

## **Design Guidelines**

### **Dublin Historic Review Board**

#### **General Remodeling Guidelines**

- Repair rather than replace historic building features if at all possible.
- Do not remove historic materials or alter historic features as part of a rehab.
- If replacement is necessary, the new feature should match the old in design, color, and texture. If possible, use the same material as in the old feature
- Don't use residential windows and doors on commercial buildings.
- The defining characteristics of a historic building should be maintained in any rehab, even if the use changes.

#### **The Three-Part Façade (Storefront, Upper Façade, and Cornice)**

- Keep the overall three-part design of the facade intact.
- Existing cornices should be kept in place. Repair them as needed.
- Balconies should not be added where they were not original to the building.
- Missing cornices can be replaced but it is best to base any replacement on old photos or other good documentation. If replacement of an elaborate cornice cannot be financially justified, use a simplified design that includes the major features of the original.
- The original masonry should be retained on the building. For example, window openings should not be closed up, reduced, or enlarged. Damaged brick and stone should be repaired or replaced with similar materials
- Do not sandblast brick, as sandblasting usually damages older bricks.
- The storefront should continue to be composed primarily of tall display windows and doors. Do not fill it in with solid walls or small windows.
- Storefronts should be recessed a few inches from the outer wall surface
- Ideally the storefront door should be recessed several feet from the rest of the storefront.

- Windows should always use clear glass. Avoid tinted or reflective glass.
- Do not put shutters on the building unless old photos indicate that it originally had them.

### **Storefronts**

- Try to make repairs using the original materials. Where this is cost-prohibitive, such as may be the case with some metals, use less expensive materials such as aluminum, wood, plastics, or fiberglass painted to match the original.
- Don't add architectural details or ornament in an attempt to make a building look older than actually it is.
- Don't make it more plain or more ornate.

### **Upper Facades and Cornices**

- Windows should be repaired rather than replaced
- Similarly, cornices should be repaired if they are largely intact
- Brick walls can be cleaned using a low- pressure water wash
- When repairing brick walls, use brick of the same size and color
- Old painted-on wall signs (ghost signs) add to downtown character. Preserve them.

### **Windows and Doors**

- Avoid "raw" aluminum window frames. Use black or dark colored anodized aluminum instead (or, better yet, use wood).
- Don't install a small window with infill around it to fill the window opening.
- Don't use residential doors.
- New glass should match the original in size and color. Don't use tinted or mirrored glass.
- If windows are missing entirely, try to replicate them using old photos as a guide.

## **Awnings**

- Fixed aluminum awnings shouldn't be used on most old commercial building.
- Canvas is the preferred material. Don't use wood or metal. Vinyl is generally too shiny for historic downtowns.
- Installation should not damage the building or hide distinctive architectural features.
- New awnings should fit within individual window and storefront openings. If not placed within the opening, the awning frame should be located no more than an inch outside it.
- Awnings should not be placed high above the storefront transoms. When planning an awning, step across the street and look at neighboring buildings. The new awning should align with neighboring awnings in height of the valence above the sidewalk and distance of projection from the building.
- A continuous awning that spans building piers and multiple storefronts is seldom appropriate. Instead, install separate awnings.
- Don't use awnings that are illuminated from within.
- Colors should be appropriate to the design of the building.

## **Signs**

- Signs should not obscure or damage historic architectural features.
- Projecting and hanging signs should be encouraged but should be limited in size.
- Plastic signs illuminated from within should be avoided; they look out of place in downtown.
- Lighting for externally illuminated signs should be simple and unobtrusive.
- Use traditional materials commonly found on turn-of-the century commercial buildings such as wood, metal, or stone.
- Signs can be painted directly on the inside of the display windows.
- Wall-mounted signs on lintels above storefront windows should be of an appropriate size and fit cleanly within the lintel surface.

## **Paint Color**

- Building trim should be painted in a complementary color that is lighter or darker than the building color.
- Avoid unpainted “raw” aluminum window frames on old downtown buildings.
- Don’t paint brick if it has never been painted. If the brick has always been painted, don’t remove the paint to achieve a natural brick finish.
- Don’t add trim that never existed on the building.

## **Rear Entrances & Alleys**

- Trash cans and dumpsters should be screened or kept in sturdy enclosures painted the same color as the building or a neutral color.
- If heating and air conditioning equipment are located behind the store, these should be screened. Paint the walls of the screen the same color as the building or a neutral color.
- If rear windows have been blocked up, consider reopening them and installing new replacement windows. New windows should fill the openings and should be appropriate to the age of the building.

## **New Buildings**

- At least half of the first-floor facade should be composed of clear glass windows and doors.
- Windows of new buildings should be of similar proportions and size as neighboring historic buildings.
- Don’t use aluminum, vinyl, or plastic siding on downtown buildings
- Don’t surround a new downtown building with parking. Such combinations may be suitable for a highway commercial strip, but not downtown.
- Avoid placing a low one-story building on a downtown block made up of tall two-story buildings. Similarly, don’t place a tall building adjacent to buildings that are much lower in height.

- New buildings should look new; that is, they should reflect their own time, not some earlier historical period.
- A new building should “connect” in a visual sense with the older buildings around it. The new building should be of similar size, scale, and massing as its neighbors and it should have complementary architectural features
- When constructing an addition to a historic downtown building, don’t simply copy the older structure. Aim for harmony, but not sameness.
- Building additions should be designed so that if they are removed in the future, the historic building is largely unaffected.
- Keep historic building materials in place if at all possible.

### **Historic Buildings that Have Been Previously Renovated**

Many historic downtown buildings have suffered renovations that have attempted to “modernize” the structures. For example, large modern facades have been placed across the fronts of buildings or new brick facades have been added. These buildings present special challenges.

If sufficient historical materials are still present, new renovations should as far as possible restore the building to its previous historical appearance, following the guidelines for historic buildings set out above.

If the remaining historical materials are not sufficient for proper restoration, then the building may be treated as a “new” building for historic review purposes. In any case, however, historic materials should be preserved and restored to the greatest extent possible.