Vit have insulation built in.

Others such as vinyl may be applied over rigid insulation.

- Siding materials that do not have insulation built into the application or are not applied over insulation will not increase the insulating ability of the wall.
- Primary sources of energy loss in historic buildings are the doors, windows and roofs. Walls are not a principal source of energy loss.
- A study by the U.S. Department of Housing and Urban Development (HUD) shows that the payback period (for energy savings) for adding siding is 29.96 years compared to 4.4 years for storm windows and doors and attic insulation.

## **Conclusions**

- Benefits of installing modern exterior finishes do not outweigh the limitations and negative aspects.
- Installation of modern exterior finishes alters the appearance and character of a historic building and damages its historic value.
- Therefore, such installation does not meet *the Secretary of Interior's Standards*.

For more information, see:

Preservation Brief 08: *Aluminum and Vinyl Siding on Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings.*

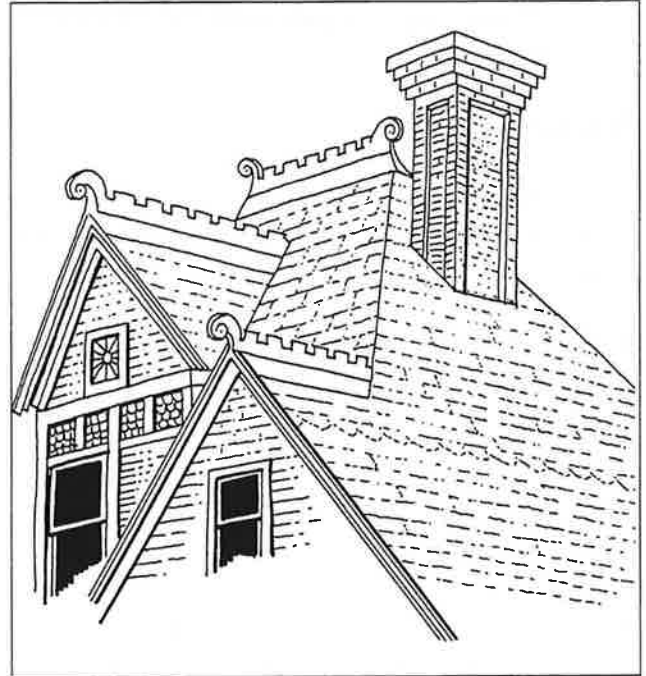
## Roofs and Chimneys

**R**oofs are a major architectural feature of a historic house, and shape, texture and color are the principal elements of the character. These elements should be maintained and preserved. Roofs also protect a house from the weather and are critical to preserving the structure. Historic roofing reflects the availability of materials, levels of construction technology, weather and cost.

Wood shingles have been used throughout the country in various periods of history. Clay tile roofing was introduced in Europe as early as the mid-17<sup>th</sup> century. In this country, it is widely used in southern, southwestern and western states. The use of slate roofing dates to the mid-17<sup>th</sup> century, while metal roofing dates from the mid-18<sup>th</sup> century. Metal roofing materials include sheet metal, corrugated metal, galvanized metal, tin-plate, copper, lead and zinc. New roofing materials include roll roofing and concrete, asbestos and asphalt shingles.

The Secretary's Standards recommend identifying, retaining and preserving roofs and their functional and decorative features. Deteriorated roofing should be replaced with new roofing of the same size, shape, color and texture. High quality roofing such as tile and slate should be maintained and preserved. Gutters should be kept clean and in good repair in order to preserve the roof. Flashing and sheathing should be inspected regularly and repaired as needed.

The original roof shape of a house should be retained. Adding dormer windows, vents or skylights changes the configuration of the roof and should be avoided. Such additions



*Gable roof with trim*

may be considered where they are not visible from the public right-of-way. Chimneys, turrets, ridge caps, cupolas and cresting help define the shape and style of a roof and should be maintained and preserved.

### Not Recommended

- Changing, damaging or destroying roofs that are essential to defining the overall historic character of the building.
- Removing large portions of a roof that are repairable.
- Changing the configuration of a roof by adding dormer windows, vents or skylights.
- Replacing an existing historic roof with one of a different material not appropriate to the architectural style of the house.

# Design Guidelines Manual - Residential Buildings

- Removing original slate, tile or molded concrete roofs.

## Recommended

- Identifying, retaining and preserving roofs and their functional and decorative features.
- Protecting and maintaining roofs by cleaning the gutters and downspouts and replacing deteriorated flashing and sheathing.
- Using temporary materials such as building paper to protect a leaking roof until it can be repaired.
- Retaining chimneys and other roof features such as finials and ridge caps.
- Where addition of dormers, vents and skylights becomes necessary, installing these on surfaces not visible from the public right-of-way.
- Repairing a roof through limited replacement of deteriorated features with compatible substitute material.
- Replacing an existing roof with one of similar material, color and texture when replacement becomes necessary.

For more information, see:

Preservation Brief 04: *Roofing for Historic Buildings*.

Preservation Brief 19: *The Repair and Replacement of Historic Wooden Shingle Roofs*.

Preservation Brief 29: *The Repair, Replacement and Maintenance of Historic Slate Roofs*.

Preservation Brief 30: *The Preservation and Repair of Historic Clay Tile Roofs*.

Preservation Briefs are available online at <http://www2.cr.nps.gov/tps/briefs>.



## Openings

### Windows

A major design feature of any historic building is its windows, which help define the style and historic character of the building. It is important to identify, retain and preserve original windows and their functional and decorative features. Periodic maintenance and attention to painting, glazing and caulking is critical to preserving windows.

Preserving and repairing original windows makes good economic sense. Replacement windows can make a big dent in a home renovation budget – and they do not add value to an older home in the way that retention of original features does. Replacement windows, particularly aluminum or vinyl clad ones, do not have the same architectural appearance as original windows and cannot be painted interesting historic colors. Installation of inside or outside mounted storm windows can achieve the energy efficiency of modern, insulated windows, usually at far less cost.

#### Not Recommended

- Enclosing, reducing, enlarging, concealing or obscuring original window openings.
- Removing or radically changing the size and design of windows.
- Installing prefabricated bay windows in place of double-hung windows.
- Using tinted glass where none previously existed.



*Casement style wooden window*

- Changing the number, location, pattern or size of windows.

#### Recommended

- Preserving and maintaining original window design and materials.
- Inspecting windows on a regular basis to determine whether or not the unit is in good repair.
- Repairing window frames and sashes as needed.
- Painting, glazing and caulking as needed.

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## Replacement of Windows

When a historic window is beyond repair, a replacement window may be considered.

### Not Recommended

- Replacing an entire window when replacement of parts is possible.
- Replacing an original window with one that does not convey the same appearance.
- Using a replacement window that does not fit the size of the original opening.
- Installing a replacement window of different architectural design.
- Using a replacement window with snap-in muntins (mullions).

### Recommended

- Repairing and replacing parts of a window as needed rather than replacing the entire window. Epoxies can be used to repair windows previously thought beyond repair.
- Installing replacement windows that are compatible in size, design and material with the windows they are replacing.
- Using a window from an inconspicuous area of the house to replace a window of the same size on a primary or more visible façade.

## Storm Windows

Storm windows — available in a variety of types — can be an economical solution to

greater energy efficiency. The principal concern about installing storm windows is not to obscure the historic details of the windows. Some guides recommend installing storm windows on the interior rather than the exterior, however, unless such installations are properly ventilated, moisture problems may occur. In all types of storm windows, safety factors such as egress in case of emergency must be considered.

### Not Recommended

- Installing storm windows on the exterior so that window details are obscured or that the storm window protrudes from the wall surface.
- Installing tinted storm windows. UV protection is available without tinting.
- Installing storm windows without provision for ventilation and prevention of moisture build-up.

### Recommended

- Achieving greater energy efficiency by installing storm windows rather than replacing original windows with modern insulated windows, particularly aluminum or vinyl clad ones.
- Allowing for safety factors such as at least one means of emergency exit per room.
- Installing exterior storm windows so that they do not obscure details of the window sashes, muntins (mullions) and other design features.
- Providing adequate ventilation between the storm window and the original window.

## Shutters

Shutters historically were solid panels meant to close over a window. Panels with fixed or movable slats were technically called blinds. Until the 1920s, shutters were installed to provide protection from the elements. After that period, they were often installed for decoration.

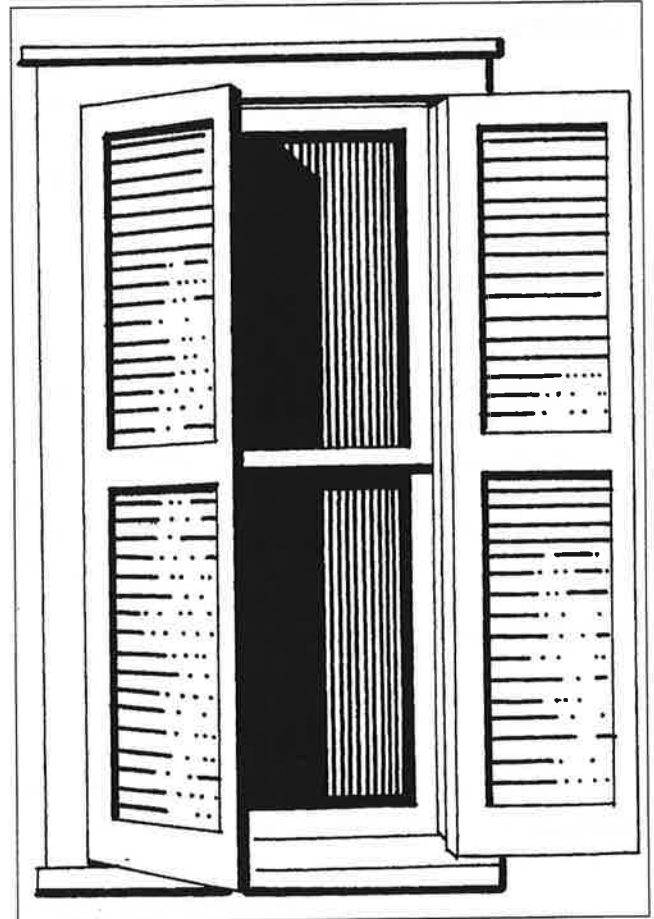
Original shutters and blinds should be kept in good repair rather than letting them deteriorate and replacing them with new shutters.

### Not Recommended

- Installing shutters where none previously existed.
- Adding shutters that are not the same height as the window opening or too small to cover the window opening.
- Replacing wooden shutters with vinyl or aluminum ones.

### Recommended

- Maintaining original shutters and keeping them in good repair.
- Replacing deteriorated shutters – those beyond repair – with shutters of the same material, style and design.
- Using original shutter hardware — if available – to attach replacement shutters.
- Installing shutters in existing shutter brackets or on the window facing as close to the frame as possible.



*Correctly installed shutters*

- Installing shutters that are wide enough and tall enough that if they were closed, they would cover the window opening.

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## Doors

Original entrances on the front and other highly visible facades should not be moved, altered or closed in. On rear or other secondary facades that are not readily visible from the public street, changes can be considered on a case-by-case basis.

Architectural features such as sidelights, transoms, configuration of panes of glass (also known as “lights”) and the door itself should be maintained and preserved, with any repairs done with matching materials. Original features should not be replaced except where severe deterioration has occurred.

### Not Recommended

- Changing the size of the opening.
- Altering or covering transom windows, sidelights or other features.
- Using inappropriate materials or parts to repair an original wooden door.

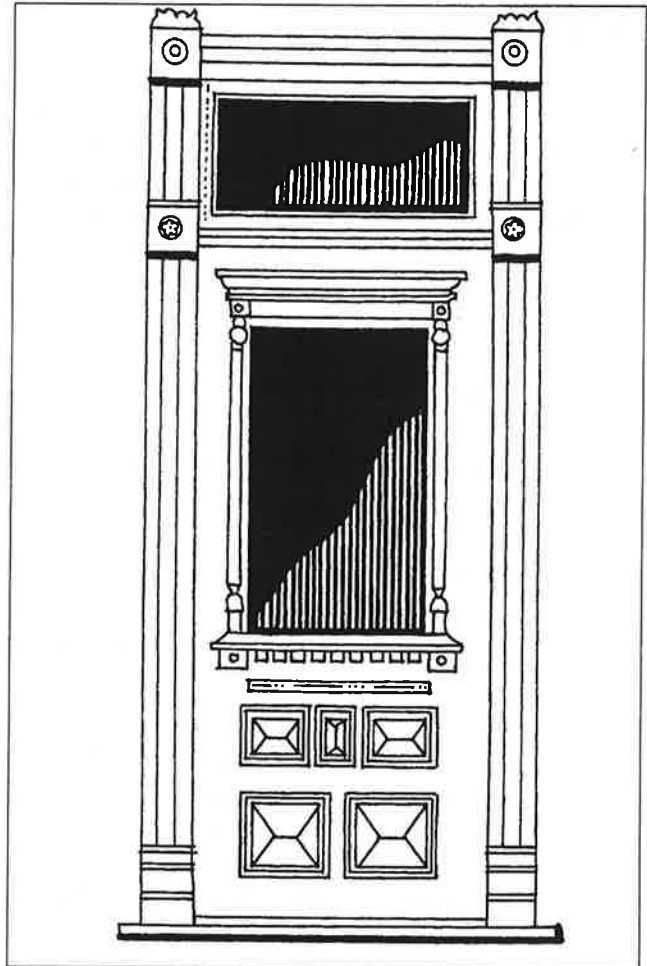
### Recommended

- Retaining and repairing original wooden doors.
- Repairing rather than replacing original wooden doors.

## Replacement of Doors

If a door must be replaced because of severe deterioration, the replacement door should match the original in material, size, design and appearance as much as possible.

An existing door that is not appropriate to



*Victorian style wood door with transom*

the character of the building may be replaced based on historical evidence of the type and style of the original door.

### Not Recommended

- Replacing an original wooden door with an inappropriate modern door that is out of character with the style of the building.
- Removing historic doors and replacing them with steel doors, glass doors or French doors not appropriate to the architectural style of the house.

# Design Guidelines Manual - Residential Buildings

## Recommended

- Replacing a deteriorated historic door with a matching one, preferably a historic door from salvage.
- Matching a historic door as closely as possible with a new replacement door.
- Choosing a replacement door that is the right architectural style and period of the house.

## Screen and Storm Doors

Metal storm doors, burglar doors or decorative metal doors are not recommended on the facades that are visible from the public right-of-way. If it is determined that a storm door is needed, the door should match the style of the house and not hide the details of the primary door.

Original screen doors should be maintained and preserved. Screen doors should be appropriate to the age and architectural style of the house.

## Not Recommended

- Installing metal storm doors, burglar door or decorative metal doors on the primary facades of the house.

- Using storm doors that are not full view, i.e., doors with metal panels on the bottom and glass on the top.
- Installing Victorian style screen doors on a colonial or other style house.
- Installing screen doors that are not the same size as the original door opening.
- Installing metal frame screen doors that have a metal panel on the bottom and screen on the top.

## Recommended

- Maintaining and preserving original screen doors.
- Using wooden screen doors that are appropriate to the age and style of the house.

For more information, see:

Preservation Brief 09: *The Repair of Historic Wooden Windows*.

Preservation Brief 13: *The Repair and Thermal Upgrading of Historic Steel Windows*.

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

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## Porches

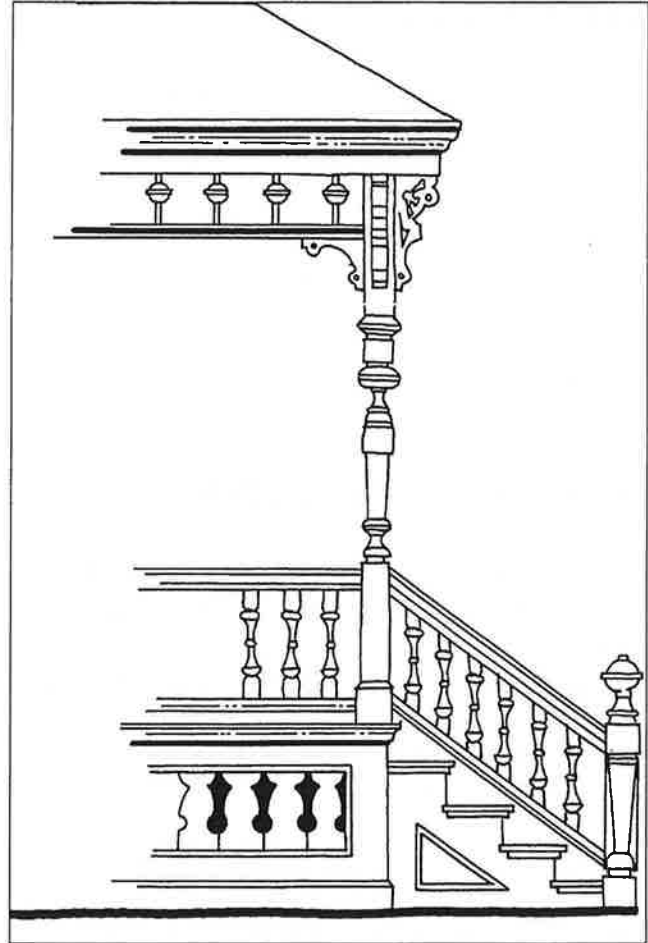
**P**orches are significant architectural features of historic houses. Large, open porches played a particularly important role in the South, serving as outdoor living areas during the spring, summer and fall months. Groupings of porch swings, wicker chairs and tables arranged under a ceiling fan (once electricity was available) provided areas for relaxing and visiting to families and their neighbors. Porches, often wrapping around the exterior of turn-of-the-century houses, also shaded the interior of the house from the rays of the hot summer sun.

The Secretary's Standards recommend identifying, retaining and preserving entrances, porches and their functional and decorative features. The Standards also recommend protecting and maintaining masonry, wood and architectural metal that comprise entrances and porches.

The Standards do not recommend removing or radically changing entrances and porches that are important in defining the overall historic character of the building or cutting new entrances on a primary elevation.

### Not Recommended

- Removing or radically changing original porches.
- Removing or changing the design, material or dimensions of original porch elements such as porch supports (columns), railings, balusters, handrails, fretwork, brackets, cornices and other trim.
- Replacing an existing porch that is visible from the street with a deck.



*Victorian Style porch details*

- Enclosing open porches, particularly porches on the primary facades.
- Screening open front porches.
- Enclosing side or rear porches that are visible from the public street with material other than glass or screening.
- Removing porch elements such as columns, railings, fretwork or brackets in order to screen or enclose a porch with glass.
- Adding porch railings where none previously existed.

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- Using plywood or deck lumber — installed parallel to the house — to repair or replace flooring on original porches.

## Recommended

- Maintaining, repairing and preserving original porches.
- Maintaining, repairing and preserving original porch elements, including porch supports (columns), railings, balusters, handrails, fretwork, brackets, cornices and other trim.
- Replacing porch elements deteriorated beyond repair with elements of the same design, material and dimension.
- Replacing inappropriate porch elements added to an original porch with elements as similar as possible to original porch elements.
- If screening side or rear porches visible from the public street, installing the screen behind the porch supports. The framing system should be simple and painted to match the trim of the porch. Metal framing is not appropriate for wooden porches.
- If enclosing side or rear porches visible from the public street with glass, installing the glass panels so they are set behind the columns and railing.
- Installing decks on rear facades not visible to the public street.
- Repairing and replacing — if necessary — porch flooring with tongue and groove wooden flooring installed perpendicular to the house on framing joists parallel to the house.

- Using simple, historically appropriate light fixtures on porches. For example, Craftsman-style fixtures are appropriate for bungalows and Craftsman houses, while simple globe lights, either ceiling or wall bracket mounted, are appropriate for most houses built prior to 1940. Colonial style fixtures are not appropriate on Victorian or other turn-of-the-century houses.

## Steps and Railings

Original steps leading to porches and entrances should be maintained, repaired and preserved in their original design and materials. Handrails should match existing porch railings. Wrought iron or modern metal handrails are not appropriate on steps leading to wooden porches. Depending on style and design, metal handrails may be appropriate on steps leading to masonry porches.

## Not Recommended

- Removing original steps and handrails.
- Installing wrought iron handrails on steps leading to wooden porches.
- Installing a handrail less than 30 inches or more than 36 inches in height.

## Recommended

- Maintaining, repairing and preserving original steps and handrails.
- Replacing deteriorated steps and rails using parts of the same material, design and style.
- Installing handrails of the same ma-

# Design Guidelines Manual - Residential Buildings

materials, design and style as porch railing if present. Where no porch railing exists, design and style should be taken from other porch elements.

## Foundations and Skirting

Original foundations should be maintained, repaired and preserved. Historic houses are usually built on raised foundations, using brick piers and wooden beams. Concrete also is used for piers. Skirting – infill between foundation piers – is an important element. Skirting provides a decorative touch as well as security to the space under the house.

### Not Recommended

- Removing rather than repairing original brick piers.
- Replacing brick piers with concrete block.
- Using inappropriate materials such as plywood, metal, decorative concrete block and composition mixtures for skirting (infill).
- Installing skirting without framing the panels.
- Closing off all ventilation from the airspace under the house.

### Recommended

- Repairing original piers, using the same materials.
- Painting concrete piers to match infill.
- Installing skirting (infill) between — rather than in front of — piers. Skirting should be recessed from the face of the piers.
- Using appropriate materials such as lattice and brickwork for skirting (infill).
- Framing the skirting panels.
- Screening or insulating skirting panels on the back (non-visible) side.
- Providing ventilation to the airspace under the house to prevent accumulation or moisture and humid conditions.



## Accessory Structures

### Garages and Carports

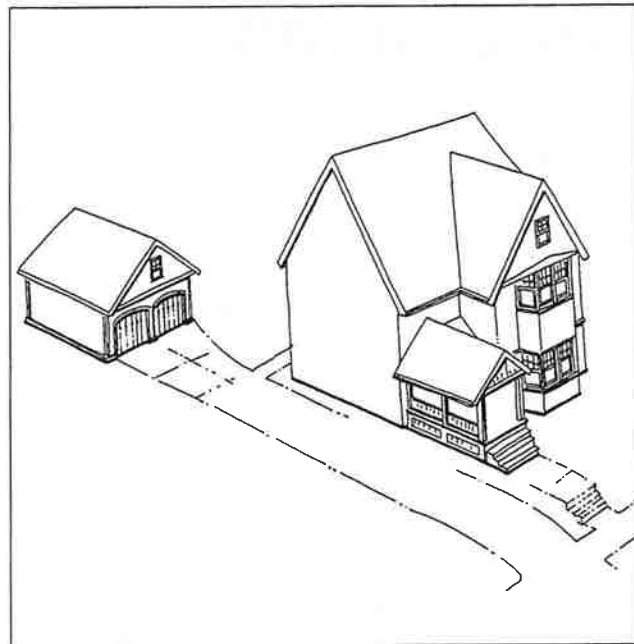
**T**urn-of-the-century and earlier homes may have had carriage houses and other outbuildings for a variety of uses but not garages and carports. These structures have become desirable to accommodate the way we live now. In building new structures, compatibility with the existing house and other structures is the critical factor to consider. Compatibility applies to style and materials.

Garages and carports are best located at the rear of the property, so as to be as inconspicuous as possible. Land Development Code requirements governing setback and construction must be met.

For additional guidelines for new structures, see the section on Construction. Guidelines for preserving and rehabilitating existing auxiliary structures are covered under Guidelines for Residential Property.

#### Not Recommended

- Locating a garage, carport or other outbuilding in a highly visible location.
- Failure to observe applicable codes and ordinances.
- Constructing a garage or carport that



*Garage placed at rear of house*

is not compatible with the existing house in style, scale and exterior materials.

- Installing metal storage buildings.

#### Recommended

- Locating garages, carports and other outbuildings at the rear of the property or in other inconspicuous locations.
- Complying with applicable codes and ordinances governing setback from property lines and building code requirements.
- Using the same roof shape and building materials as on the primary structure.

# Design Guidelines Manual - Residential Buildings

## Site Elements

**H**istoric site elements – trees, fences, walls, walks, driveways, plantings – should be maintained and preserved. These elements help define the architectural style and era of historic houses and grounds as well as the district as a whole.

### Trees

Mature trees located within the designated historic districts are protected by the Historic Conservation Ordinance. Property owners who wish to remove a mature tree must apply for a Certificate of Appropriateness. Trees may be pruned without a historic certificate, however, arborist guidelines for pruning should be consulted.

When an application for tree removal is placed on the agenda for the next Historic Conservation Commission Public Hearing and Meeting, the Urban Forester visits the site to evaluate the tree. Tree condition, location, safety and other factors are considered in this evaluation. The Urban Forester recommends to members of the Historic Commission an appropriate response to tree removal applications. If a request for removal is approved, Commissioners recommend that property owners plant replacement tree(s) in suitable locations on their properties.

#### Not Recommended

- Planting trees too close to buildings.
- Inappropriate pruning or trimming of trees
- Topping any tree, including decorative trees such as crepe myrtle.

- Removing mature trees without first obtaining a Certificate of Appropriateness.

#### Recommended

- Identifying and planning appropriate sites for the proposed tree species.
- Planting shade trees in appropriate locations for energy conservation.
- Mulching, watering and fertilizing trees according to arborist recommendations.
- Pruning and trimming trees according to arborist recommendations.
- Obtaining the necessary permits before contracting for tree removal.

### City-Owned Trees

Trees located on the public right-of-way belong to the City and, as such, are protected under City ordinance. Residents who wish to locate tree or other plants on the right-of-way must have a permit from the City. Residents may not prune, damage or remove City-owned trees. Requests for removal of damaged or dying City trees located within designated historic districts are made by the City Forester and reviewed by the Historic Conservation Commission. The City Forester provides for planting of appropriate replacement trees wherever possible.

### Plantings

Plantings on historic sites and around historic buildings should be designed to enhance and accentuate the architecture of the building. In addition, plantings should be visually compatible with the environment

# Design Guidelines Manual - Residential Buildings

with which they are associated. Some modern landscaping practices are not compatible with historic properties.

Identifying popular landscaping practices associated with the era of the property is recommended. For example, Victorian Era landscaping featured grassy front lawns, vines entwining porch supports and trellises, circular flower mounds, cast iron urns of flowers flanking the front steps and hanging baskets. Foundation plantings were not used until the 20<sup>th</sup> century.

The Historic Conservation Commission reviews only major changes to existing landscape plans (changes that could have impact on the historic integrity of the property or adjacent properties), and site plans for new construction.

## Fences

The addition of fences should be given careful consideration as they can enhance or detract from the value of the property. Poorly designed and executed fencing and historically inappropriate fencing will detract from the historic appearance of a house as well as its value.

Fence styles should be appropriate to the style and era of the house. All fences must comply with height and setback requirements of the Land Development Code, and the “finished” or best side of the fence must face out to the public view.

### Front Yard Fencing

In the 19<sup>th</sup> century, front yard fences were typically ornamental wooden or iron fences, generally low so as not to block the view of the house. The pickets were sometimes in-

stalled on a low masonry wall. Picket fences of various designs are no doubt the most popular front yard fence, continuing from the 19<sup>th</sup> into the 21<sup>st</sup> centuries.

If there is one single factor determining quality and pleasing appearance of picket fences, it is spacing of pickets: pickets spaced too far apart detract greatly from the appearance of the fence. Height is another important factor. Care should be taken with the design and construction of picket fences. Wooden or iron picket fences can be done in a large variety of types and styles.

### Rear Yard Fencing

Privacy fences are often installed to enclose rear yards, shielding them from outside view. A variety of appropriate privacy fence designs are available in ready-made sections at building supply stores. In addition, privacy fences can be custom designed for a particular architectural style. Common privacy fence designs include:

- Lattice top or “treillage”
- Dog-eared vertical board
- Gothic top vertical board
- Scalloped vertical board.

### Not Recommended

- Fences that are incompatible with the style of a house. Chain link, stockade, basket weave, split rail and board-on-board fences are not compatible with historic houses.
- Installing fences with the finished sides facing in, away from the public street or neighboring property.

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- Fences that do not meet the setback or height requirements (height requirements vary for front and rear yards).

## Recommended

- Carefully considering fence design and material so as to enhance the value and appearance of the house.
- Using a fence style that is compatible with the architecture of the house.
- Complying with all code and ordinance regulations for fence locations, height and style. (Solid fences more than 4 feet in height are not permitted in front yards, for example.)
- Installing fences with the finished side facing the public street or neighboring property.

## Driveways

Because many homes in historic districts were built prior to the use of cars, some properties did not originally provide driveways and parking areas. Construction of garages and driveways came later. Today homeowners need some provision for vehicles, but consideration should be given to minimizing the impact of vehicles on historic properties.

Configurations of historic driveways should be maintained. New driveways should be unobtrusive. Materials used should blend with historic materials and settings.

Homeowners must consult Engineering Services and the Land Development Code Office prior to making new curb cuts.

## Not Recommended

- Creating parking pads in front of historic homes.
- Installing circular driveways without historic evidence that one previously existed.
- Using asphalt for driveways and parking areas in residential districts.

## Recommended

- Installing driveways at the rear of the property or along the side of the house.
- Providing parking areas at the rear of the property.
- Where rear access or street parking is not available, providing parking in a side yard.
- Installing a ribbon-paved concrete driveway rather than a solid slab of concrete.
- Using concrete, brick pavers, gravel or exposed aggregate concrete for driveways.
- Using brick edging to provide a finished look to concrete or aggregate driveways.

In some cases, colored concrete stamped to imitate brick or stone may be acceptable.

## Sidewalks

Traditionally, entry sidewalks in historic districts went directly from the public sidewalk to the main entrance. Commonly used materials include concrete and brick pavers, laid in various patterns.

# Design Guidelines Manual - Residential Buildings

## Antennae

Requirements regarding antennae anywhere within the city limits are found in the ordinance governing cell tower and antennae placement. Please check with the Land Use Planner and Land Development Code Office for more information.

## Satellite Dishes

Satellite dishes are not compatible with historic buildings. Satellite dishes should not be visible from the public street. The dishes should be minimal in size with only one dish per lot. Ground-mounted dishes should be screened from public view by a fence, wall or shrubbery.

### Not Recommended

- Large satellite dishes.
- More than one satellite dish per lot.
- Mounting satellite dishes in highly visible locations such as the front or side yard.
- Mounting satellite dishes on the house.

### Recommended

- Satellite dishes of minimal size.
- Ground-mounted satellite dishes installed in the rear yard.
- Satellite dishes not visible from the public street; taking extra precaution for corner lots.
- Screening satellite dishes from view with fences, walls or shrubbery.

# Design Guidelines Manual - Residential Buildings

## Construction

### New Buildings

**C**onstruction in the residential historic districts has gone on continually, starting when the City was founded in the late 19<sup>th</sup> century. The primary period of development for most historic neighborhoods, however, was from the 1880s to 1940. The variety of types and styles of architecture reflects the trends and interests of the periods of development.

Construction of new buildings is encouraged in the historic districts. New buildings can introduce new styles of architecture while complementing the character of the historic districts. The main criteria for new construction should be good design: no particular style is encouraged over another. New construction should not mimic historic styles but should be sympathetic to surrounding architecture. New buildings should not be obtrusive. Other factors that must be considered include:

- Height and width
- Proportion and scale
- Massing
- Setback, rhythm and spacing
- Relationship of materials, textures and details
- Roof shapes
- Orientation
- Openings.

**Height and width.** The height and width of new buildings should relate to other structures in the same block or those concentrated nearby.

**Proportion and scale.** New construction should follow patterns established by adjacent buildings with regard to the proportion of width to height. The scale of adjacent buildings should be observed – how does the size of existing buildings relate to the size of a person? What about the size of the proposed new building?

**Massing.** Established patterns of massing – how the parts of a building fit together – should be reflected in new construction.

**Setback, rhythm and spacing.** The setback of new construction should meet Land Development Code requirements and be close to that of adjacent buildings. Spacing and rhythm between existing buildings should be observed and followed for new construction.

**Relationship of materials, textures and details.** New construction should use one of the predominant materials found in adjacent buildings. Incompatible textures and details should be avoided.

**Roof shapes.** The shape and style of roofs for new buildings should relate to those of existing adjacent buildings. For example, if the predominant roof type of existing buildings is front facing gable, the new building roof should be front facing gable. Districts may have several roof types – front or side facing gable, hip or a combination — in a relatively small area.

**Orientation.** Orientation refers to the direction the primary façade faces. Most historic houses face the public street. New buildings should reflect the orientation of surrounding properties.

**Openings.** Windows and doors in new buildings should be compatible in size and orien-

# Design Guidelines Manual - Residential Buildings

tation with those of existing buildings in the area. Observe patterns of windows and doors in adjacent existing buildings. Windows should be vertical in orientation, preferably double-hung sashes. Large picture windows and horizontal windows should be avoided. Doors of new buildings should relate in size to those in existing buildings.

## Not Recommended

- Mimicking historic architecture or mixing architectural styles in new construction.
- Using non-traditional building materials, especially metal, for the principal exterior finishes.
- Locating a garage associated with a new house in front of or attached to the side of the house.
- Constructing new buildings that are out-of-scale to its surroundings.
- Not observing setback requirements.
- Orienting a new building to the side instead of to the front in keeping with adjacent buildings.
- Installing picture windows or large horizontal bands of windows.
- Using on-the-ground slab for a foundation.
- Taking design features from architecture of surrounding buildings.
- Keeping the height and width of a new building within the ranges of nearby buildings.
- Using a raised foundation that relates to the height of adjacent properties.
- Using traditional building materials that reflect the predominant materials in the district.
- Emphasizing front entrances and orienting them to the street.
- Using vertically oriented, double-hung windows.
- Maintaining major landscape features, particularly mature trees.

More information about new construction of non-residential buildings can be found in the section *Guidelines for Non-Residential Buildings*.

## Additions

The Secretary's Standards recommend placing new functions and services in interior spaces rather than constructing an addition. This goal cannot always be accomplished, however, so that an addition may be the solution for current uses. Additions should be located at the rear or inconspicuous side of the building. An addition should not radically alter the character-defining features of an existing building.

Additions should be compatible in style, materials, texture and scale with the exist-

## Recommended

- Using high quality contemporary design for new buildings.

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ing building. The addition should be secondary to the main building.

## Not Recommended

- Constructing a 2-story addition to a 1-story existing building.
- Constructing additions on the primary (highly visible) facades of a building or otherwise attaching the addition so that character-defining features are obscured, damaged or destroyed.
- Duplicating the historic features of the existing building so that the addition appears to be part of the original historic building.
- Using incompatible materials or features such as windows and doors.

## Recommended

- Locating the addition at the rear or side facades not visible from the public street.
- Constructing an addition that is secondary in size and massing to the existing building.
- Using materials that are compatible with the existing building.
- Using features that are compatible in scale with those of the existing building.
- Maintaining corner boards and other features that serve to visually separate an addition from the existing building.

The project must meet Land Development Code requirements for setback and construction.

For more information, see:

Preservation Brief 14: *New Exterior Additions to Historic Buildings: Preservation Concerns.*

## Accessibility

Sometimes additions or modifications must be made to make a building more accessible to persons with illnesses or disabilities. Accessibility to certain historic structures is required by law in some cases. Construction for accessibility is reviewed for its potential impact on historic buildings. The goal is to provide the highest level of accessibility with the lowest level of impact.

In private homes, construction of features such as ramps designed for easier access should be compatible in design and material with the building. Such features should be on secondary facades – side or back – if possible. Installation on the primary – front – façade may be appropriate if it can be done unobtrusively.

Additions such as handrails on steps also improve accessibility to buildings. Ramping a threshold may be a good temporary or permanent measure.

## Not Recommended

- Removing historic materials or features to install ramps.
- Installing accessibility features so as to obscure historic features.
- Constructing accessibility features with materials not compatible to the building.



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## Recommended

- Constructing ramps of simple design to match historic features such as existing porch rails.
- Constructing ramps or other accessibility features so that they are reversible (removable without damaging historic features).
- Installing ramps on secondary facades.
- Screening accessibility features with plant materials where appropriate.
- Adding handrails to entry steps.

For more information, see:

Preservation Briefs 32: *Making Historic Properties Accessible* or the *American Disabilities Act Resource Guide for Historic Commissions*.

## Demolition

Demolition of historic buildings in locally designated historic districts is not appropriate, although it may be considered under certain conditions. If, for example:

- The building has lost its historic features and significance and its removal would enhance rather than detract from the district's integrity.
- Denial of demolition would result in unreasonable economic hardship for the applicant as determined by the Historic Conservation Commission under the provisions of the Historic Conservation Ordinance.

- The public safety and welfare requires the removal of the building or structure.

- The structural condition of the property is such that rehabilitation is not feasible, proven to the Historic Commission through condition reports and City inspections.

Criteria for consideration of demolition of a historic resource shall include:

- The individual historical or architectural significance of the resource.
- The importance or contribution of the resource to the aesthetics of the district.
- The difficulty or impossibility of reproducing such a resource because of its texture, design, material or detail.
- The proposed replacement structure and the future use of the site.

Reconstruction of a building destroyed by fire, storm or other act of God shall be governed by applicable codes and ordinances except that plans for reconstructing the exterior of the building shall be reviewed by the Historic Conservation Commission.

## Relocation

Buildings that contribute to the architectural and historic character of a district should not be moved out of the district. To do so decreases the number of contributing resources, thereby affecting the integrity of the district.

Relocation of buildings that do not contribute to the district may be considered if re-

# Design Guidelines Manual - Residential Buildings

moving the building would enhance the character of the district.

Relocating a building into a district may be appropriate if no loss of an existing contributing building occurs on the relocation site. In addition, the relocated building must contribute to the district's architectural character through its style, height, scale, mass, materials, texture, site and setting.

Preservation Briefs are available online at <http://www2.cr.nps.gov/tps/briefs>.

## **IV. Guidelines for Downtown Area**

### **Area-Wide Guidelines**

**Planning**

**Construction and Maintenance**

**Density**

**Mixed-Use Development**

**Streetscape**

**Public Art**

**Lighting**

**Buffer Strips**



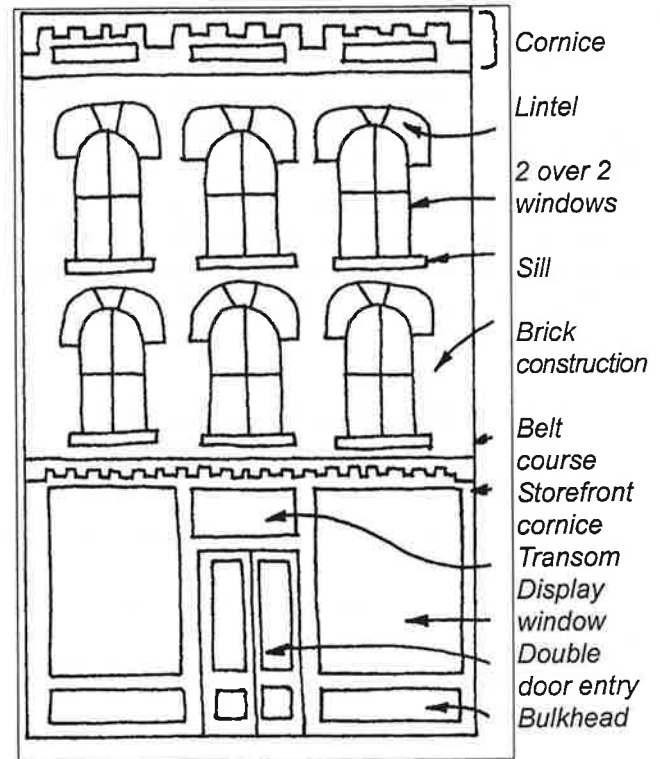
# Design Guidelines Manual - Downtown Area

## Area-Wide Guidelines

To aid in the development of the Historic Hattiesburg Downtown District, these Area-Wide Guidelines are offered to provide recommendations for the protection, preservation and enhancement of buildings, structures, parking lots, areas, places or works of art in the central business district that have historic or cultural value. These guidelines were developed in conjunction with the Historic Hattiesburg Downtown Association Design Committee. The guidelines are a working document to ensure that changes downtown are in keeping with the area's architectural and historical character and promote a downtown that is vital and active.

Reusing existing structures provides a sense of history for downtown and for Hattiesburg as an entity. Whenever possible, existing building stock should be reused. Demolition of a building should occur only when the building has been deemed to be beyond repair or is a serious health or safety risk, according to applicable codes and ordinances.

To the extent possible, the City of Hattiesburg is committed to preventing demolition by neglect through the enforcement of its Land Development Code and through support for the goals of the Historic Hattiesburg Downtown Association and other entities for downtown development. If a building must be demolished, architectural material such as windows, doors, columns, mantels, bricks, flooring, beams and ceilings should be saved and reused in the restoration of other buildings from a similar era and style.



Storefront configuration

## Planning

Every successful construction project requires thorough evaluation, planning and preparation. This is especially true of historic commercial structures. There is a sequence of research, prioritizing, decision making and organizing that is critical to follow in order to attain an attractive, useful and productive older building that will continue to thrive for generations ahead.

The first step is to gather information about the building:

- When was it built?
- What purpose did it serve?
- What changes in use have occurred over time?

# Design Guidelines Manual - Downtown Area

Hattiesburg has a number of resources to aid this research. The Library of Hattiesburg, Petal and Forrest County has old City Directories plus other sources of city history. The McCain Archives Library at the University of Southern Mississippi has copies of the Sanborn Insurance Company maps, which provide information about the development of the city. Compile a physical history of the building:

- What did it look like originally?
- What alterations or additions have been made?
- Are these changes significant in their own right?
- How stable and weather-tight is the building?
- What about the condition of mechanical systems?

You may need help from a professional – architect, structural or systems engineer perhaps – with a background in historic structures for this step.

The next step is to plan and prioritize – decide how the building will develop physically – by evaluating its structural layout, its relationship to the site, zoning and other factors that can determine the best use of the property. List the architectural features that are significant and any necessary changes; these features are unique to each building and define its architectural style and period.

As you plan and prioritize, keep in mind these four levels of redevelopment for historic buildings:

- Stabilization – re-establishes a weather-tight enclosure and structural integrity.
- Preservation – sustaining the existing

architectural conditions.

- Rehabilitation – returns the building to state of utility.
- Restoration – recovers the form and details of a building to a significant historical condition.

Most projects are a combination of these four levels.

One more point: Be sure to check with the City of Hattiesburg Land Development Code and Land Use divisions in the Department of Urban Development to obtain information about zoning, code requirements and obtaining the necessary building permits.

## Historic Hattiesburg Downtown

Once your lists, plans and priorities are in place, please remember:

- Buildings in downtown Hattiesburg were constructed at various times and periods, and these period or style differences should be respected and maintained. New construction, while it should complement existing historic buildings, should not be designed to mimic historic structures. On the other hand, existing buildings should not be altered to appear to be from an earlier or later period.
- New developments should complement surrounding buildings in respect to size, scale, height, setback and similar elements, in order to create harmony among adjacent buildings.
- Regardless of intended use, designs should maintain the pattern of building elements within a district. Particular attention should be paid to adjustments in proportion, windows and roof lines.

# Design Guidelines Manual - Downtown Area

- Again, these elements should be similar to those of adjacent buildings. Exotic shapes tend to disrupt the rhythm of the streetscape and should be avoided.
- Further, it is not recommended to apply historical replication detailing that is not appropriate to the date and style of a building's construction. For example, a 17<sup>th</sup> century colonial storefront does not belong on an 1890's facade.

## Construction and Maintenance

The key word during the construction phase is most likely "flexibility." Every historic redevelopment uncovers surprises and challenges. When these surprises turn up, it's a good idea to return to your original priorities and assessments. You won't want to compromise quality for an inappropriate "quick-fix."

Finally, when construction is completed, you're not finished. Ongoing maintenance following regular schedules and inspections will protect your building and help prevent costly repairs.

## Density

By definition, downtown areas have a high concentration of buildings, structures and places in a given geographic area. This construction pattern is encouraged for new or renovated structures. Construction of new warehouses or storage areas should be minimized. Consideration should be given to the adaptive reuse of existing warehouse and storage space as subdivided private residential space or as retail or service space.

## Not Recommended

- Development of new buildings for use as warehouses and storage areas that minimize density.

## Recommended

- Development that provides a minimum area to floor ratio of 3:1.
- Re-using existing warehouse space for art studios or as small business incubators that share utilities and office help.

## Mixed-Use Development

A balanced mix of uses in Historic Hattiesburg Downtown is encouraged. Such a mix would include residential, retail and service, leisure, passive and entertainment facilities. The perception of downtown as a community means the inclusion of those types of businesses that are typically smaller in nature – "Mom and Pop" operations – and provide the services local residents want.

Property owners are encouraged to consider combining uses within commercial buildings, for example, using upper floors for housing while lower floors are used for retail or other purposes. Mixed use also encourages compatible uses located adjacent to each other – clustering – and that technology be used to minimize the impacts of non-compatible uses, i.e., sound proofing to prevent noise pollution adjacent to residential structures.

## Not Recommended

- Warehouses, storage and parking places as mixed use because they are low occupancy places.

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## Recommended

- Soundproofing establishments such as night clubs, pubs and similar uses to prevent noise pollution adjacent to residential structures.
- Using buildings for two or more purposes. For example, a ground floor might be used as a café and upper floors for housing.

## Streetscape

*"Streetscape: The distinguishing character of a particular street as created by its width, degree of curvature, paving materials, design of the street furniture and forms of surrounding buildings."* - Urban Design Glossary

"In addition to improvements to private storefronts, attention to the public areas of a district...is crucial to sustaining a healthy business district... The street should be a setting in which the pedestrian feels safe from crime as well as from automobile traffic." (Urban Design Glossary)

In an effort to strengthen the character of Historic Downtown Hattiesburg, attention should be directed towards public improvements such as street lighting (compatible and consistent throughout the district to the extent possible and in scale to pedestrians), banners, safety lighting, public art, trash receptacles and plantings and pavings.

"Building a positive pedestrian experience in the downtown area will take the combined effort of residents and businesses, as well as city agencies. A local retail district is most successful when all members of the community are actively committed to its upkeep." (From *Boston Main Streets Commercial Dis-*

## *trict Design Guidelines*)

In order to preserve the aesthetic value of Historic Hattiesburg Downtown, the streetscape must be kept clean and orderly. It is the responsibility of property owners to help keep the downtown area clean. Specifically, property owners are encouraged to:

- Periodically pick up trash and sweep storefront areas.
- Repair or replace broken display windows and keep them clean.
- Maintain adequate lighting of all entrances to buildings, whether occupied or vacant.
- Place exterior plants so that they do not impede pedestrian traffic.
- Design plantings to enhance and accentuate the architecture of the property/building and to create a human-scale streetscape.
- Where feasible, incorporate plantings into new or renovated developments as well as existing structures. Such planting could be done in window boxes, pots and trellises, for example.

## Not Recommended

- No vending machines for food, drinks or tobacco products on the exterior of any structure, new or renovated.

## Recommended

- Organize business owners and volunteers for regularly scheduled district clean-ups or to "adopt" portions of the downtown.



# Design Guidelines Manual - Downtown Area

- Arrange partnerships with the City for maintaining plant materials, trash receptacles and sidewalk spaces.
- Remove all fliers from sign poles, utility poles, traffic poles and other public property.
- Clean and repaint storefronts regularly, typically every 3-5 years.
- Wash windows and sidewalks regularly.
- Use durable materials and hire reputable contractors.
- Remove outdated signs and information from storefront windows in a timely manner.
- Maintain window boxes, shrubs and other plant materials.
- Immediately remove or paint over graffiti to discourage repeat vandalism.

## Public Art

The Historic Hattiesburg Downtown Association (HHDA) – through its *Economic Enhancement Strategy 2000* – advocates the development of an Arts District in the heart of the downtown area. Individual property owners are encouraged to participate in this process through adoption of a specific site or sites for display of public art and to consider the inclusion of display space within their properties for additional art as appropriate.

## Lighting

Lighting has several purposes:

- Illuminating the business
  - Discouraging crime
  - Accentuating the architectural detailing and the landscape's architecture
  - Pedestrian safety.
- Lighting creates a feeling of security for the passerby and is an important factor in any commercial setting. Pedestrian level lighting refers to lighting that is close to the ground – 8 to 12 feet – as opposed to commuter lighting, which is much higher. Downtown safety and adequate lighting is a concern not only for the City of Hattiesburg but also for residents and business owners.
- Pedestrian-level light fixtures in public areas should be sympathetic to the scale and proportion of the historic characteristics of downtown. Where property owners provide additional pedestrian-level lighting, particularly in the Arts District, creative, new solutions keyed to individual projects might be used.

## Not Recommended

- Pulsating strobe lights or electronic moving lights.
- Lights that glare into the street, public way or adjacent properties.
- Domestic-style fixtures or fixtures that do not correspond to the character of the building, i.e., “carriage lamp” fixtures on turn-of-the-century buildings.

## Recommended

- Indirect light as needed.
- General interior lighting of display areas. Interior lighting helps prevent break-ins by allowing public safety officers and

# Design Guidelines Manual - Downtown Area

passersby to see activity inside an establishment.

- Scale and style of light fixtures in keeping with the storefront design.
- Decorative fixtures such as sconces and general building lighting that accents storefronts and enhances a building's architectural details.
- Lighting designed to accentuate signs, store information or building details.
- Supplemental security lighting, such as flood lights, shielded to prevent glare.

## Buffer Strips

Buffer strips, which create transition areas between zoning districts, are required by the Land Development Code in some instances (*see Land Code for specific requirements and information about the Site Plan Review process*).

Additionally, buffer strips may be used to enhance specific downtown areas. Buffers such as fences and plantings not only reinforce the street edge and the limits of private property, but also help prevent trash from blowing or spilling into streets, sidewalks and parking areas.

A planted edge at parking lots and large paved areas maintains the sidewalk edge and provides a measure of comfort for pedestrians. A combination of trees, shrubs, groundcover, annuals, perennials and fencing creates a barrier between the pedestrian and the parking lot and builds a lush and serene district image. Plants also create a microclimate at the street level by providing shaded areas and reducing wind speed.

## Not Recommended

- Use of tree grates.
- Structural bases for pavements when sidewalks are replaced so that tree roots can grow in area under sidewalks.

## Recommended

- Screening the perimeters of parking and service areas where commercial and retail properties abut single-family residential uses.
- Creating a planting buffer on the perimeter where parking lots or large paved areas abut city streets. The planting strip for screening should be a minimum of 4-feet wide and bordered by a 6-inch curb to protect plants from pedestrians and vehicles.
- Maintaining plants for visibility and safety as specified in codes and ordinances.
- Using fencing that is appropriate to placement and use, for example, a decorative metal fence, iron fence or simple hedge is effective as a perimeter treatment for a property that abuts a principal street of the downtown district.
- Irrigation of plantings to reduce maintenance and encourage plant health.
- Coordination of types of trees and plantings with the City's Urban Forestry Program.

*These guidelines were developed with the assistance of Mike Webb, a graduate student in economic development at the University of Southern Mississippi who was an intern with the City of Hattiesburg Department of Urban Development.*

## **V. Guidelines for Non-Residential Buildings**

**Renovation and Rehabilitation**

**New Construction**

**Signs and Awnings**



## Renovation and Rehabilitation

**C**areful research about the historic design and use of a building is necessary before undertaking renovation and rehabilitation. Inadequate research can lead to inappropriate alterations, which can be expensive to reverse.

Potential sources of information include:

- Libraries
- Archives
- Old newspapers
- Postcards from the era
- Deeds
- Past owners or employees
- National Register listings
- Sanborn Insurance Company maps

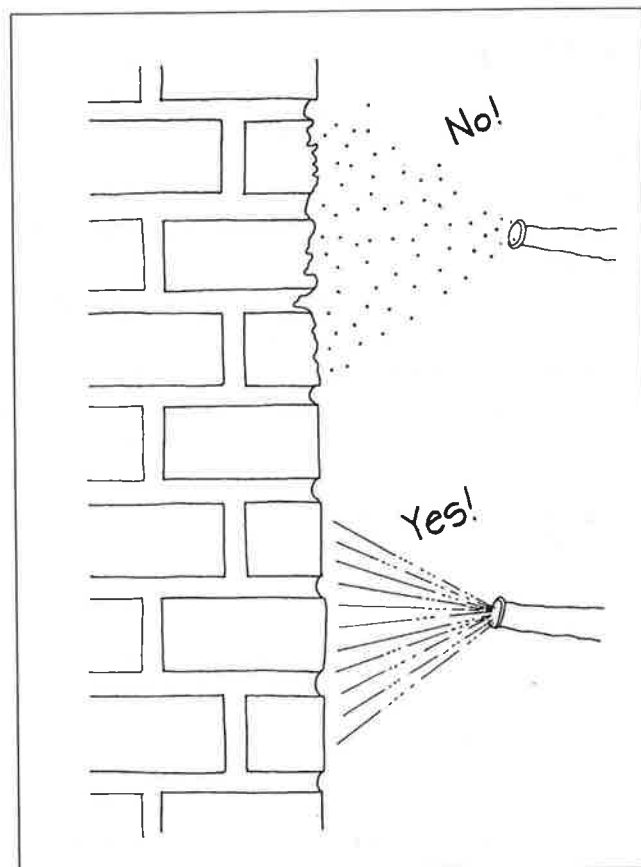
### Recommended

- Identify the overall character of the building.
- Identify the visual character at close range to determine detail.
- Identify the visual character of interior spaces, features and finishes.

Many buildings provide clues to previous appearance or design through imprints or markings.

### Planning for Rehabilitation

Once the historic character and design of the building has been determined, begin planning for the rehabilitation, considering all aspects.



*Cleaning masonry - do not sandblast*

### Recommended

- Evaluate the historic character of the building.
- Assess the architectural integrity of the building.
- Plan for the rehabilitation:
  - Document the existing condition of the building.
  - Determine any necessary testing of materials.
  - Determine if the project will require specially fabricated materials.
  - Check codes and regulations such as the Americans with Disabilities Act.

# Design Guidelines Manual - Non-Residential Buildings

## Masonry

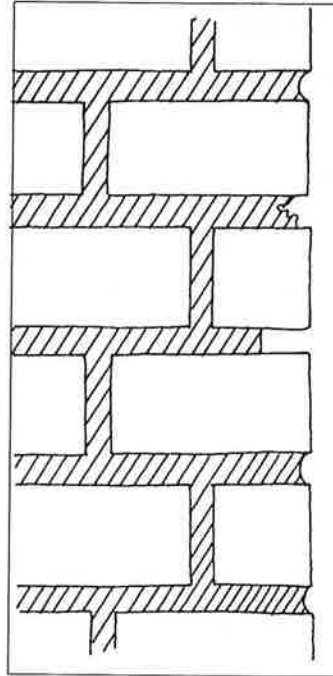
The majority of buildings in downtown are constructed of brick. Other masonry materials include stone, concrete and terra cotta. Stone and terra cotta were used primarily for trim pieces after buildings were constructed of steel and concrete. Over time, bricks and other masonry finishes can deteriorate or need cleaning, which requires careful treatment. When repairing mortar, remember portland cement was not used until the latter part of the 19<sup>th</sup> century. Early mortars were primarily limestone and sand and were very soft. Repointing should always be done with a mortar mix like the existing mortar. It also is important to keep the type and color of any replacement bricks appropriate to the historic design of the building.

### Not Recommended

- Sandblasting bricks or cleaning with high pressure water blasting.
- Using any abrasive or pressure cleaning that damages or destroys the exterior coating and causes the material to lose the ability to repel moisture.

### Recommended

- Using the gentlest means possible to clean brick and masonry finishes.
- Using a chemical cleaning agent with caution. Do not let chemicals run off into the ground or waterways.
- Using a qualified, experienced professional to repair – repoint, retuck – masonry.
- Matching original brick and mortar for color and texture. The width of repointed



### Repointing

1. Deteriorating mortar
2. Clean out old mortar without damaging any brick edges.
3. Set new mortar, matching style and texture

brick should match original joints.

## Doors

Original doors should be repaired, maintained and preserved. If a door must be replaced, the new door should be designed to match the style, material and size of the original door.

### Not Recommended

- Replacing original doors that can be repaired and preserved.
- Doors decorated with cross bucks or window grills.
- Replacing a door with larger or smaller one.
- Using materials not appropriate to the era of the building.

# Design Guidelines Manual - Non-Residential Buildings

## Recommended

- Determining the size and design of the original door.
- Using materials and finishes appropriate to the era of the building.
- Using types and styles appropriate to the era of the building.

## Windows

Original windows should be identified, repaired, maintained and preserved. If a window must be replaced, the new windows should be in keeping with the design, material and style of the original windows.

## Not Recommended

- Replacing original windows when they can be repaired and preserved.
- Covering individual windows with boards or paint.
- Covering groups of windows with sheathing or paneling.
- Filling in window openings with brick or masonry.
- Changing the size and spacing of window openings.
- Using replacement windows of design, size and material incompatible with the era of the building.
- Windows that form a “curtain” wall, separated only by their frames.

## Recommended

- Repairing, maintaining and preserving original windows.
- Removing sheathing, paneling or plywood that covers windows.
- Removing brick or masonry infill in window openings.
- Restoring altered windows to the original design to the extent possible.
- If windows must be replaced, using replacement windows as much as possible like the original windows in style, design and materials.
- Windows that are recessed, not flush with building wall.

## Storefronts

Every building has a “face” — a storefront that reflects its time in history. The storefront is the most prominent feature of a commercial building, with the first story used for displays and advertising. Upper stories show different but related design patterns. Progressively larger display areas on first floor had their heyday in the 19<sup>th</sup> century as plate glass became available. Recessed doorways provided shelter to customers and additional display areas. Cast iron came into use for structural support. Upper floors used window patterns, cornices, brackets and other decorative elements to carry out the overall design.

In the 20<sup>th</sup> century aluminum, colored structural glass, stainless steel, glass block, neon and other new materials were used to carry

# Design Guidelines Manual - Non-Residential Buildings

out Art Deco design schemes.

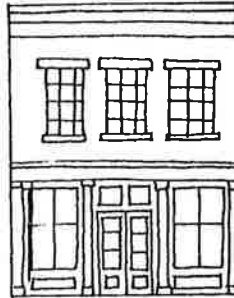
Over time, storefronts may have been altered as the building was renovated or changed owners or use. Such changes should be carefully evaluated in order to determine whether or not they should be maintained and preserved or removed during a renovation.

## Not Recommended

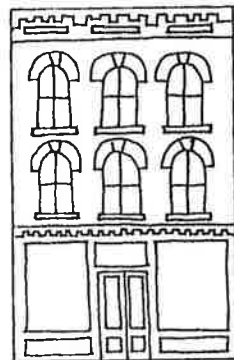
- Removing or altering original design elements from an existing storefront.
- Creating a storefront that does not fit into the building “envelope.”
- Creating a storefront of a style and design inappropriate to the building’s original style and design.
- Creating a false historic theme that does not reflect the true era of the building.
- Painting previously unpainted brick.
- Using on visible surfaces:
  - Wood, vinyl or aluminum siding
  - Wood, asphalt or fiberglass shingles
  - Structural ribbed metal panels
  - Corrugated metal panels
  - Plywood sheathing
  - Plastic sheathing
  - Structural glass, unless used to replicate a pre-1940 storefront design
  - Reflective or moderate to high-grade tinted glass

## Recommended

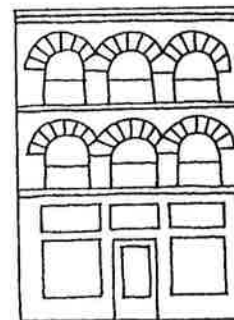
- Repairing, maintaining and preserving original elements of a storefront.
- Restoration of an inappropriately al-



Early to Mid 1800s  
Simple cornice  
Window lintels  
Small panes  
Post & beam frame  
Simple Decoration



Mid to late 1800s  
Decorated cornices  
Window hoods  
2 over 2 windows  
Cast iron columns  
Large display windows



Late 1800s to early 1900s  
Corbel brick cornice  
Large arch windows  
Transom windows  
Recessed entry



Early 1900s to 1930s  
Simple brick cornice  
Large windows with units  
Metal frames  
Structural glass  
Recessed entry



# Design Guidelines Manual - Non-Residential Buildings

tered store front to its original architectural style, design and materials.

- New and existing storefronts that contain the basic features of a historic storefront. There should be a belt course separating the upper stories from the first floor and a bulkhead; the first floor should maintain 80 to 90 percent glass.

In renovating a storefront, consideration should be given to the following:

**Materials.** What were the original storefront materials?

**Colors.** Keep the color theme the same as the original color theme if possible, or use colors found in natural materials such as browns, grays, deep reds and deep greens.

**Cornices.** Restore cornices to their original design.

**Frames.** Restore frames to their original design.

**Windows.** See Restoring Windows

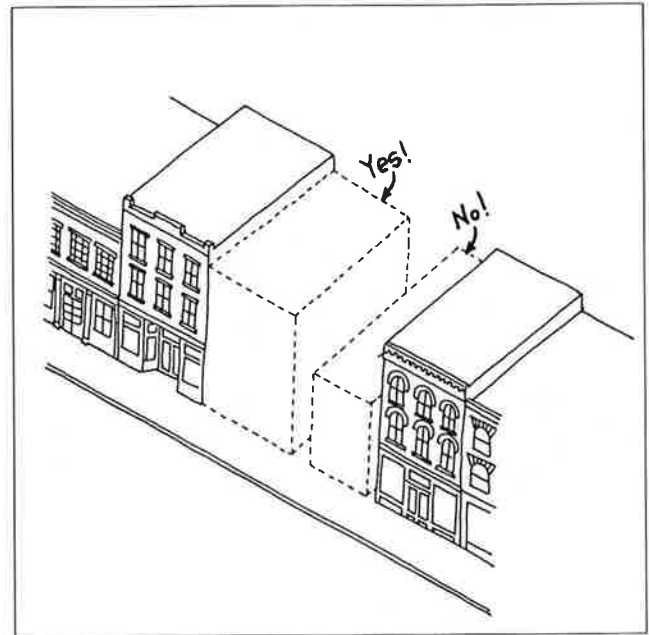
**Entrances.** Recessed entries are encouraged.

**Secondary features.** Pay attention to the detailing of the original design. If possible, restore this detailing.

## Architectural Detailing

### Not Recommended

- Covering historic elements. Where modern, inappropriate materials conceal an original facade, these elements should be removed.



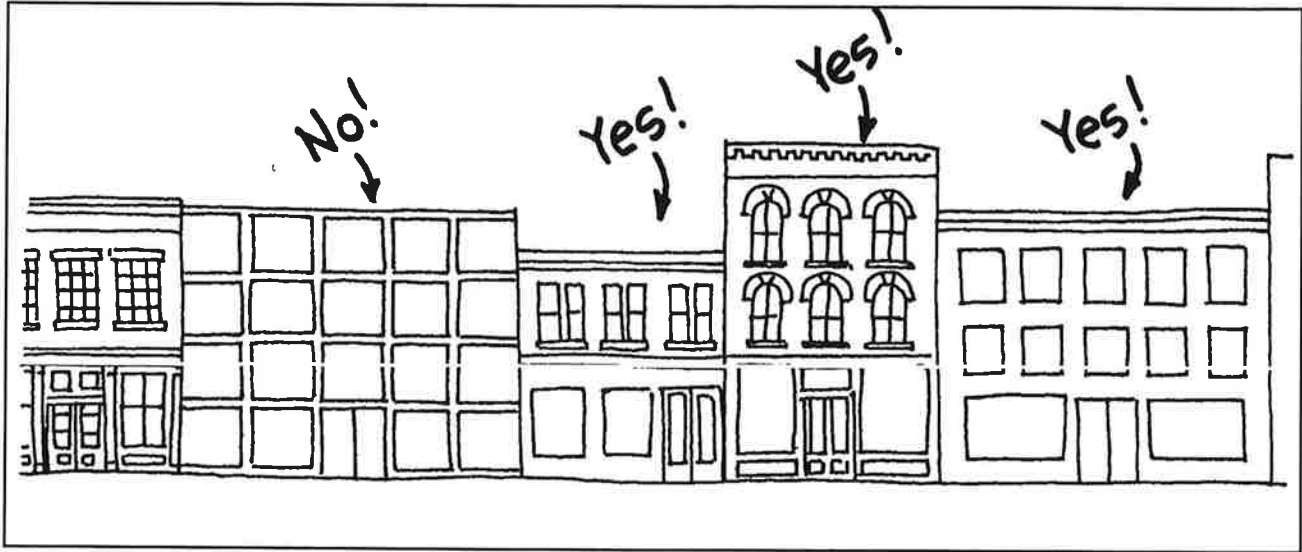
*Guidelines for infill buildings*

- Applying historical replication detailing that is inappropriate to the date and style of a building's construction. For example, a 17<sup>th</sup> century colonial storefront does not belong on a 1890s facade.

### Recommended

- Replacing only materials that are significantly damaged or deteriorated.
- Using simplified versions when replacing lost or undocumented details. Recreated features should relate to the building's period of construction.
- Retaining existing architectural features not original to the building that have become significant in their own right.
- Removing existing elements not original to the building that are historically or architecturally insignificant and replacing them with elements of appropriate design.

# Design Guidelines Manual - Non-Residential Buildings



*Window types and styles*

## New Construction

**N**ew construction is welcomed and encouraged in Downtown Hattiesburg. The intent of these guidelines is to stimulate creativity and innovation while protecting and enhancing the significant architectural and historical character of downtown.

### Not Recommended

- Drive-through uses.
- Using vinyl, wood or aluminum siding; wood, asphalt or fiberglass shingles; corrugated or ribbed metal panels, plywood sheathing, plastic sheathing and reflective glass on visible surfaces.
- Installing windows separated only by their frames so that a "curtain wall" is created.
- Parking areas, driveways and street

front parking along the front of a building. Driveways should be located on alley frontages in order to conserve existing on-street parking.

### Recommended

- **Height and width:** The height and width of new buildings should relate to other structures in the same block or those concentrated nearby. Corner buildings should be similar to height of buildings on adjoining blocks. Front widths of new buildings should correspond with other buildings.
- **Pattern.** If a noticeable pattern of construction designs exists among a series of buildings, the new building should be designed to fit with that pattern.
- **Color.** New buildings should blend with existing buildings in color.
- **Materials.** Most downtown buildings are brick. Other appropriate materials are stone and split-faced concrete and stucco.

# Design Guidelines Manual - Non-Residential Buildings

Other materials that can be appropriate include gypsum detailing and fiberglass elements – if they will be viewed from a distance.

- **Windows.** Windows should align with those of adjacent buildings. Windows should be recessed, not flush with the face of the building.

- **Doors.** Create doors to be compatible with the size and material of doors of surrounding buildings.

- **Orientation.** New buildings should have entrances that orient to the street.

- **Rhythm.** Be mindful of existing rhythm among buildings. New buildings should maintain the horizontal and vertical spacing of elements similar to existing buildings concentrated in the area.

- **Setback.** As a general rule, new buildings should be the same distance from the street front as the adjacent buildings. Courtyards and plazas as part of the site design for new buildings may be appropriate, however, fences, plantings and other site material should be used to delineate setback.

- **Additions.** Rear facades are generally appropriate locations for additions.

## Multi-Tenant Development

Buildings used for residential, commercial and recreational facilities help create a “24-hour” downtown. Multi-tenant buildings promote such use. The lower levels of the buildings can be used for commercial activity while the upper levels can be used for residential and office spaces.

## Not Recommended

- Using more than 25 percent of any store frontage for uses that have no need for or discourage walk-in traffic. An example would be using a storefront for storage.

## Recommended

- Providing street-level, pedestrian-oriented uses on all storefronts.

- Buildings designs that encourage multi-tenant occupancy on the lower two floors.

## Primary Entrances

Primary entrances are those entrances that lead to lobbies, stairs or elevators, rather than open up into a ground floor business. The Faulkner (Carter) Building on Main at Front streets is an example of a building that has both primary and storefront entrances.

## Recommended

- Providing multiple entrances for large buildings.

- Distinguishing primary building entrances leading to lobbies, elevators or stairs from ground floor – storefront – business entrances.

## Creating Quality Buildings

Buildings designed to last a long time help preserve the character of downtown. Deteriorating buildings decrease the value of adjacent buildings, even if these adjacent buildings are in good condition.

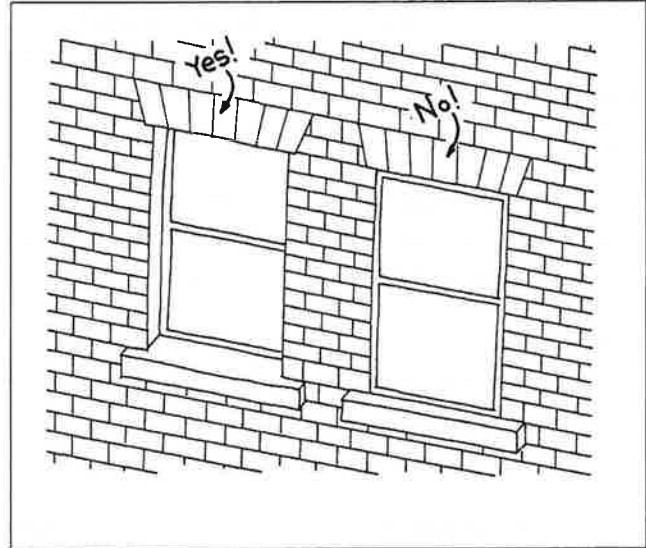
# Design Guidelines Manual - Non-Residential Buildings

## Not Recommended

- Using materials that have a relatively short life span or materials that are currently popular as opposed to high quality.
- Using designs that are “fashion trends” rather than high quality.
- Viewing exterior walls as sacrificial surfaces to be replaced several times over the life span of the building.

## Recommended

- Constructing buildings designed to last a long time (75 years or longer).
- Constructing buildings to be as maintenance free as possible.
- Using materials that are both appropriate for Downtown Hattiesburg and are of high quality.



*Sketch showing windows that are recessed from face of building -- recommended -- and windows set flush with face of building -- not recommended.*

## Signs and Awnings

### Awnings

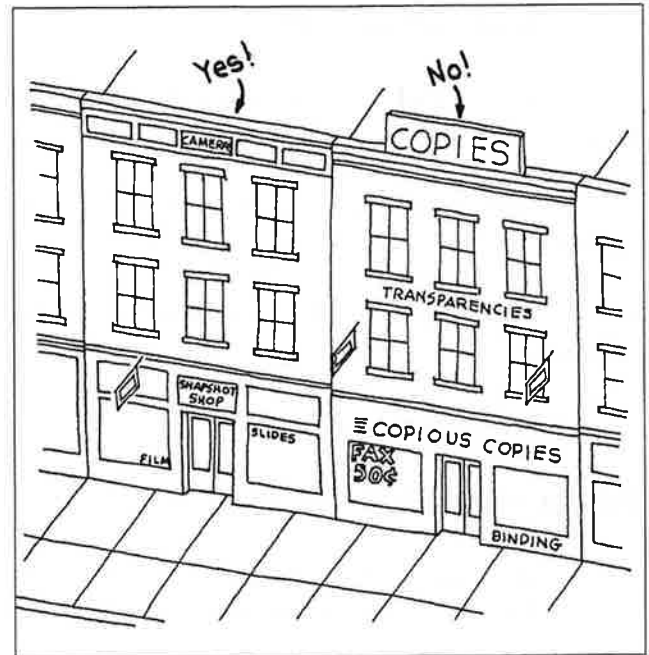
Awnings are often part of the historic character of a building. Awnings can be restored or duplicated so that they complement the character of the building.

#### Not Recommended

- Covering piers or spaces between the second-story windows and storefront cornices with awnings.
- Using “umbrella” style awnings on historic buildings.
- Using internally-lit or plastic awnings, with or without signs.
- Using historically incompatible canopies, awnings and imitation mansard roofs made of metal, rough-sawn wood, plastic, shakes or asphalt roofing.

#### Recommended

- Determining the design of the original awning.
- Using awnings of traditional styles, materials and colors appropriate to the era of the building.
- Consulting someone who knows and understands color before using unusual color combinations. Color choices can be guided by color charts for historic buildings.
- Using awnings to hide inappropriate changes such as covered transom windows.



*Sign placement*

### Signs

Signs are used to identify places and businesses, but they also convey images as well as direct messages. Restrained and tasteful signs suggest a high-quality business. A jumble of oversized and competing signs on a single facade can confuse customers.

#### Not Recommended

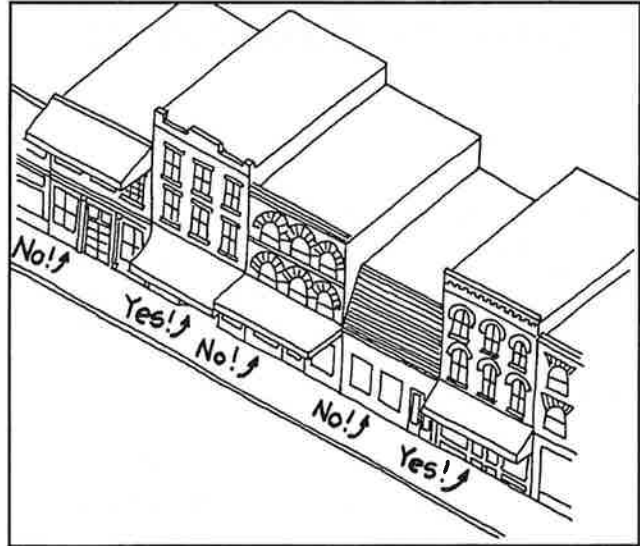
- Wall signs that exceed the height of the building cornice.
- Signs and display ads that exceed 10 percent of each main floor facade area.
- Sign materials that are not compatible with the building materials. Individual letters affixed directly to a sign frieze.
- Sign designs that suggest an era earlier than the date of the building.

# Design Guidelines Manual - Non-Residential Buildings

- Internally lit signs.
- Signs with strobe or electronic, moving lights.
- Pedestal signs and pole-mounted signs.
- Mass-produced, blow-molded plastic signs.
- Portable trailer signs.

## Recommended

- Wall signs that are flush-mounted or painted directly upon the flat surface of the building.
- Wall signs placed in traditional locations to fit within architectural features, for example above transoms, on cornice fascia boards or below cornices.
- Brackets for projecting signs located under the second floor window sills or a maximum of 15 feet from the street level. Projecting signs should be scaled to the proportions of the building.
- Using signs symbols, logos and cut-outs, particularly in projecting signs.
- Ground-mounted signs to a height of 6 feet. Ground-mounted signs should be scaled to pedestrians.
- Signs painted permanently on glass where the sign is less than 5 percent of glass area.



*Awning placement*

- Grouping signs where two or more businesses occupy the same building. Using a business directory is encouraged.
- Painted wood and metal signs.
- Signs that are directly or indirectly illuminated or with separately back-lit letters.
- Using neon signs in building interiors. In the Arts District, neon and other creative sign materials may be appropriate on exteriors.
- Signs on awning valances.

## **VI. Appendices**

**Federal Historic Tax Credits**

**The Secretary of the Interior's Standards for  
Rehabilitation**

**Definitions and Glossary of Terms**

**Resources and Bibliography**

**Maps**





## Appendices - Federal Tax Credits

# Historic Rehabilitation Tax Credit Information

The federal government, through the National Park Service, offers tax credits for qualified historic rehabilitation. This document briefly outlines the requirements and processes for obtaining the tax credit. More detailed information is available from the National Park Service at:

Preservation Tax Incentives  
National Park Service  
Room NC200  
1849 C Street, NW  
Washington DC, 20240

202/343-9578  
hps-info@nps.gov

Since 1976, the Historic Preservation Tax Incentives have produced the following benefits for the nation:

- More than 27,000 historic properties have been rehabilitated and saved.
- The tax incentives has stimulated private rehabilitation of over \$18 billion.
- More than 149,000 housing units have been rehabilitated and 75,000 housing units created, of which over 30,000 are low and moderate-income housing.

## Background

Federal historical preservation tax incentives are available for any qualified project that



*Tax credit restoration project - Main at Front streets*

the Secretary of the Interior designates as a **certified rehabilitation of a certified historic structure**. Federal income and estate tax deductions for charitable contributions of partial interests in the historic property designated a certified historic property are also available.

To qualify for the tax incentives, property owners must complete the appropriate parts of the Historic Preservation Certification Application available from the National Park Service (NPS) or the State Historic Preservation Office (SHPO).

Completed applications are sent first to the State Historic Preservation Office. Normally, two copies of the application are required, one to be retained by the SHPO and the other by the NPS.

## Appendices - Federal Tax Credits

The SHPO will forward the application to the NPS, usually with a recommendation. State recommendations are generally followed, but by law, all certification decisions are made by the NPS on behalf of the Secretary of the Interior. The NPS decision may differ from the SHPO decision. Notification of certification is made **in writing** by the NPS. A copy of each notification is forwarded to the Internal Revenue Service and to the SHPO.

Applications may be sent at any time during the year and may be sent separately or together. If the two parts of the application are sent separately, Part 1 must precede Part 2. **Applicants are strongly encouraged to submit applications describing proposed work and to receive approval from the NPS prior to the start of construction. Owners who undertake rehabilitation projects without prior NPS approval do so at their own risks.**

### Types of Credit

Two types of credit are available, a 20 percent credit and a 10 percent credit.

- The 20 percent rehabilitation tax credit equals 20 percent of the amount spent in a **certified rehabilitation of a certified historic structure**.
- The 10 percent rehabilitation tax credit equals 10 percent of the amount spent to rehabilitate a **non-historic building built before 1936**.

### The 20 Percent Rehabilitation Tax Credit

The 20 percent tax credit applies to any project that the Secretary of the Interior has designated a **certified historic structure**. The 20 percent credit is available for properties rehabilitated as commercial, indus-

trial, agricultural or rental purposes, but is not available for properties used exclusively as the owner's private residence.

### ***What if the building is not yet listed on the National Register?***

Owners of buildings that are not yet listed individually on the National Register of Historic Places or located in the districts that are not yet registered historic districts may use the Historic Preservation Application Part 1 to request a preliminary determination of the significance from the NPS. Such a determination may also be obtained for a building located in a registered historic district but is outside the area or period of significance of the district. A preliminary determination of significance allows the owner to proceed with the rehabilitation project while the process of nominating a building or district continues. They become final only when the building or the historic district is listed in the National Register or when the historic documentation is amended to include additional periods of areas of significance.

### The Application Process

Owners seeking certification of rehabilitated work must complete Part 2 of the application. Long-term leasees may also apply if their lease is 27.5 years for residential or 39 years for nonresidential property. The owner submits the application to the SHPO. The SHPO provides technical assistance and literature on appropriate rehabilitation treatments, advises owners on their applications, makes site visits when possible and forwards the application to the NPS with a recommendation.

The NPS reviews the rehabilitation project for conformance with the *Secretary of the*

## Appendices - Federal Tax Credits

*Interior's Standards and Guidelines for Rehabilitation* (see next heading), and issues a certification decision. The entire project is reviewed, including related demolition and new construction, and is certified, or approved, only if the overall rehabilitation project meets the *Secretary of the Interior's Standards and Guidelines for Rehabilitation*. **The NPS and the SHPO strongly encourage owners to apply before they start work.**

### Department of the Interior's Standards for Rehabilitation

The Secretary of the Interior has put forth standards and guidelines for renovation and restoration of historic buildings. **To be eligible for the tax credits or if using grants from the government for rehabilitation or restoration, these guidelines must be met. (See Section VI for a list of the basic standards).**

Detailed explanations of these 10 standards are available from the National Park Service and the State Historic Preservation Office.

#### Fees

The NPS charges a fee for reviewing applications. There are two fees, a preliminary fee and a final fee. The preliminary fee is deducted from the final fee. Payment should not be sent until requested by the NPS.

#### IRS Requirements

To be eligible for the 20 percent credit, projects must also meet the following tax requirements of the IRS Code:

- The building must be **depreciable**. That is, it must be used for trade or busi-

ness or held for the production of income. It may be used for offices, for commercial, industrial or agricultural enterprises, or for rental housing. It may not serve exclusively as the owner's private residence.

- The rehabilitation must be **substantial**. That is, during a 24-month period selected by the tax payer, rehabilitation must exceed the greater of \$5,000 or the adjusted basis of the building and its structural components. The adjusted basis is generally the purchase price, minus the cost of the land; plus improvements already made, minus depreciation already taken. Once the substantial rehabilitation test is met, all qualified expenditures, including those incurred outside the measuring period, qualify for the tax credit.

#### Claiming the 20 Percent Tax Credit

Generally, the tax credit is claimed on IRS form 3468 for the tax year in which the rehabilitation is placed in service. The IRS requires that the NPS certification of completed work (application Part 3) be filed with the tax return. If final certification has not been received, a copy of the final page of Part 2 of the application can be submitted, providing that it shows evidence of having been received by either the SHPO or the NPS. If the NPS denies certification to a rehabilitated project, the tax credit is disallowed.

#### Recapture of the Tax Credit

The owner must hold the building for five full years after completing the rehabilitation or **pay back the credit**. If the owner disposes of the building within one year after it is placed in service, 100 percent of the tax credit is recaptured. For properties held between one and five years, the tax credit re-

## Appendices - Federal Tax Credits

capture is reduced by 20 percent per year. The NPS and the SHPO may inspect the building at anytime during the five-year period. The NPS may revoke certification if work is not done as prescribed by the Historic Preservation Certification Application or if unapproved alterations were made for up to five years after certification of the rehabilitation. The NPS will notify the IRS of such renovations.

### Depreciation

Rehabilitated property is depreciated using the straight-line method over 27.5 years for the residential property and 39 years for nonresidential property. The depreciable basis of the rehabilitated building must be reduced by the full amount of the tax credit claimed.

### 10 Percent Tax Credit

The 10 percent rehabilitation tax credit is available for rehabilitation of **non-historic buildings built before 1936**. The 10 percent credit applies only to buildings rehabilitated for nonresidential use. A moved building is ineligible for the 10 percent credit (a certified historic structural that has been moved can still be eligible for the 20 percent credit). The following conditions apply to the 10 percent credit:

- The 10 percent tax credit is claimed on IRS Tax Form 3468 in the tax year that the rehabilitation building is placed in service. There is no formal review process for the rehabilitated buildings with the 10 percent tax credit.

### 20 Percent Tax Credit Versus the 10 Percent Tax Credit

**The two credits are mutually exclusive** that is, only one applies to any given project. Which credit is given depends on the building and not the owner's preference. Buildings listed in the National Register of Historic Places are not eligible for the 10 percent credit. Owners of buildings located in historic districts may claim the 10 percent credit only if they file Part 1 of the Historic Preservation Certification Application and receive a determination that the building does not contribute to the district and is not a historic structure. Owners of historic buildings denied the 20 percent credit may not claim the 10 percent credit.

### Rehabilitations Involving Government and Other Tax-Exempt Entities

Property used by government bodies, non-profit organizations or other tax-exempt entities is not eligible for the tax credit if the tax-exempt entity enters into a disqualified lease for more than 35 percent of the property.

### Other Tax Incentives for Historic Preservation

The IRS allows for tax deductions based on charitable contributions of partial interest of historic properties. Contributions may include structures other than a building and may be portions of a building such as a facade and may include the land area on which it is located. The IRS defines historical important areas as:

# Appendices - Federal Tax Credits

- Independently significant land areas, including any related historic resources that meet National Register Criteria for Evaluation.
- Land areas within registered historic districts, including buildings, that contribute to the significance of the historic district.
- Land areas adjacent to a property individually listed in the National Register of Historic Places but not within a historic district where physical or environmental features of the land area contribute to the historic or cultural integrity of the historic property.

## Investment Tax Credit for Low Income Housing

The Tax Reform Act of 1986 also establishes an investment tax credit for acquisition, construction, or rehabilitation of low-income housing. Credits are allocated by the State Credit Agencies.

## Summary

- There are two types of tax credits administered through the National Park Service and the State Historic Preservation Office: a 20 percent tax credit and a 10 percent tax credit. The 20 percent tax credit is for rehabilitations on buildings listed as historic structures by the Department of the Interior. The 10 percent tax credit is for rehabilitations of non-historic buildings built before 1936.
- All rehabilitations for the 20 percent tax credit must meet the *Secretary of the Interior's Standards for Rehabilitation* as well as other requirements.
- It is highly recommended that owners apply for the credit before undertaking any rehabilitations.
- Applications are done using the Historic Preservation Certification Application available from the National Park Service and sent to the State Historic Preservation Office.
- The building must be held for at least five years or the credit is recaptured.

## Appendices - Federal Tax Credits

## Appendices - Secretary of the Interior's Standards

### Secretary of the Interior's *Standards for Rehabilitation*

These guidelines can also be found on the National Park Service webpage at [www2.cr.nps.gov/tps/tax/rehabstandards.htm](http://www2.cr.nps.gov/tps/tax/rehabstandards.htm).

To be eligible for the tax credits or if using grants from the government for rehabilitation or restoration, these guidelines must be met:

1. A property shall be used for its historic purpose or be placed in a new use that requires a minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of the property shall be retained and reserved. The removal of historic materials or alteration of features and spaces that characterize a property should 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 historic property shall be preserved.
6. Deteriorating 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 one in design, color, texture, and other visual qualities and where possible, materials. replacement of missing features shall be sustained by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to the historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archaeological resources affected by the 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.

## Appendices - Secretary of the Interior's Standards



# Appendices - Definitions and Glossary

## Definitions

### Hattiesburg Historic Conservation Ordinance as Amended

**Alteration** – Any change because of construction, repair, maintenance or other means to a landmark site or to a building located within a historic district or designated as a landmark.

**Applicant** – The record owner of a landmark, landmark site or building or buildings within a historic district or the lessee thereof with the approval notarized by the owner of record, or a person holding a *bona fide* contract to purchase same who makes application for a Certificate of Appropriateness under this ordinance.

**Building** – Any building or other structure built for shelter or enclosure of persons, animals or chattels, including fences, signs, paving and boundary walls, and any part of any such building or structure when subdivided by division walls or party walls extending to or above the roof and without openings in such separate walls. The term “building” shall be construed as if followed by the words “or any part thereof.”

**Certificate of Appropriateness** – A document evidencing the approval of the Commission for work proposed by an applicant.

**City** – The City of Hattiesburg as represented by its Local Government Board. For all intents and purposes of this ordinance (Historic Conservation Ordinance), the terms, “City,” “Board” and “Council” shall be interchangeable.

**Commission** – The Historic Conservation Commission created under the ordinance,

pursuant to Sec. 39-13-5 Mississippi Code (1978).

**Construction** – The erection of any on-site improvement to a Landmark or to a building or any parcel of ground, located within a Historic District or on a Landmark Site, whether the site is presently improved or unimproved, or hereafter becomes unimproved by “demolition,” “demolition by neglect” or as a result of destruction of an improvement located thereon by fire, windstorm or other casualty or otherwise.

**Demolition** – The complete or constructive removal of a building on any site.

**Demolition by Neglect** – Neglect is the maintenance of any building or structure that is a historic landmark or that is within a historic district that results in deterioration.

**Earthworks** – Any subsurface remains of historical, archaeological or architectural importance or any unusual ground formations or archaeological significance.

**Exterior Features** – The architectural style, general design and general arrangement of the exterior of a building or other structure, the kind and texture of the building material and the type and style of all windows, doors, light fixtures, signs and other appurtenant fixtures and natural features such as live trees.

a) In the case of signs, “exterior features” shall be construed to mean the style, material, size and location of all such signs.

b) Live trees larger than six (6) inches in diameter at a point five (5) feet above the ground shall be considered as exterior features.

## Appendices - Definitions and Glossary

**Conservation District** – An area designated by the Commission and approved by the City through an ordinance that contains a geographically definable area, urban or rural, possessing a significant concentration, linkage or continuity of sites, buildings, structures or objects united by past events or aesthetically by plan or physical development.

**Historic Resource** – As recognized by the National Register of Historic Places, historic resources consist of separate and aggregate buildings, districts, structures, sites and objects, and are defined below:

- a) **Building:** A structure created to shelter any form of human activity, such as a house, barn, church, hotel or similar structure. Building may refer to a historically related complex such as a courthouse and jail or a house and barn.
- b) **District:** A geographically definable area, urban or rural, possessing a significant concentration, linkage, or continuity of sites, buildings, structures or objects united by past events or aesthetically by plan or physical development.
- c) **Structure:** A work made up of interdependent and interrelated parts in a definite pattern of organization. Constructed by man, it is often an engineering project large in scale. Examples: bridges, lighthouses, water towers.
- d) **Object:** A material thing of functional, aesthetic, cultural historical or scientific value that may be, by nature or design, movable yet related to a specific setting or environment. Examples: steamboats, dredges.
- e) **Site:** The location of a significant event, a prehistoric or historic occupation

or activity, or a building or structure, whether standing, ruined or vanished, where the location itself maintains historical or archaeological value regardless of the value of any existing structures. Example: battlefields, Indian mounds.

For the intents and purposes of this ordinance, the definition of a National Register district corresponds as a "Conservation District;" building, structure or object correspond as a "Landmark;" and the definition of National Register site corresponds as a "Landmark Site."

**Landmark** – An improved parcel of ground with a building, structure or object designated by the Commission and approved by the City through an ordinance that possesses particular historic, architectural or cultural significance by meeting at least one of the following criteria:

- a) Exemplifies or reflects the broad cultural, political economic or social history of the nation, state, county or city; or
- b) Is identified with historic personages or with important events in national, state or local history; or
- c) Embodies distinguishing characteristics of an architectural type or is a specimen inherently valuable for the study of a period, style, method of construction or use of indigenous materials or craftsmanship; or
- d) Is representative of the notable work of a master builder, designer or architect whose individual ability has been recognized or who influenced his age.

**Landmark Site** – An unimproved or improved parcel of ground designated by the Commission and approved by the City

## Appendices - Definitions and Glossary

through an ordinance, which possesses particular historic, architectural or archaeological significance by meeting at least one of the following criteria:

- a) Exemplifies or reflects the broad cultural, political economic or social history of the nation, state, county or city; or
- b) is identified with historic personages or with important events in national, state or local history; or
- c) embodies distinguishing characteristics of an architectural type or is a specimen inherently valuable for the study of a period, style, method of construction or use of indigenous materials or craftsmanship; or
- d) has yielded, or may be likely to yield, information important in prehistory or history.

"Landmark Sites" differ from "Landmarks" in that the physical location, not the building or structure, possesses primary significance. Although some of the criteria for "Landmark Sites" parallels the criteria for "Landmarks," "Landmark Sites" that are accompanied by buildings or structures that do or do not possess significance related to the site, may appear eligible as "Landmarks" but must be classified as "Landmark Sites."

For the purposes of this ordinance, therefore, "Landmark Sites" encompasses prehistoric or historic sites on unimproved or improved parcels of land.

**Local Governing Board** – (Abbreviated as "Board") The duly elected or appointed foremost authority of the City, including but not limited to the Mayor, City Council or City Planner. For all intents and purposes of this ordinance, the terms "Board" and "City" shall be interchangeable.

**Ordinary Repairs or Maintenance** – Work done to prevent deterioration of a building or any part thereof by restoring the building as nearly as practicable to its condition prior to such deterioration, decay or damage.

**Owner of Record** – The owner of a historic resource reflected on the current county tax roll.

**Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings** – (Abbreviated as Secretary's Standards) A federal document delineating 10 standards and numerous guidelines for the sensitive rehabilitation and preservation of historic buildings. The Secretary's Standards shall be used as the guideline for judging all applications for a Certificate of Appropriateness.

# Appendices - Definitions and Glossary

## Glossary of Terms

**Access** – spaces that accommodate people with special needs.

**Accessory Use** – A use incidental to, and on the same lot as, a principal use, such as a detached garage on a residential lot.

**Adaptive Use** – Rehabilitation of a historic structure for use other than its original use, such as a residence converted into an office. The exterior appearance should not be altered.

**Alteration** – Any material construction or change to the exterior of a building, object, site or structure, including, but not limited to, changing to a different type, style or size of roofing or siding materials; changing, eliminating or adding doors, door frames, windows, window frames, shutters, fences, railings, columns, beams, walls, steps, porches, balconies, signs or other ornamentation; and dismantling, removing or moving any exterior features or demolition.

**Appropriate** – Especially suitable or compatible.

**Archaeology** – A science or study of the material remains of past life activities and the physical site, location or context in which they are found, as delineated in the Department of the Interior's Archaeological Resources Protection Act of 1979.

**Arch** – A means of spanning an opening by use of small units of masonry. Typically, a curved structural element that spans an opening and supports weight above.

**Architectural Drawings** – used by architects and other design professional during the design process. An **elevation** is a two-dimen-

sional drawing that shows a façade or side of a structure.

A **plan** illustrates the room layout, as well as the placement of windows and doors.

**Architrave** – The molding around a door or window opening; also in classic architecture, the lowest member of the entablature resting on the capital of the column.

**Balustrade** – A series of balusters, or posts, with a top and bottom rail, as along a staircase.

**Baluster** – A short post or pillar in a series supporting a rail or coping and thus forming a balustrade.

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

**Bay Window** – A projecting window that forms an extension to the floor space of the internal rooms; usually extends to the floor level.

**Beaded Board** – A siding of thin strips of wood with rounded strips in between, usually used on exterior ceilings but also as interior wainscoting or ceilings.

**Belt Course** – A horizontal band around a building, often of a contrasting material.

**Board and Batten** – Vertical siding consisting of flat members with narrow projecting strips to cover the joints.

**Bond** – The pattern in which bricks are laid to increase the strength or enhance the design.

**Bracket** – A projecting element of wood, stone or metal that spans between horizon-

## Appendices - Definitions and Glossary

tal and vertical surfaces (cornice, eaves, overhangs) as decorative support.

**Bungalow** – A common house form of the early 20<sup>th</sup> century, distinguished by horizontal emphasis, wide eaves, large porches and multi-light doors and windows.

**Buffer** – A strip of land identified on a site plan or by a zoning ordinance, established to protect one type of land use that is incompatible. Normally, the area is landscaped and kept in open space.

**Capital** – The top member of a column or pilaster.

**Casement Window** – A window hinged on the side that opens outward.

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

**Character** – The qualities and attributes of any structure, site, street or district.

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

**Colonial Revival** – A house style of the early 20<sup>th</sup> century based on interpretations of architectural forms of the American colonies prior to the revolution.

**Column** – A vertical support, usually supporting a horizontal member or roof above.

**Compatible** – In harmony with location and surroundings.

**Contemporary** – Reflecting characteristics of the current period. Contemporary denotes characteristics that illustrate that a building, structure or detail was constructed in the presents or recent past, rather than being imitative or reflective of a historic design.

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

**Corbel** – In masonry, a projection, or one of a series of projections, each stepped progressively farther forward with height and articulating a cornice or supporting an overhanging member.

**Corner Board** – A vertical strip of wood placed at the corners of a frame building to terminate the wood clapboards or siding at the corner in a finished appearance.

**Cornice** – A projecting ornamental molding along the top of a wall, window or door.

**Density** – Measurement of the number of units, e.g., housing, or persons per acre, which may indicate the level of activity in an area.

**Dentils** – A row of small tooth-like blocks in a classical cornice.

**Double-hung Window** – A window with two sashes, one sliding vertically over the other.

**Eave** – The overhang at the bottom edge of a roof surface that projects beyond the wall surface.

**Fabric** – The physical material of a building,

## Appendices - Definitions and Glossary

structure or city, connoting an interweaving of component parts.

**Façade** – The exterior wall of a building exposed to public view or that wall viewed by persons not within the building.

**Fanlight** – A semi-circular window over a door with radial bars in the form of an open fan.

**Fascia** – A horizontal board that covers the ends of rafters.

**Fenestration** - Design elements of the exterior (architectural) window treatments such as pattern, rhythm and ornamentation.

**Flashing** – A sheet, usually of metal, used to make in intersection of materials weather tight.

**Frieze** – A horizontal band located beneath the cornice at the junction of the exterior wall and roof eaves.

**Gable** – The triangular section of a wall that carries a pitched roof.

**Gable Roof** – A roof with a central ridgepole and one slope at each side.

**Gingerbread Trim** – Pierced curvilinear ornament made with a jig or scroll saw.

**Hipped Roof** – A roof with uniform slopes on all four sides.

**Historical Evidence** – Any documented evidence such as newspaper articles, historic photographs or other historic descriptions describing or showing how a structure looked during some specified point in its history; could also be physical evidence such as indentations and marks in wood, such as that

left by a shutter hinge.

**Infill** – Housing or other development in an urban area that is designed to fill a void left by vacant property, such as redevelopment land. Generally, the purpose of infill is to revitalize the surrounding area.

**Jamb** – The side of a doorway or window opening.

**Lattice** – An openwork grill of interlacing wood strips used as screening.

**Lights** – A section of window, the pane of glass.

**Lintel** – A beam that spans an opening; a horizontal element over a window or door opening that supports the wall above.

**Mass** – Combines all three dimensions (length, height and depth). A building is often composed of many masses, hence the term massing, which is often used to describe the form or shape of structures like cathedrals.

**Mixed Use** – A project or limited area of development that combines different land uses, such as housing, retail and office uses.

**Mullion** – A vertical post dividing a window into two or more lights or panes.

**Muntin** – The strips of wood separating the lights – panes – of a window.

**National Register of Historic Places** – The nation's official list of historic, architectural, archaeological and cultural resources. It is maintained by the National Park Service, U.S. Department of the Interior.

**Palladian Window** – An arched window

## Appendices - Definitions and Glossary

flanked by two smaller square-headed windows.

**Parapet** – The uppermost portion of the exterior wall, extending above the roofline. It forms the top line of the building silhouette.

**Pediment** – The triangular face of a gable.

**Pier** – An upright structure, usually of masonry, which serves as support for the floor joists and walls.

**Pilaster** – A shallow rectangular pier projecting only slightly beyond the wall surface and normally treated as a column with a capital and a base.

**Pitch** – The degree of the slope of the roof.

**Portico** – A roofed space, open or partially enclosed, forming the entrance and center piece of the façade, often with detached or attached columns and a pediment.

**Preservation** – Providing for the continued use of deteriorated old and historic buildings, sites, structures and objects. The means for preservation include restoration, rehabilitation and adaptive use. According to the Secretary of the Interior, it is “the act or process of applying measures to sustain the existing form, integrity and material of a building or structure, and the existing form and vegetative cover of the site. It may include stabilization work, where necessary, as well as ongoing maintenance of the historic building materials.”

**Proportion** – The ratio or relative size of two or more dimensions. The term can be used to refer to the ratio of the width to the height of a door or window opening, or to the ratio of the width of a building to its height.

**Quoin** – Units of stone, brick or other material used to accentuate the corners of a building.

**Rafters** – Structural supports placed at an angle to carry a pitched roof.

**Ridge** – The line at the top of a sloped roof.

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

**Ratio of solid to void** – The solid-to-void relationship refers to the proportions between the total area of wall surface area and the area of “holes” (i.e., windows, doors, arches, etc.) of a building. This relationship determines the appearance of a building in a very basic way, with the range of possibilities extending from a stone fortress to a glass house.

**Reconstruction** – The act or process of reproducing by new construction the exact form and detail of a vanished building, structure or object, or a part thereof, as it appeared at a specific period of time.

**Rehabilitation** – The act or process of returning a property to a state of utility through repair or alteration that makes possible an efficient contemporary use while preserving those portions or features of the property that are significant to its historical, architectural and cultural values.

**Renovation** – Modernization of an old or historic structure. Unlike restoration, renovation may not be consistent with the original design.

**Restoration** – The act or process of accurately recovering the form and details of a property and its setting as it appeared at a particular period of time by means of the removal of later work or by the replacement

## Appendices - Definitions and Glossary

of missing earlier work.

**Rhythm and pattern** – Relate to materials, styles, shapes and spacing of building elements and the buildings themselves. The predominance of one material or shape and its patterns of recurrence, are characteristics of an area that need to be maintained.

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

**Scale** - The apparent size of a building, window or other element as perceived in relation to the size of a human being. Scale refers to the apparent size, not actual size, since it is always viewed in relationship to another building or element. For instance, the scale of one element may be altered simply by changing the size of an element nearby, such as windows, doors or other architectural details. These relationships contribute to the experience of a place as intimate, vast, “larger than life” and daunting, etc.

**Sense of Place** – The feeling associated with a location, based on a unique identity and other memorable qualities.

**Sidelight** – A narrow vertical window usually found on both sides of a door.

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

**Site Plan** – A plan prepared to scale, showing accurately and with complete dimensioning, the boundaries of a site and the location of all buildings, structures, uses and principal site design features proposed for a specific parcel of land.

**Soffit** – The underside of a cornice.

**Stabilization** – The act or process of applying measures designed to re-establish a weather resistant enclosure and the structural stability of unsafe or deteriorated property while maintaining the essential form as it exists at present.

**Streetscape** – The distinguishing character of a particular street as created by its width, degree of curvature, paving materials, design of the street furniture and forms of surrounding buildings.

**Terra Cotta** – Cast and fired clay units, used as decorative ornamentation.

**Transom** – A small operable or fixed window located above a window or door.

**Tread** – Horizontal part of a stair step.

**Turned Column** – A column that has been turned on a lathe to form rounded bands and shapes.

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

**Turret** - A small slender tower with a conical roof.

**Vernacular** – Landscape or architectural style common to, or representative of, an area.

**Verge Board** – The vertical face board following and set under the roof edge of a gable, sometimes decorated by carving.

**Zoning** – Dividing an area into sections determined by specific restrictions on land use.



# Appendices - Resources and Bibliography

## Resources and Bibliography

### Agencies and Organizations

#### **City of Hattiesburg**

Department of Urban Development  
Planning Division  
P.O. Box 1898  
Hattiesburg, MS 39403-1898  
601/545-4591  
601/545-1962 - Fax  
Location: City Hall, 200 Forrest St., 2<sup>nd</sup> Floor  
[www.hattiesburgms.com](http://www.hattiesburgms.com)

Department of Urban Development  
Land Development Code Division  
P.O. Box 1898  
Hattiesburg, MS 39403-1898  
601/545-4555  
Location: City Hall, 200 Forrest St., 1<sup>st</sup> Floor

#### **Forrest County**

Board of Supervisors  
P.O. Box 1310  
Hattiesburg, MS 39403-1310  
601/545-6004  
Location: Paul B. Johnson Chancery Court  
Building, 641 Main St., 1<sup>st</sup> Floor

#### **Historic Hattiesburg Downtown Association**

Bernice Linton, Executive Director  
P.O. Box 150  
Hattiesburg, MS 39403-0150  
601/583-4329  
Location: Hattiesburg Cultural Center, 723  
Main St., 2<sup>nd</sup> Floor  
[www.downtownhattiesburg.com](http://www.downtownhattiesburg.com)

#### **Hattiesburg Area Historical Society**

P.O. Box 1573  
Hattiesburg, MS 39403-1573  
601/582-5460  
Location: Hattiesburg Cultural Center, 723  
Main St., Ground Floor

#### **Hattiesburg Arts Council**

Patty Hall, Executive Director  
P.O. Box 693  
Hattiesburg, MS 39403-0693  
601/583-6005  
Location: Hattiesburg Cultural Center, 723  
Main St., 2<sup>nd</sup> Floor

#### **Mississippi Department of Archives and History**

Historic Preservation Division  
P.O. Box 571  
Jackson, MS 39205-0571  
601/359-6940  
[msshpo@mdah.state.ms.us](mailto:msshpo@mdah.state.ms.us)

#### **Mississippi Heritage Trust**

David Preziosi, Executive Director  
P.O. Box 577  
Jackson, MS 39205-0577  
601/354-0200  
601/354-0220 Fax  
[info@mississippiheritage.com](mailto:info@mississippiheritage.com)

#### **U.S. Department of the Interior**

National Park Service  
1849 C. Street NW-350NC  
Washington, DC 20240  
202/343-3411  
202/343-5260 - Fax  
<http://www.cr.nps.gov>

#### **National Trust for Historic Preservation**

1785 Massachusetts Ave. NW  
Washington, DC 20036  
800/944-6847  
200/588-6200  
[www.nationaltrust.org](http://www.nationaltrust.org)

# Appendices - Resources and Bibliography

## **National Alliance for Historic Preservation**

P.O. Box 1605

Athens, GA 30603

706/542-4731

[www.arches.uga.edu/~napc](http://www.arches.uga.edu/~napc)

For reference to Newman-Buschman Railroad Historic District, Mobile Street District, Hattiesburg Historic Neighborhood District, North Main Street Historic District, Oaks Historic District and Parkhaven Historic District and their associations, please contact the Planning Division, Department of Urban Development, City of Hattiesburg.

## **Technical Information**

Preservation Briefs Series. The U.S. Department of the Interior, National Park Service, publishes pamphlets for use in various aspects of historic preservation. Titles range from *The Cleaning and Waterproof Coating of Masonry Buildings* to *The Repair of Historic Wooden Windows* to *The Preservation of Historic Signs* and *Mothballing Historic Buildings*. The briefs may be ordered from the U.S. Government Printing Office. Copies are available in the Planning Division, Department of Urban Development. The briefs also are available on line at [www2.cr.nps.gov/tps/briefs](http://www2.cr.nps.gov/tps/briefs).

General Services Administration. Series of pamphlets on appropriate maintenance and repair procedures for historic buildings. <http://w3.gsa.gov/web/p/HPTP.NSF/NPS>

## **Additional Publications**

*A Field Guide to American Houses*, Virginia and Lee McAlester, 1984

*Old House Journal*. 1972 to present (a

monthly publication with technical advice for rehabilitation). Subscriptions available from the *Old House Journal*, Dept. 7, 69A Seventh avenue, Brooklyn, NY 11217

*Hattiesburg A Pictorial History*, edited by Dr. Kenneth G. McCarty, Jr., 1989

*A History of Forrest County, Mississippi*, Hattiesburg Area Historical Society, 2000

## **Bibliography**

*Design Guidelines for Downtown Quincy*, Historic Quincy Business District Design Committee, Quincy, Illinois

*Design Guidelines for the Historic Districts in Galveston*, Department of Housing and Urban Development, Galveston, Texas, 1999

*Hattiesburg Design Guidelines Manual*, Department of Planning and Community Development, 1993

*Historic Hattiesburg The History and Architecture of Hattiesburg's First Neighborhoods*, Department of Planning and Community Development, City of Hattiesburg, 1990

*Historic Natchez Design Guidelines*, David Preziosi, Historic Preservation Planner, City of Natchez, 1998

*Living With History, A guide to the preservation standards for historically designated houses in Milwaukee*, City of Milwaukee, Department of City Development, Milwaukee, Wisconsin, 1997

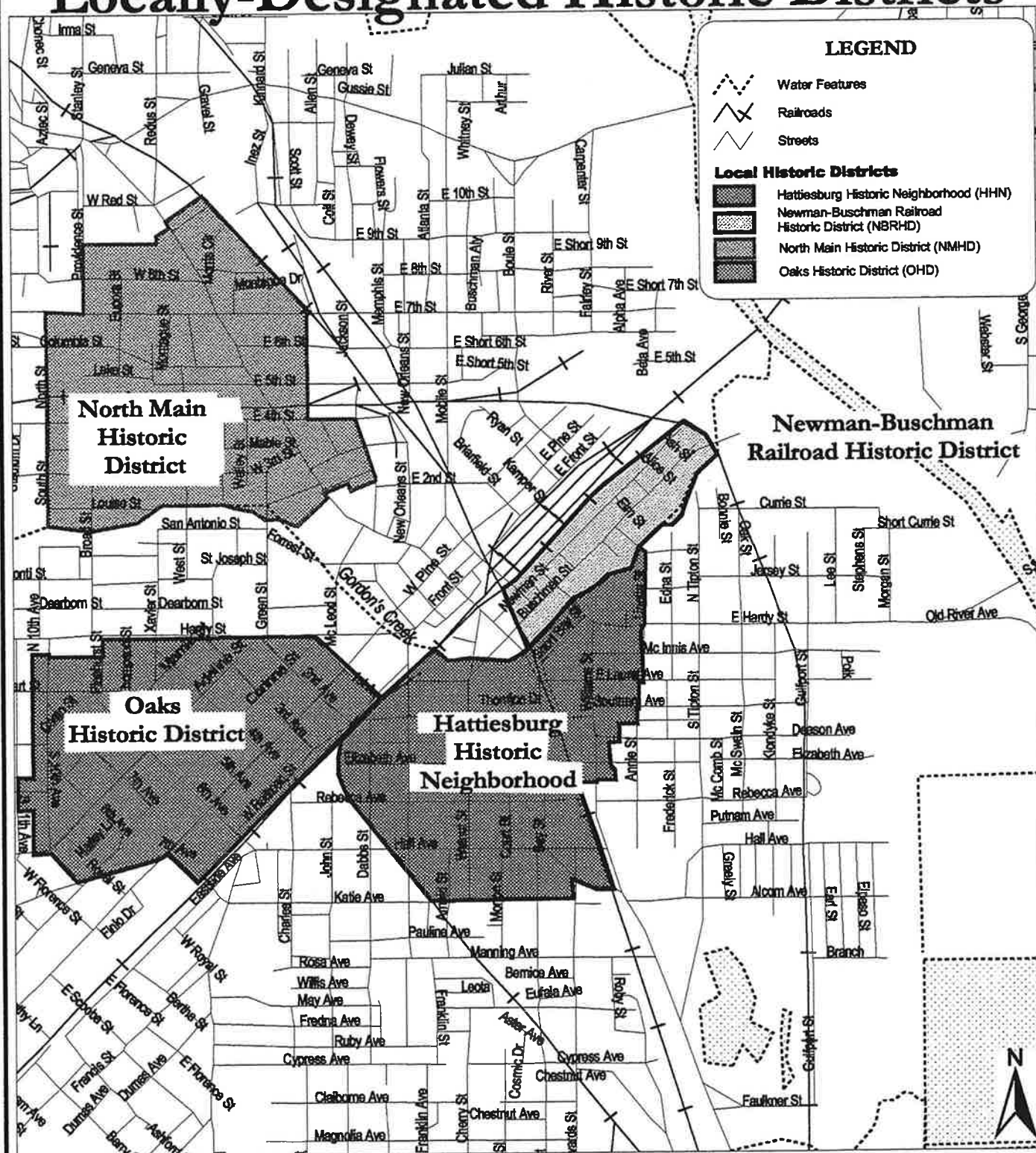
*The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings*, U.S. Department of the Interior, National Park Service, Revised 1983

# MAPS



# City of Hattiesburg, MS

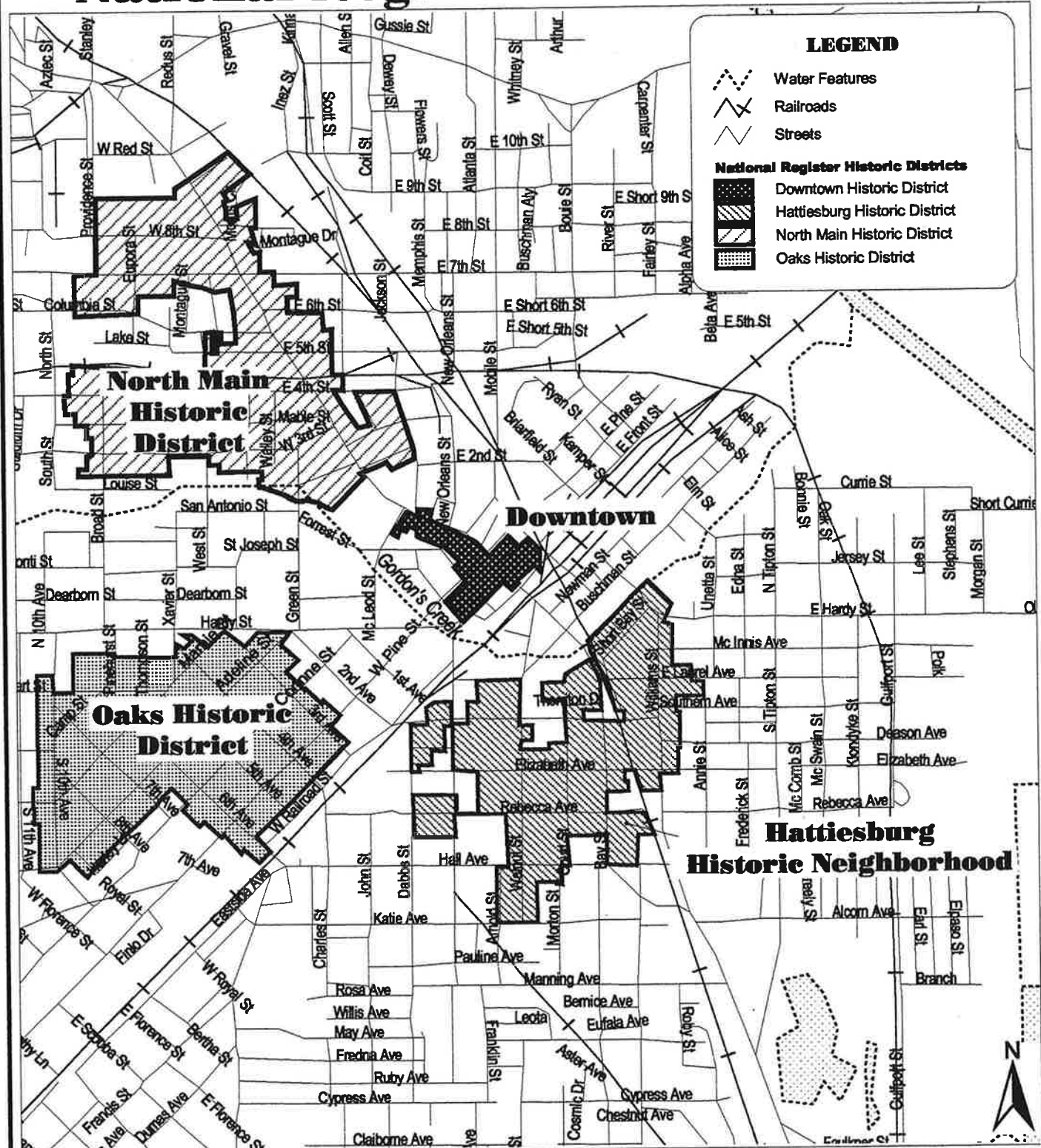
## Locally-Designated Historic Districts





# City of Hattiesburg, MS

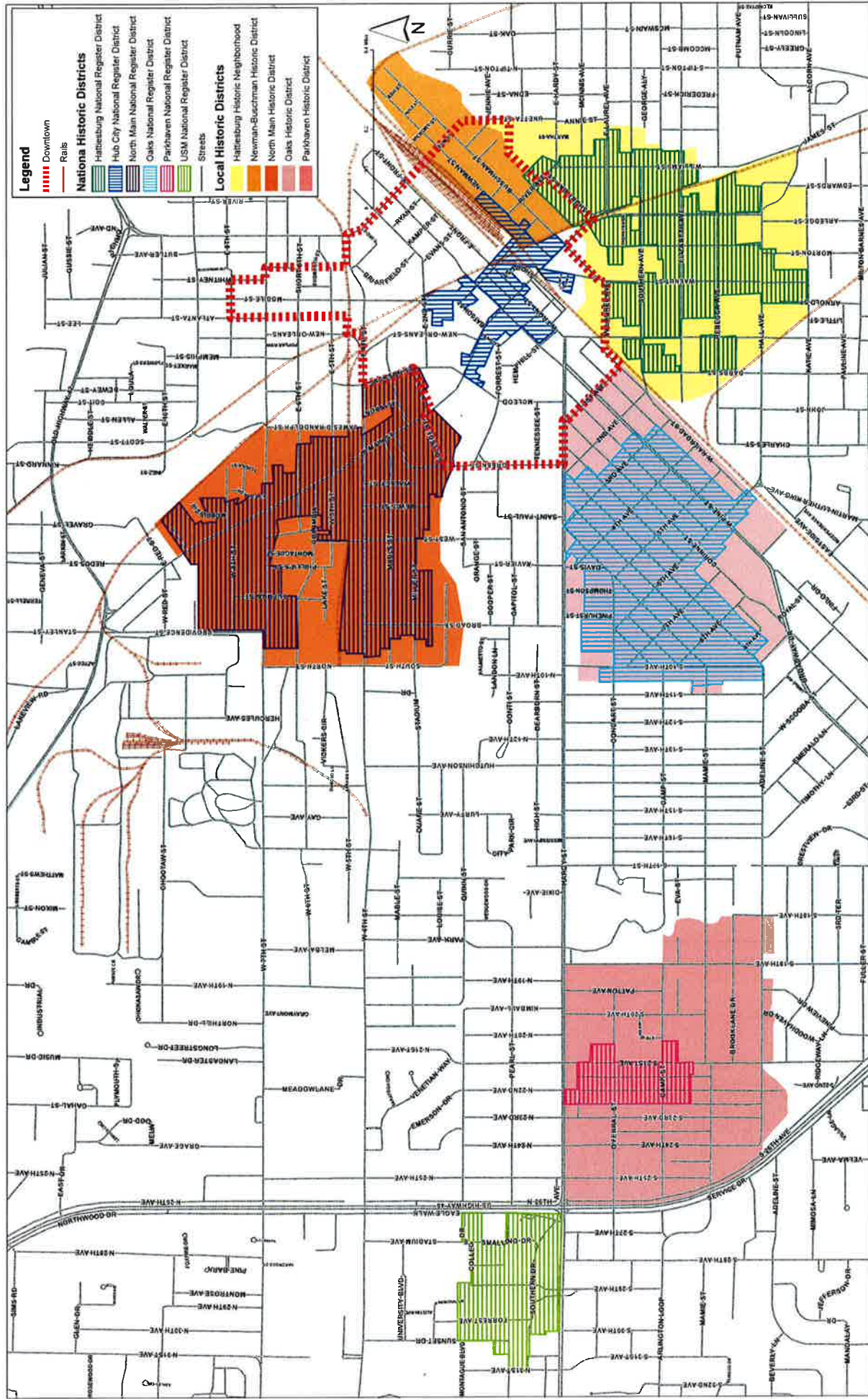
## National Register Historic Districts



0.2 0 0.2 0.4 Miles







Map Projection: NAD 1983 State Plane MS East  
Map printed on 6/4/2014

This map is unofficial and is subject to validation.  
It is not intended for site specific review.  
It does not necessarily reflect the most current  
changes and was created for general planning  
purposes only.

Map provided by the GIS Division of the  
HPFL Metropolitan Planning Organization  
Department of Federal & State Programs  
City of Hattiesburg, Mississippi

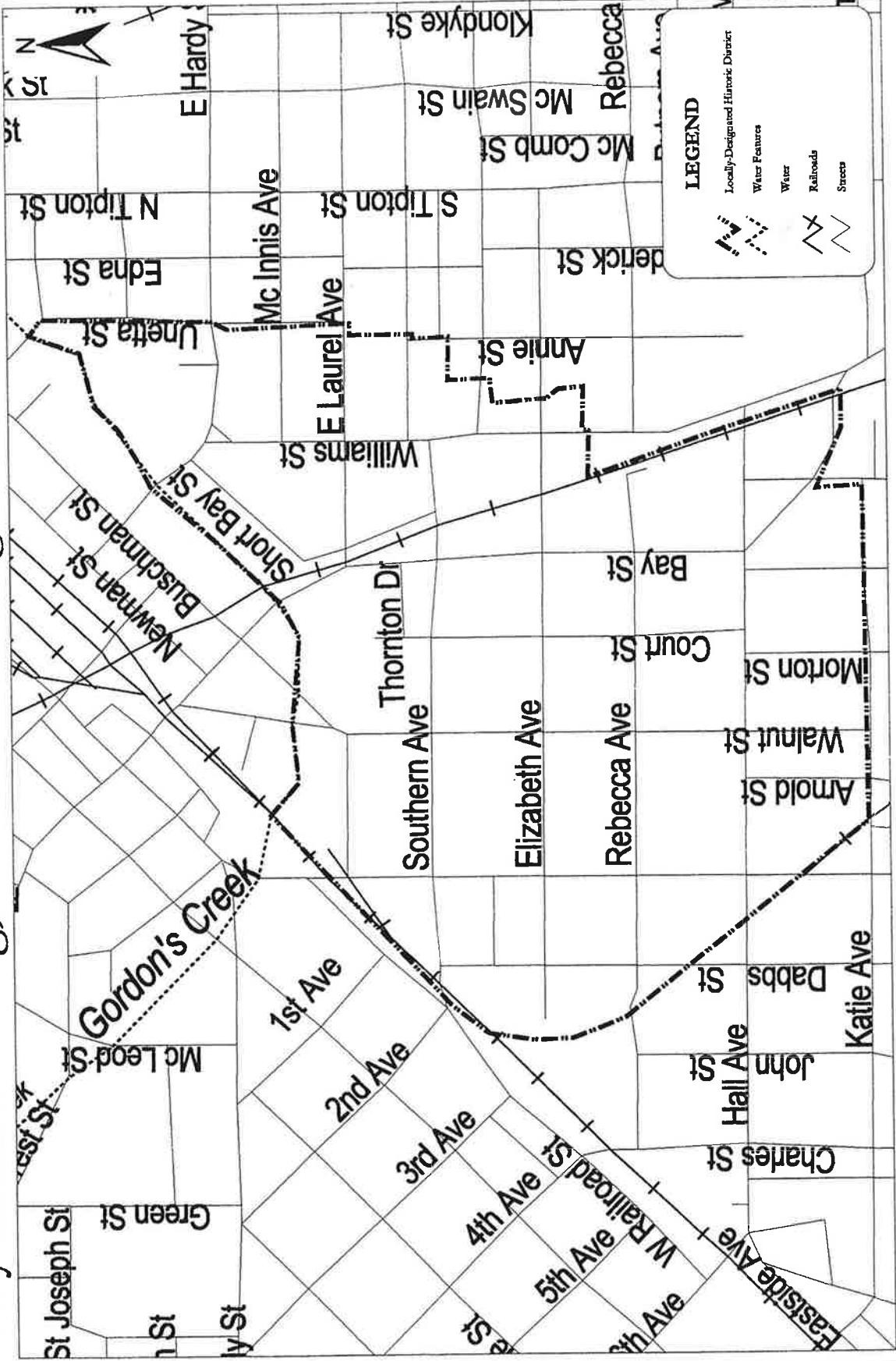


**- FOR PLANNING PURPOSES ONLY -**

Source: Streets - Census 2000 TIGER line file, Locally designated historic district adopted by City Council Ordinance #2491



# City of Hattiesburg, MS - Hattiesburg Historic Neighborhood



- FOR PLANNING PURPOSES ONLY -

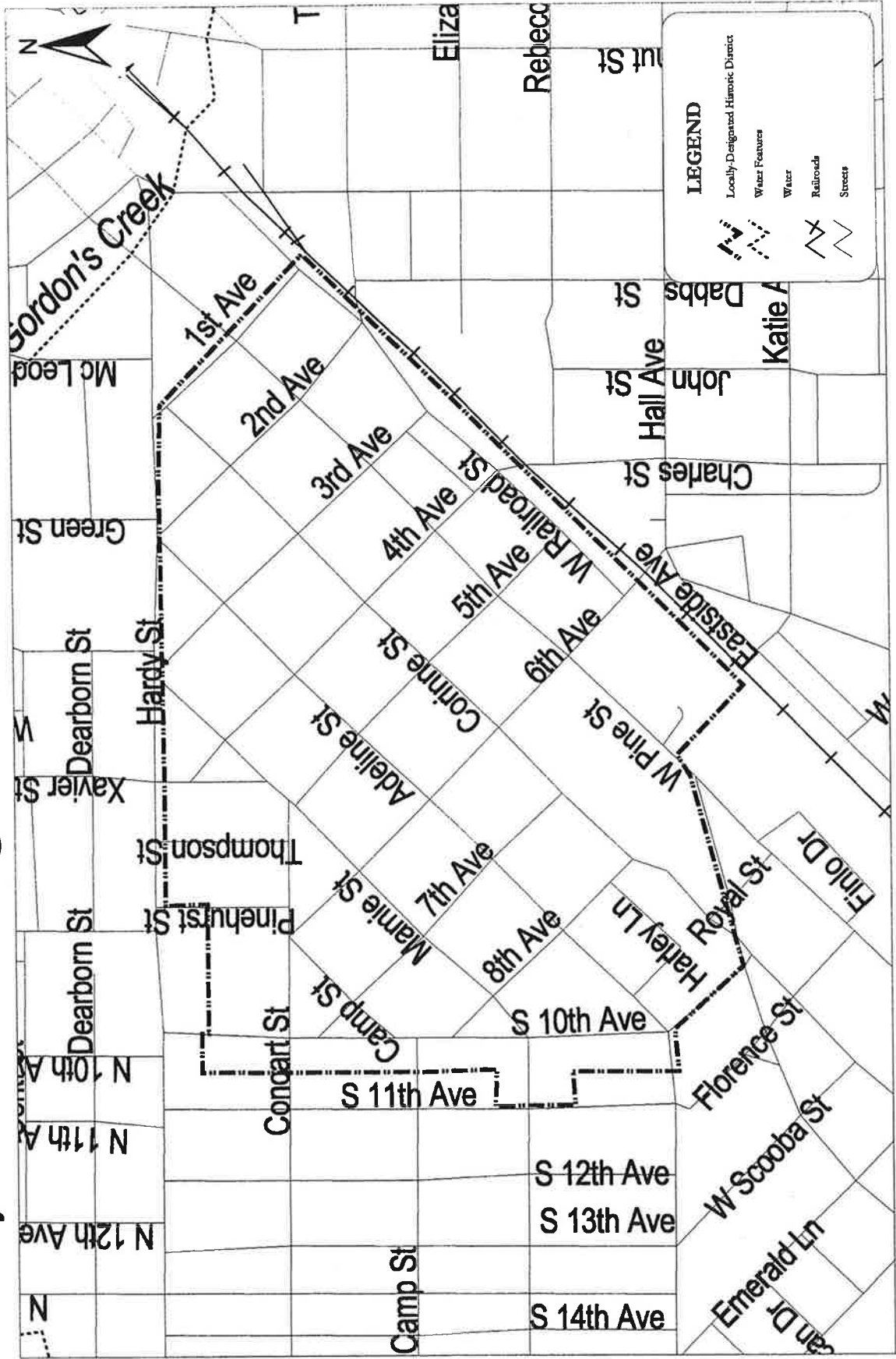
Source: Streets - Census 2000 TIGER line file, Locally designated historic district adopted by City Council Ordinance #2233

Map provided by: C. Thornton  
Dept. of Urban Development  
Planning Division  
June, 2002





# City of Hattiesburg, MS - Oaks Historic District



Source: Streets - Census 2000 TIGER  
line file, Locally designated historic district  
adopted by City Council Ordinance #2606

- FOR PLANNING PURPOSES ONLY -

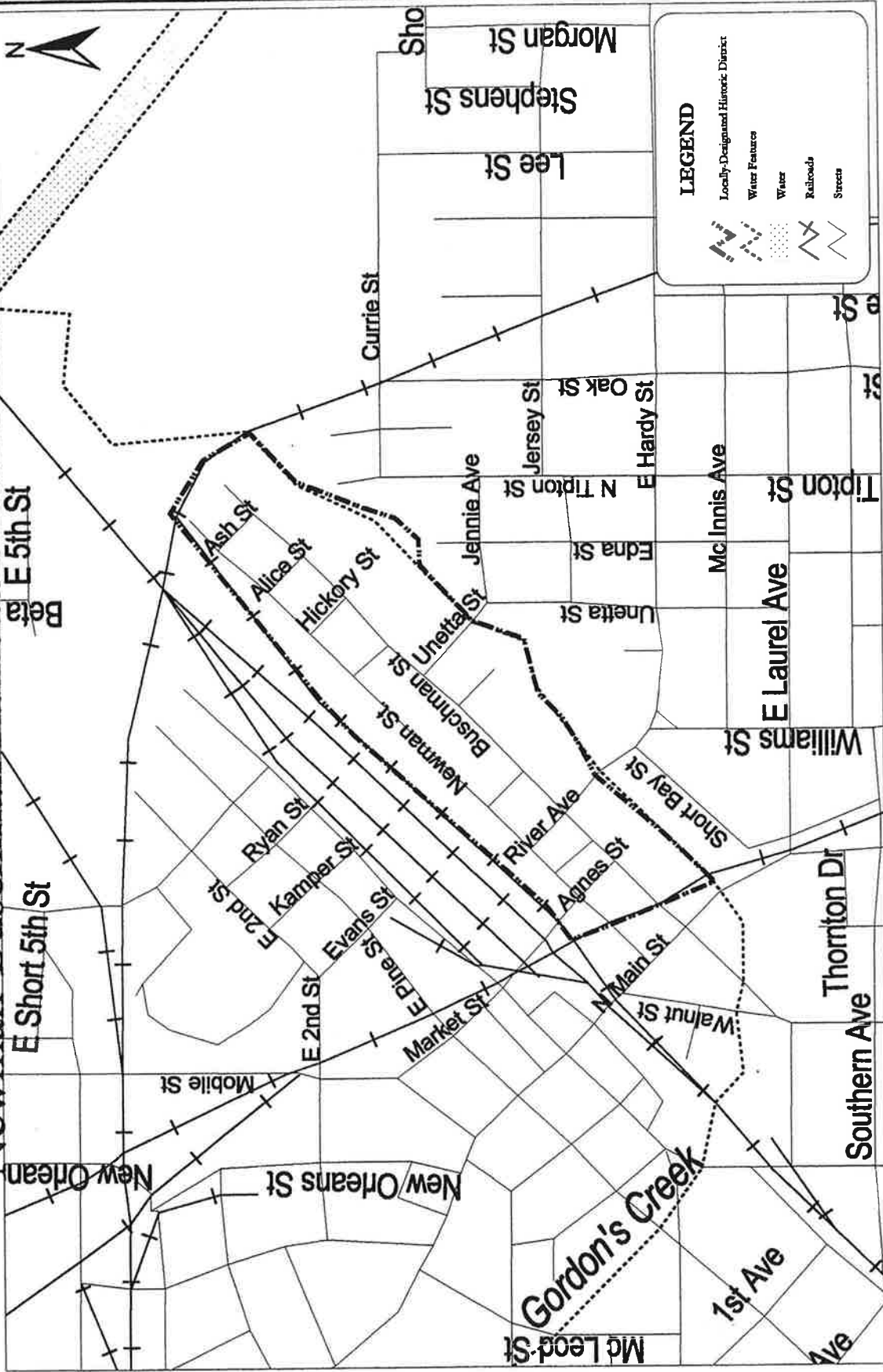
Map provided by: C. Thornton  
Dept. of Urban Development  
Planning Division  
June, 2002





# City of Hattiesburg, MS

## Newman-Buschman Railroad Historic District



Map provided by: C. Thornton  
Dept. of Urban Development  
Planning Division  
June, 2002

- FOR PLANNING PURPOSES ONLY -

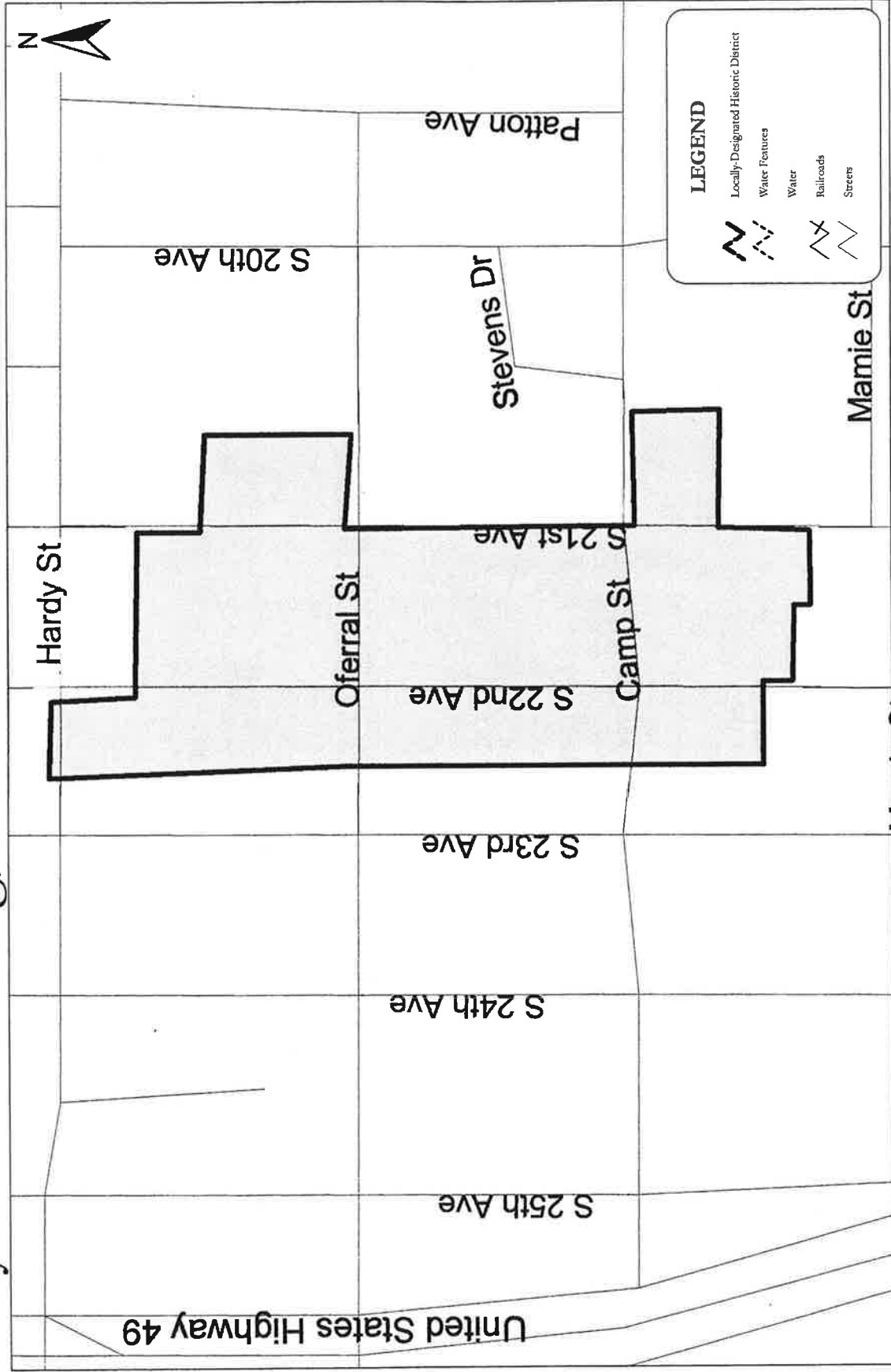
Source: Streets - Census 2000 TIGER  
line file, Locally designated historic district  
adopted by City Council Ordinance #2713



This is a detailed street map of a residential area in the North York, Ontario, Canada. The map shows a grid of streets including Hardy St, Park Ave, Marmite St, Audin St, and others. A large area is highlighted with a thick black border, indicating a specific neighborhood or project area. The map also shows a railway line and a highway (Highway 49) running along the bottom right.



# City of Hattiesburg, MS - Parkhaven Historic District



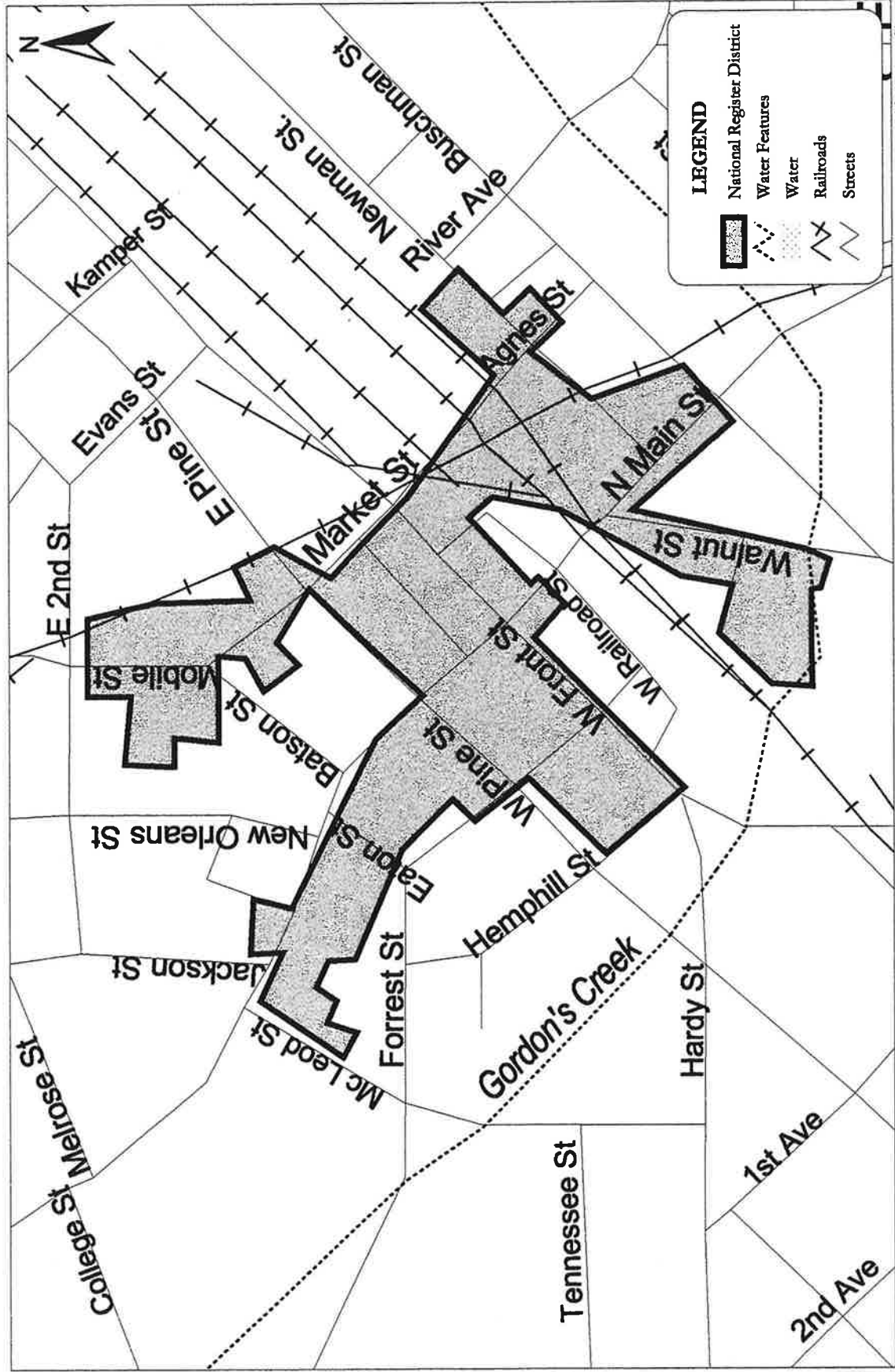
- FOR PLANNING PURPOSES ONLY -



Map provided by: C. Thornton  
 Dept. of Urban Development  
 Planning Division  
 2002



# Hub City Historic District



Map provided by: C. Thornton  
Dept. of Urban Development  
Planning Division  
June, 2002

- FOR PLANNING PURPOSES ONLY -

Source: Streets - Census 2000 TIGER line file,  
National Register district listed with the National  
Register of Historic Places as downtown  
commercial district in 1980 and expanded in 2002





# Historic Hattiesburg Design Guidelines Manual

## **VII. Information**



# Historic Hattiesburg Design Guidelines Manual

## **VIII. Documents**



HATTIESBURG HISTORIC CONSERVATION ORDINANCE

AN ORDINANCE TO CREATE A HISTORIC CONSERVATION COMMISSION: TO ESTABLISH THE MEMBERSHIP, OFFICERS, TERMS OF OFFICE OF ITS MEMBERS AND DUTIES OF SUCH COMMISSION: PROVIDING A PROCEDURE FOR ADOPTION OF ORDINANCES TO ESTABLISH HISTORIC CONSERVATION DISTRICTS AND TO DESIGNATE ARCHAEOLOGICAL, HISTORICAL, CULTURAL AND ARCHITECTURAL LANDMARKS AND LANDMARK SITES: PROVIDING THAT THE HISTORIC CONSERVATION COMMISSION SHALL SERVE AS A REVIEW BODY TO REVIEW PROPOSED WORK IN HISTORIC CONSERVATION DISTRICTS AND ON HISTORIC LANDMARKS: PROVIDING THE CRITERIA FOR EVALUATING A PROPOSED ACTIVITY, PROVIDING STANDARDS AND A PROCEDURE TO PREVENT DEMOLITION OF BUILDINGS OR STRUCTURES BY NEGLECT: PROVIDING A PROCEDURE FOR THE ISSUANCE OF CERTIFICATES OF APPROPRIATENESS AND FOR RELATED PURPOSES.

SECTION 1. STATEMENT OF PURPOSE

- A. It is hereby declared as a matter of public policy that the protection, enhancement and perpetuation of properties of cultural, architectural, archaeological or historic merit is a public necessity and is required in the interest of the health, prosperity and welfare of the people. Therefore, pursuant to the Mississippi Local Government Historic Preservation Act of 1978 (Chapter 472, Laws of Mississippi, 1978), this ordinance intends to:
1. Effect and accomplish the protection, enhancement and perpetuation of landmarks, landmark sites and historic districts which represent distinctive elements of the city's cultural, social, economic, political and architectural history;
  2. Safeguard the city's historic, aesthetic and cultural heritage, as embodied and reflected in such landmarks, landmark sites and historic districts;
  3. Foster civic pride in the accomplishments of the past;
  4. Insure the harmonious, orderly and efficient growth and development of the city;
  5. Stabilize the economy of the city through the continued use and revitalization of its landmarks, landmark sites and historic districts;
  6. Protect and enhance the city's attractions to tourists and visitors and the support and stimulus to business and industry thereby provided;
  7. Promote the use of landmarks, landmark sites and historic districts for the education, pleasure and welfare of the people of the City of Hattiesburg.

SECTION 2. DEFINITIONS

- A. Unless specifically noted otherwise, the following definitions are standard throughout this ordinance:

1. Alteration: Any change because of construction, repair, maintenance or other means to a landmark site or to a building located within a historic district or designated as a landmark.
2. Applicant: The record owner of a landmark, landmark site or building or buildings within a historic district or the lessee thereof with the approval notarized by the owner of record, or a person holding a "bona fide" contract to purchase same who makes application for a Certificate of Appropriateness under this ordinance.
3. Building: Any building or other structure built for shelter or enclosure of persons, animals or chattles, including fences, signs, paving and boundary walls, and any part of any such building or structure when subdivided by division walls or party walls extending to or above the roof and without openings in such separate walls. The terms "building" shall be construed as if followed by the words "or any part thereof".
4. Certificate of Appropriateness: A document evidencing the approval of the Commission for work proposed by an applicant.
5. City: The City of Hattiesburg as represented by its Local Governing Board. For all intents and purposes of this ordinance, the terms "City", "Board", and "Council" shall be interchangeable.
6. Commission: The Historic Conservation Commission created under this ordinance, pursuant to Sec 39-13-5 Mississippi Code (1978).
7. Construction: The erection of any on-site improvement to a Landmark or to a building or any parcel of ground located within a Historic District or on a Landmark Site, whether the site is presently improved or unimproved, or hereafter becomes unimproved by "demolition", "demolition by neglect", or as a result of destruction of an improvement located thereon by fire, windstorm or other casualty, or otherwise.
8. Demolition: The complete or constructive removal of a building on any site.
9. Demolition by Neglect: Neglect is the maintenance of any building or structure which is a historic landmark or which is within a historic district which results in deterioration.
10. Earthworks: Any subsurface remains of historical, archaeological or architectural importance or any unusual ground formations or archaeological significance.
11. Exterior Features: The architectural style, general design and general arrangement of the exterior of a building or other structure, the kind and texture of the building material and the type and style of all windows, doors, light fixtures, signs and other appurtenant fixtures and natural features such as live trees.
  - (a) In the case of signs, "exterior features" shall be construed to mean the style, material, size, and location of all such signs.

- (b) Live trees larger than six inches (6") in diameter at a point five feet (5') above the ground shall be considered as exterior features.
12. Conservation District: An area designated by the Commission and approved by the City through an ordinance which contains a geographically definable area, urban or rural, possessing a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united by past events or aesthetically by plan or physical development.
13. Historic Resources: As recognized by the National Register of Historic Places, historic resources consist of separate and aggregate buildings, districts, structures, sites and objects, and are defined below:
- (a) Building: A structure created to shelter any form of human activity, such as a house, barn, church, hotel or similar structure. Building may refer to a historically related complex such as a courthouse and jail or a house and barn.
- (b) District: A geographically definable area, urban or rural, possessing a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united by past events or aesthetically by plan or physical development.
- (c) Structure: A work made up of interdependent and interrelated parts in a definite pattern of organization. Constructed by man, it is often an engineering project large in scale. Examples: bridges, lighthouses, water towers.
- (d) Object: A material thing of functional, aesthetic, cultural historical, or scientific value that may be, by nature or design, movable yet related to a specific setting or environment. Examples: steamboats, dredges.
- (e) Site: The location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined, or vanished, where the location itself maintains historical or archaeological value regardless of the value of any existing structures. Example: battlefields, Indian mounds.

For the intents and purposes of this ordinance the definition of a National Register district corresponds as a "Conservation District"; building, structure or object correspond as a "Landmark"; and the definition of National Register site corresponds as a "Landmark Site".

14. Landmark: An improved parcel of ground with a building, structure or object designated by the Commission and approved by the city through an ordinance which possesses particular historic, architectural, or cultural significance by meeting at least one of the following criteria:
- (a) Exemplifies or reflects the broad cultural, political economic or social history of the nation, state, county or city; or
- (b) is identified with historic personages or with important events in national, state or local history; or

- (c) embodies distinguishing characteristics of an architectural type or is a specimen inherently valuable for the study of a period, style, method of construction or use of indigenous materials or craftsmanship; or
  - (d) is representative of the notable work of a master builder, designer or architect whose individual ability has been recognized or who influenced his age.
15. Landmark Site: An unimproved or improved parcel of ground designated by the Commission and approved by the city through an ordinance, which possesses particular historic, architectural or archaeological significance by meeting at least one of the following criteria:
- (a) Exemplifies or reflects the broad cultural, political economic or social history of the nation, state, county or city; or
  - (b) is identified with historic personages or with important events in national, state or local history; or
  - (c) embodies distinguishing characteristics of an architectural type or is a specimen inherently valuable for the study of a period, style, method of construction or use of indigenous materials or craftsmanship; or
  - (d) has yielded, or may be likely to yield, information important in prehistory or history.

"Landmark Sites" differ from "Landmarks" in that the physical location, not the building or structure, possesses primary significance. Although some of the criteria for "Landmark Sites" parallels the criteria for "Landmarks", "Landmark Sites" which are accompanied by buildings or structures which do or do not possess significance related to the site, may appear eligible as "Landmarks" but must be classified as "Landmark Sites". For the purposes of this ordinance, therefore, "Landmark Sites" encompasses prehistoric or historic sites on unimproved or improved parcels of land.

16. Local Governing Board: (abbreviated as "Board") The duly elected or appointed foremost authority of the city, including but not limited to the Mayor, City Council, or City Planner. For all intents and purposes of this ordinance, the terms "Board" and "City" shall be interchangeable.
17. Ordinary Repairs or Maintenance: Work done to prevent deterioration of a building or any part thereof by restoring the building as nearly as practicable to its condition prior to such deterioration, decay or damage.
18. Owner of Record: The owner of a historic resource reflected on the current county tax roll.
19. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings: (abbreviated as "Secretary's Standards") A federal document delineating ten standards and numerous guidelines for the sensitive rehabilitation and preservation of historic buildings. The Secretary's Standards shall be used as the guideline for judging all applications for a Certificate of Appropriateness.



SECTION 3. HISTORIC PRESERVATION COMMISSION, COMPOSITION AND TERMS

- A. By virtue of Section 39-13-5 Mississippi Code (1978) the Local Governing Board of the City of Hattiesburg has been authorized to establish a Historic Conservation Commission to preserve, promote and develop the historical resources of the City of Hattiesburg and to advise the Mayor and Council as to the designation of conservation districts, landmarks and landmark sites and to perform such other functions as may be provided by law.
- B. The Commission shall consist of nine members, all of whom shall be resident citizens of the City of Hattiesburg and qualified electors therein, with due regard to proper representation in the following fields and demonstrated interests such as history, architecture, architectural history, landscape architecture, archaeology, urban planning, law, real estate, and history rehabilitation and construction, all members are to be appointed by the Mayor and ratified by the Council of the City of Hattiesburg, and the term of office of the resident citizens of the City of Hattiesburg to be so appointed, shall be as follows, to-wit:

Two members to serve for one year,  
Two members to serve for two years,  
Two members to serve for three years,  
Two members to serve for four years,  
One member to serve for five years, and

from the date of appointment; thereafter, upon subsequent appointments, four of the nine members will be residents of the Historic Conservation District(s) each appointee shall be appointed for a period of five years. Vacancies shall be filled by the Mayor and ratified by the Council and appointments to fill vacancies shall be for unexpired terms only. Each member shall be eligible for reappointment. All members of the Commission shall serve without pay. The continued absence of any member of the Commission from three regularly scheduled meetings without excused absence of the Commission shall be just cause for the removal of said member from the Commission by the Mayor and Council. Upon receipt of written notice from the Chairman of the Historic Conservation Commission to the Mayor and Council of the City of Hattiesburg, stating that a member has been absent for three meetings in any one year without a written and accepted excuse, the Mayor and Council may remove the absent member from the Commission and appoint a new member to fill the vacancy.

SECTION 4. RULES OF PROCEDURE

- A. To fulfill the purposes of this ordinance and carry out the provisions contained therein:
1. The Commission annually shall elect from its membership a Chairman, Vice-Chairman and Secretary. If neither the Chairman nor the Vice-Chairman attends a particular meeting, the remaining members shall select an acting chairman from the members in attendance at such meeting. A quorum shall consist of six (6) members of the Commission.
  2. The Commission shall develop and adopt rules of procedure which shall govern the conduct of its business, subject to the approval of the Board. Such rules of procedure shall be a matter of public record.

3. The Commission, prior to exercising its powers of review, further shall develop, adopt and publish criteria for determining appropriateness as set forth in Section 7 of this Ordinance. Such criteria shall be consistent with local, state and federal guidelines and regulations, including, but not limited to or less than, building safety and fire codes, Southern Building Code, and the Secretary of the Interior's Standards for Rehabilitation. Portfolios of illustrations, color charts, descriptions and other materials illustrating and interpreting its criteria shall be made available to the general public.
4. The Commission shall keep minutes and records of all meetings and proceedings including voting records, attendance, resolutions, findings, determinations and decisions. All such material shall be a matter of public record.
5. The Commission shall establish its own regular meeting time; however, the first meeting shall be held within thirty (30) days of the appointment of a full Commission and regular meetings shall be scheduled at least once every three (3) months. The meeting place of said Commission shall be the Council Chamber of the City Hall, or such other place as the meeting may be adjourned to if a need to do so arises. The Chairman or any two (2) members may call a special meeting by given written notice to every other member of the Commission stating the date and time of such meeting either by hand deliver thereof at least five (5) days before the meeting date or by mailing such notice to each member, posted at least eight (8) days before the meeting date.

#### SECTION 5. APPROPRIATIONS

- A. The City is authorized to make appropriations to the Commission necessary for the expenses of the operation of the Commission, and may make additional amounts necessary for the acquisition, restoration, preservation, operation and management of historic properties.

#### SECTION 6. TITLE TO PROPERTY ACQUIRED

- A. All lands, buildings, structures, sites, areas or objects acquired by funds appropriated by the City shall be acquired in the name of the City unless otherwise provided by the City. So long as owned by the City, historic properties may be maintained by or under the supervision and control of the City. However, all lands, buildings or structures acquired by the Commission from funds other than those appropriated by the City may be acquired and held in the name of the Commission, the City or both.

#### SECTION 7. NON RESTRICTIVE CLAUSE

- A. Nothing in this ordinance shall be construed to prevent the regulation or acquisition of historic buildings, structures, sites, areas or objects owned by the State of Mississippi or any of its political subdivisions, agencies or instrumentalities.

Furthermore, the Mississippi State Antiquities Act provides for the sensitive treatment of publicly owned buildings shown to possess certain architectural, historical or archaeological significance, and so designated by the Board of Trustees of the Mississippi Department of Archives and History as Mississippi

Landmarks. Whenever a Mississippi Landmark is proposed for rehabilitation, alteration, enlargement, etc., the City Council submits its plans to the Mississippi Department of Archives and History (the "Department") for review and compliance. If the Department perceives the plans to be detrimental to the Mississippi Landmark, the Department will work with the governing body to bring the project into agreement with the Secretary's Standards. In this manner, Local Governing Boards that have designated publicly owned properties as landmarks or within a historic district may be assured that these Mississippi Landmarks will be maintained in a manner compatible with the Secretary's Standards, which is used as a rehabilitative guideline for all designated historic districts and landmarks.

#### SECTION 8. POWERS OF THE COMMISSION

A. In order to preserve, promote, and develop the historic resources of the City of Hattiesburg and to accomplish the purposes set forth in the Mississippi Local Government Historic Preservation Act of 1978 and in the ordinance:

1. The Commission shall conduct or cause to be conducted a study and survey of architectural, archaeological, cultural and historic resources within the City of Hattiesburg, if such study has not already been conducted.
2. The Commission shall recommend to the Board the adoption of ordinances designating landmarks, landmark sites and historic districts.
3. The Commission shall review applications proposing erection, alteration, restoration, demolition or moving of any Landmark or building located on a Landmark site or within a Conservation District so designated by the Board and shall issue or deny Certificates of Appropriateness accordingly.
4. The Commission shall not consider interior arrangements or use.
5. The Commission shall promulgate and publish such standards and rules of procedure as are necessary to carry out the provisions of this ordinance.
6. The Commission is authorized to apply for, receive, hold and spend funds from private and public sources, in addition to appropriations made by the City for purpose of carrying out provisions of this ordinance.
7. The Commission is authorized to request from the Mayor such staff or contract with technical experts or other persons as may be required for the performance of its duties, and to obtain the equipment, supplies and other materials necessary for its effective operation. The management of such staff, equipment, and materials shall be the responsibility of the Director of the Department of Planning and Coordination.
8. Solely in performance of its official duties and only at reasonable times, the Commission is authorized to enter upon private land for examination or survey thereof. No member, employee or agent of the Commission shall enter any private building or structure without the express consent of the owner of record or occupant thereof.

SECTION 9. DESIGNATION OF LANDMARKS, LANDMARK SITES AND HISTORIC DISTRICTS

A. The City may establish by ordinance landmarks, historic resources, landmark sites and conservation districts within the area of its jurisdiction. No landmarks, historic resource, landmark sites or conservation districts shall be designated until the following requirements have been met:

1. The Commission will initiate a thorough investigation of the historic, architectural, archaeological and cultural significance of the buildings, structures, features, sites and surroundings of such districts, landmarks and landmark sites, the findings collected in a cohesive printed format, made a matter of public record, and made available for public inspection.
2. After investigation, if the Commission shall decide to recommend the designation of a historic district or landmark or landmark site, it shall prepare or cause to be prepared a proposed ordinance to make such designation.
3. The Commission's recommendations to the City for designation of a conservation district shall be accompanied by complete documentation, including, but not limited to:
  - (a) A concise description of the extant historic resources in the district, offering a description of building types and architectural styles represented;
  - (b) A concise statement of the district's historical significance;
  - (c) Boundary description and justification;
  - (d) An inventory of all the buildings, with each building evaluated for its significance to the district;
  - (e) A map showing all historic resources in the district; and
  - (f) Photographs of typical streetscapes in the districts as well as of major types of contributing and non-contributing buildings.
4. No conservation district or districts shall be designated until the Mississippi Department of Archives and History, acting through such agent or employee as may be designated by its director, shall have made an analysis of and recommendations concerning the proposed district boundaries. Failure of the Department to submit its analysis and recommendations to the City within sixty days after a written request for such analysis has been mailed to it shall relieve the City of any responsibility for awaiting such analysis; and the City may at any time thereafter take any necessary action to adopt or amend its ordinance.
5. If a proposed ordinance is to designate a landmark or landmark site, it may be presented to the City with a recommendation that it be adopted without submission to the Mississippi Department of Archives and History.
6. A public hearing will be had, after notice, specifying the boundaries of any proposed historic district and the location of proposed landmarks and landmark sites. Said notice shall be published once a week for at least three (3) consecutive weeks in at least one (1) newspaper published in the City. If a newspaper is not published in the City then the notice shall be published in a paper published in the County. The first publication of such

resolution shall be made not less than twenty-one (21) days prior to the date fixed in such resolution for the public hearing and the last publication shall be made not more than seven (7) days prior to such date. Furthermore, a copy of said notice shall be mailed by first class, postage prepaid, to every property owner, as shown on the City tax assessment rolls, whose property is proposed to be included within a historic district or to be designated a landmark or landmark site. This notice shall be mailed to the addresses shown for said property owners on said City tax assessment rolls and shall be mailed at least fifteen days before said hearing. A failure to receive a mailed notice shall not invalidate the actions of the City taken as a result of such hearing.

7. Within sixty (60) calendar days after the public hearing held in connection herewith, the City shall adopt the ordinance as proposed, reject it entirely or adopt the ordinance with modifications wherein any modifications shall only be to reduce the scope of the ordinance as published.
8. Furthermore, the Commission shall notify, as soon as is reasonably possible, appropriate state, county and municipal agencies of the official designation of all landmarks, landmark sites and historic districts. An updated list and map shall be maintained by such agencies and made available to the public.

#### SECTION 10. CERTIFICATES OF APPROPRIATENESS

A. In order to promote the general welfare through the conservation, preservation and protection of historic resources, no exterior feature of any landmark, landmark site or building or structure within a historic district (including, but not limited to, walls, fences, light fixtures, steps, pavement, trees or other appurtenant features) or any above ground utility structure or any type of outdoor advertising sign, shall be erected, altered, reconstructed, restored or rehabilitated, moved, cut or demolished within any such historic district or on any such landmark site or as to any such landmark until after an application for a Certificate of Appropriateness of such work has been submitted to and reviewed by the Commission and approved by the City. Therefore,

1. The Commission shall serve as a review body with the power to review and recommend to the City whether applications for certificates of appropriateness should be granted or denied and, if granted, what conditions, if any, should be provided in such certificate. The City may impose conditions not recommended by the Commission.
2. In making determinations, evaluations and decisions under this article, the Commission and City shall seek to accomplish the purposes of this article; in particular, to preserve and protect the architectural and historic integrity and character of any landmark site, landmark or historic district.
3. A Certificate of Appropriateness shall not be required for ordinary maintenance, painting, or repair of any landmark, or building or structure upon a landmark site or within a historic district which does not involve a change in design, material, or other appearance thereof.
4. All decisions of the Commission shall be in writing and shall state the findings of the Commission, its recommendations and the reasons thereof.

5. The Commission shall not recommend disapproval of any plans without giving its recommendations for changes to be made before such plans can be reconsidered. These recommendations may be in general terms, and compliance therewith shall not ipso facto qualify such plans for approval -- only for reconsideration by the Commission.

#### SECTION 11. DISQUALIFICATION OF MEMBERS BY CONFLICT OF INTERESTS

- A. Because the City may possess few residents with experience in the individual fields of history, architecture, architectural history, archaeology, urban planning, law or real estate, and in order not to impair such residents from practicing their trade for hire, members of the Commission are allowed to contract their services to an applicant for a Certificate of Appropriateness, and when doing so, must disqualify themselves from the Commission for the application.
- B. If any member of the Commission must be disqualified due to a conflict of interest more than twice in one year, the Chairman or the Vice-Chairman in his stead, shall encourage the member to resign his Commission Seat. Failing this resignation, and if the Commission member continues to enter into conflicts of interest with the Commission, the Chairman or the Vice-Chairman of the Commission shall encourage the City to replace the member.
- C. Likewise, any member of the Commission who has an interest in the property in question or in property within one hundred Sixty (160) feet of the site in question, or who is employed with a firm that has been hired to aid the applicant in any manner whatsoever, or who has any proprietary, tenancy or personal interest in any case to be considered by the Commission shall be disqualified from participating in the consideration of any request for a permit. In such cases, a qualified substitute shall be appointed as provided above.

#### SECTION 12. CRITERIA FOR ISSUANCE OF CERTIFICATES OF APPROPRIATENESS

- A. Pursuant to the Secretary of the Interior's Standards for Rehabilitation, the Commission and the City shall use the following criteria in granting or denying certificates of appropriateness:
1. General Factors:
- (a) General appearance of the land, building or improvement under consideration;
  - (b) Structural condition of existing building or structure;
  - (c) Structural composition of existing building or structure or improvement and proposed alteration;
  - (d) Architectural design of existing building or structure or improvement and proposed alteration;
  - (e) Size of existing land parcel, building or structure or improvement and proposed alteration;
  - (f) Historical significance of existing land, building, structure or improvement;
  - (g) Economic use of existing land, building, structure or improvement;

- (h) Relative cost of proposed project and alternatives;
- (i) The owner's legitimate right to earn a reasonable return from his investment in the site, building or structure; and
- (j) The relationship of the above factors to, and their effect upon the immediate surroundings and, if within a conservation district, upon the district as a whole and its architectural and historical character and integrity.

2. New Construction: (shall include additions to existing resources, structures moved onto vacant properties and new structures on vacant properties within the district(s))

- (a) The following aspects of new construction shall be visually compatible with the buildings and environment with which the new construction is visually related, viz, the height, the gross volume, the proportion between width and height of the facade(s), the proportions and relationship between doors and windows, the rhythm of solids to voids created by openings in the facade, and materials used in the facade, the texture inherent in the facade, the pattern and trim used in the facade, and the design of the roof.
- (b) Existing rhythm created by existing building masses and spaces between them should be preserved.
- (c) The landscape plan should be sensitive to the individual building and its occupant and needs and should be visually compatible with the buildings and environment with which it is visually related.
- (d) A new street facade should blend directionally with other buildings with which it is visually related -- which is to say, when adjacent buildings have a dominant horizontal or vertical expression, that expression should be carried over in the new facade.
- (e) New construction must be compatible with the original construction of the historic resources, and should be distinguishable from the original construction and should enhance the architectural characteristics of the conservation district.
- (f) No single architectural style shall be imposed.
- (g) The quality and excellence in design should be major determinants.

3. Exterior Alteration:

- (a) All exterior alterations to a building or structure should be compatible with the building itself and other buildings with which it is related, as is provided in 2-a above and in applying these standards, and original design of the building or structure must be considered.
- (b) Exterior alterations shall not affect the architectural character or historic quality of the building.

4. Signs:

- (a) The scale and design of any sign should be compatible with the building and environment with which it is related.

- (b) The materials, style, size and patterns used in any sign should be compatible with the buildings and environment with which it is related.

5. Demolition and Movement:

In considering an application for the demolition permit or relocation or moving permit of a landmark or a resource within a historic district the following shall be considered:

- (a) The individual historical or architectural significance of the resource.
- (b) The importance or contribution of the resource to the aesthetics of the district.
- (c) The difficulty or impossibility of reproducing such a resource because of its texture, design, material or detail.
- (d) The proposed replacement structure and the future utilization of the site.

6. Reconstruction:

The reconstruction of a building destroyed by fire, storm or other act of God shall be governed by the provisions of the zoning ordinance except that the Commission shall regulate the exterior design of such buildings in accordance with the criteria set forth in Section 12, Paragraph 3, above.

7. Denial of Application:

Denial of application for a Certificate of Appropriateness shall only be upon a determination that the proposed changes or project would cause one or more of the following:

- (a) Result in such disharmony of scale, materials, massing, spacing and/or style between the proposed project and its immediate surroundings and the historic district, landmark or landmark site as a whole so as to undermine the architectural integrity and character of the historic district, or landmark site or landmark and inhibit the accomplishment of the purposes of this article, or
- (b) Result in such a change in the architectural design or character of an existing building or improvement so as to undermine the architectural integrity or character of a historic district as a whole and inhibit the accomplishment of the purposes of this article, or
- (c) Result in the loss of or irreparable harm to an existing building or improvement of architectural or historical significance.

8. Stay of Demolition:

If an applicant for a Certificate of Appropriateness is for the demolition of a resource within a historic district or a landmark or landmark site, action upon such application shall be stayed for a period of 180 days, during which time the Commission and the applicant shall undertake meetings and continuing discussions for the purpose of finding a method to save such property. During



such period, the applicant and the Commission shall cooperate in attempting to avoid demolition of the property. At the end of said 180 day period, the Commission shall meet again to discuss the application and if no mutually agreeable method of saving the property bearing a reasonable prospect of eventual success is underway, or if no formal application for funds from any governmental unit or nonprofit organization to preserve the property is pending, the Commission shall notify the City, and the building official, upon written notice of the City, may, but is not required to, issue a permit for demolition without a Certificate of Appropriateness having been issued.

#### SECTION 13. DEMOLITION BY NEGLECT

- A. Any building or structure which is a landmark and all buildings or structures within a historic district shall be preserved by the owner or such other person or persons who may have the legal custody or control thereof against decay and deterioration and free from unreasonable structural defects. The owner or other person having legal custody and control thereof shall repair such building or structure if it is found to have one or more of the following defects:
1. The deterioration of a building(s) to the extent that it creates or permits a hazardous or unsafe condition as determined by the Building Official.
  2. The deterioration, as determined by the Code Enforcement Officer, of a building(s) characterized by one or more of the following:
    - (a) Those buildings which have parts thereof which are so attached that they may fall and injure persons or property;
    - (b) Deteriorated or inadequate foundation;
    - (c) Defective or deteriorated floor supports or floor supports insufficient to carry imposed loads with safety;
    - (d) Members of walls or other vertical supports that split, lean, list or buckle due to defective material or deterioration;
    - (e) Members of walls or other vertical supports that are insufficient to carry imposed loads with safety;
    - (f) Members of ceilings, roof, ceiling and roof supports, or other horizontal members which sag, split or buckle due to defective material or deterioration;
    - (g) Members of ceilings, roofs, ceilings and roofs supports, or other horizontal members that are insufficient to carry imposed loads with safety;
    - (h) Fireplaces or chimneys which list, bulge, or settle due to defective material or deterioration; or
    - (i) Any fault, defect or condition in the building which renders the same structurally unsafe or not properly watertight.
  3. Conditions which cause deterioration as described in Section 13 and determined by the Code Enforcement Officer and are violations of the Housing Code and the Standard Code for the Elimination or Repair of Unsafe Buildings.

- B. If the Commission makes a preliminary determination that a building or structure which is a landmark or is located within a conservation district is being demolished by neglect it shall direct the Building Official or Housing Code Enforcement Officer to notify the owner or owners of the resource of this preliminary determination, stating the reasons therefore, and shall give the record owner or owners thirty (30) days from the date of mailing such notice or the posting thereof on the property whichever comes later, to commence work to correct the specific defects as determined by the Commission.

Said notice shall be given as follows:

1. By certified mail, restricted deliver, mailed to the last known address of the record owner or owners as listed on the county tax rolls; or
2. If the above mailing procedure is not successful, notice shall be posted in a conspicuous, protected place on the resource involved.

- C. If the owner or owners fail to commence work within the time allotted as evidenced by a building permit, the Commission shall notify the owner or owners in the manner provided above to appear at a public hearing before the Commission at a date, time and place to be specified in said notice, which shall be mailed or posted at least thirty (30) days before said hearing. For the purpose of insuring lawful notice, a hearing may be continued to a new date and time. The Commission shall receive evidence on the issue of whether the subject resource should be repaired and the owner or owners may present evidence in rebuttal thereto. If, after such hearing, the Commission shall determine that the resource is being demolished by neglect, it may direct the Building Official or Housing Code Enforcement Officer to bring misdemeanor charges against the owner or owners if the necessary repairs are not completed within sixty (60) days of the determination by the Commission that the subject building or structure is being demolished by neglect.

#### SECTION 14. PUBLIC SAFETY EXCUSION

- A. None of the provisions of this ordinance shall be construed to prevent any measure of construction, alteration, or demolition necessary to correct or abate the unsafe or dangerous condition of any resource, other feature or part thereof, where such condition has been declared unsafe or dangerous by the Building Official, Housing Code Enforcement Officer or the Fire Department and where the proposed measures have been declared necessary, by such authorities, to correct the said condition; provided, however, that only such work as is reasonable necessary to correct the unsafe or dangerous condition may be performed pursuant to this section. In the event any structure or other feature shall be damaged by fire or other calamity, or by Act of God or by the public enemy, to such an extent that in the opinion of the aforesaid authorities it cannot reasonably be repaired and restored, it may be removed in conformity with normal permit procedures and applicable laws.

#### SECTION 15. MINIMUM MAINTENANCE REQUIREMENTS

- A. In order to insure the protective maintenance of landmarks, landmark sites and resources in the historic district, each building, whether a landmark or within the historic district shall be maintained to meet the requirements of the Minimum Housing Code and the Building Code.

SECTION 16. PROCEDURES FOR ISSUANCE OF CERTIFICATES OF  
APPROPRIATENESS

- A. Anyone desiring to take action requiring a Certificate of Appropriateness concerning a landmark, landmark site or resource within a historic district for which a permit, variance or other authorization from either the building official or the City is required, shall make application therefore in the form and manner required by the applicable code section or ordinance. Any such application shall also be considered an application for a Certificate of Appropriateness and shall include such additional information as may be required by the Commission. After receipt of any such application, the building official shall be assured that the application is proper and complete. No building permit shall be issued by the Building Official which affects a resource in a historic district or a landmark or a landmark site without a Certificate of Appropriateness. Thereafter, such application shall be reviewed in accordance with the following procedure:
1. When any such application is filed, the Building Official shall immediately notify the Chairman, or Vice-Chairman if the Chairman is unavailable, of the Commission, of the application having been filed.
  2. The Chairman or Vice-Chairman shall set a time and date, which shall not be later than fifteen (15) days after the filing of the application, for a hearing by the Commission, and the Building Official shall be so informed.
  3. The applicant shall, upon request, have the right to a preliminary conference with a member of the Commission or of the Commission staff for the purpose of making any changes or adjustments to the application which might be more consistent with the Commission's standards.
  4. No later than eight (8) days before the date set for said hearing, the Building Official shall mail notice thereof to the applicant at the address in the application and to all members of the Commission which shall serve as a call for a special meeting unless the hearing is set for a regularly scheduled meeting.
  5. Notice of the time and place of said hearing shall be given by publication in a newspaper having general circulation in the City at least ten (10) days before such hearing and by posting such notice on the bulletin board in the lobby of City Hall.
  6. Within not more than twenty one (21) days after the hearing on an application, the Commission shall act upon it, either approving, denying or deferring action until the next meeting of the Commission, giving consideration to the factors set forth in Section 7 hereof. Evidence of approval of the application shall be by Certificate of Appropriateness issued by the Commission, and whatever its decision, notice in writing shall be given to the applicant and the Building Official. The Commission shall keep a record of its actions under this ordinance.
  7. The Commission shall have the right to make such recommendations for changes and modifications as it may deem necessary in order to enable the applicant to meet the requirements of the Commission.
  8. After the hearing the Commission shall submit the minutes of the meeting, which shall contain the Commission's recommendation as to whether a Certificate of Appropriateness should be granted or not, to the City.

8. After the hearing the Commission shall submit the minutes of the meeting, which shall contain the Commission's recommendation as to whether a Certificate of Appropriateness should be granted or not, to the City.
9. If the applicant objects to the Commission's decision, and desires a hearing before the City, he shall file a written request therefore with the City Clerk not more than ten (10) days after the Commission decides upon its recommendation. No action by the City shall be taken on the matter within the said ten (10) day period.
10. If a request for a hearing before the City is timely filed, the City Clerk shall, not later than the day after such request is filed, mail a notice to the applicant of a hearing date, time and place which shall be the first meeting of the City to be held more than eight (8) days after the filing of the request for hearing by the applicant. However, the applicant may request, in writing, that he be heard at the next meeting of the City's and may therein waive the above notice.
11. If the applicant does not request a hearing by the City, the City shall, without unreasonable delay, make its decision based upon the minutes of the Commission including any exhibits filed with said Commission. At his own expense, an applicant may have prepared a verbatim record of the hearing before the Commission. If a verbatim record is made of the hearing before the Commission and no request for a hearing before the City is filed, the City shall make its decision from such record and the minutes of the Commission.
12. Upon approval thereof by the City, the Building Official shall issue a Certificate of Appropriateness. The issuance of a Certificate of Appropriateness shall not relieve an applicant for a building permit, special use permit, variance or other authorization from compliance with any other requirement or provision of the laws of the City concerning zoning, construction, repair or demolition unless such is in conflict with this article or action taken hereunder. If so, this article or action taken hereunder shall control.
13. If no permit, variance, or other authorization from either the Building Official or the City is otherwise required and a Certificate of Appropriateness is required by the article then the applicant therefore shall file an application with the Building Official. Thereafter the application shall be processed in the manner provided above. The application shall describe what the applicant proposes to do, how it is to be done, and such other information as the Commission or Building Official may require.

#### SECTION 17. APPEALS

- A. The applicant who desires to appeal a decision by the City shall file an appeal to the Circuit Court or Court of like jurisdiction within thirty (30) days after the determination of the issue by the City.

SECTION 18. ENFORCEMENT AND PENALTIES

- A. The performance of an act prohibited by either this article or by the Commission or the City as the case may be, acting under the provisions of this article, or the failure to perform an act required either by this article or the Commission or the City, as the case may be, is hereby declared to be unlawful and shall constitute a misdemeanor. The City shall enforce the provisions of this article by seeking an injunction or other legal or equitable relief, as it deems appropriate.

SECTION 19. SEPARABILITY

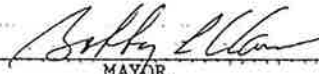
- A. The requirements and provisions of this ordinance are separable. If any Article, Section, paragraph, sentence, or portion thereof, be declared by any court of competent jurisdiction to be void, invalid or inoperative, the decision of the court shall not affect the validity or applicability of the ordinance as a whole or of any part thereof other than the part held void, invalid, or otherwise inoperative.

SECTION 20. CONFLICTING ORDINANCES

- A. All ordinances and parts of ordinances in conflict herewith are hereby repealed.

SECTION 21. PASSAGE OF ORDINANCE

- A. This ordinance shall become effective one month after its passage.

  
MAYOR

ATTEST:

  
CITY CLERK

( S E A L )



ORDINANCE NO. 2362

OF THE  
CITY OF HATTIESBURG, MISSISSIPPI

AN ORDINANCE AMENDING SECTION 6-42 AND SECTION 6-48  
OF THE CODE OF ORDINANCES, BEING A PART OF SECTIONS 10  
AND 16 OF ORDINANCE NUMBER 2193, ESTABLISHING THE  
HATTIESBURG HISTORIC CONSERVATION COMMISSION  
OF THE CITY OF HATTIESBURG, MISSISSIPPI,  
AND REPEALING ANY ORDINANCES IN CONFLICT THEREWITH

BE IT ORDAINED by the Mayor and City Council of the City of Hattiesburg, Mississippi:

SECTION 1. That Section 6-42 of the Code of Ordinances, being Section 10 of Ordinance Number 2193, adopted June 25, 1985, for the City of Hattiesburg, Mississippi, be and the same is hereby amended to read as follows, to-wit:

"Sec. 6-42. Certificates of Appropriateness.

In order to promote the general welfare through the conservation, preservation and protection of historic resources, no exterior feature of any landmark, landmark site or building or structure within a historic district (including, but not limited to, walls, fences, light fixtures, steps, pavement, trees or other appurtenant features) or any above ground utility structure or any type of outdoor advertising sign, shall be erected, altered, reconstructed, restored or rehabilitated, moved, cut or demolished within any such historic district or on any such landmark site or as to any such landmark until after an application for a Certificate of Appropriateness of such work has been submitted to and reviewed by the Commission, subject to appeal to the City. Therefore,

- A. The Commission shall serve as a review body with the power to review and approve whether applications for certificates of appropriateness should be granted or denied, and if granted, what conditions, if any, should be provided in such certificate. The City, upon appeal, may impose conditions not recommended by the Commission.
- B. In making determinations, evaluations and decisions under this article, the Commission and City shall seek to accomplish the purposes of this article; in particular, to preserve and protect the architectural and historic integrity and character of any landmark site, landmark or historic district.
- C. A Certificate of Appropriateness shall not be required for ordinary maintenance, painting, or repair of any landmark, or building or structure upon a landmark site or within a historic district which does not involve a change in design, material, or other appearance thereof.
- D. All decisions of the Commission shall be in writing and shall state the findings of the Commission, its recommendations and the reasons thereof.

- E. The Commission shall not recommend disapproval of any plans without giving its recommendations for changes to be made before such plans can be reconsidered. These recommendations may be in general terms, and compliance therewith shall not ipso facto qualify such plans for approval--only for reconsideration by the Commission."

SECTION 2. That Section 6-48 of the Code of Ordinances, being Section 16 of Ordinance Number 2193, adopted June 25, 1985, for the City of Hattiesburg, Mississippi, be and the same is hereby amended to read as follows, to-wit:

"Sec. 6-48. Procedures for issuance of certificates of appropriateness.

Anyone desiring to take action requiring a Certificate of Appropriateness concerning a landmark, landmark site or resource within a historic district for which a permit, variance or other authorization from either the Building Official or the City is required, shall make application therefore in the form and manner required by the applicable code section or ordinance. Any such application shall also be considered an application for a Certificate of Appropriateness and shall include such additional information as may be required by the Commission. After receipt of any such application, the building official shall be assured that the application is proper and complete. No building permit shall be issued by the Building Official which affects a resource in a historic district or a landmark or a landmark site without a Certificate of Appropriateness. Thereafter, such application shall be reviewed in accordance with the following procedure:

- A. When any such application is filed, the Building Official shall immediately notify the Chairman, or Vice-Chairman if the Chairman is unavailable, of the Commission, of the application having been filed.
- B. The Chairman or Vice-Chairman shall set a time and date, which shall not be later than fifteen (15) days after the filing of the application, for a hearing by the Commission, and the Building Official shall be so informed.
- C. The applicant shall, upon request, have the right to a preliminary conference with members of the Commission for the purpose of making any changes or adjustments to the application which might be more consistent with the Commission's standards.
- D. No later than eight (8) days before the date set for said hearing, the Building Official shall mail notice thereof to the applicant at the address in the application and to all members of the Commission which shall serve as a call for a special meeting unless the hearing is set for a regularly scheduled meeting.
- E. Notice of the time and place of said hearing shall be given at least five (5) days before such hearing by posting such notice on the bulletin board in the lobby of City Hall and on the affected property with a sign showing time, date and place of hearing.
- F. Within not more than twenty one (21) days after the hearing on an application, the Commission shall act upon it, either approving, denying or deferring action until the next meeting of the Commission, given consideration to the factors set forth in Sec. 6-39 hereof. Evidence of approval of the application



shall be by Certificate of Appropriateness issued by the Commission, and whatever its decision, notice in writing shall be given to the applicant and the Building Official. The Commission shall keep a record of its actions under this article.

- G. The Commission shall have the right to make such recommendations for changes and modifications as it may deem necessary in order to enable the applicant to meet the requirements of the Commission.
- H. If the applicant objects to the commission's decision and desires a hearing before the City, he shall file a written request therefore with the City Clerk not more than ten (10) days after the Commission decides upon its recommendation. No action by the City shall be taken on the matter within the said ten (10) day period.
- I. If a request for a hearing before the City is timely filed, the City Clerk shall mail a notice to the applicant of a hearing date, time and place which shall be the first meeting of the City to be held more than eight (8) days after the filing of the request for hearing by the applicant. However, the applicant may request, in writing, that he be heard at the next meeting of the City's and may therein waive the above notice.
- J. Upon approval thereof by the Commission or by the City in the event of an appeal, the Building Official shall issue a Certificate of Appropriateness. The issuance of a Certificate of Appropriateness shall not relieve an applicant for a building permit, special use permit, variance or other authorization from compliance with any other requirement or provision of the laws of the City concerning zoning, construction, repair or demolition unless such is in conflict with this article or action taken hereunder. If so, this article or action taken hereunder shall control.
- K. If no permit, variance, or other authorization from either the Building Official or the City is otherwise required and a Certificate of Appropriateness is required by the article then the applicant therefore shall file an application with the Building Official. Thereafter the application shall be processed in the manner provided above. The application shall describe what the applicant proposes to do, how it is to be done, and such other information as the Commission or Building Official may require."

SECTION 3. That except as hereby expressly changed and amended Ordinance Number 2193, adopted June 25, 1985, of the City of Hattiesburg shall be and does remain in full force and effect as adopted.

SECTION 4. That any and all Ordinances in conflict herewith be and the same are hereby repealed.

SECTION 5. This Ordinance shall take effect and be in force, within the time and manner provided by law.

The foregoing Ordinance having been reduced to writing, the same was introduced by Councilman Buckley, seconded by Councilman Farris and was adopted by the following vote, to-wit:

YEAS: Cummings  
Holloway  
Buckley  
Farris  
Lawrence

NAYS: None

The President thereby declared the motion carried and the Ordinance  
adopted, this the 20th day of November, A. D., 1990.

( S E A L )

ATTEST:

ADOPTED:

Sydney Anderson  
CLERK OF COUNCIL

Kathryn Cummings  
PRESIDENT

The above and foregoing Ordinance, having been submitted to and  
approved by the Mayor, this the 20th day of November, A. D., 1990.

ATTEST:

APPROVED:

Charles Wansley  
CITY CLERK

J. E. Morgan  
MAYOR

ORDINANCE NO. 2696

OF THE

CITY OF HATTIESBURG, MISSISSIPPI

AN ORDINANCE AMENDING SECTION 6-36 OF THE CODE OF ORDINANCES, BEING PART OF SECTION 4-A OF ORDINANCE NUMBER 2193 AS AMENDED BY ORDINANCE 2362, ESTABLISHING THE HATTIESBURG HISTORIC CONSERVATION COMMISSION OF THE CITY OF HATTIESBURG, MISSISSIPPI, AND REPEALING ANY ORDINANCES IN CONFLICT THEREWITH

BE IT ORDAINED by the Mayor and City Council of the City of Hattiesburg,

Mississippi:

SECTION 1. That Section 6-36 of the Code of Ordinances, being Section 4 of Ordinance Number 2193, adopted June 25, 1985, and as amended by Ordinance 2362, adopted November 20, 1990, for the City of Hattiesburg, Mississippi, be and the same is hereby amended to read as follows, to-wit:

“Sec. 4.        RULES OF PROCEDURE

A.        To fulfill the purposes of this ordinance and carry out the provisions contained therein:

1. The Commission annually shall elect from its membership a Chairman and Vice-Chairman. If neither the Chairman nor the Vice-Chairman attends a particular meeting, the remaining members shall select an acting chairman from the members in attendance at such meeting. A quorum shall consist of five (5) members of the Commission.

SECTION 2. That except as hereby expressly changed and amended Ordinance Number 2193, adopted June 25, 1985, and as amended by Ordinance 2362, adopted November 20, 1990, of the City of Hattiesburg shall be and does remain in full force and effect as adopted.

SECTION 3. That any and all ordinances in conflict herewith be and the same are hereby repealed.

SECTION 4. This Ordinance shall take effect and be in force, within the time and manner provided by law.

The foregoing Ordinance having been reduced to writing, the same was introduced by Councilman Bailey, seconded by Councilman Jordan and was adopted by the following vote, to-wit:

YEAS:     Rowell  
             Holloway  
             Shemper  
             Bailey  
             Jordan

NAYS:    None

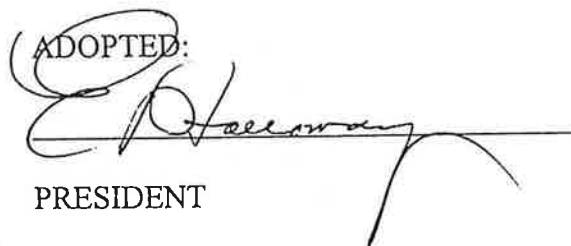
The President thereby declared the motion carried and the Ordinance adopted, this the 20th day of July, A.D., 1999.

( S E A L )

ATTEST:

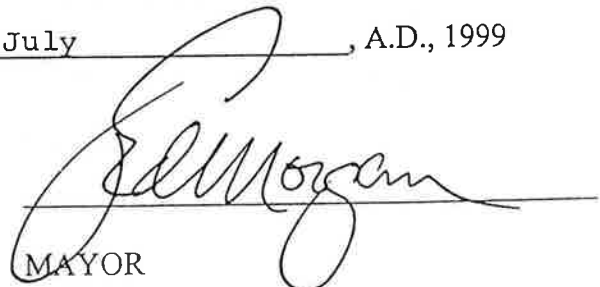
  
CLERK OF COUNCIL

ADOPTED:

  
PRESIDENT

The above and foregoing Ordinance, having been submitted to and approved by the Mayor, this the 20th day of July, A.D., 1999

  
CITY CLERK

  
MAYOR

ORDINANCE NO. 2708

OF THE

CITY OF HATTIESBURG, MISSISSIPPI

AN ORDINANCE AMENDING SECTION 6-36 OF THE CODE OF ORDINANCES, BEING PART OF SECTION 16-A OF ORDINANCE NUMBER 2193 AS AMENDED BY ORDINANCES 2362 AND 2696, ESTABLISHING THE HATTIESBURG HISTORIC CONSERVATION COMMISSION OF THE CITY OF HATTIESBURG, MISSISSIPPI, AND REPEALING ANY ORDINANCES IN CONFLICT THEREWITH

BE IT ORDAINED by the Mayor and City Council of the City of Hattiesburg,

Mississippi:

SECTION 1. That Section 6-36 of the Code of Ordinances, being Section 16 of Ordinance Number 2193, adopted June 25, 1985, and as amended by Ordinance 2362, adopted November 20, 1990, and by Ordinance 2696, adopted July 20, 1999, for the City of Hattiesburg, Mississippi, be and the same is hereby amended to read as follows, to-wit:

"Sec. 16: PROCEDURES FOR ISSUANCE OF CERTIFICATES OF APPROPRIATENESS.

Anyone desiring to take action requiring a Certificate of Appropriateness concerning a landmark, landmark site or resource within a historic district for which a permit, variance or other authorization from either the Building Official or the City is required, shall make application therefore in the form and manner required by the applicable code section or ordinance. Any such application shall also be considered an application for a Certificate of Appropriateness and shall include such additional information as may be required by the Commission. After receipt of any such application, the Building Official shall be assured that the application is proper and complete. No building permit shall be issued by the Building Official which affects a resource in a historic district or a landmark or a landmark site without a Certificate of Appropriateness. Thereafter, such application shall be reviewed in accordance with the following procedure:

- A. When any such application is filed, the Building Official shall immediately notify the administrative staff person for the Commission of the application having been filed.
- B. When the application, including all information required by the administrative staff person for the Commission, is deemed complete, the item shall be placed on the agenda for the next regular meeting of the Commission.
- C. The applicant shall, upon request, have the right to a preliminary conference with available members or staff of the Commission for the purpose of making any changes or adjustments to the application that might be more consistent with the Commission's standards.
- D. No later than eight (8) days before the date set for said hearing, the administrative staff for the Commission shall mail notice thereof to the applicant at the address in the application and to all members of the Commission, which shall serve as a call for a special meeting unless the hearing is set for a regularly scheduled meeting. However, the applicant may request that he be heard at the next meeting of the Commission and may

therein waive the above notice.

- E. Notice of the time and place of said hearing shall be given at least five (5) days before such hearing by posting such notice on the bulletin board in the lobby of City Hall and on the affected property with a sign showing time, date and place of hearing.
- F. Within no more than twenty-one (21) days after the hearing on an application, the Commission shall act upon it, either approving, denying or deferring action until the next meeting of the Commission, giving consideration to the factors set forth in Sec. 6-39 hereof. Evidence of approval of the application shall be by Certificate of Appropriateness issued by the Commission, and whatever its decision, notice in writing shall be given to the applicant and the Building Official. The Commission shall keep a record of its actions under this article.
- G. The Commission shall have the right to make such recommendations for changes and modifications as it may deem necessary in order to enable the applicant to meet the requirement(s) of the Commission.
- H. If the applicant objects to the Commission's decision and desires a hearing before the City, he shall file a written request therefore with the City Clerk not more than ten (10) days after the Commission decides upon its recommendation. No action by the City shall be taken on the matter within the said ten (10) day period.
- I. If a request for a hearing before the City is timely filed, the City Clerk shall mail a notice to the applicant of a hearing date, time and place, which shall be the first meeting of the City to be held more than eight (8) days after the filing of the request for hearing by the applicant. However, the applicant may request, in writing, that he be heard at the next meeting of the City's and may therein waive the above notice.
- J. Upon approval thereof by the Commission, or by the City in the event of an appeal, the Commission administrative staff person shall issue a Certificate of Appropriateness and supply a copy to the Building Official. The issuance of a Certificate of Appropriateness shall not relieve an applicant for a building permit, special use permit, variance or other authorization from compliance with any other requirement or provision of the laws of the City concerning zoning, construction, repair or demolition unless such is in conflict with this article or action taken hereunder. If so, this article or action taken hereunder shall control.
- K. If no permit, variance, or other authorization from either the Building Official or the City is otherwise required and a Certificate of Appropriateness is required by the article, then the applicant therefore shall file an application with the Commission administrative staff person. Thereafter the application shall be processed in the same manner provided above. The application shall describe what the applicant proposes to do, how it is to be done, and such other information as the Commission or administrative staff person may require.

SECTION 2. That except as hereby expressly changed and amended Ordinance Number 2193, adopted June 25, 1985, and as amended by Ordinance 2362, adopted November 20, 1990, and Ordinance 2696, adopted July 20, 1999, of the City of Hattiesburg shall be and does remain in full force and effect as adopted.

SECTION 3. That any and all ordinances in conflict herewith be and the same are hereby repealed.

SECTION 4. This Ordinance shall take effect and be in force, within the time and manner provided by law.

The foregoing Ordinance having been reduced to writing, the same was introduced by Councilman Bailey, seconded by Councilman Jordan and was adopted by the following vote, to-wit:

YEAS: Rowell  
Holloway  
Shemper  
Bailey  
Jordan

NAYS: None

The President thereby declared the motion carried and the Ordinance adopted, this the 16th day of November, A.D., 1999.

( S E A L )

ATTEST:

Jason W. Willoughby  
CLERK OF COUNCIL

ADOPTED:

[Signature]  
PRESIDENT

The above and foregoing Ordinance, having been submitted to and approved by the Mayor, this the 16th day of November, A.D., 1999

Eddie R. Myers  
CITY CLERK

[Signature]  
MAYOR

