



This checklist was developed for the Historic Preservation Commission to use when considering the design of new construction in the architectural review process.

## 1. Site Design

A. Site elements should be designed to reflect the established patterns of adjacent lots. The checklist below will serve as a reminder of the items that should be considered when considering site features as part of a new construction application.

### B. Walkways and Driveways

- Location
- Size
- Materials
- Textures/Finish

### C. Sheds and Garages

- Location
- Style
- Scale
- Materials
- Roof Slope

## D. Plantings and Trees

- Protect existing
- Character
- Scale

## E. Fences

- Location
- Size
- Materials
- Detail
- Zoning Requirements

## F. Lighting

- Style
- Level of Illumination
- Location
- Size
- Materials
- Number

## G. Mechanical and Utilities Screening

- Location
- Visibility

## 2. New Construction

A. The checklist below should be used as a reminder for the basic concepts to consider when reviewing an application for the construction of a new building in the historic district.

### B. Setback

- Distance to street

### C. Orientation

- Faces primary street

### D. Spacing

- Respect historic precedent

### E. Massing

- Relates to existing structures

### F. Complexity of Form

- Form relates to existing structures

### G. Height, Width, and Scale

- Within 10 percent of adjacent
- Similar width to existing
- Includes porch

### H. Directional Expression

- Compatible with surrounding

**New Construction** *continued***I. Roof Form and Materials**

- Repeats adjacent roof form(s)
- Historic pitch
- Dark gray color

**J. Doors and Windows**

- Relates ratio, rhythm and proportion of openings to existing
- Raised surrounds frame openings
- Styles relate to historic precedent
- Wood construction preferable
- True divided light or three-part simulated divided light
- Storm windows and doors divisions follow windows/doors
- Shutters scaled-to-fit window openings
- Shutters mounted on hinges

**K. Porches**

- Design includes porch
- Design reflects size, materials, proportion, and placement of original

**L. Foundation**

- Use brick
- Height, contrast, and texture reflects adjacent historic

**M. Materials**

- Uses historic materials or substitute materials that provide same visual appearance

**N. Color**

- Follows guidelines for district
- Historically appropriate for period of construction

**O. Additions**

- Located where not visible from street
- Attached so that addition may be removed without damage to main structure
- Scaled to not overpower existing structure
- Structure retains original orientation
- Roofline of addition secondary to existing
- Design compatible with historic structure