



County of Prince William

**HISTORIC DISTRICT
DESIGN GUIDELINES**

FOR

THE ARCHITECTURAL REVIEW BOARD

**Adopted by the Town Council September 7, 2010
Public Hearing Held June 22, 2010**

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I. INTRODUCTION

A. BACKGROUND AND PURPOSE OF THE ARCHITECTURAL REVIEW BOARD AND THE DESIGN GUIDELINES

In 1994 the Haymarket Town Council (herein after, the “Town Council”) placed the entire town under a Historic District Zoning Ordinance. A “Historic District” is an overlay zoning which imparts additional protection specific to historic structures and the historic resources of the Town in addition to underlying zoning requirements already required by a locality’s zoning regulations. The adoption of a local historic district and ordinances to protect historic resources is authorized by Sec. 15.2.2306, et. Seq, of the Virginia Code, which recognizes the importance of preserving a local jurisdiction’s historic heritage. A local property does not have to be listed in either a state or national register in order to be designated historic on the local level. The Town Code designates “historic” as all structures that are 50 years old or older.

See Appendix D for a list of the Town’s Historic Structures

When the Town Council adopted the Historic District in 1994 it also established the Haymarket Architectural Review Board (herein after, the “ARB”) and determined that no building, structure or sign shall be erected, constructed, or altered until the ARB has issued a Certificate of Appropriateness (COA). The regulations imposed in the district are intended to protect against the destruction of, or encroachment upon, Haymarket’s historic structures and resources.

Any change within the Historic Overlay District including, but not limited to:

- rehabilitation of or additions to existing buildings
- new construction
- razing or demolition

must be reviewed and approved by the ARB before a COA may be granted.

Any change undertaken without issuance of a COA may, among other actions, be ordered removed and returned to the original condition.

The following has been adopted by the Town Council to provide the ARB with guidelines to follow during their review procedure. Modifications to these guidelines may be suggested by the ARB at any time, but all modifications must be reviewed and approved by the Town Council prior to implementation.

It is the intent of the Town of Haymarket (herein after, the “Town”), by adoption of these guidelines, to maintain and promote the historic resources and appropriate architectural styles within the Town.

It is not the intent of the Town to restrict or prevent homeowners from remodeling, adding to, or otherwise enhancing their property. However, the ARB will interpret what will be considered the unique characteristics of the Town’s historic structures

and may refer to architectural and historic sources other than these guidelines in order to make recommendations about all design issues not expressly defined in these guidelines.

In accordance with the Town of Haymarket Historic Overlay District Ordinance, these guidelines are to be applied to those improvements which currently or in the future could be visible from any public view.

The ARB is guided by the Code of the Town of Haymarket, the laws of the Commonwealth of Virginia, and the Town of Haymarket Comprehensive Plan.

B. APPROVAL BY THE ARB MAY BE ONLY ONE STEP IN REQUIRED APPROVAL PROCESS

The regulations imposed by the Historic District Zoning Ordinance are in addition to the requirements of the Town Code, state and federal laws and building codes. Therefore, application to and approval by the ARB may only be one step in the process of receiving full approval of an application. It is the responsibility of all applicants to comply with all building codes and state, federal, and Town requirements.

C. CERTIFICATE OF APPROPRIATENESS

The Certificate of Appropriateness (COA) is the vehicle by which an applicant receives approval for an application before the ARB. The COA expires one (1) year after the date of approval by the ARB if the new construction and/or changes to an existing structure described in the application have not been completed.

1. Procedure

- Application for a Certificate of Appropriateness (COA) shall be filed with the Town Clerk with all required accompanying documentation and fees.
- The board shall meet within 45 days after notification by the Town Clerk that such application is complete and ready for consideration.
- The applicant, or a representative, is required to attend the meeting at which their application is to be heard. If the applicant or the applicant's designee does not appear before the board, the application may be deferred until the next meeting. If this applicant or their representative does not again appear, the application may be discontinued.
- The board shall endeavor to vote and announce its decision on any matter properly presented within 14 days after the conclusion of the final hearing on the matter unless time is extended by mutual agreement between the board and the applicant or the circumstances or complexity of the application require a longer period.
- The board shall not reconsider any decision made by it except in cases where an applicant appears with an amended application addressing all areas of concern and two-thirds of a quorum of the Board votes to reconsider such applications.

2. Appeals

- Whenever the board shall approve or disapprove an application for a COA, any aggrieved party or member of the Town Council shall have the right to appeal and be heard before the Town Council provided such person files a written notice of intention to appeal with the Town Clerk on or before 14 days after the decision of the board.
- Upon receipt of such notice, the Town Clerk shall place such appeal on the agenda for the next regular meeting of the Town Council, at a time not to exceed 45 days after the receipt of such notice of appeal.

D. EXEMPTIONS

When in compliance with all Town ordinances and other requirements, the following projects are exempted from all provisions of these Design Guidelines:

- Routine maintenance work on buildings that does not significantly alter the appearance or function of the building, nor materially replaces old roofing, siding, or window materials with new materials substantially identical to the repaired materials. Replacement of more than 10% of a feature (i.e. roof, siding, etc.) is NOT considered routine maintenance and shall be deemed “material”.
- Interior remodeling work.

E. COMMUNITY DESIGN AND THE COMPREHENSIVE PLAN

According to the Town’s Comprehensive Plan (2008-2013), a close relationship between the Planning Commission (PC) and the Architectural Review Board (ARB) is necessary to implement a community design. The PC is responsible for ensuring that development plans abide by existing land use and zoning ordinances whereas the ARB is responsible for ensuring that the design of new structures and the modification of existing buildings adhere to an overall architecture consistent with the Historic District Ordinance and these Guidelines. The community design plan must be a balance of meeting future and current community needs, saving and rehabilitating historic structures, and allowing homeowners and business owners enough latitude to enhance their properties all while creating and preserving the historic “character” of Haymarket.

This plan can be described with respect to the main geographic portions of the town:

Industrial/Retail, West of Fayette Street

As development has progressed, styles of new buildings show a regression of architectural styles from modern (Sheetz), to neo-colonial (Leaberry and Quarles shopping centers), to late-1800s urban (Bloom building) and finally to colonial (Giuseppe’s Restaurant and Remax Realtors). One historic structure has been saved, Winterham, albeit in the midst of a new shopping and professional complex. This regression is in concert with the overall goal of maintaining the feel of the town center as the oldest portion of Haymarket. Only one property of this part of town is

undeveloped, the land between Quarles and Giuseppe's Restaurant. The overall design of a retail or professional complex on this site must flow into this age progression. Accordingly, the style and size of structures here should be consistent with mid-1800 and early 1900 historic architecture. Locations in this part of town should be accessible by foot traffic. Parking will generally be available on site and is to be behind the structure, if feasible.

Historic/Walking/Central Portion of Town

This portion of Haymarket houses the old Town Hall, now the Haymarket museum, and the historic old post office. Development here should be carefully considered and should reflect the architecture that lines Washington Street and defines historic Haymarket. Architectural styles and building sizes should include Colonial, Federalist, and Folk Victorian with Greek revival and Italianate architectural details. Visual interest should be encouraged through the use of height variations ranging from one to three stories. Retail and professional buildings should be arranged in a "walk-around" manner, with parking off-site. In essence, development in this area should create a town center with a historical feel in which residents and visitors can walk, shop, eat, conduct business and relax. Restoration of the old post office will be required as part of any development plan. Consideration must be made to the utility of maintaining town hall in this portion of town or moving it to another location. From this point in town, all other structures should begin to look "newer".

Commercial/Residential Blend East of Town's Center

Traveling east from the central portion of town, Haymarket unfolds in a pleasant mix of older, residential homes and low intensity commercial uses such as a veterinary clinic and a Baptist Church. This blend of uses continues to the eastern town limit, where a neo-colonial residential development is across the street from public uses in two Sears houses fronted by a planned village green. The two Sears structures fit this area architecturally and historically and should be preserved, if at all possible. Almost all the land north and south of Washington Street is developed. Much of the available land on the north side of Washington Street seems well suited to low intensity commercial uses, with adequate buffering to separate it from residential neighborhoods. Whenever possible, existing residential buildings should be converted to commercial use, rather than have new buildings constructed, to continue the open, small town atmosphere and sense of place. As per the ARB guidelines, any new development must follow architectural styles represented by the surviving historic buildings in Haymarket. In general, developments within the last seven years have been styled as neocolonial. As other residential developments are planned, the ARB will encourage developers to move away from "cookie cutter" designs and explore styles that reflect a post-Civil War era. This would include Victorian styles. Modern or industrial designs are not consistent with the Historic District and are not appropriate.

Overall Plan

The overall community design and its resulting policies should produce a Haymarket that gives the impression of "built over time". Each of these sections of town discussed above should flow into the other. As developers present designs and

requests for zoning changes, the PC, ARB, and, ultimately, the Town Council must keep this overall design goal in mind when approving these designs and granting requests.

II. STREETScape AND SITE DESIGN

These applications require additional approval from the Town Council and Planning Commission

A. WASHINGTON STREET ENHANCEMENT PROJECT

There are additional Town Code requirements for the Washington Street area.

- The Washington Street Enhancement Project encompasses the improvement of Washington Street throughout the Town limits and includes enhanced pedestrian, bicycle, and vehicle access through the Town.
- The project also includes installation of brick sidewalks, colonial-style streetlights, park benches, trash receptacles, bicycle lanes and racks, brick planters and requisite engineering.

B. STREETSCAPES OTHER THAN WASHINGTON STREET

- Benches, trees, trash receptacles, and streetlights may not be placed on public rights-of-way unless considered appropriate by the ARB and with approval of the Town Council.
- At no time may sidewalks be constructed of material other than concrete or brick.
- The style and color of the sidewalk shall be consistent in material and pattern throughout the length of the street.
- For the selection of patterns and materials for sidewalks, the ARB will make reasonable effort to supply a list of approved material and patterns, and this information shall be made available for review at the Town Hall.

C. FENCES AND WALLS

*These applications require additional approval by the Planning Commission
See Appendix C for Fence Style Examples*

The Town Code provides for additional requirements for fences within the Town and must be reviewed by the applicant as part of the application procedure.

1. Types

- Wood or wood-look products in the style of a picket, board, or split-rail.
- Wrought iron.
- Other fence styles, such as ornamental and privacy fences will be considered on a case-by-case basis.

- Screen fencing is discussed in Section II H.
- At no time will stockade, snow fencing, exposed chain link fencing or barbed or razor wire (or any similar exposed security fencing) be allowed within the Town.
- Alternating board fences are not approved for new fences. Those alternating board fences constructed prior to the adoption of these guidelines may be maintained within the Town provided that no more than twenty-five percent of the fence is replaced.

Notwithstanding the foregoing, all existing residential lots located within the subdivision commonly known as Longstreet Commons, are hereby exempted from the prohibition of board on board fences based on the following findings by Council:

1. All of these lots are subject to a restrictive covenant that any fence constructed must be board on board and none other.
2. This subdivision was created in the year 1987.
3. Since that time and prior to the adoption of these Guidelines, approximately 110 lots have constructed board on board fences in conformity with the requirements of the covenants.
4. Due to the foregoing circumstances, unique to these lots, Longstreet Subdivision should be exempted from the requirements of the Guidelines.

2. Materials

Colors and choice of materials for fences and walls shall compliment and be consistent with the design and materials of the parent building.

3. Special Instructions

- For picket fencing, pickets must be separated from each other by a space of one to three inches but should not be any wider than the width of the picket. Additionally, the picket will have a horizontal width of two to four and one-half inches. The fence will be constructed with the finished side facing outside of the fenced property.
- Board fencing will be constructed of six-inch wide boards. If more than twenty-five percent is to be replaced, then the entire fence will be considered as a new fence and must adhere to these guidelines.
- For split-rail fencing, a maximum of three rails is permitted. The height of a split-rail fence should not exceed 48 inches at the highest rail.
- Partial and/or decorative fencing styles should be appropriate to the architecture of the parent building. Partial and/or decorative fences are not to be used extensively along the property line.
- For fences with an open design, wire mesh can be used to contain pets. The wire mesh should be of a heavy gage in black or dark green with a square or rectangular weave. It should be installed on the inside of the fence and not extend above the top of the fence or top rail in a split-rail design. “Chicken wire” is not approved.

4. Gates

- All fence gates should match the design and construction of the fence.
- If a matching design cannot be met due to structural integrity, a solid board or vertical picket design can be substituted.
- The gate may have either a flat level top or a rounded top.
- Ornamental gates will be considered if the design is harmonious with the parent structure architecture and fence style.
- Gates should be single hung with the stile at the same height as the fence.

5. Heights

- In all zoning districts, the height of any fence shall comply with the Town Code.

6. Walls

- Freestanding walls may only be constructed of brick, concrete or fieldstone. If concrete or concrete block is used, it shall have a façade of brick or fieldstone.
- Retaining walls shall be constructed of brick, concrete, fieldstone or wood. If constructed of wood, a minimum of six-inch by six-inch beams in rectangular cross-section will be used. Pressure treated wood or railroad ties must be used.

D. LIGHTING (FREE STANDING/POSTS)

- All exterior lighting schemes shall be preplanned in its entirety and such plans, with detailed specifications, shall be presented to the ARB for consideration and approval.
- Business Town lighting located along Washington Street shall also be in accordance with the Streetscape Plan.
- Free standing light posts shall be compatible with the prevailing and recognized historic architectural character of the Town.
- Fixtures shall utilize an incandescent lighting source. If a more intense light source is needed, metal halide or an equivalent lighting method shall be used.
- Free standing lights shall not exceed sixteen feet in height in business and industrial zones and
- Free standing lights shall not exceed six feet in height in residential zones.
- All free standing lights shall be directed downward onto the site and light shall not materially project onto adjoining properties.
- A combination of free standing and wall-mounted fixtures is recommended in order to yield varied levels of lighting.

E. TELECOMMUNICATION DISHES, DRUMS AND TOWERS

These applications require additional approval by the Planning Commission and/or Town Council

- Communication dishes or drums located in an Industrial zoned district must be surrounded by fencing and obscured from view if mounted on the ground.

- Any exposed dish or drum mounted on a tower or monopole shall be painted white or another color approved by the ARB.
- No antenna higher than twenty-four linear feet from ground level shall be constructed or attached to any building or structure within the Industrial-zoned district.

F. SCREENING

- All outdoor utilities, transformers, meters, trash dumpsters, mechanical, heating and a/c units shall be screened from the public view by walls, fences, landscaping or a combination thereof. Where landscaping is used, it shall provide a year-round screen and applicants should also refer to the Town Code for landscaping screening requirements.
- If roof-mounted mechanical equipment is used, it shall be screened from public view on all sides. The screening material and design shall be consistent with the design, textures, material, and colors of the building. The screening shall appear as an integral part of the building.

III. NEW CONSTRUCTION AND ADDITIONS TO EXISTING NON-HISTORIC AND NON-CONTRIBUTING STRUCTURES

A. GENERAL GUIDELINES

- The ARB will consider all new construction designs keeping in mind the Town's Community Design plan as put forth in the Comprehensive Plan [see Introduction section E of these guidelines].
- In order to create a more pleasing blend of historic and new elements in the Town, new structures shall be compatible with the prevailing and recognized historic architectural character of the existing adjacent structures.
- New buildings shall be designed to complement rather than detract from adjacent buildings in terms of mass, scale, and materials.

B. COLORS

- Painting shall be done using colors complementary to adjacent structures as well as being appropriate for the adjacent architectural styles.
- Colors of a building shall also take into consideration roof, foundation materials and design elements and principle.
- The approved colors are from the Martin Senour Paints Williamsburg collection. These colors may be viewed at the Town Hall office.
- Corporate logo colors may not meet the Town design guidelines and may not be approved.

C. EXTERIOR ELEMENTS

• Foundations

Foundation exteriors must be comprised of brick, stone or concrete with a brick relief.

- **Siding**

The following materials may be considered acceptable for exteriors of buildings within the Town, if consistent with the other requirements of the Historic District Ordinance and these Guidelines:

1. Wood
2. Wood-look Vinyl Siding, if consistent in quality and texture with Historic District requirements
3. Hardboard Siding
4. Stone
5. Brick

Paneling and exposed cinder or concrete blocks are not appropriate for any structures. The ARB may consider other exterior materials if such material is consistent with the Historic District Ordinance and these Guidelines.

- **Decorative Detailing**

All new construction in the Colonial style shall have exterior dentil moldings where appropriate that must be proportionate to the size and scale of the structure.

D. CHIMNEYS

These applications require additional approval by the Planning Commission and possible the Town Council

- The exteriors of all exposed chimneys or mock-chimneys constructed in the Town shall be constructed of brick, stone, or brick and stone facing.
- The exterior design shall include a connection to the base or ground of the home and extend above the roofline.

E. ROOFING

- Roof design, materials, colors and textures shall be consistent with the Historic District Ordinance and these Guidelines.
- Roof materials may include metal, composition shingle and wood.
- Wherever pressed tin or standing seam style roofs exists, it shall be preserved and refurbished unless the cost of such preservation/refurbishing exceeds twenty-five percent of the assessed value of the structure.
- On any additions to structures with existing pressed tin roofs, the same roof style shall be extended.

F. LIGHTING (ATTACHED TO STRUCTURE)

- Fixtures shall utilize an incandescent lighting source
- Utilitarian fixtures or bare bulbs shall not be permitted in the Town.

G. WINDOWS AND DOORS

- Only full view storm doors and windows are permitted.
- Sliding glass doors shall not be allowed on the front of the structure if they are visible from a public way or street.

H. DECKS

These applications require additional approval by the Planning Commission:

- Deck plans must be submitted to the ARB for design approval with a list of materials.
- Potential materials are:
 1. Pressure-treated lumber
 2. Manufactured wood
 3. Composite material such as TREX[®] or other similar product
 4. Wood
- Deck colors will match either the primary or trim color of the structure.
- Once painted or stained, the finish should be maintained to prevent peeling.

I. HANDICAPPED RAMPS

- Handicapped ramps shall be at the rear or side of a building where possible.
- The ramp shall not be manufactured in a runway style perpendicular to the front façade. However, if it adds undue burden for handicap access, other placement options will be considered.
- Potential materials are:
 1. Pressure-treated lumber
 2. Manufactured wood
 3. Composite material such as TREX or other similar product
 4. Wood

All Handicap Ramps must meet the American Disabilities Act (ADA) requirements.

J. AWNINGS

- Awnings may be permitted if consistent with the Historic District Ordinance and these Guidelines.
- Material used to construct awnings or canopies shall be limited to canvas or similar material.
- Vinyl, plastic or aluminum will not be considered as material for use in the construction of awnings or canopies.
- The design of the awning and color of the cloth should complement the building.
- The scale of the design should be related to the proportions of the building.
- Awnings must be a solid color.
- All awnings should be well maintained, washed regularly, and replaced when faded or torn.

- Any lettering applied to an awning shall be considered a sign and must comply with the Town Ordinance regarding signs.

IV. GUIDELINES FOR ALTERATIONS OR ADDITIONS TO HISTORIC STRUCTURES OR CONTRIBUTING STRUCTURES

The Town Code designates “historic” as all structures that are 50 years old or older.

See Appendix C for a list of the Town’s Historic Structures

A. GENERAL GUIDELINES:

- Any exterior alteration or addition to a historic structure has the potential to radically alter the structure’s appearance and/or obscure its historic significance. When an alteration or addition is planned, it shall be designed and constructed in a manner consistent with the architecture and design elements of the period of initial construction and not detract from the character-defining features of the historic structure. To this end, the ARB shall examine the proposed modifications to the historic structure and determine if such proposed modification would detract from the significance or integrity of the structure.
- The following considerations shall be met in any renovation or addition to a historic structure:
 1. The size and scale of any alteration or addition shall be limited so as not to compromise the integrity of the historic structure or the surrounding structures.
 2. The alteration or addition must use materials, level of detail, fasteners, finishes and colors that are consistent with the historic structure’s period of construction and should take into account compatibility with surrounding structures.
 3. The alteration or addition must incorporate the design elements and principles of the existing structure.
 4. Original siding materials shall be repaired and retained, rather than removed or covered. If replacement must be made, and is approved by the ARB, it must be with like materials. Replacing original wood siding with cement siding products, such as Hardiplank siding, is not permitted.
 5. Existing paint may be removed if done in a manner that will not damage the surface of the structure. Such method of paint removal shall be reviewed in advance by the ARB if such facility is a historic building.

See appendix E for Painting Instructions

V. SIGNAGE

All signs shall be in strict conformance with the Haymarket Town Code and all other applicable requirements.

These applications require additional approval by the Planning Commission and/or Town Council

*See Appendix A for Font Styles
See Appendix B for Sign Examples*

- Signs should make a positive contribution to the general appearance of the street and neighborhood in which they are located as well as complement the architecture of the building(s).
- It is not a given that corporate business logos or color schemes will meet sign guidelines. The ARB strongly encourages the use of durable synthetic materials.

VI. DEMOLITION GUIDELINES

The Town Code has important requirements for all demolition of buildings within the Town.

A. SPECIAL INSTRUCTIONS FOR HISTORIC STRUCTURES

The Haymarket Comprehensive Plan supports the preservation of the Town's historic resources to the greatest extent possible. Therefore, there must be a compelling reason to demolish a historic structure.

- Applicants must provide a written statement explaining the reason for the demolition and describe alternatives to demolition and why such alternatives are not considered feasible.
- In some instances, the ARB may require a structural analysis of the building by a licensed professional engineer regarding the structural integrity of a building prior to a demolition permit decision.
- If an applicant is successful in demonstrating that a historic structure is a candidate for demolition the ARB may approve the demolition request with one or more of the following conditions, depending on the circumstances surrounding the request:
 1. Complete, professional, photographic documentation of the interior and exterior of the building, including black and white print and digital images.
 2. Phase I archaeological survey of the property to determine if the property yields information important to the Town's history.
 3. The applicant must demonstrate that the site will be prepared and maintained in accordance with a landscape plan once the building has been demolished.
 4. The demolition may occur only following receipt of a building permit for the new construction.

VII. SITUATIONS NOT COVERED, ADDITIONAL REQUIREMENTS

These guidelines do not cover every possible situation. Architectural alterations or construction requests not covered by these Guidelines will be reviewed for appropriateness by the ARB on a case by case basis applying the standards and principles

set forth in these Guidelines and the Town's Comprehensive Plan and ordinance provisions. It is the responsibility of all applicants to comply with all Town building, zoning, subdivision and land use requirements as well as all state and federal requirements.

VIII. LEGAL STATUS OF GUIDELINES

The Town Council recognizes it is not possible to define what may or may not be required in the many unique circumstances which will occur in the Historic District. It is therefore impossible to define by ordinance precisely how to apply the Historic District Ordinance to these type situations. These Guidelines are the result of mature consideration by the Town Council after input and comment by the public, the ARB, the Planning Commission and the residents of the Town. These Guidelines shall have the legal force of a town ordinance and shall provide the legal framework for achieving the purposes of the Historic District Ordinance and the preservation of the Town's historic resources in the Historic District. By application of these Guidelines and the Historic District Ordinance, relevant matters will be decided in a consistent fashion. These Guidelines also provide important guidance to property owners within the Historic District.

APPENDIX A: APPROVED FONTS

Font Samples:

Bradley ITC

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890

Californian FB

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890

Century Schoolbook

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890

Garamond

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890

Georgia

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890

Geoslab

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890

Goudy Oldstyle

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890

Monotype Corsiva

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890

Pegasus

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890

Tahoma

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890

Times New Roman

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890

Tunga

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890

APPENDIX B: SIGN DESIGN EXAMPLES

The following examples of current Town Business signs demonstrate the subdued style from 1750 to 1900. They are not inclusive of all acceptable sign styles. Any particular sign style must be approved by the ARB in a certificate of appropriateness.

(Use of these images is for exemplary purpose only and is not an endorsement of any business shown. Letter typestyle can be found in Appendix A)

MENU SIGNS



HANGING SIGNS



FREESTANDING SIGNS



INDIVIDUAL LETTER SIGNS



WALL SIGNS



DIRECTIONAL SIGN



NEON "OPEN" SIGN (Non-Flashing/Non-Moving)



APPENDIX C: APPROVED FENCE STYLES



PICKET STYLE FENCES:



ENCLOSURES:



OTHER FENCE STYLES/RETAINING WALLS:



Ornamental Fencing



Wrought Iron Fence



Stone Retaining Wall



Wood Retaining Wall

APPENDIX D: HISTORIC STRUCTURES

Address	Date of Construction	Historical Name
14710 Washington Street	ca. 1924	Sears House
14740 Washington Street	ca. 1926	Sears House
14801 Washington Street	ca. 1900's	Jordan House
14800 Washington Street	ca. 1900	Baptist Church
14841 Washington Street	ca. 1900	Watts House
14881 Washington Street 14891 Washington Street	ca. 1900 ca. 1900	House LeRoy House/Madison Shop
14910 Washington Street	ca. 1895	Melton House/store
14941 Washington Street 14950 Washington Street	ca. 1948 ca. 1870's Built on site of the Red House Tavern	Old Fire Station (first one in Western Prince William County) Roland House/Red House Tavern (first building built before Haymarket became a town)
14951 Washington Street	ca. 1910	Old Bank Building
15020 Washington Street	ca. 1920's	Old Post Office
15030 Washington Street	ca. 1920	Rust/Pickett House
15101 Washington Street	ca. 1888/90	Dr. Payne House/Winterham
6590 Jefferson Street	ca. 1910	Garrett House
6620 Jefferson Street 6707 Jefferson Street	ca. 1900 ca. 1920's	Downs House Large example bungalow
6706 Jefferson Street	ca. 1901	Gossom House
6712 Jefferson Street	ca. 1935	Baker/Bean House
6713 Jefferson Street	ca. 1910	Masonic Lodge
6720 Jefferson Street 6741 Jefferson Street	ca. 1930 ca. 1890	Gossom House Brownie Smith House
6751 Jefferson Street	ca. 1870	Alrich House
6771 Jefferson Street 6810 Jefferson Street	ca. 1870-80 c. 1900	Wise/Creech House Leonard House
6811 Jefferson Street	ca. 1890	James Beale House
6735 Fayette Street	ca. 1911	St. Paul's Parish Hall
6740 Fayette Street	ca. 1890-1910	Meade House
6750 Fayette Street	ca. 1900	St. Paul's Rectory
6790 Fayette Street 6796 Fayette Street	ca. 1930 ca. 1800	Sarah Turner House Pearson's House

APPENDIX E: PAINTING OF HISTORIC STRUCTURES

**Source: Warrenton Historic District Design Guidelines, Warrenton, VA
prepared by Cheryl Hanback Shepherd, 2008**

www.warrentonva.gov/Portals/0/PlanningZoning/Documents/Warr HD Guidelines with Graphics.pdf

SOLUTIONS TO EXTERIOR PAINT PROBLEMS ON HISTORIC WOODWORK & REPAINTING TECHNIQUES

This chapter is provided to discuss the reasons for exterior paint problems, offer solutions and demonstrate proper painting techniques. The best advice to lessen the hardship of a paint job is annual maintenance by attending to spot peeling through scraping, sanding, priming, if necessary, and recovering just that area in matching color versus waiting years for the rest of the building to need attention. If the color formula is unknown, take a chip to the paint shop for analysis.

The most time-consuming and most important work of a paint project is preparing the surface for new paint. All loose paint must be removed, the surface sanded, cleaned and bare spots primed to receive a new coating. Evaluate the overall condition of the wood elements and wall surface to discern where existing paint is peeling or showing signs of cracking, alligatoring, wrinkling, pulling away or bulging out from the surface and identify the causes.

PREPARATION PRIOR TO REPAINTING

1. Repair and maintain leaking or poorly functioning roof drainage, flashing, gutters and down spouts. Fasten an extender or ground leader to down spouts or install an underground French drainage system to carry water away from the foundation to deter rising moisture.
2. Remove all vegetation against the building. If foundation plants must remain, trim them three feet away from the wall. Remove overhanging tree limbs and never allow wisteria or other vines to grow onto the wall or elements. Plants attract moisture, mildew and paint failure.
3. Use the gentlest means possible to clean the surface. Sweep off dirt particles, cobwebs, bee and mud dauber nests. Hand wash with Trisodium Phosphate (TSP) with a sponge, soft bristle brush and garden hose from the eave downward and allow the wall to completely dry for several days. Do not spray from the ground or bottom upward which forces water behind boards.
4. Mildew occurs from dampness and fungi feeds on nutrients in the paint. Removing vegetation and trimming shrubs and trees off the building will increase air flow and allow more sunshine. Repairing poor drainage systems is a must. Existing mildew may be cleaned with a solution of a cup of non-ammoniated

- detergent, a quart of household bleach to one gallon of water, using a soft bristle brush. Additional bleach treatment may be necessary for dense mildew. Rinse thoroughly from the top down with a garden hose and allow several days of drying before applying any paint.
5. Remove peeling, cracking, wrinkling, blistering, alligatoring, etc., paint from wood surfaces with the gentlest means possible, using hand paint scrapers as much as possible. If electric hand sanders or electric scrapers are used, maintain an even plane with the wood so as not to gauge out or mar historic fabric. Rotary sanders may leave circular marks in the wood. A rectangular electric sander that vibrates horizontally is preferable. Use electric hot air guns or heat plates with caution.
 6. Never use destructive paint removal methods such as sandblasting, power blasting wet or dry gritty substances of any kind or power wash and do not use infrared paint peelers, propane or butane torches which all irreversibly damage historic woodwork. Power washing forces water into crevices, rips away the face of wood, as do sand or power blasting, and should never be performed from the ground up on any building.
 7. Chemical paint strippers are messy, may leave residue and generally present a threat to the environment. A peel-away chemical on paper stripper is available where the sheets are applied to the wall surface and left for hours, then pulled off. Several applications may be necessary, and the problem of environmental protections, the mess, residue and waste refuse to be disposed of discourages this method. Removing all of the residue is very tedious and if not properly done, the new coat will not adhere. The building will have to be washed down, again only with a garden hose from the eave down, and allowed to completely dry.
 8. Do not remove paint that is firmly adhering. Peeling and bare spots should be scraped, sanded, cleaned and primed with a light oil base or latex primer up to the edges of the firm paint and given a thin top color coat in latex to match the wall color. Remember thinner coats are best.
 9. After scraping to remove all loose paint, lightly sand all areas that have remaining paint to de-gloss, smooth fine hairline crazing cracks, feather out edges of thick layers and go over the bare spots. Sweep away dust and clean with a damp rag. Paint will not adhere long to dirt.
 10. When down to bare old wood, carefully sand and smooth weathering to a slightly brighter surface and carry the sanding over the outer paint edges. If long exposed, the wood has likely dried out and will need more treatment to accept a new paint film so it can soak into the wood. First, sweep away dust, wipe clean and then condition the wood with a fifty-to-fifty-percent mixture of boiled linseed oil and turpentine rubbed in and allow to dry for twenty-four hours. Turpentine alone sometimes is sufficient.

11. High quality wood putty may be used to repair deteriorated wood after cleaning out all loose particles and dust. If wood has rotted beyond repair, splice in matching timber sawn wood in kind to material, size, profile, texture, detail and technique. If an entire weatherboard or wood detail such as a bracket absolutely must be replaced, do so in kind to material, size, profile, texture, detail and technique.
12. NEVER caulk under weatherboard! Never seal up the building with caulk so it cannot naturally breathe and evaporate condensation through the walls! Caulk only vertical seams and vertical spaces along door and window frames or horizontal cracks in the boards, but do not caulk under the weatherboard. Even professionals make this mistake, but do not let them. Weatherboard is designed to overlap with the bottoms away from the walls purposely for breathing and for interior moisture evaporation. Sealing up the building with caulk will cause the paint to fail.
13. Remove all earlier caulking under weatherboard and the dust it brings out with it.
14. Do not wait too long to repaint after scraping, sanding and cleaning beyond the drying period or the edges of remaining paint may begin to peel.
15. Choosing the correct type of paint is important. Should the new coat be oil-base or latex? There is a good chance that both have been used on the building. The fewer and lighter the coats, the better for breathing, adherence and reduced failure of lower remaining films. Paint experts and analysts today advise that latex paint has greatly improved, and the earlier-used oil-based paints no longer have lead content so their effectiveness has decreased. Easier cleanup of latex is more appealing.
16. Stains are also another consideration and work well when down to bare wood, but they should be tinted, not natural, which is uncharacteristic on historic buildings. Stains can absorb into the wood better than thicker paint. Even if the building has remaining layers of paint, it is possible to have a stain colored to match. Examples and experimentation with good success of this technique are occurring at 71 and 74 Winchester Street where both owners are spot treating peeled down to bare wood areas of the weatherboard with tinted stain. These houses also demonstrate annual maintenance of peeling areas rather than full-scale paint jobs.

Here is the recommended paint application recipe for historic buildings, also underway at Colonial Williamsburg:

- Primer for bare wood spots - Oil-base primers will soak into the wood best. The newer solutions are lighter than earlier solvents and made to accept lightweight latex topcoats. Allow the primer to dry thoroughly according to the product directions.

- Use Latex paint as the topcoat - Latex is lighter and will better allow breathing between underlying layers. Try to apply only one coat over the primer and remaining paint layers. A change in color may need more than one coat of paint, if so, try not to exceed two because the more layers of paint, breathing and moisture evaporation is compromised increasing failure potential. It may be possible, after the first coat is thoroughly dry, to just brush over streaking areas rather than completely applying a second latex coat. Do use good quality paint.
- DO NOT APPLY THICK COATS. If the film is too thick, the outside will dry before the inside, causing chalking, blistering and peeling.
- DO NOT APPLY IN DIRECT HOT SUNLIGHT for the same reason as thickly-applied coats.
- DO NOT APPLY PAINT IN TEMPERATURES BELOW FIFTY DEGREES.
- DO NOT APPLY PAINT BEFORE EVAPORATION OF THE MORNING DEW OR LATER THAN 3:30 p.m. IN THE FALL AND 6:30 p.m. IN THE SUMMER.
- DO NOT APPLY PAINT IN THE RAIN OR WHEN THERE IS A THREAT OF RAIN. If it has rained, allow two or three days for the walls to dry before painting.
- ALWAYS CARRY A CLOTH TO WIPE AWAY ANY MISSED DIRT BEFORE APPLYING THAT PAINT BRUSH. Dirt will not allow the paint to adhere long. Also keep that paint scraper in a pocket. Do not take a chance that a stroke will make a missed peel stick.

ADDRESSING SPECIFIC PAINT PROBLEMS

Causes & Treatment for Peeling, Cracking & Blistering

1. Too many layers of paint: A sixteenth of an inch equals fifteen to thirty coats. The thicker the paint, the less flexibility and inability to withstand shrinkage. The wood cannot breathe, moisture cannot evaporate from the interior.

Treatment - When preparing for repainting, scrape the loose paint down to the wood, if possible, and sand to smooth the edges, wipe clean with turpentine, prime the bare spot with an oil-base primer and repaint only that area to match the color as closely as possible. Adding layers to adhering paint unnecessarily will only increase the chance of peeling. Repainting strictly for cosmetic reasons to change a color should not occur. A color change often means two or three more coats which contributes to the problem. Spot painting, therefore, is recommended.

2. Dirty wall surface or inadequately scraped loose undercoat when the last paint job occurred.

Treatment - Scrape off the loose paint, sand, clean and prime bare wood spots with oil-base primer and recover with matching topcoat color.

3. Peeling down to bare wood often means repeated moisture penetration caused by poor roof drainage including rusty gutters, failing hidden gutters, improper roof repairs, worn seams at the eaves and failed flashing.

Treatment - Repair and maintain the drainage system.

4. Painting over damp wood, in rain or too early in the morning or late in afternoon and in minus 50 degree temperatures.

5 Mildew from present moisture conditions can re-grow and push paint off. It can be an indicator of present moisture problems and should be carefully assessed.

Treatment - Determine the cause of the mildew and remove vegetation against the building. Clean away the mildew with a solution of a cup of non-ammoniated detergent and a quart of household bleach in a gallon of water. Allow to dry, scrape, sand and repaint as needed.

6. Insufficient priming. Priming is only necessary when the bare wood is revealed. Primer absorbs into the wood and allows the upper topcoat a binding medium.

Treatment - Scrape, sand, clean, allow to dry and treat the wood with the linseed oil and turpentine solution (half and half). Allow another twenty-four hours of drying, then correctly prime with an oil-base primer and repaint.

7. Incompatible paints cause inter coat peeling - over the years, varied practices by professionals and non-professionals leave a diversity of incompatible finishes. Latex over glossy oil-base paint will quickly peel, sometimes before the paint job is finished because it cannot adhere.

Treatment - Remove the layers down to bare wood by scraping and thoroughly sanding, clean the surface with turpentine, allow it to dry, prime with an oil-base primer and repaint.

8. Chalking or powdering by mild resin disintegration of paint surfacing is a slow aging and generally washes away with rainwater. However, excessive chalking of an upper color onto a different lower color or onto masonry surfaces is undesirable.

Treatment - Remove with a half cup of household detergent to a gallon of water using a soft bristle scrub brush. Following garden hose rinsing from above, dry thoroughly and repaint.

Causes of Alligatoring -

1. Water penetration into cracks causing crazing - fine hairline cracks. As moisture builds, then the sun bakes the area, alligatoring occurs. The good news is that bad alligatoring removes more easily than adhering cracking paint.

2. Cross-grain crazing = paint buildup.
3. When the alligatoring continues, the paint pops off in bits and bare wood dries out, absorbs moisture over and over.

Treatment – Scrape, sand and clean crazing with a damp cloth. Bare wood will have to be treated and possibly conditioned with the linseed oil and turpentine solution (half and half), primed with oil-base primer and repainted. Always allow full drying times.

Causes of Wrinkling & Bulging Paint -

1. Applying paint in the hot direct sunlight which dries the top glazing too quickly before the inner film against the wall, so shrinking and wrinkling of the new coat occurs.
2. Incompatible paints.
3. Caulking under weatherboard or over sealing with caulks.

Treatment - Never caulk under weatherboard. Remove with the dust it brings down. Scrape, sand both to remove paint and roughen that which still adheres, clean and start over.

APPENDIX F: ZONING MAP OF TOWN

