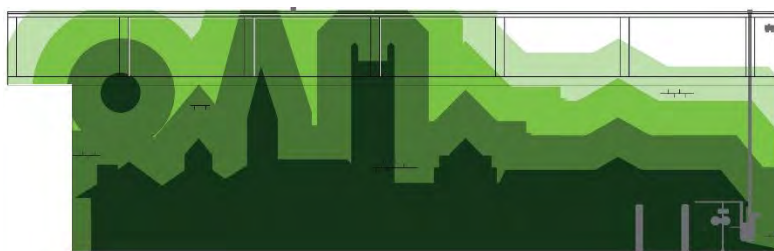




**Vollintine Evergreen Historic District
(VEHD)**

**Design Guidelines
and Users Guide**



Memphis Landmarks Commission

July 20, 2021

Acknowledgements

Commissioned by:

Vollintine Evergreen Community Association (VECA)

A gathering of volunteers with a consistent mission: to keep our community a place people want to live, work, shop, eat, and simply be in Memphis. For more than 50 years, VECA members and volunteers have been engaging with and investing in our neighborhood with the goals to:

- Support our volunteers and committees as they ignite grassroots involvement, continuing VECA's history as the primary change agent in Vollintine Evergreen.
- Engage in effective and efficient partnerships with surrounding neighborhoods, institutions, and government entities to accomplish mutual goals.
- Work directly, and in partnership with neighbors and the city and county, to improve and maintain properties in the neighborhood.
- Remain an organization with the necessary flexibility to support an authentic grassroots base but also the organizational structure necessary to make projects manageable and sustainable.

Memphis' overall success hinges on a network of healthy neighborhoods. Thanks to the decades-long efforts of VECA, Vollintine Evergreen is one of the most stable, desirable, and diverse neighborhoods in the region.

City of Memphis

The City of Memphis is a Certified Local Government under a federal program authorized by the National Historic Preservation Act 16 U.S.C. 470 et seq. that provides for the participation of local governments in a federal/state/local government preservation partnership. The federal law directs the State Historic Preservation Office of Tennessee and the Secretary of the Interior to certify local governments to participate in this partnership.

Memphis Landmarks Commission

The Memphis Landmarks Commission is a local historic preservation commission established to advise the local government on matters relating to historic preservation, including the designation of historic districts, landmarks and landmark sites. The Commission may be empowered to review applications for permits for alteration, construction, demolition, relocation, or subdivision for structures in historic districts, or on designated landmark sites or as landmarks.

Tennessee State Historic Preservation Office

The assistance of the Tennessee State Historic Preservation Office is gratefully acknowledged. This project has been funded with the assistance of a grant-in-aid from the National Park Service, U.S. Department of the Interior, under provision of the National Historic Preservation Act of 1966 as amended. The Tennessee State Historic Preservation Office administers historic Preservation grants-in-aid in Tennessee in conjunction with the National Register of Historic Places program. However, the contents and opinions contained in this publication do not necessarily reflect the views of the National Park Service or the Tennessee State Historic Preservation Office.

Community LIFT

The assistance of a Community LIFT grant to fund public notification for this project is gratefully appreciated. Community LIFT's mission is to accelerate revitalization of disinvested neighborhoods to create a thriving Memphis for all.

Planning Consultant

Development Studio, LLC - Andy Kitsinger, AIA-AICP Architect and Community Planner
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Judith Johnson, Architectural Historian and Preservation Planner



Image 1: St. Thérèse the Little Flower Catholic Church and School was established as the 12th Catholic parish of Memphis in 1930 with the construction of the first of four campus buildings.

DISCLAIMER: *The activity that is the subject of this publication has been financed in part with federal funds from the National Park Service, Department of the Interior. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior.*

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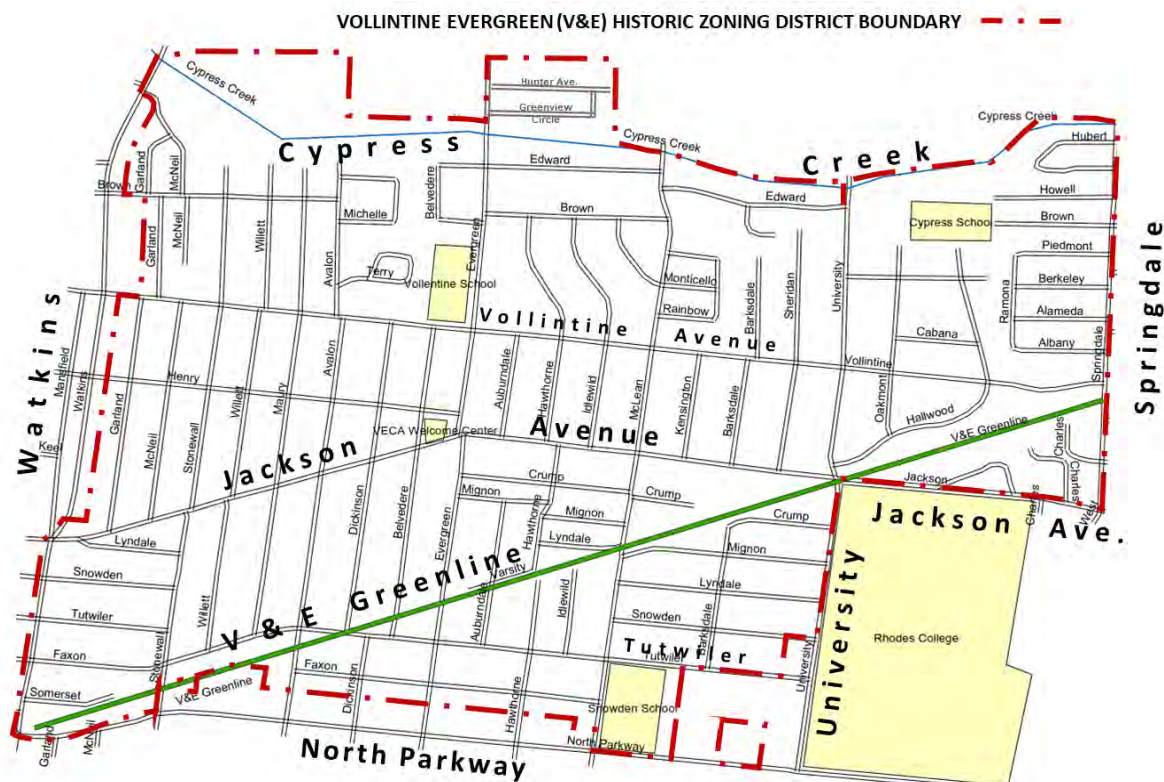
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I. Introduction

The Vollintine Evergreen (V&E) neighborhood is a special place in an extraordinary setting with an abundance of significant historic resources that residents value. Vollintine Evergreen's uniqueness is found in its residents, its buildings, and its public open spaces.

The V&E Neighborhood Historic District is bounded roughly on the north by Cypress Creek and Hunter Ave., on the South by the north side of North Parkway beginning along the back alleys, on the east by rear of east property lines along Springdale Street (north of Jackson) and University Street (south of Jackson), and on the west by Watkins Street, (south of Vollintine) and on the rear of east property lines along Watkins Street (south of Vollintine).



Map 1: (Above) Vollintine Evergreen (V&E) Neighborhood Historic District Boundary Street Map

Historic resources abound in the Vollintine Evergreen Neighborhood, which contains the largest collection of historic properties (at over 3,500) of any historic district in Memphis.

A key to the neighborhood's success is the Vollintine Evergreen Community Association's (VECA) efforts to energize and preserve the neighborhood. The V&E neighborhood has a long-standing commitment to diversity, inclusiveness, and championing a quality historic environment. The neighborhood seeks to maintain its heritage and authenticity while applying a balanced approach to new development where appropriate.

Historic resources abound in the Vollintine Evergreen Neighborhood, which contains the largest collection of historic properties (at over 3,500) of any historic district in Memphis, Tennessee.

With this direction in mind, this design guidelines document is meant to be informative, helpful, and easy to interpret. The V&E neighborhood historic design guidelines contribute to a strategic vision by promoting architectural design and compatible development. Vollintine Evergreen is a constantly adapting community that provides opportunities for all to live, work, and share experiences in a historically significant neighborhood.

A. Vision for the Vollintine Evergreen Neighborhood Historic District

The Vollintine Evergreen Neighborhood is a harmonious blend of local historic building traditions in a modern working-class neighborhood with a range of living options, eclectic shopping, restaurants, parks, and institutional places of learning and worship.

The V&E neighborhood thrives on strong residential areas along with a mix of uses and walkable neighborhood commercial anchors. V&E's historic structures are valued assets, preserved for architectural style, historic associations, and examples of good urban form.

To maintain its urban vibrancy, the built environment of the V&E neighborhood is centered on people – not cars. Buildings contribute to the rich urban fabric, inviting the attention of passersby through thoughtful design, architectural forms, details, windows, and variation in massing.

Storefronts, architectural screening, and landscaping minimize the visual presence of garages and parking lots. Its public spaces, from its streets, medians, and alleys to its parks, and front lawns, cater to the pedestrian's enjoyment with safe and shady sidewalks, canopies of trees, pleasing landscaping, artwork, resting spots, and places for gathering.

B. Purpose of Design Guidelines

The Design Guidelines seek to assist property owners with maintaining and updating their properties within the V&E neighborhood in order to sustain a cohesive and livable place with an attractive pedestrian-oriented environment. They convey a common vision, as established by neighborhood stakeholders. They promote preservation of historic, cultural, and architectural heritage.

The Design Guidelines reflect the City's goal to preserve its historic resources while promoting economic development. The Guidelines document helps to implement the broad policy and regulatory documents of the City of Memphis.

The Design Guidelines help strengthen the local business environment and enhance property values by improving the quality of the built environment and by making the V&E neighborhood a more desirable place to live, work, and play. The guidelines should stimulate creative design solutions for improvement projects and should help to enhance livability and contribute to a desirable neighborhood character.



Image 2: Example of Tudor Revival style found in many structures throughout Vollintine Evergreen.

The Design Guidelines seek to highlight the assets of the community, establish a strong vision for the future, and provide clear, useful guidance for building improvements. Importantly, the Design Guidelines strive to be practical. Good design guidelines ensure the design policies recommended make sense to property owners and investors and inspire compatible infill while addressing individual needs.

The Design Guidelines also set out to define a logical process, in order to facilitate the needs of property owners, designers, tenants, contractors, architects, engineers, investors, planners, etc. The Guidelines do not dictate solutions; rather, they define a range of appropriate responses to a given design.

The Historic Design Guidelines and Users Guide also contains background materials which are intended to help property owners understand the building elements that make their neighborhood special and what it takes for a new building to respectfully relate to the historic context.

This approach does not necessarily require residents to make their buildings "look old." Rather it is a means to help construction activity more closely relate to the mass, scale, form, and setbacks of historic buildings.

C. Responsibility of Property Ownership

Ownership of a property in the Vollintine Evergreen Neighborhood Historic District carries the benefits described above and a responsibility to respect the original character of the property and its setting. While this responsibility exists, it does not automatically translate into higher construction or maintenance costs. In the case of new construction, for example, these design guidelines focus on providing a new residence that is similar in mass, scale, form, and materials.

Ultimately, residents and property owners should recognize that historic preservation is a long-range community policy that promotes economic well-being and overall viability of the city at large and that they play a vital role in helping to implement that policy through careful stewardship of the area's resources.

D. Memphis Landmarks Commission's Goals of Historic Zoning

These Design Guidelines are criteria and standards that the Memphis Landmarks Commission (MLC) must consider in determining the appropriateness of proposed work within the V&E Neighborhood Historic District.

D.1. Goals of Historic Zoning

Appropriateness of work must be determined in order to accomplish the goals of historic zoning, as outlined in the guidelines and bylaws of the Memphis Landmarks Commission.

1. To promote the educational, cultural, and economic welfare of the people of Memphis.
2. To preserve and protect the historical and architectural value of buildings, other structures, or historically significant areas.
3. To ensure the compatibility within the Historic District by regulating exterior design, arrangement, texture, and materials.
4. To create an aesthetic appearance which complements the historic buildings or other structures.
5. To stabilize and improve property values.
6. To foster civic beauty and community pride.
7. To strengthen the local economy.

8. To establish criteria and procedures to regulate the construction, repair, rehabilitation, relocation, or other alteration of structures within any Historic District or Zone; and
9. To promote the use of Historic Districts for the education, pleasure, and welfare of the present and future citizens of Memphis.

D.2. Application of the Design Guidelines

The Design Guidelines provide a common basis for making decisions about work that may affect the appearance of individual properties and the overall character of the neighborhood. The guidelines apply only to the exteriors of buildings and to areas of the property visible, in whole or in part from and public street or right-of-way. **Routine maintenance of a building/property that does not involve altering historic fabric does not need approval from the MLC unless it will change the exterior appearance.**

The Shelby County Office of Construction Code Enforcement will not issue a building construction permit within the district boundary without a COA from MLC. Below is a summary of work requiring a COA. *See Appendix B and C for additional information.*

- a. New construction of primary or secondary buildings
- b. Exterior alterations to existing structures
- c. Additions or enclosures that expand habitable space
- d. Building relocation
- e. Building demolition
- f. Fences, walls and retaining walls
- g. New or altered driveways and parking pads

Determining the need for building permit and/or Certificate of Appropriateness (COA)

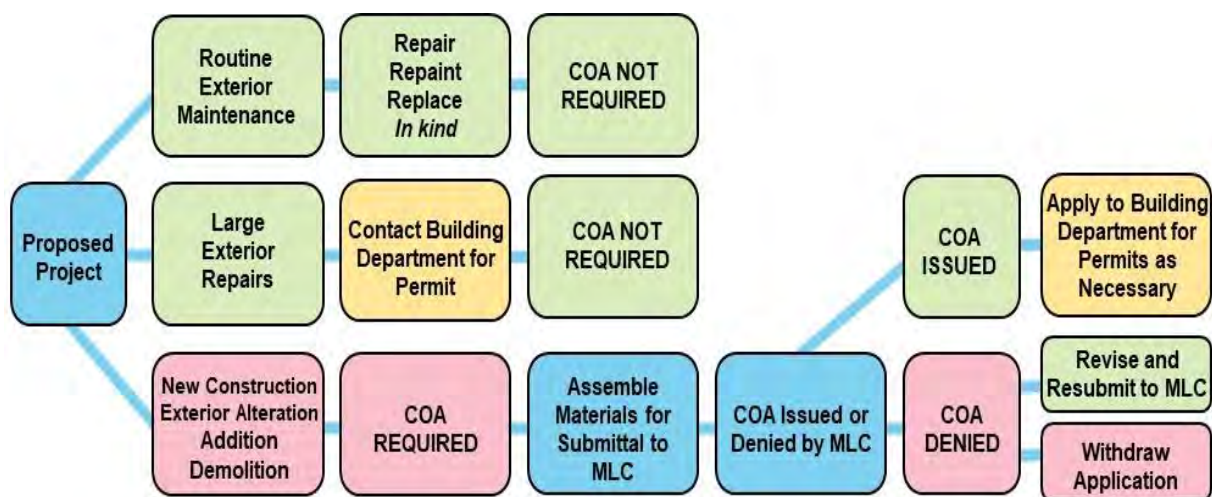


Illustration 1: (Above) Flow Chart in determining need for building permit and/or Certificate of Appropriateness COA, (see Appendix B & C for a more detailed project flow chart and summary of work requiring a COA review.)

E. Procedures for issuance of Certificates of Appropriateness

If a property owner within a historic district seeks a building permit for exterior work, the owner must receive a Certificate of Appropriateness (COA) from MLC. To obtain the COA, the property owner must submit a COA Application Form, with appropriate drawings to MLC staff. It is highly recommended that applicants contact MLC staff early in the project design phase and well in advance of the application submittal. Retroactive COA Applications must also provide all submissions requirements. If changes to an approved COA is necessary, the applicant may need to reapply for a revised COA. Contact staff if it is necessary to perform work outside of the scope of an approved COA.

Please visit the Memphis Landmarks Commission webpage for all COA instructions. <https://www.develop901.com/landuse-development/services/MemphisLandmarksCommission>

F. Using the Design Guidelines

These guidelines define a range of appropriate responses to a given design issue. This approach does not require residents to replicate historic buildings but more closely relates to the placement, form, and character of contributing and non-contributing buildings.

The design guidelines include many photographs and diagrams to illustrate acceptable or unacceptable approaches. The illustrations are provided as examples and are not intended to indicate the only options.

If there appears to be a conflict between the design guideline text and any illustration, the text shall prevail.


Who should use the Design Guidelines?


Property owners, residents, real estate agents, architects, engineers, developers, contractors, tenants, and planners should use the Design Guidelines when planning for a project within the neighborhood. Such use will help establish appropriate design direction.

The Guidelines convey the community's ambitions for design and serve as an educational tool for those improving their historic properties. The Guidelines also encourage the construction of contemporary buildings and additions that do not impair the integrity of the historic neighborhood or its contributing historic buildings. Careful thought and planning are required when designing a building to fit within the historic character of a neighborhood.

Property owners in the district who are seeking to update and improve their properties should consult this document to guide you through the building process within the district. An initial step in the COA review process is determining if your building is a contributing or non-contributing structure.

Illustrations

 **A checkmark** on an illustration indicates an approach that is generally appropriate.

 **An X mark** on an illustration indicates an approach that is generally inappropriate.

The Design Guidelines are employed in two formal ways:

1. MLC Staff will use the guidelines when advising property owners in administrative reviews and making recommendations to the MLC.
2. The Commission will use the guidelines when considering the issuance of a Certificate of Appropriateness (COA).

An initial step in the COA review process is determining if your building is a contributing or non-contributing structure.

What do the words “contributing” and “non-contributing” mean?

Contributing structures: An existing building structure that retains enough architectural integrity to contribute to the locally designated historic district and was built during the period of significance for the historic district.

Non-contributing structures: An existing structure located within the historic district boundary but was not built during the period of significance for the district (generally less than 50 years ago), or, if built during the period of significance, has architectural modifications that compromise its architectural integrity to contribute to the locally designated historic district.

Determining if your structure is a contributing or non-contributing building

It is recommended that property owners research the date of the original construction of their structure. Then review the building’s architectural characteristics in relationship to other properties within its neighborhood character area as illustrated in Chapter II – Neighborhood Design Traditions and Historic Context beginning on page 12.

If a structure is determined as non-contributing, it can be exempt from certain guidelines within the Alterations section unless a property owner seeks to restore the historic appearance of the structure so that it could again contribute to the character of the district.

Property owners in the district who are seeking to update and improve their properties and have determined that a COA application is required are encouraged to contact the Memphis Landmarks Commission (MLC) staff, which will assist in determining if the subject property is contributing or non-contributing and can provide additional information in the COA application process.

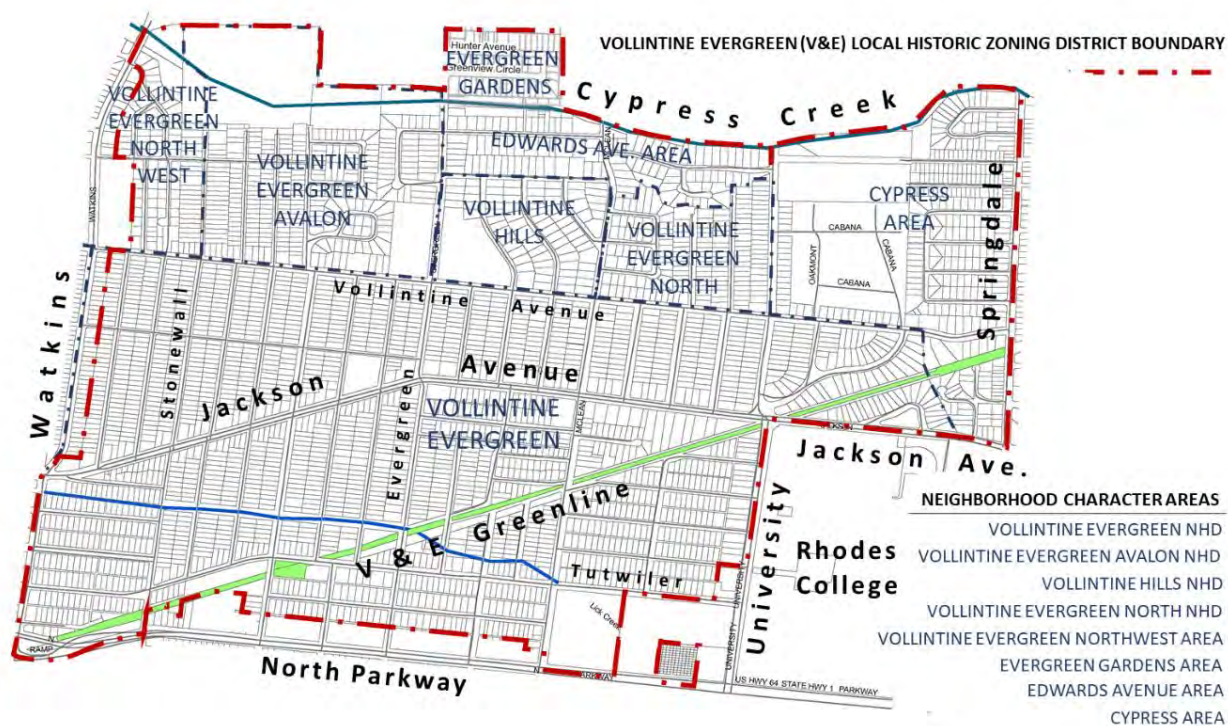
Throughout the guidelines the user will see the use of **“should,”** which is interpreted as highly encouraged and **“shall” or shall not,”** which refers to mandatory guidelines.

Where the word “should” appears, it is to be interpreted as “highly encouraged.” Mandatory guidelines will be indicated by “shall” or “shall not.”

II. Neighborhood Design Traditions and Historic Context

The Vollintine Evergreen neighborhood has approximately 3,500 individual properties to be included in the proposed V&E Neighborhood Historic District. The district contains four National Historic Districts listed on the National Register (NR) of Historic Places (Vollintine Evergreen, Vollintine Evergreen Avalon, Vollintine Hills, and Vollintine Evergreen North), as well as three sections of the neighborhood that are not listed on the NR in Cypress Area, Edward Avenue Area, and Vollintine Evergreen Northwest Area.

The NR nomination for the Vollintine Evergreen Historic District, which describes the largest section of the proposed V&E Neighborhood Historic District, indicates that the area contains the largest cohesive collection of eclectic style houses in Memphis. The vast majority of these homes have front or side porches, front terraces, or generous front stoops. The abundance of historic outbuildings, enduring residential setting, and low number of non-contributing resources, give the area a high degree of integrity.



Map 2: The boundaries of the Vollintine Evergreen Neighborhood Landmarks District roughly follow Cypress Creek on the north, University and Springdale on the east, Watkins on the west and North Parkway on the south.

Some of the neighborhood’s contributing structures date from ca. 1905, but most are single-family residences were built during the 1920s and ‘30s. Interspersed among these historic homes are various size apartment buildings and four single-story neighborhood commercial centers.

A. Design Traditions of V&E Neighborhood Character Areas

Lessons from design traditions are useful in reflecting the basic character and framework of the V&E Neighborhood Historic District. The following descriptions separate the district into (8) eight-character areas to best describe their unique architectural traditions:

V&E Neighborhood Character Areas

I. Vollintine Evergreen National Register (NR) Historic District

The Vollintine Evergreen National Historic District was listed in 1996 and is comprised of 3218 primary and secondary structures, mostly constructed between **1922 and 1928**. The Vollintine Evergreen National Historic District is roughly bounded by Vollintine on the north, Watkins on the west, University on the east, and North Parkway on the south. It includes eleven 1930s Works Progress Administration (WPA) projects including the depression-era Lick Creek channelization and ten related bridge overpasses. Its building stock consists of one and one-half, and two-story residential buildings; garages; multi-family apartment buildings; churches; schools, and commercial blocks. The majority of the largely intact and homogenous residential building stock are excellent examples of Eclectic style residences such as **Bungalows, Tudor cottages, Colonial and Spanish Revival and Minimal Traditional** forms.



Map 3: The Vollintine Evergreen National Historic District Neighborhood Character Area, which is roughly bounded by Vollintine on the north, Watkins on the west, University and Cypress Creek on the east and North Parkway on the south.



Image 3: (Above) Example of Craftsman Bungalow Style found in many structures throughout Vollintine Evergreen National Historic District Neighborhood Character Area



Image 4



Image 5



Image 6



Image 7



Image 8



Image 9



Image 10

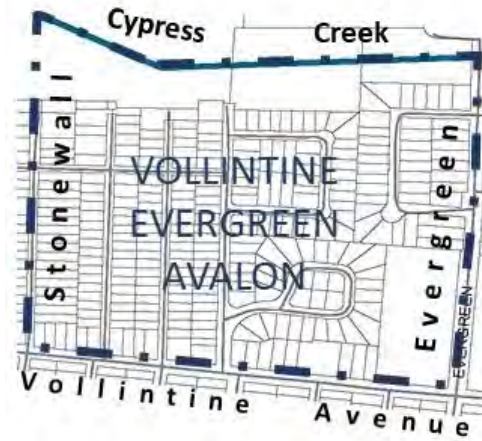


Image 11

V&E National Register Neighborhood Images

II. Vollintine Evergreen Avalon National Register (NR) Historic District

The Vollintine Evergreen Avalon National Register (NR) Historic District was listed in 1997 and is comprised of 459 primary and secondary structures, mostly constructed between **late 1920s and early 1940s**. The Vollintine Evergreen Avalon Historic District is bounded by Stonewall Street on the west, Vollintine Avenue to the south, Evergreen Street to the east, and Cypress Creek to the north. Its building stock consists of one, one and one-half, and two-story residential buildings (there is only one two-story in Avalon), garages, one school, and one commercial block. The housing stock in the western, older section of the district exhibits homogenous examples of late 1920s and 1930s **Tudor and Craftsman styles**. This district is different than the Vollintine Evergreen in that the eastern section is comprised of **Minimal Traditional, Cape Cod, and Colonial Revival style** homes built on curvilinear streets in the early 1940s.



Map 4: The Vollintine Evergreen Avalon National Register Historic District Neighborhood Character Area is roughly bounded by Stonewall to the west, Vollintine Avenue to the south, Evergreen Street to the east, and Cypress Creek to the north.



Image 12: (Above) Vollintine Elementary built in the 1920s exhibits a Colonial design as an anchor of the Vollintine Evergreen Avalon National Register (NR) Historic District Neighborhood Character Area



Image 13



Image 14



Image 15



Image 16



Image 17



Image 18



Image 19



Image 20

V&E Avalon National Register Neighborhood Images

III. Vollintine Evergreen North National (NR) Historic District

The boundaries of the Vollintine Evergreen North National Historic District are McLean Boulevard to the west, Vollintine Avenue to the south, University Street to the east, and the north lot lines of Sheridan and Barksdale Streets, and Edward Cove to the north.

The Vollintine Evergreen North (NR) Historic District was listed in 1997 and is comprised of 282 primary and secondary structures, mostly constructed between **late 1920s and early 1940s**.

Vollintine Evergreen North (NR) Historic District's building stock consists of one, one and one-half, and two-story residential buildings, along with single-story garages.

The housing stock flows between the older section of the district exhibiting homogenous examples of late 1920s and 1930s **Tudor and Craftsman styles** on gridded street patterns. The newer section is made up of late 1930's and early 1940's **Colonial Revival style** homes built on curvilinear streets. From east to west the architectural styles change from **Eclectic style cottages** to **Minimal Traditional Cape Cod homes** on Rainbow Drive.



Map 5: (Above) The boundaries of the Vollintine Evergreen North National Historic District are McLean Boulevard to the west, Vollintine Avenue to the south, University Street to the east, and the north lot lines of Sheridan and Barksdale Streets, and Edward Cove to the north.



Image 21: (Above) Example of Minimal Traditional Cape Cod Style along Rainbow Drive in the Vollintine Evergreen North National Register (NR) Historic District Neighborhood Character Area



Image 22



Image 23



Image 24



Image 25



Image 26



Image 27



Image 28

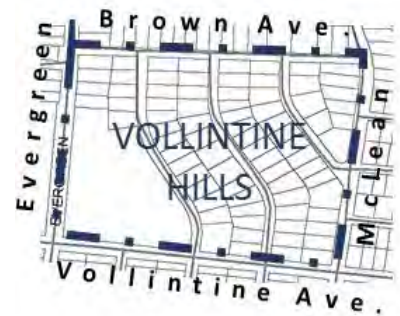


Image 29

V&E North National Register Neighborhood Images

IV. Vollintine Hills National Register (NR) Historic District

The Vollintine Hills NR Historic District was listed in 2007 and is comprised of 79 primary structures, mostly constructed circa **1946-1957** in conjunction with the development of former **Baron Hirsch Synagogue** (currently Gethsemane Garden Church of God In Christ) in the **International style**. The Vollintine Hills National Historic District is bounded by Evergreen Street on the west, McLean Boulevard on the east, Vollintine Avenue on the south, and Brown Avenue on the north. The original 1946 plat for the neighborhood included a large reserved parcel for the eventual construction of the synagogue, which completed its first phase in 1950-52. Of the 79 principal buildings in the district, 34 are **Minimal Traditional** houses, 26 are **Traditional Ranch** houses, 17 are **Massed Ranch** houses, and two are **Tudor Revival**.



Map 6: (Above) The Vollintine Hills National Historic District Neighborhood Character Area is roughly bounded by Evergreen Street on the west, McLean Boulevard on the east, Vollintine Avenue on the south, and Brown Avenue on the north.



Image 30: (Above) The architecture of Gethsemane Garden Church of God In Christ (former Baron Hirsch Synagogue) influenced surrounding structures in the International Style in the Vollintine Hills National Register (NR) Historic District Neighborhood Character Area

The district is unified both by its historic building stock as well as its contiguity to the former synagogue, set on a 12.4-acre site located at the southwest corner of the district. The district also retains integrity of setting, as the residential structures retain their relationship to the building seminal to the historic development of the district, former Baron Hirsh Synagogue (currently Gethsemane Garden Church of God In Christ). The district's integrity of setting is evoked by the streets including the wide north/south thoroughfares of Evergreen Street and McLean Boulevard that serve as major thoroughfares. Vollintine Avenue is a major east/west thoroughfare that connects the district with its adjacent larger neighborhood historic districts. The district's more intimate interior streets, consisting of Hawthorne, Idlewild, and Monticello, are curvilinear and feature broad setbacks, expansive lawns, sidewalks, and cohesive architectural styling.



Image 31



Image 32



Image 33



Image 34



Image 35



Image 36



Image 37

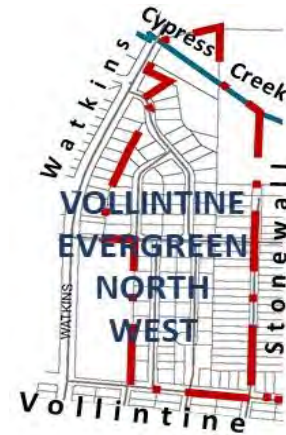


Image 38

Vollintine Hills National Register Neighborhood Images

V. Vollintine Evergreen Northwest Neighborhood Area

The Vollintine Evergreen Northwest Neighborhood Area is comprised of 76 single-family residences and 15 multi-family units for a total of 91 primary structures, mostly constructed between **1950 and 1970**. The area boundaries are Cypress Creek on the north, the east property lines of Watkins on the west, Vollintine Avenue on the south and Stonewall on the east. The building stock consists of single, one and one half, and two-story single-family and duplex residential buildings, and churches. Saint Court apartment building stock consists of one and two story, attached sections buildings with very modest **Colonial Revival** detailing.



Map 7: (Above right) The Vollintine Evergreen Northwest Neighborhood Character Area is roughly bounded by Cypress Creek on the north, the west property lines of Watkins on the west, Vollintine Avenue on the south, and Stonewall on the east.



Image 39: (Above) Example of Minimal Traditional Style found in many residences throughout Vollintine Evergreen Northwest Neighborhood Character Area

Residential structures are predominantly **Minimal Traditional**

and **Traditional Ranch** houses. A few infill houses are interspersed in the area. A few houses are deteriorated as of this writing and there are (17) seventeen vacant lots scattered throughout the neighborhood.



Image 40: (Above) The Saints Courts multi-family apartment complex consists of multi-story, attached buildings with very modest Colonial Revival detailing



Image 41



Image 42



Image 43



Image 44



Image 45



Image 46



Image 47

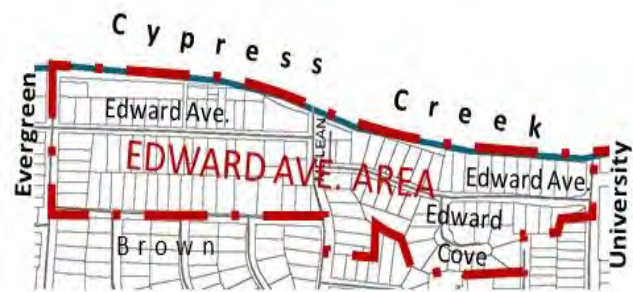


Image 48

V&E Northwest Neighborhood Area Images

VI. Edward Avenue Neighborhood Area

The Edward Avenue Neighborhood Area is comprised of 101 primary and secondary structures, mostly constructed between the **late 1930s and early 1970s**. The Edward Avenue Neighborhood area boundaries are Evergreen on the west, Cypress Creek on the north, the south property line of Edward on the south, and University on the east. Its building stock consists of one, one and one-half, and only a couple of two-story residential buildings.



Map 8: (Above) The Edwards Avenue Neighborhood Character Area is bounded by Evergreen on the west, Cypress Creek on the north, Brown, and Edward Cove on the south and University on the east.

The housing stock flows between the older section, being a homogenous example of the late 1930s **Craftsman style**, and the newer section made up of **Colonial Revival** and **Minimal Traditional** homes and duplexes built in the 1950s and 1960s. Some newer sections include 1970s **Traditional** homes built within cul-de-sacs.



Image 49: (Right) Example of Minimal Traditional Style duplex built in the 1960s in the Edward Avenue Neighborhood Character Area



Image 50: (Above) Example of Ranch Style built in the 1970s in the Edward Avenue Neighborhood Character Area



Image 51



Image 52



Image 53



Image 54



Image 55



Image 56



Image 57



Image 58

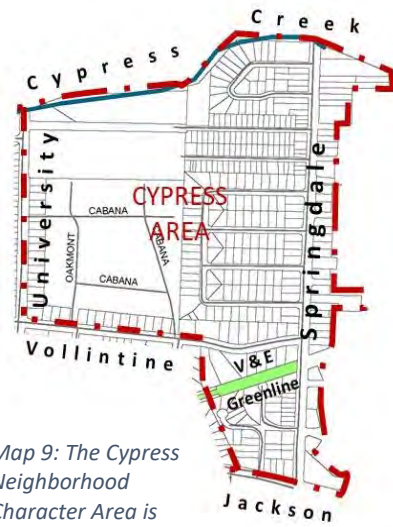
Edward Avenue Neighborhood Area Images

VII. Cypress Neighborhood Character Area

The Cypress Neighborhood Character Area is comprised of 382 primary and secondary structures, mostly constructed between the **1920s and early 1950s**, with a significant portion of apartment buildings and duplexes built in the **1960s**. The Cypress Neighborhood Area boundaries are University on the west, Cypress Creek on the north, Vollintine and Jackson on the south, and the east property lines of Springdale on the east. Its building stock consists of one, one and one-half, and two-story residential buildings (modern duplexes), garages, one school, three churches, and one commercial block.

There are (3) three major apartment complexes; a minimal traditional U-shaped plan in the north of the district; the large circa 1964 contemporary style University Gardens Manor in the center of the district; and two rows of circa 1967; and contemporary style duplexes along Vollintine and University.

The housing stock evolved between the older section in the north along Springdale, being a nearly homogenous example of the late 1920s and 1930s **English Tudor Cottages and Craftsman styles**, and newer sections made up of **Minimal Traditional** homes built on circular streets in the late 1940s and the early 1950s.



Map 9: The Cypress Neighborhood Character Area is bounded by University on the west, Cypress Creek on the north, Vollintine and Jackson on the south, and the east property lines of Springdale on the east.



Image 59: (Above right) An example of Tudor Revival Style found in the older section of the Cypress Neighborhood Character Area



Image 60: (Above) One of two rows of ca. 1967 Contemporary style duplexes along Vollintine and University in the Cypress Neighborhood Character Area



Image 61



Image 62



Image 63



Image 64



Image 65



Image 66



Image 67



Image 68

Cypress Neighborhood Character Area Images

VIII. Evergreen Gardens Neighborhood Character Area

Today, the Evergreen Gardens Neighborhood Character Area is comprised of 70 primary and secondary structures, mostly constructed between **1937** and the **early 1960's**, with a significant portion of houses along all of Greenview Circle built in **1954**. Hunter Avenue has two homes built in **1937** and several apartments built in the mid **1950's** and early **1960s**.

The Evergreen Gardens Neighborhood Area boundaries are North Evergreen Street on the west, Cypress Creek on the south, NexAir, LLC property on the east, and the northern property lines of Hunter Avenue on the north.

Evergreen Garden's current building stock consists of one, one-story single family residential buildings, two-story apartments, and one commercial structure.



Map 10: The Evergreen Gardens Neighborhood Character Area is bounded by North Evergreen Street on the west, Cypress Creek on the south, NexAir, LLC property on the east, and the northern property lines of Hunter Avenue on the north.



Image 69: Example of the neighborhood's minimal traditional housing stock along Greenview Circle.

Of the 50 principal buildings in the district, most are **Minimal Traditional houses**, two are **Shotgun Style** houses, and three are **Garden Style** apartment complexes.

The neighborhood' minimal traditional housing stock along Greenview Circle is made up of several variations of three typical floor plans, all of which were built in 1954. Several residential properties include small one-car garages and others have open carports.



Image 70: Neighborhood entrance signs to the Evergreen Gardens Character Area are one both corners of Greenview Circle at the intersection of North Evergreen Street.



Image 71



Image 72



Image 73



Image 74



Image 75



Image 76



Image 77



Image 78

Evergreen Gardens Character Area Images

B. Architectural Resources

Individual building features are important to the character of the V&E Neighborhood. The mass and scale, form, materials, and architectural details of the buildings are the elements that distinguish one architectural style from another. This section presents a summary of the different types and styles of architecture found throughout the neighborhood.

C. Predominant Architectural Styles

Vollintine Evergreen exhibits a wide range of American architectural style because of its extended development period from 1900 to 1970. The earliest styles are Folk (Vernacular) followed by eclectic styles which emerged in the United States in the late 19th century and gained momentum with Chicago's Columbian Exposition of 1893, which stressed correct interpretations of historical European styles.

Eclectic styles were interrupted and almost overwhelmed by the first wave of modernism in the form of Craftsman houses which dominated up until the Great Depression which began in 1930. Representing that era when no private homes were constructed, Vollintine Evergreen has multiple 1930s Works Progress Administration projects including the Lick and Cypress Creek channelization, and ten bridge overpass railings.



Image 79: (Above) Cypress Creek channelization project with concrete bridge railing along North McLean Boulevard.

Home building technology during this formative time included wood or balloon frame construction, and brick and wood veneers. This enabled builders and architects to draw on European and American antecedents. In the middle to late 1930s, Modern styles such as Minimal-Traditional and Ranch began to appear and would come to dominate in the decades after World War II.

Predominant residential types and styles throughout Vollintine Evergreen include:

1. Craftsman Bungalow & Foursquare
2. Cape Cod
3. Colonial Revival
4. International Style
5. Minimal Traditional
6. Traditional Ranch
7. Tudor or English Cottage

Predominant Architectural Styles

Craftsman Bungalow (Circa 1905-1930)

The bungalow is small in size, generally a single story or one and one-half stories. The roof can be front gabled or side gabled. Most common in the district is the front gabled bungalow.

Identifying features of the Craftsman style include a low-pitched gable roof with wide, unenclosed eave overhangs.

Roof rafters are usually exposed, and decorative beams or braces commonly added under gables. Porches, either full or partial width, have roofs supported by tapered square columns, which often extend to ground level. Some porches display half-timbering or jerkin head roofs.

Low-pitched gabled roof (occasionally hipped) with wide, unenclosed eave overhang

Roof rafters usually exposed.

Porches, either full or partial width, with roof supported by square or tapered columns.

Decorative beams or structural brackets under gable overhang

Columns or column based frequently coming to the ground level without a break at level of porch floor.



Illustration 2: Craftsman Bungalow Style

Craftsman Foursquare (Circa 1900-1920)

The Foursquare is a two-story house characterized by its cubic, roughly square, massing. The façade usually has four bays with a door and three window openings. Exterior walls can be brick, stone or cast stone veneer, or weatherboard.

Identifying features of the foursquare include a pyramidal or hipped roof, with hipped roof dormers on one or more sides. The porch is on the facade and sometimes extends to one of the elevations. It has a separate hip or half-hip roof.

The façade usually has four bays - a door and three window openings.

The roof is pyramidal or hipped, with hipped roof dormers on one or more sides.



Exterior walls can be brick, stone, veneer, or weatherboard.

The porch is on the façade and has a separate hip or half-hip roof.

Illustration 3: Craftsman Foursquare

English Tudor Revival (Circa 1890-1940)

The English Tudor Revival is found in the district in a variation of the bungalow. It features asymmetrical massing of steeply pitched roofs, walls with clean edges, unusual window patterns, tall front chimneys, and English detailing. The style reflects a frequent use of Tudor framing and half-timbering, with high contrast coloring.

Predominate Architectural Styles

The steep pitched roof contains cross gables, an important element of this style.

Identifying features of the Tudor Revival style include: an entry, which is generally an uncovered stoop, although it may contain an entry hood. Porches on the front or side. Terraces, sometimes hidden by landscaping can connect the front door to the side porch or drive.

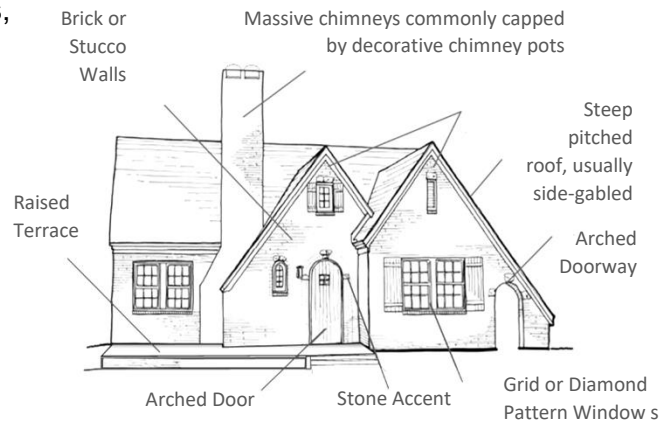


Illustration 4: English Tudor Revival

Colonial Revival (Circa 1880-1955)

The Colonial Revival style was one of the most popular architectural styles of the early 20th century. These dwellings were built with symmetrical floor plans and with classically detailed formal porches. Common characteristics are columns and pilasters, eave dentils and pedimented windows and doors. Dwellings in this style were constructed both of brick and frame and are generally one- and one-half to two-stories in height.



Illustration 5: Colonial Revival style

Identifying features of the Colonial Revival style include an accentuated front door, normally with an engaged pediment supported by pilasters, a symmetrical façade, and windows with double-hung sashes (usually multi-light).

Cape Cod (Circa 1920-1940)

The Cape Cod vernacular type was developed in early Colonial New England over three hundred years ago. It gained renewed national popularity in the late 1920s with the rise in popularity of the Colonial Revival style and, with the advent of the Great Depression, its initial small size and low cost made it very popular in developing suburban areas.



Illustration 6: Cape Cod Style

Predominant Architectural Styles

Identifying features of the Cape Cod style is one and one-half stories with a side gabled roof and central front entrance, often pedimented. Single window units are symmetrically arranged and usually contain six light sashes. Dormers were often built to expand and light the upper level.

Minimal Traditional (Circa 1935-1950)

These spare houses retain the form of traditional revival houses but lack their decoration. Often there is a large chimney and one front-facing gable.

Roof pitches are low, eaves and rake are close, and windows have little or no reveal.

Identifying features of the Minimal Traditional style include low sloped roof pitches, eaves and rake are close, and windows have little or no reveal. Brick veneered exterior surfaces are a common treatment. Any embellishments on the minimal traditional style are usually found at entrances.



Spare houses lacking decoration. Often there is one front-facing gable.

Brick veneered exterior surfaces are a common treatment.

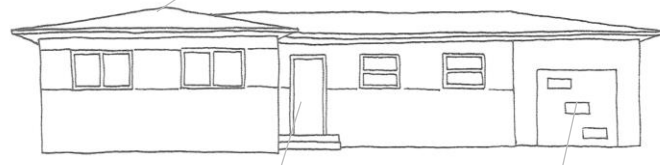
Illustration 7: Minimal Traditional Style

Ranch Style (Circa 1935-1975)

The Ranch Style is known for its broad horizontal, one-story shape built low to ground, low-pitched roof without dormers, commonly with moderate to wide roof overhang.

Identifying features of the Ranch Style include an asymmetrical façade. Front entry usually located off center, sheltered under main roof of house. The garage is typically attached to main façade with large picture window generally present.

Broad, one-story shape built low to ground, low-pitched roof without dormers, commonly with moderate to wide roof overhang



Asymmetrical façade, front entry usually located off center, sheltered under main roof of house.

Garage typically attached to main façade. Large picture window generally present.

Illustration 8: Ranch Style

Eclectic Mix

Eclecticism in the neighborhood is exhibited by architectural elements on a house coming from two or more other styles. These different styles are combined to produce a unique design style.

D. Design Principles

Many factors contribute to maintaining the historic nature of districts and their buildings, including scale, materials, color, massing, form, proportions, spatial relationships and supporting site features. A consistent and coherent architectural character fosters a sense of place.

The following four fundamental principles underlie the intent of the design guidelines for the V&E Neighborhood Historic District.

- I. **A building should be sensitive to its context.**
- II. **Maintain the existing sense of visual continuity throughout the district.**
- III. **New development should strike a balance between “old and new.”**
- IV. **The pedestrian friendly neighborhood should remain so.**

I. **A building should be sensitive to its context.**

How a building sits with respect to its perceived mass and scale, height, setbacks, and orientation **should** be appropriate for both its immediate context and for the established character of the district as a whole.

II. **Maintain the existing sense of visual continuity throughout the district.**

Continuity results from the repetition of similar design elements and a consistent sense of scale throughout the neighborhood. An established pattern of architectural styles and a consistent palate of building materials contribute to this sense of continuity.

III. **New development should strike a balance between “old and new.”**

A new building has the dual responsibility of being contemporary and clearly seen as a product of its own time, while at the same time being respectful of the historic precedent in the neighborhood and contextually appropriate for the district.

Variety exists within the neighborhood, but it does so within a limited range of design variables. New construction and building additions **should** work within the established palate of materials and forms that are historically appropriate and compatible within the district.

IV. **The pedestrian friendly neighborhood should remain so.**

The historic development pattern of the district places a premium on the relationship between the private and pedestrian realm. Homes have proximity to the public sidewalk, with the front porch or front terrace designed to convey a sense of the human scale that encourages pedestrian activity and builds neighborhood character.

III. Design Guideline Categories

This section provides design guidelines for property owners or potential investors in the V&E Neighborhood Historic District. Investment is encouraged in the neighborhood in a wide range of settings. This includes new buildings, additions to existing ones, landscaping, and other site work, both in the public right-of-way as well as within individual parcels.

Opportunities exist for new compatible infill projects and other improvements that will enhance the quality of life, strengthen the local tax base, and contribute to a more vital district.

At the same time, it is important that each development contribute to an overall sense of continuity and identity in Vollintine Evergreen. Design principles that encourage compatible scale and pedestrian-oriented environments serve as the basis for the design guidelines.

A. Neighborhood Design (ND)

Design guidelines in this category focus on ways individual projects work together to create a vital, functioning neighborhood. Design in the public realm and consideration of how an individual property relates positively to others in the vicinity are important considerations.

While new building infill and reinvestment is important to the vitality of the neighborhood, it recognizes that the preservation of the neighborhood's historic features is crucial to its long-term sustainability.

Parks and shared greenspace are key components of healthy neighborhoods. They have been shown to improve residents' overall quality of life as well as their physical and mental health. Some evidence suggests that neighborhoods become safer and experience lower crime rates following investments in parks and greenspace.

Green infrastructure such as the V&E Greenline, Beckwith and Green Triangles, Dlugach and University Parks, and Lyndale and Avalon community gardens offers additional ecological perks that may also directly benefit nearby residents, particularly those on their periphery of the neighborhood.

Access to parks and greenspace provides a particularly important metric for determining overall quality of life, in urban neighborhoods such as Vollintine Evergreen. A wealth of evidence has shown that those living near parks, urban trees, and other green environments experience improved physical health, mental wellbeing, and a greater sense of ownership in their communities and connectedness with their neighbors.

Rhythm along blocks is created through variation in building heights in addition to the repetition of architectural features. This form results in a continuous, varied block configurations and street frontage, where sets of aligned windows, transoms, and cornices punctuate the built environment.

These features serve as inspiration for new, compatible infill.

New development can demonstrate a sense of rhythm in a similar way with variations in height within a structure, a consistent pattern of ground level and upper-story windows and through façade details or durable materials.

1. Variation of Lot Widths

The historic pattern of lot division amongst blocks creates a distinct rhythm along a block face. Even as lots are subdivided or consolidated to accommodate larger buildings, this historic rhythm **should** be respected.

2. Historically Significant and Contributing and Non-contributing Structures

The period of greatest historic significance for a historic property is the time during which the property was essentially completed but not altered, and in which the style of architecture of the property was commonplace or typical.

It is important to identify historically significant and contributing landmarks properties so that special care is considered when renovation or adaptive reuse of these properties is proposed. Non-contributing structures are those that were found by an official architectural survey to not retain enough of their integrity to contribute to the locally designated historic district or to not be of a period that is reflective of the contributing buildings. Certain structures will stand out from the neighborhood character as clearly inconsistent. Some stand out not just because they are of a markedly inconsistent architectural style but have a negative impact on the neighborhood. While these structures certainly are a part of the current neighborhood fabric, they should be excluded from consideration as the defining character of the neighborhood and **should not** be used as a precedent to duplicate.

3. Sustainability

Sustainability and historic preservation movements share a common goal—to conserve the array of resources we presently enjoy so that future generations may enjoy them, too. Best practices in sustainability will be woven throughout the design guidelines.

Historic preservation is a powerful planning tool and effective way to ensure the sustainability, livability, and economic viability of a changing neighborhood. Preservation maximizes the use of existing materials and infrastructure, reduces waste, and preserves the historic character of older homes, buildings, and blocks. Reusing existing building stock conserves energy and avoids the high environmental cost of new construction (the energy that is required to extract, process, transport, and assemble construction materials).

B. Site Design (SD)

Design guidelines in this category focus on how improvements on an individual property are organized, including the placement and orientation of buildings, streetscape design, the location of service areas, and certain landscape features. These guidelines focus on

maintaining a sense of context for the neighborhood, and also may address making the best use of the property in terms of creating a sense of place.

The guidelines consider the potential impact of rehabilitation, exterior alteration, new construction and demolition on the streetscape and landscape, and evaluate the settings (location or setbacks) of buildings. In addition, such a review includes, but is not limited to, the following aspects of streetscape and landscape design, visible from the public right of way:

1. Public Streetscapes
2. Private Yards, terraces, courtyards, plazas, parks, alleys, and parking lots
3. Landscaping, plantings, tree maintenance, and tree removals
4. Fences, gates, and walls
5. Garden structures, decks, and permanently installed equipment
6. Water features, fountains, and swimming pools

1. Public Streetscape:

Streetscape refers to the visual image of a street, including the buildings, paving, utilities, signs, street furniture, plantings, and other design elements. The roots of the Vollintine Evergreen neighborhood street plan vary; its architecture and infrastructure present an eclectic streetscape. Design elements of its infrastructure, including the paving, utilities, sidewalks, and lighting.

- 1.1 The location and materials of sidewalks **should** be maintained where they exist historically.
- 1.2 Existing historic curbs **should** be maintained when improving curbs and gutters.
- 1.3 Existing landscape strips **should** be maintained between sidewalks and streets.

2. Private Yards:

- 2.1 Maintain compatibility of the front yard with existing adjacent yards.
- 2.2 Building designs on corner lots **shall** address both street frontages.
- 2.3 Excessive concreting in the front yard **shall** not be permitted. Front yard parking pads are not compatible with the period of significance and **shall** not be permitted.
- 2.4 An expanse of front yard paving breaks up the spatial relationship between the house and the street and **should** be minimized as much as practical.
- 2.5 Elevated private decks **should not** be seen from the street.

- 2.6 Hedging within the property line **should** be maintained far enough back from the sidewalk as to not encroach on walkers.



Image 80: (Above) Paving front yards, especially for use as parking, should be avoided. Front yards provide an important transition from public to semi-public to private space.

3. Hardscape and Paving Materials:

- 3.1 Every effort must be made to retain and preserve original paving materials. Deteriorated materials **should** be repaired rather than replaced.
- 3.2 New paving materials must reflect the materials that were used traditionally, but the method of their installation can reflect modern needs and technology.
- 3.3 More ornate or unique walkways that are severely deteriorated (i.e., terracotta or broken tile walkways) may be replaced using simpler appropriate materials in the same footprint.

4. Parking Lots and Parking Structures

- 4.1 Surface parking lots **should** be located at rear or the side of the primary structure.
- 4.2 Concrete ribbon paving may run from existing curb cuts, and carport or garage **should** be located at rear, detached from the main structure.

- 4.3 Use permeable paving where appropriate on site to manage storm water.
- 4.4 Paved parking areas **shall** not be in the front yard of any properties or in highly visible side yards where feasible.
- 4.5 Concrete driveways **should** be located only on lots with the size or topography to accommodate such a feature without major visual impact.
- 4.6 Place driveways so as to minimize harm to existing street trees and preserve opportunities to add new street trees.
- 4.7 Semicircular driveways are not compatible in the historic district.

5. Building Orientation and Setbacks

- 5.1 Orient the front of a house to the street and clearly identify the front door.
- 5.2 A building **should** fit within the range of yard dimensions seen in the block.
- 5.3 Maintain the uniform spacing of side yards.
- 5.4 New taller buildings, **should** step down to be compatible to the height of historic structures within the block.

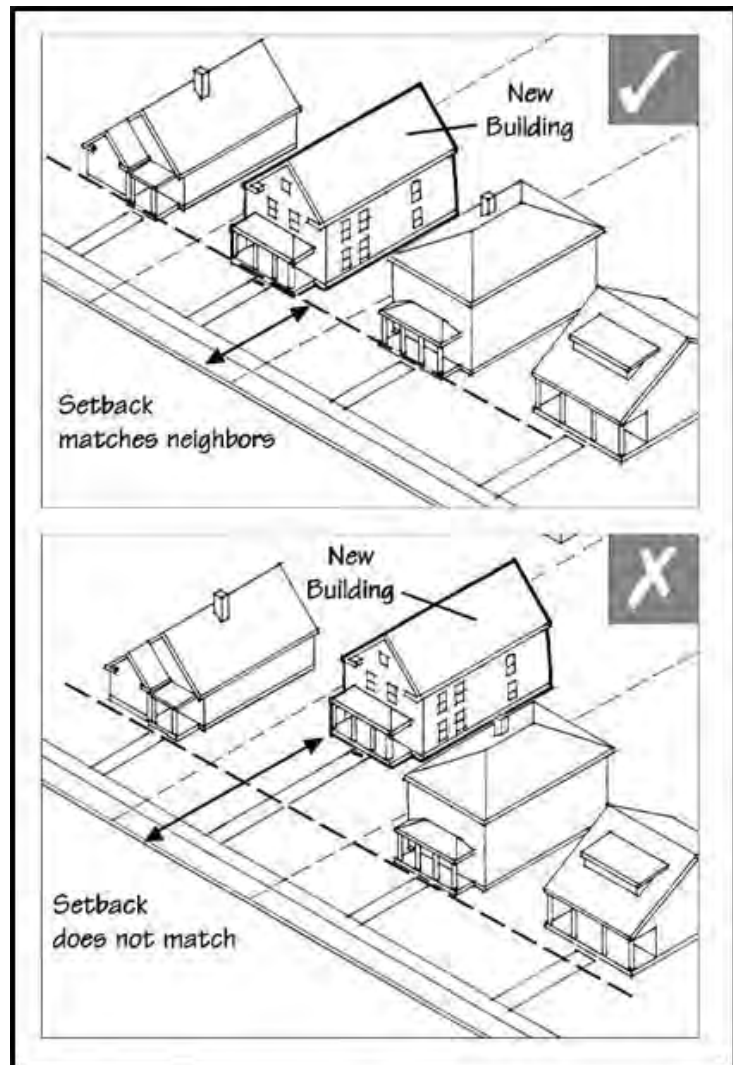


Illustration 9: (Right) This diagram illustrates contextual setbacks, which align with adjacent structures. Mis-matched setbacks should be avoided.

6 Fences and Walls

Fences and walls generally define yards in traditional residential neighborhoods and screen parking and service areas in neighborhood commercial anchors. Fencing and walls can also be helpful to property owners seeking greater security and privacy and may be appropriate along the rear and side of lots.

While fences and walls often serve a utilitarian function, they **should** also enhance the character of the street and appear to be integral components of site design. Aside from those that may be used to screen trash storage, fences and walls **should** typically be pedestrian scaled and permit partial views into the property.

Design fences and walls to be compatible with the site and adjacent buildings, as well as to create a separation of public and private space. Consider setting solid fencing back from the sidewalk and separate with a landscaped planting strip in order to soften the appearance of the fence's hard edge. While fencing **should** be in character with those seen traditionally, using no fence or wall at all is often the best approach.

- 6.1 High-quality materials **shall** be used for fencing and walls that are both durable and compatible with the primary structure. Appropriate fence materials include wrought or cast iron, aluminum, steel, wood pickets, and woven wire. Lattice surrounded by a wood frame may be approved as a fence detail. Brick, stone, and cementitious stucco are permitted wall materials.



Image 81: Example of appropriate transparent front yard fencing along sidewalk.

- 6.2 Inappropriate fence/wall types and materials include split rail fences, precast concrete panels, exposed concrete block, plastic, vinyl, fiberglass, and other non-traditional materials. Chain-link fences and barbed-wire or razor-wire are not permitted within the historic district and are discouraged at sites adjacent to the neighborhood. (The only exception is a rear chain link fence or solid wall that is not visible from a public street.)

6.3 Front yard fences **should** only be allowed if transparent and appropriate to the visual character of the block. Side yard fencing seen from the street on corner lots **should** be designed to meet the same guidelines as front yard fencing.

- a. Historically, front yard fences merely defined property lines and did not provide meaningful security. Often no front yard fence is the best approach.
- b. If allowed, fencing in front yards **should** be no more than 3-1/2 feet high and have a transparent quality. Only transparent elements, such as spaced wrought iron and wood pickets are appropriate front yard fencing materials. Chain link, vinyl fencing, split rail, and solid stockade fences are not allowed in front yards.

- c. A side yard fence/wall may extend from and be taller than its associated front yard fence, but must be located behind the primary façade of the house.

6.4 Side yard fences and walls **should** be no taller than 6 feet.

- a. A non-transparent side yard fence/wall's perpendicular extension toward the house **should** be set back a minimum of 1/4 of the depth of the house as measured from the front exterior wall (not including the porch.)
- b. A transparent side yard fence/wall's perpendicular extension toward the house **should** be set back a minimum of 6 feet from the front exterior wall (not including the porch).
- c. The side yard fence/wall **should** never extend beyond the front plane of the house (not including the porch).

6.5 Rear lot line fences (beginning at the rear corners of the house and continuing around the back yard) **should** be no taller than 8 feet.

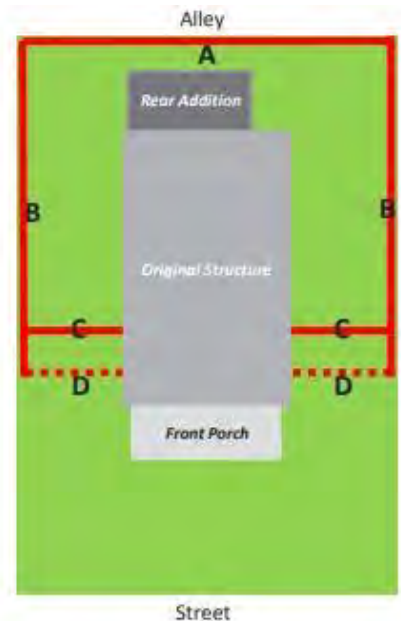


Illustration 10: (Above) Fencing placement and maximum heights.

A: Rear Fence maximum height of 8'.

*B: Side Fences maximum height of 6' (and **should not** extend beyond the front wall of the house).*

*C: Street facing Non-Transparent Fences maximum height of 6' and **shall** setback 6' behind the front wall of the main house (not including front porches).*

*D: Street facing Transparent Fences maximum height of 6' and **shall** setback 2' behind the front wall of the main house (not including front porches).*

- 6.6 All fences must be installed with the “beauty side” facing outward, meaning that the structural components of fencing must face the yard being fenced.
- 6.7 Opaque privacy fences are inappropriate along primary street frontages. If an opaque privacy fence is appropriate along a secondary street, the fence **should** be set back at least 2 feet from the sidewalk edge.
- 6.8 Front yard retaining walls **should** be no taller than the level of the yard.
 - a. Maximum combined height for a fence placed on a retaining wall **should** be 3-1/2 feet on the front and 6 feet on the side.
 - b. Appropriate materials for retaining walls are brick, stone, and stucco over concrete.

7 Landscaping

Landscaping should provide a functional and aesthetic enhancement of a property; screen objectionable objects from public view and replace scarred slopes of missing vegetation impacted by grading. Landscaping is meant to accent and enhance buildings and is not to be used as a screen for uninspired building architecture. Successful landscape designs consider the appropriate use of plant materials, (prioritizing native species,) proper plant spacing and long-term maintenance needs for each plant type.

- 7.1 Front yard landscaping **should** include living plants, such as shrubs, trees, groundcover, plants, and flowers. Up to 30 % percent of this landscape area may be covered by other material such as crushed stone, mulch or artificial turf.
- 7.2 Include natural, sustainable features to the site, such as shade trees, if appropriate, to reduce cooling loads for buildings.
- 7.3 Commercial and multi-family residential projects **shall** include landscaping which must be maintained for the life of the project. Creative use of natural landscape materials, native plantings, terraces, pedestrian walkways, and raised stone planters are encouraged.
- 7.4 Healthy mature trees are a shared asset to the historic fabric of the neighborhood and every effort **shall** be made for the preservation of all existing healthy mature desirable trees. All existing trees **shall** be protected from any construction activity.
- 7.5 If it is necessary to remove a mature desirable tree, the applicant or property owner **should** mitigate the loss of a tree by providing a 2” caliper or larger replacement tree.

8 Equipment and Accessories

The neighborhood supports green technologies and modern advances that were not available during the historic neighborhood's development. However, solar panels, antennae, satellite dishes and other roof equipment **shall** be placed where they are not visible from the street, if possible and do not extend higher than the existing building. As new technologies integrate solar panels into roofing materials that look more like historically appropriate roofing materials, these will be preferred when visible from the street.

- 8.1 Satellite antennas and dishes **shall** be installed where they are least visible from the street. To reduce their visibility, antennas **should** be installed as far back from the building's roof edge as possible, and installed at the smallest size possible, consistent with the requirements for reception and transmission.
- 8.2 Where possible, antennas **should** be concealed behind a parapet wall. Freestanding satellite dishes or antenna are to be screened by a wall, fence, or vegetation to be approved by MLC.
- 8.3 Necessary alterations such as handicapped ramps, sprinkler systems, and other code issues **should** be done in such a way that if the alteration were removed later, the original form and character of the building or structure would still be evident. An alteration **should** not damage historic features, details, or materials
- 8.4 Utility boxes and meters must be installed in the least obtrusive locations possible, where they are least visible from the street. Freestanding utility boxes and meters **should** be screened by a wall, fence, or vegetation. Utility boxes and meters **shall not** be installed on the primary façade unless no other option is available.
- 8.5 Locate mechanical equipment to the rear of buildings to the extent feasible. Screen the equipment from view using landscaping or using a fence or wall consisting of historically appropriate materials.
- 8.6 Plumbing vents **should** be installed so they are not readily visible from the public right-of-way and their installation **should** result in minimal damage to historic fabric
- 8.7 Window air conditioning units or condensers **should** not be located on the front façade of any building.
- 8.8 All rooftop mechanical equipment **should** be screened from view from the street.
- 8.9 Free standing lamp posts in front yards will be considered if similar character and in scale with the size of the structure.
- 8.10 Do not illuminate buildings and signs with visually intrusive light sources. Remote light sources **should** be shielded to protect light spillage to adjacent properties.

B. Building Design (BD)

1. Newly Constructed Buildings

New construction in the Historic District refers to the replacement of missing buildings or development of new structures. “New construction” also encompasses proposals for multiple types of housing (single family, duplex, tri and quad-plexes, townhouses, multifamily, commercial, and mixed-use developments) that could involve the construction of more than one building. Additions to existing buildings and structures are considered part of the rehabilitation process and, therefore, they are not addressed in this section (*Refer to Existing Structures: Alterations and Additions*).

While new construction is encouraged to differentiate itself from existing historic structures, a new building should be compatible with the surrounding district and draw on its historic context. This includes the way in which the structure is located on its site, the manner in which it relates to the street, and its basic mass, form, and materials.

The guidelines for new construction in this chapter also apply to projects involving an existing non-contributing structure in a historic district. The goal is to ensure that a non-contributing structure continues to fit within the overall guidelines for new construction, meaning that it does not adversely affect the character-defining features of the district.

Preservation in a historic district context does not mean that the area must be “frozen” in time, but it does mean that, when new building occurs, it should occur in a manner that reinforces the basic visual characteristics of the district. This does not imply, however, that a new building must look old.

Rather than imitating older buildings, a new design should relate to the fundamental characteristics of the historic structures on a block while also conveying the stylistic trends of today. It may do so by drawing upon basic physical elements and features of nearby older properties. Such features include the way in which a building is located on its site, the manner in which it relates to the street and its basic mass, form, and materials.

When these design variables are arranged in a new building to be similar to those seen traditionally, visual compatibility results. These basic design relationships are more fundamental than the details of individual architectural styles and, therefore, it is possible to be compatible with the historic context while also producing a design that is contemporary.

New construction **shall** be compatible with the existing residential structures along the same street-block in terms of this section’s design characteristics.

1.1 Building Height

Building height is the measured vertical distance by which the uppermost portion of the roof of a structure extends above the finished grade.

- 1.1.1 New residential buildings **shall** be constructed with a similar number of stories as existing residential structures constructed during the period of significance on the same street-block.
- 1.1.2 The height of new construction **shall** be consistent with the height of any residential structures constructed during the period of significance on the same street-block.
- 1.1.3 The height of new construction **should** not adversely affect the availability of daylight falling on neighboring properties.

1.2 Mass, Scale, Proportion and Form

- 1.2.1 Buildings **shall** appear similar in mass and scale to those adjacent to the new project.
- 1.2.2 A front elevation **shall** appear similar in scale to that seen traditionally in the block.
- 1.2.3 A large-scale structure **should** transition to decrease its mass and scale when located adjacent to smaller-scale structures. One method of decreasing mass and scale of the structure is stepping down the height of the building towards the adjacent smaller structures.
- 1.2.4 Architectural massing and form of new infill buildings **should not** contradict existing form and vocabulary of adjacent historical buildings.

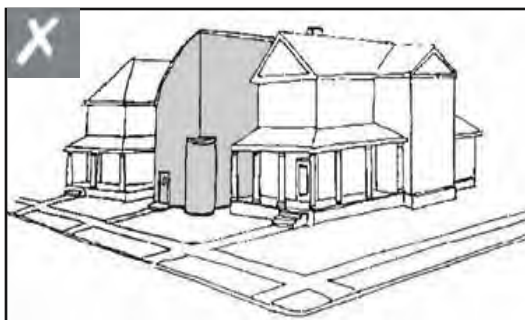


Illustration 11: Example of inappropriate massing and form of new infill building, which contradicts the existing form and vocabulary of adjacent historical buildings.

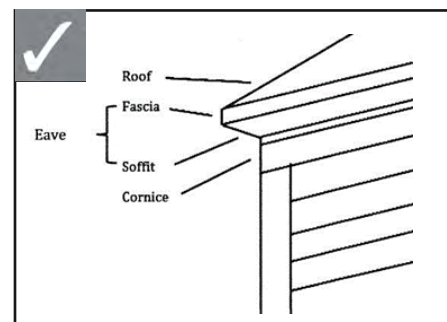
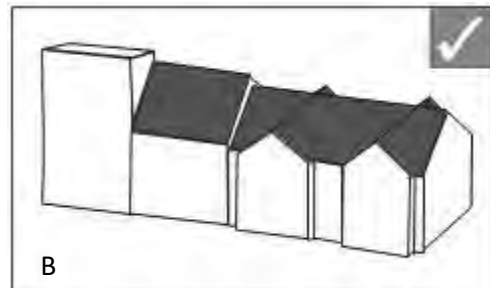
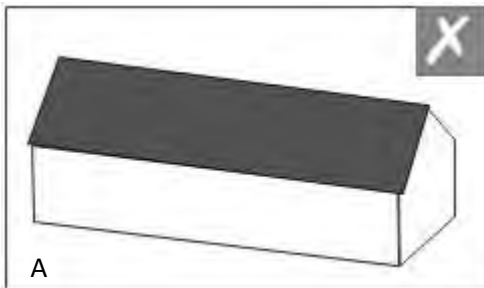


Illustration 12: Details of a traditional sloped roof overhang

- 1.2.5 Eave depths **should** be compatible with the architecture style of the house.

- 1.2.6 Sloping roofs such as gabled and hipped roofs are compatible for primary roof forms. The roof shape, slope and orientation of new residential buildings **shall** be consistent with the roofs of existing residential structures constructed during the period of significance along the same street-block.
- 1.2.7 Dormers of compatible scale and architectural style on the roof are appropriate.
- 1.2.8 Buildings **should** appear similar in width to those seen historically on the block.
- 1.2.9 Divide larger buildings into “modules” that appear similar in scale to buildings seen traditionally in the block.



*Illustrations 13 and 14: (A) Design **shall** avoid long expanses of the same roof form; (B) Articulate the roof using different forms and adding dormers and gables. The building plane should step along with changes roof form to add depth to long façade.*

1.3 Architectural Character

- 1.3.1 Using contemporary interpretations of historic architectural styles is encouraged for new buildings; however, the overall design **should** respect and respond to established historically contributing development patterns.
- 1.3.2 New building designs **should** use architectural features that are common to historically contributing buildings within the neighborhood character area.
- 1.3.3 New architectural details **should** relate to comparable historic elements in general size, shape, scale, and finish.
- 1.3.4 New residential buildings **shall** be constructed on a raised foundation as consistent with the foundation height of existing residential structures constructed during the period of significance along the same street-block.
- 1.3.5 Inclusion of new front porches and or front terraces is strongly encouraged.
- 1.3.6 Porch supports **should** be substantial in size so that the porch does not appear to float above the entry.
- 1.3.7 Although some character area images show street facing garage doors, new garages **shall** not dominate the front façade and **should** be setback behind the front wall of the dwelling.

1.3.8 New chimneys **should** be constructed of like materials, shapes, and sizes to complement other chimneys in the neighborhood.

1.4 Building Materials

1.4.1 Use of masonry materials such as stone, brick, and stucco similar to those seen traditionally is encouraged. Synthetic stucco systems **should not** be used.

1.4.2 Painting is not necessary to protect brick. Painting brick is not a recommended treatment for unpainted masonry, as it conceals its characteristic warmth and tonal variation and may also damage the wall by trapping moisture inside. Once painted, masonry must be maintained by continued repainting for the life of the structure.

1.4.3 Horizontal lap siding may also be considered as a primary building material or as an accent. Vertical direction siding is generally not acceptable.

1.4.4 Porch support materials **should** be similar to those used traditionally, like masonry, composite materials, or wood columns.

1.4.5 Other materials that are similar in character to traditional materials may be considered on a case-by-case basis.

1.4.6 Roof materials such as tile, slate, and composite shingles **should** be used that convey the scale and texture similar to those used historically.

1.4.7 Use of gutters and downspouts that carry the moisture away from the structure as well as site topography and vegetation that contribute to the sustainability of the property are encouraged.

1.4.8 Material color is not reviewed unless it is for the material color of brick, stone, or mortar or for signs and awnings. Material color can dramatically affect the richness of architectural detailing, the perceived scale of a structure, and it can help to ground a building with its context.

1.5 Windows and Doors

The relationship of width to height of windows and doors, and the rhythm of solids to voids in new residential buildings **shall** be visually compatible with residential structures constructed during the period of significance on the same street-block.

Along with the front door, windows give scale to the building and provide visual interest to the composition of the façades. Arrangement and the number of panes, or “lites,” are an important compositional element of windows. Door styles and window patterns and

configurations are connected with a building's period of construction and architectural style.

- 1.5.1 Windows and doors **should** be typical of the style used traditionally in the neighborhood, using true divided panes in lieu of thin applied muntin.
- 1.5.2 Use compatible and energy-efficient windows that match the appearance, size, design, proportion, shadow depth, and profile of other neighboring historic windows.
- 1.5.3 Windows **should** be simple in shape. Odd window shapes, such as octagons, circles, diamonds, etc., are most often seen in eaves or near entry doors and are appropriate in new construction only if they are appropriate to the architectural style and context of the home.
- 1.5.4 The type and detailing of a shutter **should** be appropriate for the age, type, and style of the building on which it is hung. If shutters or awnings are used, install historically appropriate operable shutters and traditional awning forms.
- 1.5.5 The front entry door **shall** reflect the home's architectural style. Use transoms to give height and proportion to openings.

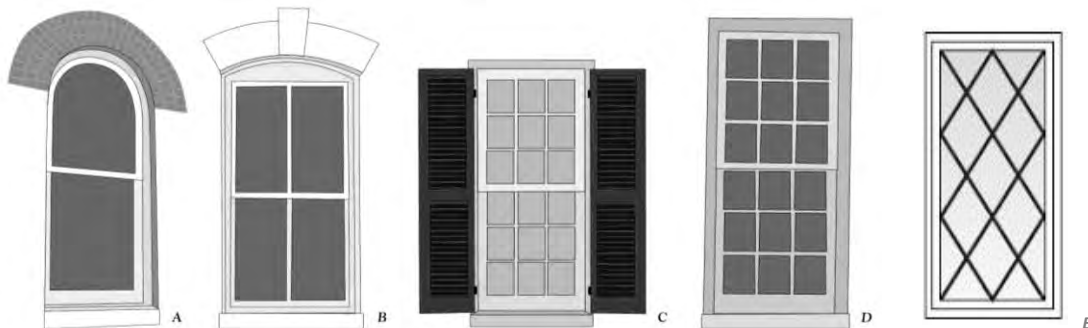


Illustration 15: Windows are evident in the number of glazing patterns in the historic district. In sash windows, glazing patterns are defined A-1, B-2, C and D-9, by the number of panes in the top sash and the number in the bottom sash.



Illustration 16: Paneled doors throughout the district are evident in a number of configurations. A panel at the base of a door is common in single and double doors. The four- and six- panel doors are the most common doors, and the five-panel door usually indicates twentieth century construction or a replacement door.

1.6 Secondary Structures

- 1.6.1 Secondary structures and outbuildings **should** be located in the rear yard and be subordinate to the primary structure in terms of height, massing, and overall size. These include garages, carports, sheds, and accessory apartments.
- 1.6.2 The location and design of outbuildings **should** not be visually disruptive to the character of the surrounding buildings.
- 1.6.3 A porte-cochère may be located in front of the habitable space of the primary structure as an extension of the front porch if consistent with any existing residential structures constructed during the period of significance on the same street-block.
- 1.6.4 Carports **shall** be placed to the side or rear of the primary structure. The front plane of the carport **shall** either line up with the front plane of the front façade of the primary structure or be setback from that plane.
- 1.6.5 Attached garages are prohibited on the front of the habitable space for the primary structure. Garages **shall** be secondary in scale and setback at least 25 feet from the front of the habitable space for the primary structure.
- 1.6.6 Outbuildings **should** reflect the design of the existing house and surrounding buildings and **should** be compatible in terms of height, scale, roof shape, materials, texture, and architectural details.
- 1.6.7 A secondary structure **should** be simple in form and character but compatible with the primary structure.

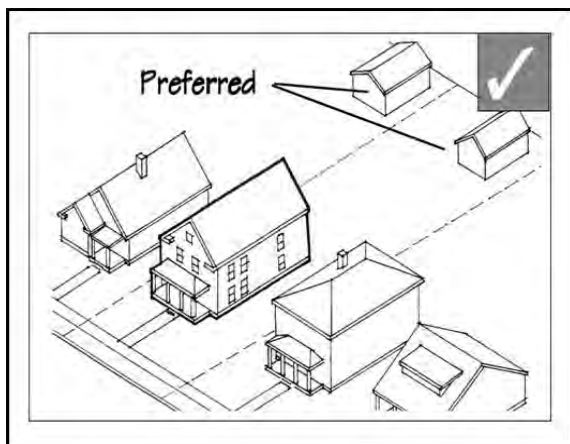


Illustration 17: Indicates the preferred location of new secondary structures, which aligns with the build zone of existing secondary structures

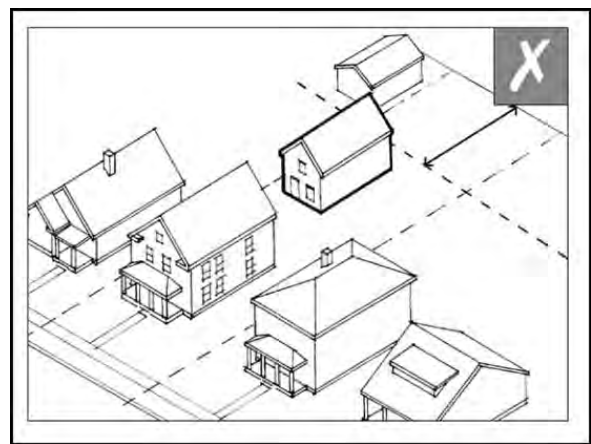


Illustration 18: Indicates inappropriate location of a new secondary structure, mis-aligned in relation to the adjacent secondary structure location pattern

2 Exterior Alterations to Existing Structures

When making changes to a historic structure, the least degree of intervention is preferred. The original building materials and architectural details of a building, from window openings to front porch columns, are character-defining features that contribute to its historic integrity, and the integrity of the historic neighborhood it inhabits. Continued repair and maintenance is always the best approach, but when alterations or replacement of original features is necessary, the following guidelines should be followed.

What is character-defining features? Significant historic features of houses include:

- *window and door openings*
- *exterior siding or cladding*
- *front porches, steps, and terraces*
- *architectural details, such as columns, brackets, or balustrades*
- *foundations, walls, and foundation piers*
- *masonry design patterns and stonework*
- *relationship of the structure to the landscape, streetscape, and surroundings*
- *chimneys*

- 2.1 Intact original features **should** be protected and maintained in good condition. Distinctive stylistic features and examples of skilled craftsmanship **should** be treated with sensitivity.
- 2.2 Altering or removing significant architectural features **should** be avoided. Retaining historic features or restoring deteriorated elements to their original condition is preferable in all cases.
- 2.3 Repairing historic features is always preferred over replacement. Repair only those features, or portions of features, that are deteriorated.
- 2.4 When choosing preservation treatments, always use the gentlest means possible that minimizes damage to original materials.
- 2.5 Original chimneys which are prominent features of the structure **should not** be removed or changed. Unpainted masonry on chimneys **should** remain unpainted.
- 2.6 When disassembly of a historic feature is necessary for its restoration, document the original feature and its location to reposition precisely, and work to minimize damage to the original materials.
- 2.7 While restoration and repair of original features is the preferred preservation approach, it may be appropriate to replace the feature or materials with an *in-kind* replacement.
 - a. Original light fixtures **should** be maintained whenever possible.

- b. Replacement **should** occur only when the original material or feature is beyond the point where repair is feasible. Only replace the portion that is beyond repair.
- c. Replacement materials **should** match the original as closely as possible in terms of color, dimensions, texture, and appearance.

2.8 Base replacement of missing or damaged architectural features or materials on a photo or physical evidence of the original appearance of the building, detail, or feature.

- a. Adding features or details that were not part of the original building or create a false sense of history **should** be avoided. Alterations that seek to imply an earlier period than that of the building are inappropriate.

2.9 When it is impossible to reconstruct an in-kind replacement due to a lack of pictorial or physical evidence, a new design or simplified interpretation of the feature or element may be considered.

- a. The new element **should** be comparable to features found on similar buildings of a similar construction date within the district in general appearance, shape, scale, texture, and finish.

2.10 Building Materials

Historically, wood, brick, stone, and stucco were the dominant building materials in the Vollintine Evergreen neighborhood. Original building materials and craftsmanship contribute to the visual continuity and character of the neighborhood and should be preserved in place.

Original materials should never be covered or subjected to harsh cleaning treatments. If the material is damaged, then limited replacement which matches the original should be considered.

2.10.1 Alterations **should** retain and preserve original historic materials when possible.

2.10.2 Alterations **should** not cover or obscure original façade materials.

2.10.3 Alterations **should** not use synthetic materials, such as aluminum, vinyl, or panelized brick, as replacements for primary building materials.

2.10.4 Alterations **should** preserve the original exterior cladding of the building.

- a. Non-historic siding (e.g., vinyl, asbestos, aluminum, brick veneer) may be removed to reveal earlier siding that often can be rehabilitated. The original, underlying material **should** be preserved and repaired wherever possible.

2.10.5 Alterations **should** preserve masonry features that contribute to the overall character of the building, including the original mortar joint and masonry unit size, the tooling and bonding patterns, coatings, and color of the historic structure.

- a. Unpainted brick and stone **shall not** be painted, nor **should** commercial sealants

or waterproof coatings be applied, except in extreme circumstances. Paint and commercial sealants can trap water in the bricks or stone and create additional problems, especially on interior surfaces where the water trapped in the wall will try to escape. If a brick or stone building has been painted, properly remove loose and peeling paint, and repaint with a breathable masonry coating.

- b. When repointing, match the original mortar in strength, composition, color, texture, joint width, and profile (see *Preservation Brief #02: Repointing Mortar Joints in Historic Masonry Buildings*). Historic bricks are softer than modern ones and if repointed with cement or a cement mix, it will lead to spalling and deterioration of the bricks themselves.
- c. When cleaning masonry to halt deterioration or to remove graffiti, paint, and stains, always use the gentlest means possible, such as low-pressure water, mild detergent, and soft natural bristle brushes. High-pressure water will erode mortar and force too much water into the masonry wall.
- d. Sandblasting **should never** be used, as it will not only erode mortar but will also remove the glazed outer surface of brick, which provides a weather-resistant coating, and so hasten deterioration.

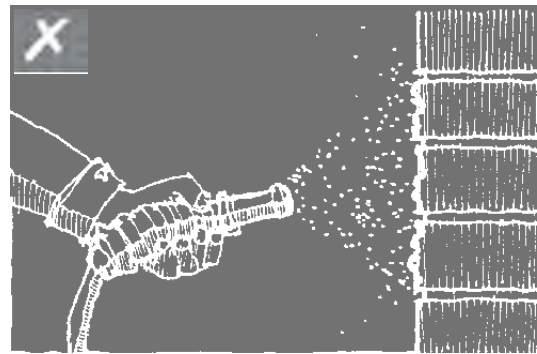


Illustration 19: Use approved technical procedures for cleaning, refinishing, and repairing historic materials. As shown here, harsh cleaning methods, such as sandblasting, or grinding are inappropriate.



Image 82: This photograph illustrates the negative effects of sandblasting which never should be used to clean brick buildings. Sandblasting will not only erode mortar but will also remove the glazed outer surface of brick, leaving a dimple texture.



Image 83. The spot repointing of this wall does not match the original in color, texture, or form of joints. The dark gray color and texture of the mortar indicates that Portland cement mortar was used. The cracked and spalled brick (center top) resulted from the expansion of the harder Portland mortar.

2.10.6 Preserve wood features that contribute to the overall character of the building by maintaining their original design, dimensions, and finishes.

- b. Protect wood features from deterioration by maintaining or reapplying protective coatings such as paints or stains.

- c. Use compatible paints, as some latex paints will not bond well to oil-based finishes without a proper primer.
- d. Repair wood features, where needed, by patching or piecing-in material. Removing repairable damaged wood **should** be avoided. If portions of wood siding must be replaced, the style and lap dimensions of the original must be matched.

2.10.7 When wood replacement is required, historic building materials **should** be replaced in-kind. If modern substitute materials must be used, they **should** match the original as closely as possible in terms of color, dimensions, texture, and appearance.

- a. E.g., when manufactured in similar sizes and shapes to wood siding and shingles and finished with a smooth coat of paint, some types of fiber-cement siding can be compatible with historic fabric. The installation method is similar to wood, allowing historic alignments around window and door frames.
- b. Aluminum siding, vinyl siding, and synthetic stucco systems are inappropriate materials and **should not** be used to replace original historic materials.

2.11 Windows and Doors

Windows and doors are some of the most important character-defining features of a structure. The style, placement, and substantial dimensions of original windows significantly affect the character of a structure, and their arrangement, functionality, and details **should** be preserved.

Altering the window type, style, shape, material, size, component dimension, muntin pattern or location can dramatically alter the appearance of the building. Proportions, orientation, divisions, and materials of a historic window are among its essential elements of design.

The components and details of a window are essential to defining the construction period and style, the pattern and configuration of proposed replacement windows **should** be historically appropriate for each building.

2.11.1 Original window and door proportions and materials **should** be maintained.

2.11.2 Preserve the function and decorative features of original windows and doors. All existing window and door assemblies **should** be preserved, with their defining elements repaired rather than replaced.

2.11.3 Alterations **should** retain the number, pattern, and placement of openings on primary façades.

- a. Infilling of historic openings generally will not be approved, and proposals to

infill non-historic openings will be evaluated according to the impact on the entire wall.

- b. New window and door piercings may be permitted on a case-by-case basis and generally only to accommodate an addition, renovation or if it is only realistic option to allow access for those with mobility impairments.

2.11.4 If replacement is necessary, new windows **shall** closely match the original windows in profile, dimensions, proportion, arrangement of panes and sashes, shadow lines, and materials.

- a. Wood, double-hung windows with traditional depth and trim are preferred.
- b. Snap-in muntins, are inappropriate and **should not** be used. Multi-pane windows **should** use true divided lites.
- c. Alternate materials such as composite wood and fiberglass may be considered. Aluminum and vinyl products may be appropriate when sash components have substantial dimensions.

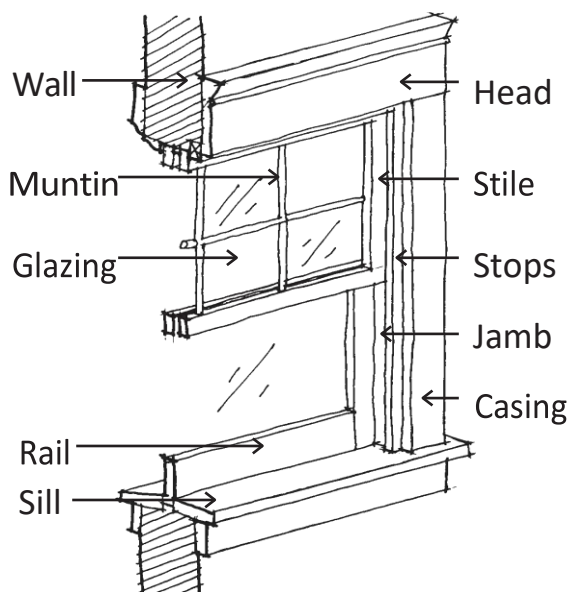


Illustration 20: Components of a typical double-hung window (Illustration courtesy of South Main Design Guidelines)



Image 84: The metal window is an obvious replacement for a much larger window that has been removed and the opening has been filled is not appropriate.

2.11.5 Historic windows are easily repaired by re-glazing and also patching and splicing wood elements such as the muntins, frame, sill, and casing. Older windows were built with well-seasoned wood that is superior to most new materials. Repair and weather-stripping or insulation of the original elements is more energy efficient, less expensive, and sound preservation practice.

- a. Rather than replacement, consider enhancing the energy efficiency of an existing historic window by installing a storm window, an insulated window shade, an awning, or adding weather stripping and caulking around the window frame.

2.11.6 The character-defining features of a historic door and its distinct materials and placement **should** be preserved. If a new door is needed, it **should** be in character with the architectural style of the building. This is especially important on primary façades.

- a. The decorative and functional features of a primary entrance **should** be preserved, which include the door, door frame, threshold, glass panes, paneling, hardware, detailing, transoms, and flanking sidelights.
- b. When replacing a front door, the original opening size and location **should** be maintained.
- c. A new replacement door **should** have a similar appearance to the original door.

2.12 Front Porches and Terraces

Like window and door openings, the front porch or terrace is often one of the most important character-defining features of a building, especially in the V&E neighborhood.

The original materials, mass, scale, and function of historic porches and terraces all contribute to both the architectural and social character of the neighborhood.

2.12.1 Original open porches and terraces **shall** be retained if at all possible.

- a. Enclosure of front porches with solid materials to create expanded conditioned **should** be avoided.
- b. Retain and repair original porch materials, dimensions, and architectural detailing.
- c. Maintain or repair elements as necessary, missing porch posts, balusters, floors, and railings **should** be replaced with an appropriate substitute feature and/or materials.

2.12.2 If an entire porch is missing, reconstruction of the porch **should** match the detail, form, and configuration of the original.

- a. Decorative elements consistent with the architectural style of the building **should** be maintained, repaired or replaced with similar features.
- b. The architectural character of the main structure **should** dictate the type and detail of any newly constructed columns.
- c. Porch support columns with narrow flimsy-looking capital and base **should be** avoided.

2.12.3 Open front porches **shall not** be fully enclosed to create additional indoor space. Avoid enclosing an existing porch or terrace. If a porch is enclosed, the enclosure design **should** preserve the sense of openness and transparency that is typical of the porches within the district.

a. Enclosing a porch with opaque materials **shall** be avoided.

b. Enclosing a porch with large areas of glass or screen material may be acceptable, as long as framing does not interfere with porch supports and is set behind them.

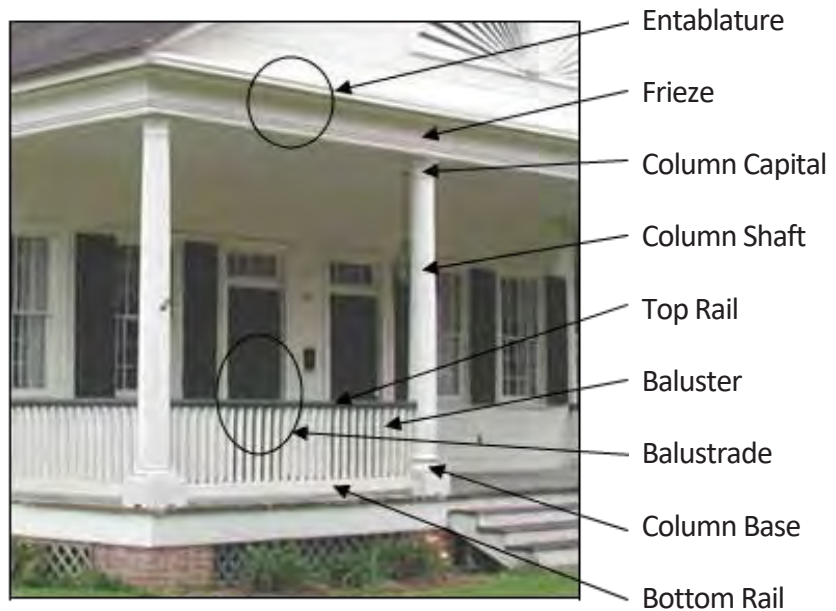


Image 85: (Above) Traditional Porch detailing (Image courtesy of *Standards for Starkville's Historic District Guidelines*)

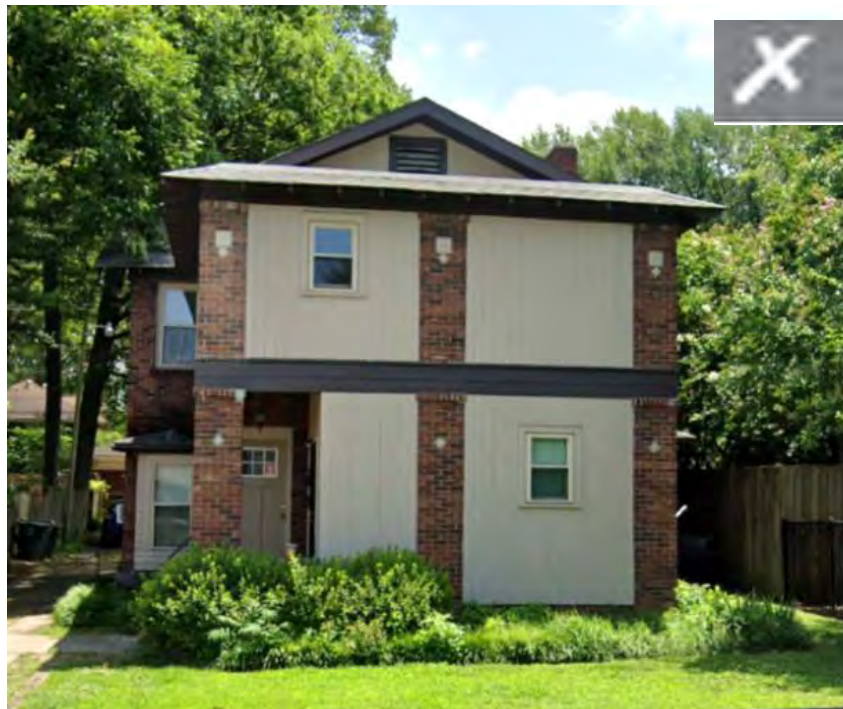


Image 86: (Left) Avoid enclosing a front porch with solid or opaque materials to create additional living space.

3 Additions to Existing Structures

The need for additional space is as historic as the buildings of V&E, and the tradition of adding on to buildings is expected to continue in the neighborhood. In order to protect the historic character of the original structure, new additions must preserve significant historic materials and features, and be compatible with, while also differentiated from, the historic building.

Essentially, new additions and adjacent or related construction should 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.

3.1 A new addition **should** be located at the rear of the building or set back from the front to minimize the visual impact to the structure and streetscape.

- a. Allow original proportions and character to remain prominent.

3.2 Design the location, scale, and massing of an addition or new house to avoid imposing an excessive amount of shadow upon neighbors' yard areas, pools, or solar collectors.

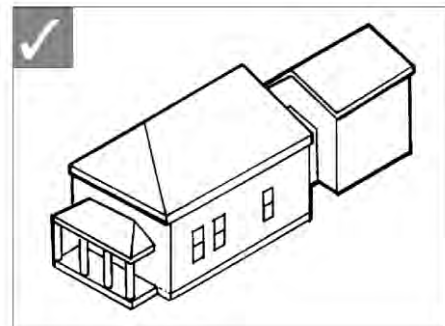
3.3 A new addition **should** be compatible in mass, scale, and form with the primary structure.

- a. Design additions to be subordinate in size and scale.
- b. Larger additions **should** be broken into smaller modules or set apart from the main structure and connected with a smaller linking element.

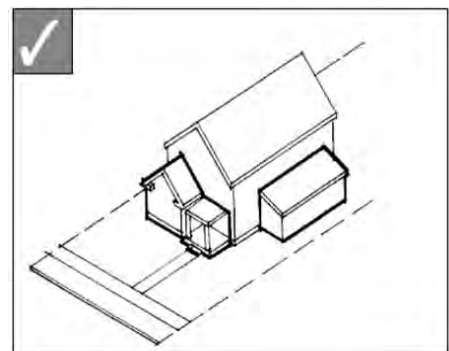
3.4 A new addition **should not** obscure, damage, or remove significant original features or materials of the primary structure.

3.5 The overall design of an addition **should** be in keeping with the design character of the primary structure.

- a. Use building materials that are compatible with those of the primary structure.
- b. Use windows that are similar in proportion, orientation, divisions, and materials to those of the primary structure.



Illustrations 21 and 22: (above and below) Additions as subordinate in size and scale and located on the rear or side of the main historic structure.



- 3.6 Where previous additions or modifications have been inconsistent with the original architecture, restoration of the original architecture is encouraged, particularly where it will improve compatibility with the neighborhood.
- 3.7 Added roof forms **should** be compatible with the slope, massing, and complexity of the primary roof. Secondary roof lines **should** mimic the primary roof line.
- 3.8 The mass and scale of rooftop additions **should** be kept subordinate to the primary structure.
 - a. The addition **should not** overhang the lower floors.
 - b. Rooftop additions must be set back from the front of the structure.
- 3.9 On second-story additions and new two-story houses, maintain architectural continuity of materials and detailing around all sides of the house, especially where two-story houses back onto and are visible from adjacent streets or other public areas.
- 3.10 When adding a dormer to an existing roof, it **should** be in scale and character with the primary structure.
 - a. Dormers **should** be subordinate to the overall roof mass and compatible in scale and number to those on similar historic structures.
 - b. Dormers **should** be located below the ridge line of the primary structure.

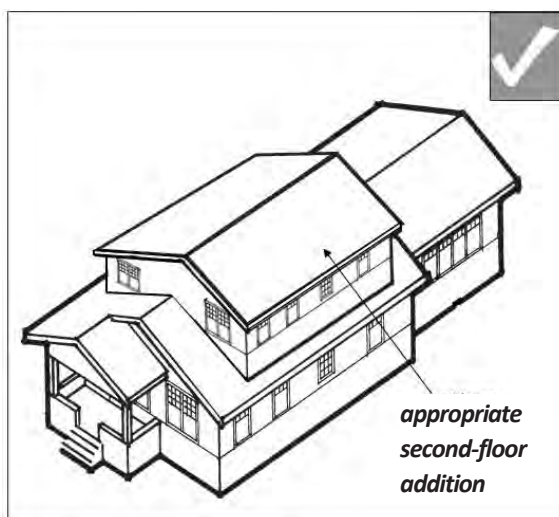


Illustration 23: When adding a second-floor addition to an existing single-story bungalow, it should be in scale and character with the primary structure.

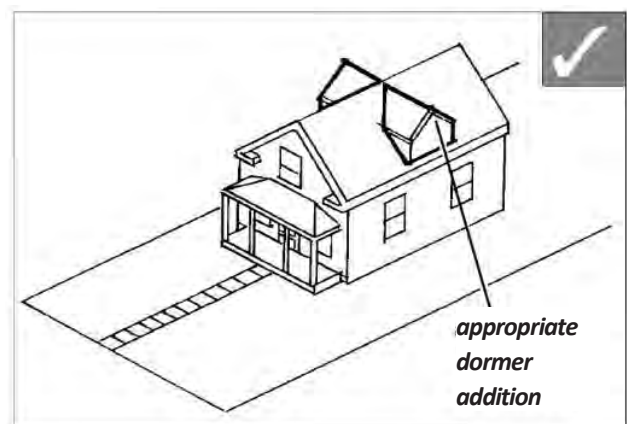


Illustration 24: When adding dormers to an existing roof, it should be in scale and character with the primary structure.

4 Commercial and Institutional Structures

- 4.1 These design principles apply to all new construction projects, and rehabilitations, renovations, and exterior alterations to commercial and institutional structures.
- 4.2 Maintain the traditional appearance of commercial and institutional buildings within the district. Position the primary façade towards the main street.
- 4.3 A new commercial or institutional building within the district **should** reflect the traditional configuration and scale of similar commercial structures within the district.
- 4.4 The roof of a new building **should** be visually compatible by not contrasting greatly with the existing commercial buildings' roof shape and orientations.
- 4.5 Buildings **should** appear similar in width to those seen historically on the block.
- 4.6 Exterior materials **should** reflect those appearing within the district. Simple material finishes are encouraged. Matte finishes are preferred. Traditional materials such as wood, brick, stucco, and stone, are typical exterior materials used within the district.

- 4.7 A new commercial or institutional building **should** be consistent with streetscape with respect to building height and number of stories; building scale and mass, width; and site configuration.

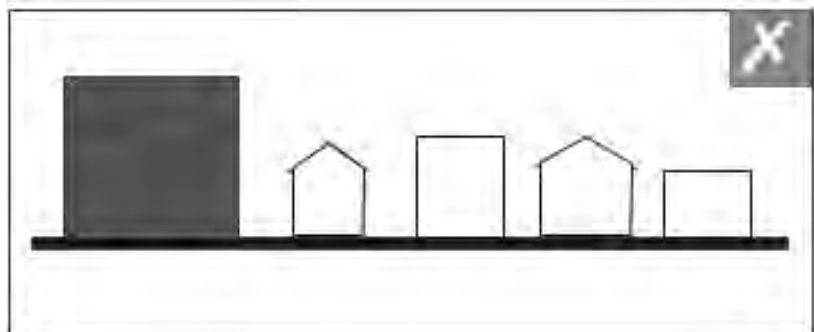


Illustration 25: The massing of the building on the left is out of scale with the neighboring structures.

- 4.8 Replacing an existing commercial or institutional structure with a surface parking lot **shall** be avoided.

- 4.9 Maintaining the storefront appearance of commercial and multi-use structures is strongly encouraged within the neighborhood commercial centers.

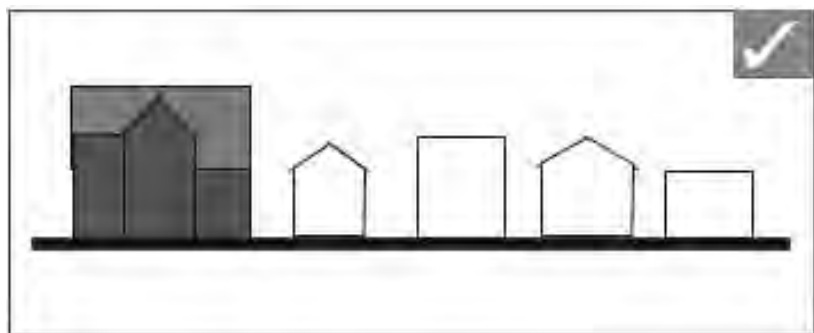


Illustration 26: When the massing of the building on the left is broken down to reflect the massing of the neighboring structures, the scale transition is much more compatible.

Common elements include ground floor large display windows, upper story windows with vertical emphasis are encouraged, entries in scale with over all façade.

5. Building Signage

Exterior signage in Memphis and Shelby County is officially regulated by the Unified Development Code (UDC.)

However, beyond the base regulations, the following section provides appropriate design guideline suggestions for exterior signage within the historic district.

Historic signage **should** be maintained to avoid impairment to a historic resource. New signage **should** exhibit physical character that is compatible with signage in the historic context.

- 5.1 New signage **should** be compatible with the property and façade to which it is applied.
- 5.2 Signs **should** be located on the flat, unadorned parts of the commercial façade such as storefront windows and the panels above the windows.
- 5.3 Signs **should not** hide architectural details such as windows, cornice details, or transom windows.
- 5.4 Signage **should not** project beyond adjoining buildings or interfere with the facades or details of its neighbors.
- 5.5 Wall mounted sign panels **should** be mounted flush to the building façade.



*Illustration 27: Not all buildings have all the architectural elements above, but these storefront components **should** translate to most building types.*



Image 87: (Above) Various examples of appropriately scaled and installed wall mounted and flag signage on this Vollintine Evergreen neighborhood commercial center at McLean and Faxon.

D. Demolition of Existing Historic Structures

Contributing historic buildings within the district are irreplaceable. The quality of the buildings' craftsmanship, design, and range of materials is unapproachable by today's conventional, rapid-paced, and mass-produced standards. While the designers, builders, and original owners can no longer touch, appreciate, and use the buildings, the historic resources created by them still remain as tangible proof of the culture, heritage, economic, development, and architectural history for the benefit of future generations.

Demolition by neglect is not a legal approach to removing historic structures. (Demolition by neglect refers to the practice of allowing a building to deteriorate to the point that demolition becomes necessary or restoration becomes unreasonable.)

Demolition Policy:

Demolition of a building shall only be considered if alternatives for rehabilitation are not feasible and the loss of a building will not adversely affect the integrity of the district. Demolition by neglect is not a legal approach to removing historic structures.

1. Criteria for Evaluating Demolition Proposals
 - 1.1 Does the building contribute to the historical or architectural character and importance of the district; and will the building's removal will result in a more positive, compatible visual effect on the district?
 - 1.2 If the building or structure contributes to the character of the district, is it of such old or uncommon design, texture, or scarce material that it could not be reproduced?
 - 1.3 Is the rehabilitation or reuse of the existing structure on the property economically unfeasibility? (Refer to the application for economic hardship on the MLC website.)
 - 1.4 Is relocation of the building or structure or a portion thereof, to any extent practicable as a preferable alternative to demolition?
 - 1.5 Could the proposed demolition potentially adversely affect other historic buildings located with the historic district, or adversely affect the character of the historic district?
 - 1.6 What is the age and character of the historic structure, and its condition?
2. If a Building is to be Demolished

- 2.1 Exhaust all alternatives before demolishing a contributing historic building.
- 2.2 Document the building thoroughly through photographs. The Memphis Landmarks Commission and the Tennessee Historical Commission **should** retain this information.
- 2.3 Make arrangements to salvage and preserve historical architectural elements, doors, windows, and hardware for future re-use. Contact Memphis Heritage <https://www.memphisheritage.org/> if donation of the material is the best salvage option.
- 2.4 If a site is to remain vacant for any length of time, improve the empty lot in a manner consistent with other open space in the district.



Image 88: (above) When demolition is the only alternative, salvage architectural historic elements for future reuse.

E. Relocation of Existing Historic Structures

This section provides general guidelines for consideration of relocation of a historic structure. While relocation is discouraged, it may be preferable to demolition when the new location would be compatible with the character of the building. When relocation is proposed, consider the following general guidelines.

1. Relocation **should** be a last resort after examining all other alternatives. Retain a building or structure at its historic location if feasible.
2. The “relocation” of a structure refers to moving a structure into or out of the district or from one site to another within the district.
3. Avoid moving an existing building that retains architectural and historic integrity and contributes to the architectural and historical character of the historic district.
4. Moving a non-contributing building may be appropriate if its removal and replacement will result in a more appropriate visual effect on the district.
5. A building may be moved into the district if it maintains a sense of architectural unity in terms of style, height, massing, materials, texture, and setbacks with existing buildings near the proposed site.
6. The relocation of a building will not result in a negative visual effect on the site and surrounding buildings where it is removed.

Sources:

A Field Guide to American Houses, Virginia and Lee McAlester, 1995 New York

City of Boise, Idaho, *Design Guidelines for Commercial Historic Districts*

City of Mobile, Alabama, *Design Review Guidelines for Mobile's Historic Districts*

Fredrick Town Historic District, *Historic Design Guidelines*

Memphis Landmarks Commission,

Mississippi Division of Archives and History, <http://www.mdah.ms.gov>

National Park Service Preservation Brief #02: Repointing Mortar Joints in Historic Masonry Buildings.

South Main Historic District, *South Main Guidelines*

Starkville, Mississippi *Standards for Starkville's Historic Districts*

Victorian Village, *Historic Design Guidelines*

IV. Glossary of Terms and Definitions

Adaptive Reuse: The process of returning a property to a state that makes a contemporary use possible while still preserving those portions or features of the property which are significant to its historical, architectural, and cultural values.

Alteration: Any act or process requiring a building permit or demolition permit that changes the exterior appearance or materials of a landmark or a structure within a historic district.

Applicant: The owner of record of a resource; the lessee thereof with the approval of the owner of record in notarized form; or a person holding a "bona fide" contract to purchase a resource.

Appurtenance: An accessory to a building, structure, object, or site, including, but not limited to, landscaping features, walls, fences, light fixtures, steps, paving, sidewalks, shutters, awnings, solar panels, satellite dishes, and signs.

Building: A structure created to shelter any form of human activity, such as a house, garage, church, community center, or similar structure.

Building Height: The measured vertical distance, by which the uppermost portion of the roof of a structure extends above the finished grade.

Certificate of Appropriateness (COA): An official signed and dated governmental document issued by either a local historic preservation commission or a governing authority to permit specific work in a historic district or at a landmark site or landmark which has been reviewed and approved.

Contributing structures: An existing building structure that retains enough architectural integrity to contribute to the locally designated historic district and was built during the period of significance for the historic district.

Compatible Design: Compatible design solutions are of similar scale and echo the architectural character of nearby buildings. Compatibility focuses on elements including building and parking location, building height and scale, orientation, façade articulation, architectural elements, building materials, roof forms and site characteristics.

Construction: Work that is neither alteration nor demolition. Essentially, it is the erection of a new structure that did not previously exist, even if such a structure is partially joined to an existing structure.

Demolition: The intentional act of razing, dismantling or removal of a structure within a local historic district or on a landmark site or which has been designated as a landmark.

Demolition by neglect: The practice of allowing a building to deteriorate to the point that demolition becomes necessary or restoration becomes unreasonable.

Design review guidelines: As adopted by the local historic preservation commission, they shall be in a written form designed to inform local property owners about historical architectural styles prevalent in a community. They will recommend preferred treatments and discourage treatments that would compromise the architectural integrity of structures in a historic district or on a landmark site or individually designated as landmarks.

Energy conserving features: Equipment and treatments that reduce the amount of energy expended in heating, cooling, or construction.

Exterior Features: Exterior features or resources shall include, but not be limited to, the color, kind, and texture of the building material and the type and style of all windows, doors, and appurtenances.

Fences and walls: Constructed vertical barriers that help define and screen yards, walkways, and parking lots.

Front Terrace: In Tudor Revival and English Cottage style homes, a concrete or stone surface takes the place of the front porch as an outdoor sitting area on the public side of the house. The surface connects the front door to the side porch or side driveway and at times goes across the entire front façade. It is generous enough to allow for outdoor furniture. Occasionally this space has a fixed awning for protection from the sun.

Gates: Movable portions of a fence or wall that allows passage through.

Historic district: A group of two (2) or more tax parcels and their structures and may be an entire neighborhood of structures linked by historical association or historical development. It is not necessary that all structures within a historic district share the same primary architectural style or be from the same primary historical period.

A historic district may also include both commercial and residential structures and may include structures covered by two (2) or more zoning classifications. A historic district may include both contributing and noncontributing structures. A historic district is designated by the commission and approved by the City of Memphis through an ordinance.

Historic landmark: A structure of exceptional individual significance, and its historically associated land, which is officially certified as a historic landmark but typically not included within a local designated landmarks historic district.

Memphis Landmarks Commission: The Memphis Landmarks Commission is a local historic preservation commission established to advise the local government on matters relating to historic preservation, including the designation of historic districts, landmarks and landmark sites, and which may be empowered to review applications for permits for alteration, construction, demolition, relocation or subdivision for structures in historic districts or on landmark sites or designated as landmarks.

Improvement: Additions to or new construction on landmarks or landmark sites, including, but not limited to, buildings, structures, objects, landscape features, and manufactured units, like mobile homes, carports, and storage buildings.

Landscape: Landscape is used to reference those parts of the Historic District that are planted and that provide relief from building and street fabric. Landscaped areas include the settings or yards of buildings, institutional campuses, and parks. It includes any improvement or vegetation including, but not limited to: Shrubbery, trees, plantings, outbuildings, walls, courtyards, fences, swimming pools, planters, gates, street furniture, exterior lighting, and site improvements, including but not limited to, subsurface alterations, site grading, fill deposition and paving.

Maintenance: Work done to prevent deterioration of a resource or any part thereof by returning the resource as nearly as practical to its condition prior to such deterioration, decay, or damage.

Mass: Mass refers to the size or physical bulk of a building, and can be understood as the actual size, or size relative to its surrounding buildings. Scale is also often referenced in our perception of mass.

National Register of Historic Places: A federal list of cultural resources worthy of preservation, authorized under the National Historic Preservation Act of 1966 as part of a national program to coordinate and support public and private efforts to identify, evaluate, and protect the nation's historic and archaeological resources.

The National Register Program is administered by the Commission, by the State Historic Preservation Office, and by the National Park Service under the Department of the Interior. Significant federal benefits may accrue to owners of properties listed or determined eligible for listing in the National Register.

Non-contributing structures: An existing structure located within the historic district boundary but was not built during the period of significance for the district (generally less than 50 years ago), or, if built during the period of significance, has architectural modifications that compromise its architectural integrity to contribute to the locally designated historic district.

Object: A material thing of functional, cultural, historical, or scientific value that may be, by nature or design, movable, yet related to a specific setting or environment.

Owner of Record: The owner of a parcel of land, improved or unimproved, reflected on the City of Memphis tax roll and in county deed records.

Period of Significance: Refers to the inclusive time-period of the development or construction of resources that defines the district. *(Resources less than fifty years old may be considered contributing to the historic district if they are related to an event of great historical importance, to a person of national or international significance, or if they are the work of a master architect or builder.)*

Period of greatest historic significance for a historic property: The time during which the property was essentially completed but not altered and which the style of architecture of the property was commonplace or typical.

Porte-Cochère: A covered entrance large enough for vehicles to pass through, typically opening into a courtyard.

Portico: A porch leading to the entrance of a building, or extended as a colonnade, with a roof structure over a walkway, supported by columns or enclosed by walls.

Preservation: The act or process of applying measures to sustain the existing form, integrity, and material of a building. Some work focuses on keeping a property in good working condition by repairing features as soon as deterioration becomes apparent, using procedures that retain the original character and finish of the features.

Proportion: Refers to the ratio of one dimension to another. The proportion of a building is referred to in the context of scale, which is the relationship between the size of the building to its addition or to the scale of adjacent buildings. Proportion also can indicate the relationship between height and width of a building façade or a door or window opening.

Relocation: The moving of a structure to a new location on its tax parcel or the moving of such a structure to a new tax parcel.

Repair: Any minor improvement to an existing building that is not considered an alteration, addition, relocation, or demolition and is not extensive as to require a building permit.

Resource: Parcels located within historic districts, individual landmarks, and landmark sites, regardless of whether such sites are presently improved or unimproved. Resources can be both separate buildings, districts, structures, sites, and objects and related groups thereof.

Restoration: The act or process of accurately depicting the form, features and character of a property as it appeared in a particular time period.

Rhythm: Regular occurrence of elements or features such as spacing between buildings. On structures, the repetition of rooflines, siding treatment, window placement or any number of visual elements.

Rising damp: Occurs in buildings when ground water travels upwards through porous building materials such as brick, sandstone, or mortar by capillary action.

Satellite antennas and dishes: Electronic communication devices used for telephone, television, and computer connections.

Scale: A term used to define the proportions of a building or building addition in relation to its surroundings or the proportional elements that demonstrate the size, materials, and style of buildings.

Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings: A federal document stating standards and guidelines for the appropriate rehabilitation and preservation of historic buildings.

Solar Panels: A panel designed to absorb the sun's rays and produce electricity or heating.

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 buildings, or objects.

State Historic Preservation Office: Tennessee Historic Commission houses the office.

Streetscape. Streetscape refers to the visual image of a street and all improvements within the public realm. These improvements include but are not limited to streets, curbs, gutters, sidewalks, utilities, signs, streetlights, and furniture, plantings, and other design elements.

Structure: A man-made object and typically will be visible because of portions which exist above grade. Structures built during the historic period, 1800 forward, may in some instances not be visible above grade if they are cellars, cisterns, or similar objects which by their nature are intended to be built into the ground.

A structure includes both interior components and visible exterior surfaces, as well as attached elements such as signs and related features such as walks, walls, fences, and other nearby secondary structures or landmark features.

Substantial deterioration: Structural degradation of such a nature that water penetration into a historic structure can no longer be prevented, or structural degradation that causes stress or strain on structural members when supports collapse or warp, evidence of which includes defective roofing materials, broken window coverings, and visible interior decay.

Survey of resources: The documentation, by historical research or a photographic record, of structures of historical interest within a specified area or jurisdiction or of existing structures within a proposed historic district.

Unauthorized demolition: The deliberate demolition of a historic structure without prior review and approval by a local historic preservation commission or a governing authority to which such a commission has made a recommendation.

Utility boxes and meters: Free standing or wall mounted equipment used to monitor the use of gas, water, electricity, and other services.

V. Appendices

Appendix A: Vollintine Evergreen Neighborhood Landmarks District Boundary Map

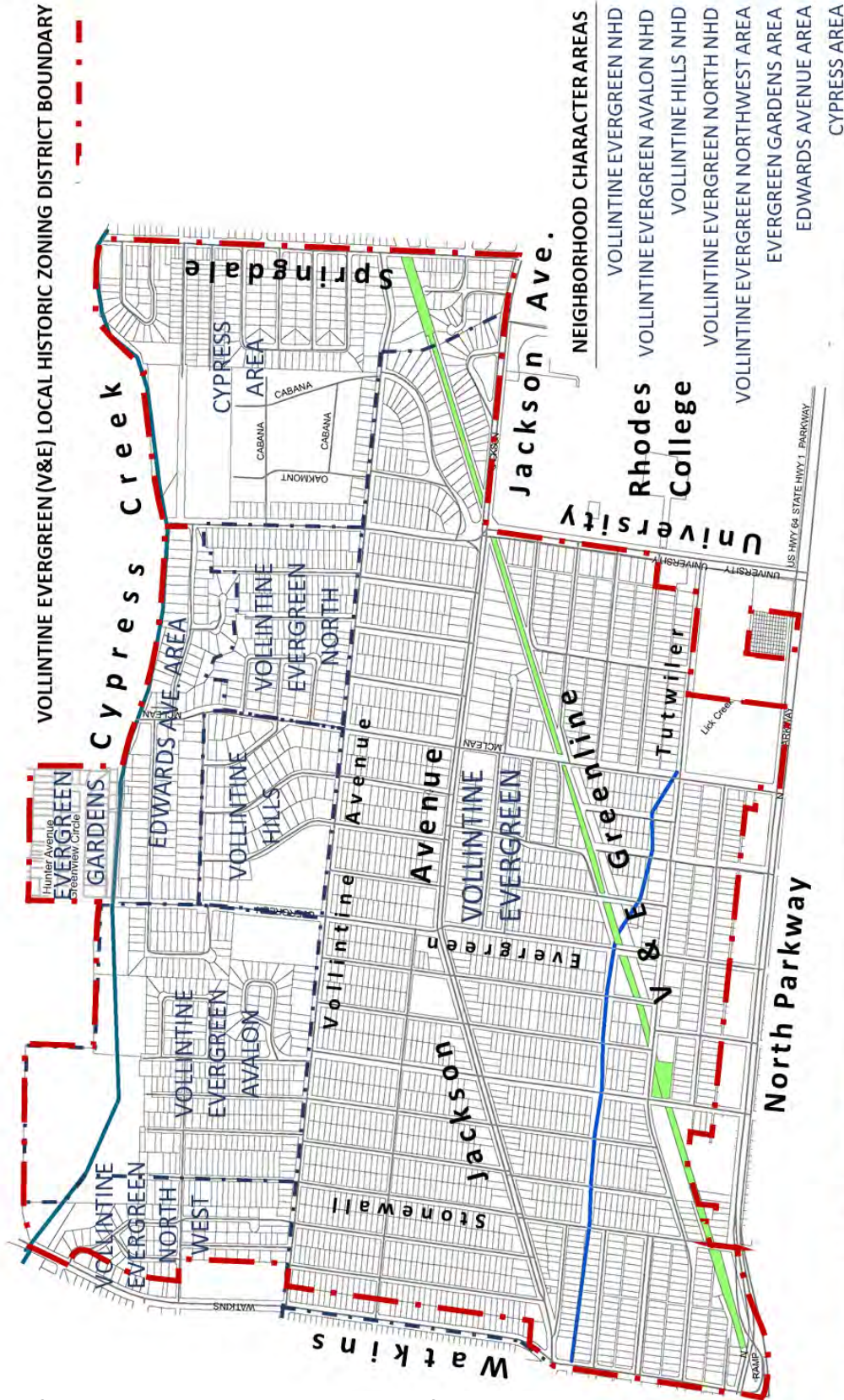
Appendix B: Flow Chart to Determine, Do I Need A Landmarks Review?

Appendix C: Outline of Work Reviewed by Landmarks in the V&E Historic District

Appendix D: Information for Ordinary Maintenance and Repair of Historic Structures

Appendix E: U.S. National Park Service - Preservation Briefs Series

Technical Publications; Incentives for the Rehabilitation of Historic Structures;
and United States Secretary of the Interior: *Standards for the Rehabilitation of
Historic Buildings*



Appendix A: V&E Historic District Boundary Map

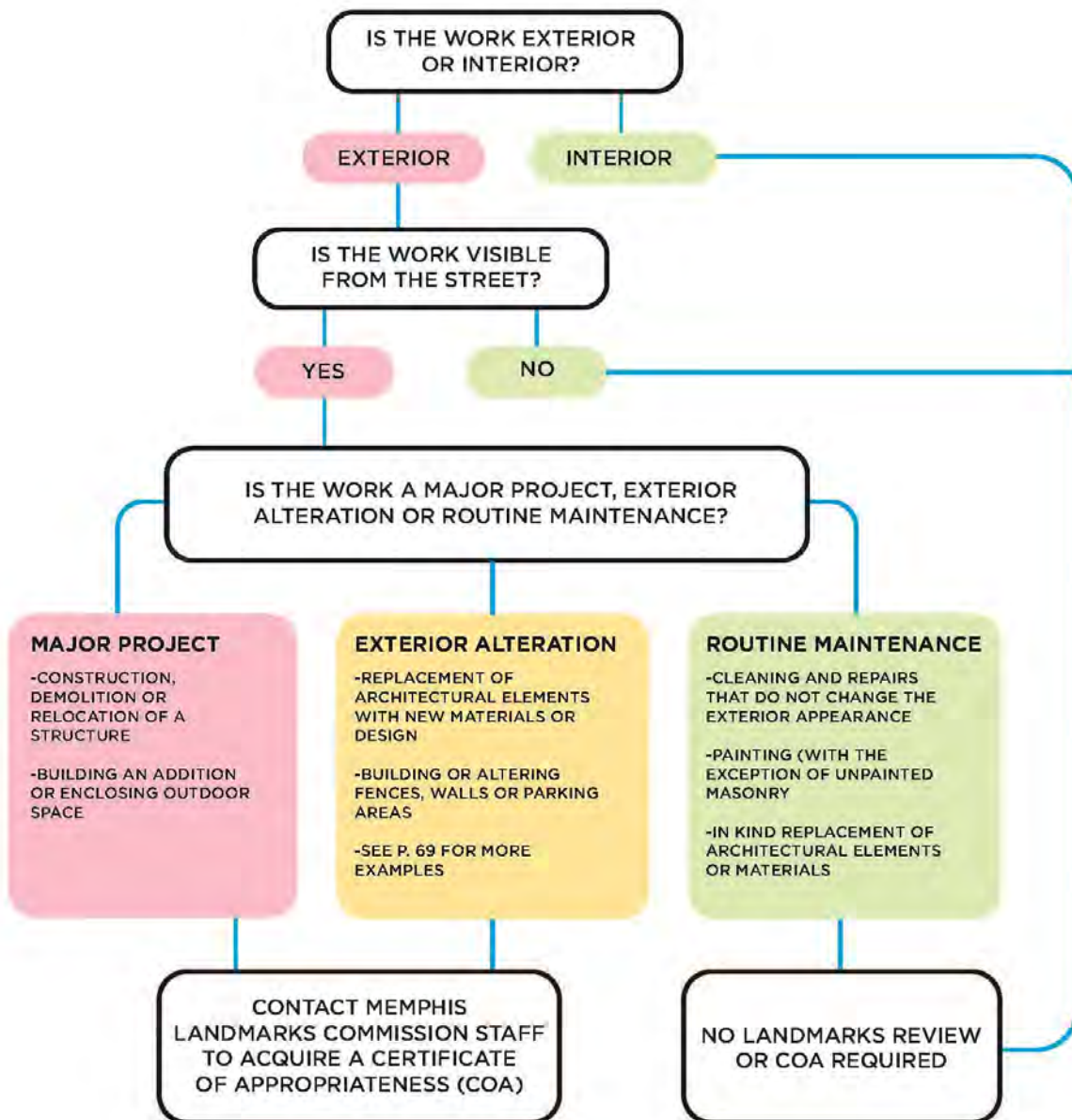
V&E HISTORIC DISTRICT

VOLLINTINE EVERGREEN HISTORIC NEIGHBORHOOD
Historic Zoning Boundary Map

THE Development STUDIO

Appendix B: Flow Charts for Determining Landmarks Review

DO I NEED LANDMARKS REVIEW?



Appendix C: Summary of Work Reviewed by Landmarks in the V&E Historic District

LANDMARKS COMMISSION REVIEW CRITERIA FOR PROJECT TYPES

The following list is provided as a general outline of the level of review that may be expected for various types of projects that are often undertaken. It is not intended to be comprehensive, and cannot cover every circumstance that will be encountered in a project. The assignment of work to a review category is a guideline and staff may assign a given project a higher level of review.

Work Reviewed by the Memphis Landmarks Commission in this Historic District*

** Note that only work that is visible in whole or in part from a public street (or streets in the case of a corner lot) are reviewed. Generally, visibility includes all portions of the front and side elevations that are visible from the adjacent street or sidewalk. Contact the Memphis Landmarks Commission office at (901) 636-6619 for staff determination of individual project review requirements.*

ORDINARY MAINTENANCE & REPAIR

These guidelines **do not apply** to ordinary repairs, general and routine maintenance. General maintenance or limited repairs to correct deterioration that does not involve a change to the design or materials of the building and does not involve abrasive or destructive cleaning methods. This also includes any work that replaces something in a "same for same" fashion without any alterations.

NEW CONSTRUCTION:	DEMOLITION:	ADDITIONS:	RELOCATION OF BUILDINGS:
new primary structure new accessory structures garages / carports / porte-cochères fences and walls driveway gates outbuildings/storage sheds	buildings/primary structures additions garages/carports outbuildings/storage sheds porches removal of features	habitable additions to primary structures enclosure of garages as habitable space enclosure of porches and terraces dormer additions to increase living space roofline changes to add habitable space	into a district out of a district within a district within a property or site

EXTERIOR ALTERATIONS:

Exterior alterations need review and approval even if a building permit is not required. The list below describes examples of alterations that must be reviewed and does not determine what is allowable or unallowable.

DOORS, WINDOWS, & ENTRANCES	ROOFS, CORNICES, & DORMERS	PORCHES & TERRACES	MASONRY & SIDING	SITE IMPROVEMENTS
Replacement of windows or doors Removal or relocation of building openings Commercial storefront alterations	Change in the material or shape of the roof Change in materials or design of dormers, brackets, eaves, and cornices. Installation of solar devices	Replacement or removal of porch columns or railings Enclosure of porches Replacement of porch or terrace floors	Replacement or alteration of siding materials Painting, repointing, or abrasive cleaning of masonry	Construction or alteration of driveways or parking pads Construction or alteration of fences, walls, retaining walls, or gates

Appendix D:

Information for Ordinary Maintenance and Repair of Historic Structures

This ordinary maintenance and repair appendix section is provided to be helpful information to the homeowner and is not a mandatory part of the MLC Certificate of Appropriateness (COA) review process.

Ordinary maintenance and repair refer to any minor improvement to an existing building that is not considered an alteration, addition, relocation, or demolition and is not extensive as to require a building permit.

The key to caring for a historic building is preventative maintenance and ordinary repair. The most common adversaries of historic buildings are moisture and water infiltration, but excessive exposure to wind, sunlight, temperature variations, insects, rodents, vegetation, and mold can all cause damage to building fabric.

Regular inspection and timely upkeep help preserve original building materials and architectural details, thus helping the structure retain its historic integrity and property value and minimizing the need for costly more extensive repairs in the future.

Preventative maintenance refers to work done to prevent deterioration of a resource by returning the resource to its condition prior to such deterioration, decay, or damage. Routine maintenance of a property that does not involve altering historic fabric does not need approval from the MLC unless it will change the exterior appearance.

New or old, all building materials will deteriorate over time. Regular maintenance addresses problems prior to noticeable deterioration, preventing the need for more aggressive treatments such as major reconstruction or alterations, which require review by the Memphis Landmarks Commission (MLC).

Refer to NPS Preservation Brief #47 Maintaining the Exterior of Small and Medium Size Historic Buildings for comprehensive maintenance guidance.

Appendix E:

United States National Park Service Historic Preservation Technical Publications

Preservation Briefs Series - U.S. Department of the Interior, National Park Service

The National Park Service publishes short informative pamphlets to aid in the preservation of historic structures. Each pamphlet focuses on a certain aspect of preservation work or by building component. Below are the titles of each brief that are available on the National Park Service website: www.nps.gov/history/hps/tps/briefs/presbhom.htm

Incentives for the Rehabilitation of Historic Structures

Questions about the eligibility of a structure for the National Register of Historic Places should be directed to the Historic Tax Credit Division of the Tennessee State Historic Preservation Office website: <https://www.tn.gov/environment/about-tdec/tennessee-historical-commission.html>

United States Secretary of the Interior: *Standards for the Rehabilitation of Historic Buildings*

The Secretary of the Interior's Standards are general rehabilitation guidelines established by the National Park Service (NPS) can be found on their website: <https://www.nps.gov/tps/standards/rehabilitation/rehab/stand.htm>