Central Business District

Design Guidelines
And
Property Owner Manual

Prepared by
The Macon-Bibb County
Planning & Zoning
Commission
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Introduction

Purpose
The Central Business District was established as a zoning district in 1997 with the intention of promoting a harmonious mix of residential, leisure, and business activities. The protection of the architectural character and ambiance of downtown, gateways into downtown, and significant historic structures is of primary concern in the Central Business District. Design review was established for proposed changes in the area as a means of furthering these goals for a livable and workable urban environment built on a pedestrian scale.

The purpose and theory behind design review is to follow the changes proposed for property within a determined district to ensure that those changes are characteristically appropriate for an individual building and a district as a whole. This theory goes beyond the preservation of the buildings already found in the district to include the review of new construction in the area. Design review serves to protect and enhance the qualities and characteristics of a district in this way, not precluding change but carefully reviewing changes for their appropriateness.

Applications for Certificate of Appropriateness are reviewed by the Design Review Board. This Board is composed of seven volunteer members with varied backgrounds. Regulations require certain backgrounds of the members. Two members must be architects with an additional member being an architect, landscape architect, or urban planner. Two members must have knowledge or background in historic preservation. One member must be a resident property owner within a designated local historic district and one member must be a business owner or property owner with the Central Business District. Each member is appointed to the Board by the Planning and Zoning Commission for a three-year term.

It is not the purpose of the Design Review Board to impose any particular change, but to look at those changes proposed by a property owner and review them based on set guidelines for the area. This manual serves as design guidelines to be used by property owners planning alterations within the district and as a basis for review by those volunteers serving on the Design Review Board. This manual is also to be a property owners' guide for living and working within the district. Information within the appendices is provided on the zoning regulations for the Central Business Districts, as well as professional contacts at the local, state, and national level on preservation and downtown concerns.

History
The city of Macon was founded on December 23, 1822, just two weeks after the founding of Bibb County. A city plan was laid out that placed streets named for trees parallel with the river and numbered streets perpendicular to the river. The grid pattern was broken only by Cotton Avenue, which was named for the long established trade route along this path. By the time the land was posted for sale in the spring of 1823, many squatters had set up camp on the land, which was dubbed Tigertown after Tiger Jenkins,
the leader of that group. With the sale of lots, however, the squatters were removed from the city and the first developments were able to begin.

The first lots to be developed were along Fifth Street, Walnut Street, and Wharf Street, now known as Riverside Drive. The blocks bounded by Sixth, Seventh, Cherry, and Poplar Streets were set aside as burial grounds for church property; A use which remained until 1840 when Rose Hill Cemetery was begun. In 1825, the Macon branch of the Bank of Darien was the first brick building to be built in the city. It stood on the present site of the terminal station. At this time Macon entered into a period of much development with schools, churches, and parks being constructed at a rapid rate.

Up until this time, the Ocmulgee River had been the primary source of Macon’s growth, providing transport and trade with the coastal cities. When the rumor of a railroad from Macon to Savannah was first heard in 1831, the reaction was one of caution and fear. By 1835, when the first shares in the Central Railroad Company were sold the people of Macon had warmed to the idea. Construction of the railroad continued and on October 13, 1843 a celebration was held for the longest railroad in the world built and owned by one company. Railroad growth continued with the addition of new lines throughout the 1840’s.

By the 1850’s Macon had grown to a population of 7,453 within the incorporated city limits, which were not to reach the separate town of Vineville until after the turn of the century. This decade was to provide much change for the city of Macon. Up to this point, the majority of the buildings in Macon were wood and a series of devastating fires soon caused the city to need to rebuild. Brick was the chosen material and the majority of the remaining brick buildings in the central downtown business district are products of this age and the prosperous years to come.

With the 1860’s came the Civil War and the long period of reconstruction to follow. While Macon saw very little actual fighting, the economic and population losses were keenly felt. While Macon saw a return to the economy and the population in the years after the war, the effect on race relations would persist long after all other reminders of war had ceased. Many civic improvements came to Macon in the 1880’s including free mail delivery, city water mains and fire hydrants, and the introduction of electricity. The series of improvements continued into the 1890’s with the introduction of a city sewer system, long distance telephone lines, new bridges, and street paving.

The early 1900’s saw an increase in the boundaries of the city. During this time the then separate townships and areas of Vineville, Huguenin Heights, Napier Heights, East Macon, and South Macon were incorporated into the city. By 1910 the population of Macon had reached 40,665, almost double that of 10 years earlier, largely due to the great degree of annexation. Industrialization became a goal for the city and many new factories and manufacturing plants were added to the city in the 1920’s. Tais was once again a time of great change for the city. The automobile had greatly increased in popularity and the complete paving of the highway from Macon to Atlanta was finished in 1925. The first traffic lights were installed downtown in 1927. The oncoming depression and Second World War soon superceded civic progress.

As the economy recovered, the reaches of the city spread with the popularity of the suburbs over city living. Residential developments and commercial services to accompany them drew attention away from the central business district and original City. The emphasis on life outside of the city continued with the introduction of the interstate highway system, and the construction of regional malls.
New hope has been placed in the revitalization of Macon’s central business district as trends reverse, placing more emphasis on living and working locally. With the enthusiasm generated by the residents, the central location of the City, and the extensive reminders of Macon’s history through its architecture, the City can once again thrive.

References:
- *History of Macon: The First One Hundred Years*, by Harriett Coner. Published in 1996 by Williams and Canady, Macon, Georgia.
- *Macon: Unknown Frontier to Modern City: Turn of the Century 1901-1945*, by Leila J. Horton. Published in 1983 by the Macon History Club, Macon, Georgia.
Central Business District Boundaries
Central Business District Boundaries
CBD-2 Eastern Section
Central Business District Boundaries
CBD-I Central Section
Neighborhoods

The area that we now know as the Central Business District did not develop at any one time, but grew through a gradual process as times and business changed. Because of this gradual growth, certain distinct areas or neighborhoods can be seen within the central business district of Macon. Many people think of a central business district as being only those buildings that look "downtown". They picture areas such as Poplar Street or Second Street and the buildings along those streets. These buildings have common features in architectural components, setting along the street, and are usually attached to their neighbor. While this area is a very important and integral part of Macon’s Central Business District, it is just one of many areas that can be found here.

The railroad allowed a distinct neighborhood to form in the City that can still be seen in the industrial and warehouse structures remaining today. The majority of these types of structures are found in the area between Martin Luther King Boulevard or Broadway and the railroad tracks several blocks east. These are not the only warehouse buildings to be found in the central business district or the city, but where the densest examples are to be found. Properties in this area range greatly in age and commonly lack extraneous decoration, While subtle in style, the industrial and warehouse architecture is an important element in the downtown. This type of construction offers a great variety of potential uses as these large buildings can be divided for multiple spaces or maintained for the original purpose while maintaining the character of the area. New construction on the vacant lots found throughout this area should look to such architecture while planning new structures or additions.

Several areas of today’s central business district were not originally intended for commercial use at all. Many businesses can now be found in structures that originated as single family dwellings. As the commercial area expanded these buildings were given over to commercial use. These residential structures and areas are an important part of the district and must be treated with great care. A careful balance must be made to allow these properties to operate successfully as businesses, while maintaining the original character and residential feel of the neighborhood. In some instances nearby properties may still be found with residential uses and even in residential zoning districts. Extreme care must be used when making alterations in these areas. In some cases, applicants may wish to examine the design guidelines written for the Intown District as they plan alterations. Examples of buildings and areas that have faced such conversions can be found along Walnut Street and New Street.
The Ocmulgee River has played a major role in the shaping of Macon and continues to be a strong visual boundary for the central business district. The area of Spring Street and Riverside Drive and continuing to Martin Luther King Boulevard at Riverside Drive is a distinct portion of downtown Macon. This area is a gateway to the core downtown and the various commercial and industrial business found in the area. The riverfront is currently home to many service oriented businesses such as fast food restaurants, automobile stations, and motels. While in many instances, these properties are not historic in their use or their architecture they are deserving of careful attention regarding proposed improvements to the area. This area is often the first or the last glimpse local residents and visitors alike have of Downtown Macon. If the central business district is to be seen as an attractive destination, the gateways to that area must serve to draw motorists to the district.

One distinct area that is still in a phase of growth is the area centered around the Medical Center of Central Georgia that includes medical offices and support services. This area is unique because it has transitioned into medical use with many non-medical uses remaining in the area. Because of this fact, the architecture has not centered around any one type of use and stylistically reflects many decades. This area has special considerations due to the variety within the area and the particular needs of medical office use. One of the special considerations in this area is the close proximity to the residential neighborhoods and a need to protect the integrity of that area without preventing growth within the medical district.

Because of the great diversity found within the central business district, strict guidelines for the area are not possible. These design guidelines are to be general in nature and will not apply to all situations. When a specific guideline or recommendation does not meet the design needs of an applicant, the Board and the applicant alike must return to the purpose of design review. If a proposed change respects the character of the area and strives to protect or enhance that character, an exception to specific guidelines may be warranted.
Commercial Architecture Styles

As with any architectural style, certain features are used and compiled together in a structure to create a desired result. A structure is called “high style” when the majority of its prominent features and decorative effects intend to create a certain fashion. It is more common for a structure to include elements of one or two styles popular at the time of construction. This is true of the oldest properties as well as the newest additions to the city. The following examples show how local buildings exhibit some stylistic features.

**Italianate:**
The Italianate style of architecture is characterized by corbelled, or stair-stepped, window hoods and bold bracketed cornices. Such cornices are often found at the storefront level as well as the cap for the building.

**Queen Anne:**
The Queen Anne style of architecture is characterized by the variety of materials and forms used in each façade. Projecting features such as turrets and bays are common to this architecture, as are decorative and stained glass used in transoms.

**Romanesque:**
The Romanesque style of architecture is best characterized by the presence of stone semi-circular arches. These massive arches can be found both alone and in pairs in this style of architecture.

**Classic Revival:**
The Classic Revival style of architecture is reminiscent of the building features of Greek and Roman times. Features such as pediments used atop entire buildings or entries are common. Other prominent features include column type pilasters or piers and balustrade type parapet walls.
**Neoclassical:**
Neoclassical architecture is common to civic and institutional buildings. This style of architecture is most often two stories high with a columned porch and pediment at the front façade.

**Tapestry Brick:**
The Tapestry Brick style of architecture gets its name from the panels of patterned brickwork used for detail. These buildings are often very simple in design with the brick panels and parapet variations being the only decorative elements.

**Art Deco/Moderne:**
Art Deco and Art Moderne are two styles typified by distinctive motifs used on the building details. Geometric patterns and reliefs are common, as are the use of shiny metals such as chrome and opaque glass.

**The Chicago Style:**
While individual features from other building styles were often used for these buildings, the resulting style remains different from its smaller counterparts. These buildings are divided up into architectural sections called the base, shaft, and capital and range from the very simple to the ornate.

**International:**
The international style structures commonly have flat roof, include little or no ornamentation on wall surfaces. Ribbon windows, cantilevering, and asymmetrical facades are also common.
Second Street
at
Cotton Avenue
1907-2002

Courtesy of: Middle Georgia Archives, Washington Library, Macon, GA
General Guidelines for Existing Buildings in the Central Business District

As noted in previous chapters, a great variety of building types exist within the central business district. This chapter provides guidelines for the treatment of existing buildings within the district in the most general sense. Commercial architecture has a traditional structural form of a storefront with any number of upper stories and a cap, or cornice, commonly at the roofline. For those properties that do not reflect this tradition, the guidelines should be looked at for their intent of preservation and enhancement of the district character. For these reasons, exceptions to these guidelines may be warranted on occasion.

The following guidelines are not meant to prescribe any single correct or appropriate way to make changes to a property. The guidelines are starting points and general in nature. If a specific guideline is unclear as to how it may pertain to a particular project, staff can assist with an interpretation.

General Guidelines

1. Commercial buildings of historic form are generally composed of a storefront, possibly with an upper façade consisting of one or more levels. When an upper façade exists, the building should be treated as a whole. When more than one business is located within a building, the building should be treated as a whole, with each storefront having separate signage and awnings, if desired.

2. Alterations to existing buildings should not remove or radically change façade features that are important in defining the overall historic character of the building. For those properties that are determined to not contribute architecturally to the district, alterations to existing building will be reviewed for their merit and cohesion with the district character. Age of a property is not the sole factor in determining a building's contribution to a district and comparatively new construction within the district can be important to a district's history and fabric.

3. Alterations to existing commercial buildings or new construction in the downtown district should reflect commercial character. Residential features, such as doors, windows, and lighting scaled to home use, are inappropriate in this district. Residential uses of upper levels of commercial property are encouraged, however the architecture should remain commercial especially at the storefront level. Alternately, those structures originating as residences or within an existing residential zone should reflect that residential character despite a commercial use. Applicants with property in these areas may wish to seek further information from the design guidelines developed for the more residential historic districts.
4. The introduction of features to a building that can not be documented historically and are not stylistically appropriate should not occur. Examples include coach lanterns, wood shakes, and small-paned windows. Any additions should be respectful of a building's history and architecture while remaining a feature obviously attributed to today.

5. Repairs to features of an existing building should occur whenever possible. If replacement is necessary, materials should be in kind or with compatible substitute materials. When using substitute materials for replacement the same visual appearance should be conveyed and the material should be physically and chemically compatible. The painting or treatment of untreated masonry is usually not appropriate. When using very new substitute materials, be sure that accurate testing has been done on the long-term performance of the material.

6. When a building is too deteriorated to repair and the overall form and details are evident, the physical evidence can serve as a model for replacement. If using the same material is not technically or economically feasible then compatible substitute materials may be considered. If the physical evidence is not adequate than replacement should be of a new design compatible with the size, scale, materials, and rhythm of the original building and surrounding properties. Copying a historic design is inappropriate and detracts from the authentic character and charm of the district. Demolition is not to be sought as a solution to social problems or general maintenance concerns. Demolition may, in rare instances, allow for an improvement to an area's character by enhancing prominent visual patterns. In most cases, demolition is not an adequate solution and is not recommended for the purpose of adding surface parking.

7. Design review is needed only for those changes that reflect a change in material or design that will be visible from any public right of way within the district. Public alleys are part of the right-of-way system and any changes visible from an alley within the district require a Certificate of Appropriateness be issued.
Traditional Storefront Design
Guidelines for Specific Features of Existing Buildings

1. **Bulkheads:** these are the panels on which the large plate glass panels rest.
   - Repair and/or replacement should be made in kind or with compatible substitute materials. Common materials originally used include: wood, brick, marble, and metal.
   - Removal of this feature or alteration such that the feature is lessened giving more space to display windows is inappropriate.

2. **Display windows:** these are generally composed of large sheets of plate glass for the purpose of display.
   - The reconfiguration of this feature in order to alter the rhythm of fenestration or to increase or decrease the window area is inappropriate.
   - The use of colored or tinted glass is generally inappropriate. Highly mirrored glass, regardless of the tinting hue, is not appropriate in the district.
   - The most common original material for this feature was wood with clear glass panes. In some instances, replacement with painted metal frames may be appropriate. Unpainted metal is not an appropriate finish within the district.

3. **Columns, Pilasters, and Piers:** these features provide the support necessary for the weight of the upper façade and provide articulation of the wall surface.
   - Repair and/or replacement should be made in kind or with compatible substitute materials. Common materials originally used include: decorative cast iron, brick, and wood.
   - Removal of this feature in order to alter the rhythm of the façade is inappropriate and may cause structural problems.
   - This feature is integral to the form of commercial buildings and should not be covered-up as a part of remodeling or renovation.

4. **Entrances:** This feature was historically composed of either single or double doors and located on the same plane as the façade, recessed, or angled on corner properties.
   - The alteration of the original entry configuration of a building is inappropriate. Recessed entries should be maintained despite any perceived loss of retail space. The addition of recessed entry is not appropriate without historical documentation to its original existence. Restoration of the historic configuration is recommended for those properties previously altered.
5. **Transoms:** These are the window panels often found over entryways and display windows. Historically they served to allow light and air into the building.

- Repair and/or replacement of this feature should be in kind or with a compatible substitute material. Common materials originally used include: clear glass, stained or colored glass, and textured glass. This feature was often stationary, but sometimes configured to tilt open, especially over entryways.
- The removal of the feature due to lowered ceilings is inappropriate. When installing lowered ceilings, this feature can remain intact with no alteration. If the visibility of mechanical equipment is a problem the windows can be painted black or a dark gray from the inside of the window in order to achieve the look of darkness. Another option is to recess the lowered ceiling at least 1.5 feet from the transom area.

6. **Upper façade windows:** These features serve to promote the rhythm of the building as well as offer air and light to the upper levels of the building. Upper floors were often used for housing and offices. These uses are still possible today and can add vitality and income to an area.

- The enclosing or bricking in of this feature is inappropriate. If this space is not to be used, it is recommended that plywood, painted black, be mounted behind the windows from the inside. This will allow the space to appear dark and prevent storage areas from visibility. *Note: small holes in the plywood are needed for air circulation to avoid window cracking.
- Repair or replacement of this feature should be in kind or with appropriate substitute materials. The alteration of the number of windowpane divisions original to each window is inappropriate in most cases.
- The retention of any decorative materials such as hood moldings should occur. Technical information regarding the use of terracotta, plaster, cast iron, wood and other materials is available. Replication of these features without accurate historical documentation is generally inappropriate.
7. **Cornices:** This features serves as a visual cap to the building and may includes features such as built in gutters.

- Repair and/or replacement of this feature should be in kind or with compatible substitute materials. Common materials originally used include wood, terra cotta, and metal.
- The removal of this feature is inappropriate.
- If this feature is missing or lost a replacement with simple stylized designs is most appropriate. Complex or unique designs are inappropriate without historical documentation to the original appearance.
- A storefront cornice is common to many styles of commercial architecture. This feature served to visually separate the storefront from the upper floors. In many instances, this feature also served as a signboard space for the business. Treatment of this feature falls under the same guidelines as those for upper cornices.

8. **Roofs:**

- This feature is most often flat; though double pitched roofs were sometimes used.
- Parapet walls were often found on the front and or sides of historic commercial buildings. These should be repaired or replaced in kind. Masonry is the most common material use for this feature. Alternate material proposed for this feature will be reviewed for appropriateness. Removal of this feature is inappropriate.
- Mechanical equipment has been added to many roofs in modern times. When structurally supported and placed such that the equipment cannot be seen from the right-of-way, this can be an appropriate alternative if a different site is not available. Because of the varying height of commercial buildings downtown, an alternative location is preferable whenever possible.
- Rooftop decks and terraces will become popular as residential uses downtown increase. These features should be incorporated on existing buildings following the same standards as other additions. These additions are best suited to flat roof tops and should not be highly visible from ground level.

9. **Masonry:** This generally refers to brick and stone used as the construction or facing material for a building. Generally, this involved individual pieces being placed together with mortar.

- Masonry can be kept clean by low-pressure washing as needed. Sandblasting is never an alternative, as it permanently damages the material and hastens deterioration.
- Mortar joints tend to deteriorate over time, generally at a faster rate than bricks. When deterioration occurs the area should be repointed in such a way that it is returned to its original
condition. This means that the same bricks are used, if possible, or that bricks matching the original are used. The mortar should be the same color, consistency, and spacing as the original. The use of new or non-blending bricks and unmatched mortar is inappropriate. Due to the often-complex nature of such repointing projects the use of a professional is recommended.

- The painting of unpainted masonry is inappropriate. The removal of paint from those structures originally unpainted is recommended only if the process can be successful without harming the material. The gentlest means possible should be used.
Cherry Street at Broadway 1900-2002

Courtesy of Middle Georgia Archives, Washington Library, Milledgeville, GA
New Construction in the Central Business District

New construction within the Central Business District offers excellent opportunities for enhancing the streetscape and architectural variety of the downtown area. With certain guidelines in place, ensuring that these new construction projects are compatible with and an asset to the district, becomes an easier and more defined process for both the applicant and those reviewing the proposal.

The guidelines are not meant to prescribe any certain design or architectural style, but to set general standards common to the existing structures and necessary for a compatible product. While these standards are found by looking to existing structures in the area of a proposed new construction project, replicating existing buildings should not be a goal or a desired result for these projects. In some areas a variety of features and styles exist in close proximity. For proposals in such areas, look for the predominate trends in the architecture and siting of the proposed structure.

The following general guidelines offer explanations of the design issues that influence appropriate design in the Central Business District. Because there is no single correct design and every property offers different opportunities and constraints, few specific guidelines are warranted. However, with creative use of the general guidelines for new construction and a strict adherence to the overriding goal of compatible construction, new buildings in the Central Business District can become assets to downtown.

General Guidelines

1. Siting: New construction should look to the surrounding properties for cues on the most appropriate siting of the proposed structure. For instance, if all of the remaining buildings on a block front directly on the sidewalk and are built connected to their neighbor, then the new building should continue this trend.

2. Scale: The overall massing of a building is very important to the appropriateness of the resulting structure. A building that lacks proper scale and appears too large or too small for its location is often inappropriate even if all other elements are successful. Scale is achieved through a combination of siting, height, and proportions. The materials used for a building and the texture of those materials can affect the perceived scale. Proper scale can be achieved for a proposed building taller than its counterparts by utilizing stepped design to minimize the mass. In some instances a deviation from the scale of adjacent buildings can allow for a varied and interesting streetscape. Requests for a deviation from the existing scale will be reviewed on an individual basis.

* Note: The maximum height allowed, as a permitted use, is 35 feet, any proposal requesting a structure over 35 feet requires Planning and Zoning Commission approval.

Appropriate

Not Appropriate

21
3. Façade Openings and Articulation: Rhythm and proportion are two key elements that result in a successful design. The following points will help to insure that success;
   - Maintain a similarity in horizontal and vertical elements from neighboring buildings. This serves to break up the building mass. This can be reveals and recesses as well as door or window openings.

4. Avoid the use of long unbroken expanses of wall surface along a building façade, this will allow the building to have a rhythm and human scale. Special consideration should be given to the street level treatment so that a pedestrian scale is maintained.

5. Orientation: Front facades and main entries should be designed to parallel the street. Orientation toward side or rear entries is inappropriate for the urban environment of the Central Business District.

6. Parking: Additional parking is a requirement for most new construction in the Central Business District. Parking lots and decks for new construction projects should be located in the interior of the blocks where possible. The ground levels of parking structures that have street front exposure should have storefront space in order to promote a contiguous urban pedestrian context in the district. Sensitive design and materials are required of parking structures. Adequate landscaping will be a requirement of all parking areas.

7. Materials: Brick, stucco, and stone are the predominate building materials used within the district. These and other building materials will be considered based on the ability of the materials and the design to produce a structure compatible with the character of the area. If a new building material is to be used, an applicant should provide research as to the long-term performance of the material.

8. Roof Forms: Flat roofs, usually with parapet walls, are the most common roof forms within the Central Business District. Those characteristically residential areas are an exception. The roof forms proposed for new construction should be in keeping with the predominate form found in the area.

9. Additions to Existing Buildings: Compatibility should be the primary goal when designing an addition to an existing building. The building’s character and significant features should be preserved and the scale and massing carried through to the new addition. Avoid replicating the existing building with the addition. The addition should be representative of its own time while coordinating with the original structure.
Signage

Signage is a way to alert potential customers to particular business' location, as well as a way to help existing customers find the property easily. The amount and type of signage needed and allowed will differ with the architecture and location of the property. The first step to getting a sign for a property within the Central Business District is to determine how many square feet of signage is allowed. This is determined by the regulations of the Planning and Zoning Commission. Once the amount of signage allowed is known, an applicant can proceed with designing the sign and having that design approved. The following regulations address the five main types of signage found in the district: wall signs, window signs, awning signs, freestanding signs, and projecting signs. Because sign regulations are subject to change, refer to the current regulations regarding size and placement of signage when applying for this feature.

General Standards

1. All signage should be designed for easy readability. Avoid the use of fancy lettering and consider using logos and icons rather than lengthy wording.
2. Signage within the district should not flash or blink.
3. Sign placement should not damage or obscure the building.
4. Sign materials and shape should visually relate to the building where the sign is to be placed.
5. More than one form of signage is generally not necessary and may cause a property to appear cluttered.

Wall Signs

1. Many architectural styles include a sign area within the design of the façade. If such a space exists then it should be used for any proposed wall signage.
2. When a designated sign area does not exist, signs should be placed where they will not conceal architectural features.
3. Signs should be mounted in such a way that the building is not damaged, such as extending bolts through mortar joints rather than bricks on masonry buildings.
4. Signs should not be painted onto previously unpainted brick facades.
5. Wood, metal, and individually attached lettering are the most appropriate materials for wall signage.
Awning and Canopy Signs
1. Signs located on awnings should be centered within the slope of the awnings or within the apron at the awning valance. Signage should be either screened or sewn onto the awning fabric.
2. Interior illuminated awnings are not allowed in the Central Business District.
3. Canopy signage should be located on the front fascia of the canopy.
4. Signage should not be mounted on top of canopies.

Freestanding signs
1. Freestanding signs include monument signs that rest on the ground, signs on posts, and pylon signs. The most appropriate size and type of freestanding sign is determined by the scale of the building, the location of the sign and the context of the streetscape.
2. Many of the locations where a freestanding sign is possible are those areas that either began or remain residential. Overly large or massive signs are inappropriate in these areas. The materials for these signs should reflect the construction and detail of the building and the streetscape. Common materials include brick, wood, and wrought iron.
3. Sign structures for freestanding signs should be in scale with the sign and the structure. Sign structures too large for the sign and property are inappropriate.
4. All freestanding signs must be placed a certain number of feet back from the right-of-way line. Refer to current zoning regulations for requirements as to the placement of freestanding signs.
5. Interior illuminated freestanding signs are generally inappropriate. Consider using ground lighting from the base of the sign.
6. Landscaping around the sign area is recommended. This can draw attention to signage and provide a means of concealing ground lighting fixtures.

Projecting Signs
1. Signs that project or hang perpendicular to the building should be mounted to the building without damaging the structure. For instance, bolts should be placed at mortar joints rather than bricks on masonry structures.
2. Projecting signs may not be internally illuminated. The use of neon will be considered for its appropriateness in relation to the architecture and streetscape.
3. Projecting signs should be at a pedestrian scale. Three dimensional projecting signage or icons will be considered on an individual basis based on the appropriateness in regards to the architecture and the street.

4. Projecting signs should be at a pedestrian scale. Three dimensional projecting signage or icons will be considered on an individual basis based on the appropriateness in regards to the architecture and the streetscape.

5. Sign projection may be limited when extending above public property such as city sidewalks.

**Window Signs**

1. Although Planning and Zoning does not currently require permits for window signage, the following guidelines provide property owners with guidance on appropriate window signage.

2. Apply signage to windows on the interior to prevent tampering.

3. It is recommended that window signage be limited to the business name and icon, used only where necessary. The use of multiple signs in the windows can create a cluttered and uninviting storefront.

4. Avoid the use of window signage on upper level windows.

5. The use of neon window signage should be considered on an individual basis based on the architecture and streetscape.
Mulberry Street at Third Street 1904-2002

Courtesy of Middle Georgia Archives, Washington Library, Macon, GA
Awnings and Canopies

These features are often found on downtown commercial buildings. They serve as protection from rain and sun as well as a location for signages and to add color or vibrancy to a building. Awnings and canopies can have a major effect on a building so their use and placement must be considered carefully. In many cases the awning will project over public right-of-way, such as sidewalks, so additional requirements of the city may need to be met.

General Guidelines

1. The most appropriate material for awnings is canvas with metal framing. The awning should be sized to the shape and fit of the storefront opening that it is protecting. The most appropriate awning shape is a 45 degree angle.
2. from the building plane. Bubble awnings are not appropriate unless they are conforming to the existing window shape. Both stationary and retractable awnings are appropriate. Flat metal canopies may be appropriate for some locations. These should also be sized to the opening they are protecting.
3. Placement of this feature is critical to its appropriateness. Generally, the most appropriate location is over display windows or entryways, yet under any transoms. This serves to offer the same protection while still allowing the transom to be effective and visually reflective of the building’s character. In some cases, it may be appropriate to place the awning or canopy between the transom and the signboard area.
4. For awnings and canopies located over public rights-of-way such as streets, alleys, and sidewalks, approval must be obtained from the Bureau of Inspection and Fees. A minimum height of 8 feet above the right-of-way and a setback of at least 2 feet from the curb is required.
5. In most cases the use of one awning for a facade is acceptable. In the case of larger or more unusual building configurations, multiple smaller awnings sized to individual openings may be more appropriate.
6. Internally illuminated awnings or canopies are not appropriate in the district.
7. Canopies that require support poles to be located on public sidewalks require approval from the City.
8. Refer to the guidelines for signage for any proposed signage or logos to be located on awnings or canopies.
9. Maintenance of awnings and canopies can extend the lifetime of these features. Keep them clean by hosing the exterior on a regular basis and checking the frame for signs.
of rust or deterioration. Check with the manufacturer for more information on maintenance.

Walnut Street
at
First Street
1957-2002
The character and appearance of the Central Business District is shaped by more than the buildings found in the district. The layout of the streets, the presence of tree planted medians and streets, the use of streetlights and other factors can have a profound effect on the feel of the district. That character can be further enhanced and maintained with the addition of well-designed streetscape materials by individual property owners. The following regulations address the use of sidewalk cafes, landscaping, parking areas, and lighting.

**Outdoor Restaurant Seating:** Sidewalk cafes are not regulated by the Planning and Zoning Commission or the Design Review Board, but require a separate approval from the City of Macon. Any alterations or additions to the building, in order to accommodate the addition of the seating area would require review by the Board, however. Railings and barriers used to define these areas should be appropriate for the architecture and streetscape.

**Landscaping:** For the majority of properties located in the Central Business District, landscaping is not possible, as the buildings are located at the sidewalk. For those areas that do have the ability to add landscaping, a plan should be submitted that would add visual interest and shade to the area. Avoid using plantings that will grow to dwarf or conceal the features of the building or that are too small in proportion to the building. Existing trees should not be removed without approval. Planters should not be used without a commitment to maintain the plant life.

**Parking Areas:** Generally, the best location for parking areas is to the rear and sides of the buildings. In some areas, where the buildings are set back from the street a great distance, parking may be available in the front. Large areas of parking should be broken up by trees and landscape plantings. Parking visible from public rights-of-way should be screened. Landscaping and lighting plans should be submitted for any surface parking areas.

**Lighting:** Property owners may wish to use lighting for signs, architectural features, or outdoor spaces. The light fixtures and placement for these purposes should not detract from the character of the building or the area. All lighting fixtures attached to commercial architecture should avoid residential designs and be scaled to the proportion of the building. Gooseneck lamps are in many cases appropriate for lighting signboards. Imitation historic lighting fixtures
are inappropriate if documentation of their original appearance and placement is not available. Freestanding lighting fixtures, such as those used for parking lots, should be compatible in size, material, and design with the surroundings. The type of lighting and placement should be carefully considered to allow for a safe environment without unnecessary light pollution.

**Rear Entrances:** If a rear entrance is to be utilized, the appearance of this façade should be maintained and the location of trash receptacles should be properly screened with wooden or masonry enclosures.

**Fences:** Fencing may be desired for visual or security purposes. Fences should reflect the character of the property they are enclosing and not detract from the overall character of the area. The use of piers within fencing offers an opportunity to install a rhythm and proportion to a vacant lot. Fencing that includes a finished side should always have the finished side facing away from the enclosed property. Additional fencing regulations such as fence height and setback from the street may apply, contact the Planning and Zoning Commission for applicable regulations. Brick, wood, stucco, and iron are the most generally accepted materials for the district. The use of chain link will also be considered, however, only that coated in black is appropriate. Unpainted metal chain link fencing, barbed wire, and razor wire are inappropriate.

**Dumpsters:** Most uses in the Central Business District require the use of a dumpster or other large commercial scale trash receptacle. These bins should be placed in such a manner that alleys are not blocked, while the bins remain distanced from the buildings due to the chance of fire spreading. The area around the bins should be kept free of refuse and debris. Screening should be used around the bins for those areas open to the public.
Security

The need for a safe and secure Central Business District is clear to both property owners and consumers. The design of security features is very important, however. Too many or too prominent security features can lend an impression of danger and have a negative impact on business in the district. The following guidelines allow for security that is effective, while maintaining the character of the area.

General Guidelines
1. Storefront windows and doors should not be covered by opaque grills, even if these are not permanent and only visible when the business is closed. These grills detract from the character of district and prevent police from viewing the interior of the building, should a problem occur.
2. Fully retractable grilles are recommended, if needed, rather than stationary bars at openings.
3. Use adequate lighting to increase visibility for police and pedestrian safety.
Plum Street at Third Street 1954-2002
Accessibility is a need for most property owners, and a requirement for new buildings and those undergoing renovations. Requirements for accessibility are necessary for fire safety and to comply with the Americans with Disabilities Act of 1990. These codes are very strict in their requirements of new construction, but reductions in these requirements may be possible at the discretion of the Bureau of Inspections and Fees, which is responsible for the regulations. Designs submitted for review that do not meet the full requirements of the codes, must be approved by Inspection and Fees prior to submitting an application for design review.

General Guidelines
1. Ramps, lifts and fire escapes should be located on side or rear facades, wherever possible.
2. Avoid altering or concealing important architectural features with the addition of accessibility structures. Avoid adding these elements in such a way that irreversible damage is done to the structure.
3. Ramps should be constructed of materials that complement the building and its surroundings. Ramps proposed for front facades must be particularly sensitive to the design of this feature.
4. Exterior fire doors should be of a compatible design with the building and fit within the existing openings.
5. It is imperative that the applicant coordinate with the Bureau of Inspection and Fees and Planning and Zoning since conflicts occasionally arise between design issues and building code requirements.
The procedure for design review involves established deadlines and hearing dates for an application. The first step is to visit the zoning office to explain the proposal to staff. At this time, staff can explain any guidelines or regulations that apply, supply an application for a Certificate of Appropriateness, and relay deadlines and meeting dates. When an applicant submits a completed application form for a Certificate of Appropriateness to the zoning office, staff begins an initial review. A staff report is submitted to the Design Review Board Members detailing the proposal and explaining any pertinent guidelines or regulations. A copy of this staff report will be sent along with a reminder of the meeting to the applicant's mailing address.

At the time of the Design Review Board meeting, the members will already have received a copy of that staff report and any information the applicant supplied with the application. Each applicant will come before the Board to explain the proposal and answer any questions. When the Board feels that they have all the information they need they will reach a consensus on the appropriateness of the proposal. Their consensus is in the form of a recommendation to the Planning and Zoning Commission. If an applicant agrees with the recommendation of the Board, they need to alert the zoning office. The proposal can then be placed for ratification before the Planning and Zoning Commission.

When a proposal is ratified an applicant does not need to attend the Commission hearing. If an applicant does not agree with the recommendation of the Design Review Board, attending the Planning and Zoning Commission Hearing is required. This is the opportunity for the applicant to explain the proposal to the Commission and to appeal the decision of the Design Review Board. The Commission is only reacting to those recommendations made by the Design Review Board. If additional alterations are proposed that were not included on the application or recommendation of the Board, a separate application will need to be filed. The Commission will at that time decide to accept the decision of the Board, overrule the Board, or send the applicant back before the Board for additional review. When the Commission denies an application, a waiting period may apply before a new application can be made.

Because the design review process takes a minimum of four weeks, it is recommended that property owners and tenants plan any changes well in advance. The established time frame is a legal necessity and can not be altered by staff. To ensure the most complete and concise staff report is written for a proposal, an applicant must be sure that all necessary information is provided with an application. An incomplete application will be deferred by staff or the Design Review Board, causing an applicant further delays.
Minimum Submittal Requirements

Include site plans, measurements, photographs, and sketches with an application. As the Design Review Board is charged with overseeing design and material changes, these images are paramount to a successful review. Applicants seeking approval of new construction should consider including a photograph or drawing with the proposed building superimposed on the site or possibly bringing a scale model to the Design Review Board meeting.

All proposals must include a complete application form and 1:20-scale image of the proposed change at a minimum. Additional attachments to the application will vary based on the proposed change. The following chart details the types of attachments needed for certain types of applications. Contact the zoning office staff prior to submittal of an application for more information on the types of attachments needed for a particular application.

<table>
<thead>
<tr>
<th>Application Type</th>
<th>Attachments Needed</th>
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</thead>
<tbody>
<tr>
<td>Signage</td>
<td>Site plan marked with sign placement; Image of signs; image of building façade with placement indicated for all wall signage; complete sign permit application</td>
</tr>
<tr>
<td>Landscaping</td>
<td>Landscape plan that includes location of all plantings, plant sizes at time of planting, and species name.</td>
</tr>
<tr>
<td>Awnings and Canopies</td>
<td>Image of building façade(s) with indication of placement; Sample or sketch of design for all non-solid awning materials; Measurements including extension from building.</td>
</tr>
<tr>
<td>New Construction and Additions</td>
<td>Site plan of entire lot showing setbacks to all property lines, all adjacent streets, and driveways; façade elevations of each proposed or altered façade including adjacent properties; floor plan.</td>
</tr>
<tr>
<td>Modifications to Existing Structures</td>
<td>Site plan of entire lot showing setbacks to all property lines, all adjacent streets, and driveways; photos of each side of building; drawings showing proposed modifications.</td>
</tr>
<tr>
<td>Demolition</td>
<td>Site plan of existing structure on property; Narrative on proposed use of the property and reason existing structure cannot be adapted; Complete structural report for any property where building condition is cited as purpose of demolition; Site plan and elevations for proposed structure or use of property; Commission approval of any proposed conditional uses; Research on the age and history of changes to the building.</td>
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</table>
**Application for Certificate of Appropriateness**

For office use only:

<table>
<thead>
<tr>
<th>Map Number</th>
<th>Code</th>
<th>District</th>
<th>District Name</th>
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Certificate of Appropriateness to allow

<table>
<thead>
<tr>
<th>Site Plan</th>
<th>Landscape Plan</th>
<th>Elevations</th>
<th>Details</th>
</tr>
</thead>
</table>

Application accepted by __________ Date __________

Design Review Board hearing date __________ Result __________

Commission hearing date __________ Date __________

Special Conditions

***********************

**Date** __________

**Address of Property of Proposed Use**

**Applicant Information:** Name

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<thead>
<tr>
<th>Street Address</th>
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<tbody>
<tr>
<td>City State Zip</td>
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<tr>
<td>Phone Number: (_________ ) _______ - __________</td>
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<tr>
<td>Fax Number (_________ ) _______ - __________</td>
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</table>

**Owner Information:** Name

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<th>Street Address</th>
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<td>City State Zip</td>
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<td>Phone Number (_________ ) _______ - __________</td>
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<td>Fax Number (_________ ) _______ - __________</td>
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Are you aware that design guidelines exist for your area? Yes ____ No ____

Macon-Bibb County Planning and Zoning Commission 682 Cherry Street, Suite 100S, Macon, Georgia 31201 Phone (912) 751-7450

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Narrative
Describe below, clearly and in detail, the appearance and nature of the proposed project. Attach drawings, specifications, renderings, photographs, etc. Include information on materials, location of any significant vegetation, parking areas, walkways, etc.

Project starting date _______________ Project completion date _______________

Are Federal Tax Incentives being sought for this project? Yes ______ No ______

I understand that this application is for a Certificate of Appropriateness only and that a zoning permit is required for any uses associated with this location. I realize that drawings and measurements must be exact and if errors result in a violation of the Board’s approval, then appropriate changes will have to be made. All statements are true to the best of my knowledge and belief.

Owner’s Name ___________________ Owner’s Signature ___________________
(printed) (required)

Agent’s Name ___________________ Agent’s Signature ___________________

Copies of all information submitted with the application must be retained by the Macon-Bibb County Planning and Zoning Commission.

Please complete all categories on the following pages that apply to your proposal. All others may be marked “Not Applicable”.

Macon-Bibb County Planning and Zoning Commission
682 Cherry Street, Suite 1000, Macon, Georgia 31201 Phone (478) 751-7450
| 1. Roofing Materials                      | Current: | Proposed: |
|                                          |          |          |
| 2. Windows (include materials and light configuration) | Current: | Proposed: |
|                                          |          |          |
| 3. Blinds and Shutters (include if operable or fixed) | Current: | Proposed: |
|                                          |          |          |
| 4. Exterior Wall Siding (include material and width of lap siding) | Current: | Proposed: |
|                                          |          |          |
| 5. Porches (include location on property and materials) | Current: | Proposed: |
|                                          |          |          |
| 6. Doors (include material and configuration of any paneling) | Current: | Proposed: |
|                                          |          |          |
| 7. Foundations (include materials and finish) | Current: | Proposed: |
|                                          |          |          |
Construction Standards for In-fill Structures and Additions

Design Guidelines are available that explain the design criteria used by the Design Review Board and the Zoning Commission for review of an application for a Certificate of Appropriateness. For In-fill structures please relate existing neighborhood conditions for each topic with those of the proposed structure. For building additions, place relate existing property conditions to the proposed addition.

1. Height of the Structure (measured from ground level to ridge of roofline)
   Existing height
   Proposed Height

2. Directional Expression (horizontal or vertical)
   Existing conditions
   Proposed Direction

3. Rhythm of Spacing between buildings
   Existing conditions
   Proposed

4. Rhythm of Entrances and Porch Projections (i.e. full width porch with center entry)
   Existing conditions
   Proposed

5. Relationship of Materials
   Primary existing materials
   Proposed materials

6. Setback from property lines (include measurements)
   Existing setbacks
   Proposed

7. Roof Shape (i.e. front gable, cross gable, hipped, pyramidal, flat, etc.)
   Existing conditions
   Proposed
### Streetscape and Yard Standards

Design Guidelines are available that explain the design criteria used by the Design Review Board and the Zoning Commission for review of an application for a Certificate of Appropriateness. Please refer to the Design Guidelines for information regarding appropriate changes. Please provide the following information only as it relates to the proposed changes on your property.

Unrelated items may be marked “Not Applicable”

<table>
<thead>
<tr>
<th></th>
<th>Fences and walls (include materials, location, height, and finish)</th>
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<td>Existing Conditions</td>
<td>Proposed</td>
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<th>Walkways, Driveways, and Parking (include materials, location, and measurements)</th>
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<td>Existing Conditions</td>
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<th>Landscaping (include location and species of plantings)</th>
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<td>Existing Conditions</td>
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<th>Signage (include materials, dimensions, and height of freestanding sign)</th>
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<td>Existing Conditions</td>
<td>Proposed</td>
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<th>Garages and other Accessory Buildings (include location, materials, and size)</th>
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<td>Existing Conditions</td>
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<tr>
<th></th>
<th>Accessory Structures (i.e. satellite dish)</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Existing Conditions</td>
<td>Proposed</td>
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Appendix A:

Standards for Rehabilitation & Guidelines for Rehabilitating Historic Buildings

Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.
The Secretary of the Interior is responsible for establishing professional standards and providing advice on the preservation and protection of all cultural resources listed in or eligible for listing in the National Register of Historic Places. The Secretary of the Interior's Standards for the Treatment of Historic Properties, apply to all proposed development grant-in-aid projects assisted through the National Historic Preservation Fund, and are intended to be applied to a wide variety of resource types, including buildings, sites, structures, objects, and districts. They address four treatments: Preservation, Rehabilitation, Restoration, and Reconstruction. The treatment Standards, developed in 1992, were codified as 36 CFR Part 67 in the July 12, 1992 Federal Register (Vol. 60, No. 133). They replace the 1978 and 1983 versions of 36 CFR 68 entitled, "The Secretary of the Interior's Standards for Historic Preservation Projects." The Guidelines in this book also replace the Guidelines that were published in 1979 to accompany the earlier Standards.

Please note that The Secretary of the Interior's Standards for the Treatment of Historic Properties are only regulatory for projects receiving federal grants-in-aid funds; otherwise, the Standards and Guidelines are intended only as general guidance for work on any historic building.

Finally, another regulation, 36 CFR Part 67, focus on "certified historic structures" as defined by the IRS Code of 1986. The "Standards for Rehabilitation" cited in 36 CFR 67 should always be used when property owners are seeking certification for Federal tax benefits.

Library of Congress Cataloging-in-Publication Data
Weeks, Kay D.
The Secretary of the Interior's standards for the treatment of historic properties: with guidelines for preserving, rehabilitating, restoring & reconstructing historic buildings / Kay D. Weeks and Anne E. Grimmer.
p. cm.
NA106.W64 1995
720'.28'8021873--d20 CIP
Rev.
compatible substitute material—of extensively deteriorated or missing parts of features when there are surviving prototypes (for example, brackets, dentils, steps, plaster, or portions of slate or tile roofing). Although using the same kind of material is always the preferred option, substitute material is acceptable if the form and design as well as the substitute material itself convey the visual appearance of the remaining parts of the feature and finish.

Replace Deteriorated Historic Materials and Features

Following repair in the hierarchy, Rehabilitation guidance is provided for replacing an entire character-defining feature with new material because the level of deterioration or damage of materials precludes repair (for example, an exterior cornice; an interior staircase; or a complete porch or storefront). If the essential form and detailing are still evident so that the physical evidence can be used to re-establish the feature as an integral part of the rehabilitation, then its replacement is appropriate. Like the guidance for repair, the preferred option is always replacement of the entire feature in kind, that is, with the same material. Because this approach may not always be technically or economically feasible, provisions are made to consider the use of a compatible substitute material.

It should be noted that, while the National Park Service guidelines recommend the replacement of an entire character-defining feature that is extensively deteriorated, they never recommend removal and replacement with new material of a feature that—although damaged or deteriorated—could reasonably be repaired and thus preserved.
Dégagement du déplacement de mobiles financiers

Déplacement du déplacement des mobiles financiers

Dégagement du déplacement des mobiles financiers

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Dégagement du déplacement des mobiles financiers
Energy Efficiency/Accessibility
Considerations/Health and Safety Code
Considerations

These sections of the guidance address work done to meet accessibility requirements and health and safety code requirements or resolishing measures to improve energy efficiency. Although this work is quite often an important aspect of Rehabilitation projects, it is usually not a part of the overall process of protecting or repairing character-defining features; rather, each work is assessed for its potential negative impact on the building's historic character. For this reason, particular care must be taken not to radically change, obscure, damage, or destroy character-defining materials or features in the process of meeting code and energy requirements.

Rehabilitation as a Treatment: When repair and replacement of deteriorated features are necessary, when alterations or additions to the property are planned for a new or continued use, and when its depiction at a particular time is not appropriate, Rehabilitation may be considered as a treatment. Prior to undertaking work, a documentation plan for Rehabilitation should be developed.
Recommended

Cleaning masonry surfaces with the gentlest method possible, such as low pressure water and detergents, using natural bristle brushes.

Inspecting painted masonry surfaces to determine whether repainting is necessary.

Removing damaged or deteriorated paint only to the next sound layer using the gentlest method possible (e.g., hand-scrapping) prior to repainting.

Applying compatible paint coating systems following proper surface preparation.

Repainting with colors that are historically appropriate to the building and district.

Evaluating the overall condition of the masonry to determine whether more than protection and maintenance are required, that is, if repairs to masonry features will be necessary.

Reparing masonry walls and other masonry features by repointing the mortar joints where there is evidence of deterioration such as disintegrating mortar, cracks in mortar joints, loose bricks, damp walls, or damaged plasterwork.

Removing deteriorated mortar by carefully hand-taking the joints to avoid damaging the masonry.

Not Recommended

Sandblasting brick or stone surfaces using dry or wet grit or other abrasives. These methods of cleaning permanently erode the surface of the material and accelerate deterioration.

Using a cleaning method that involves water or liquid chemical solutions when there is any possibility of freezing temperatures.

Cleaning with chemical products that will damage freezing, such as acid on limestone or marble, or leaving chemicals on masonry surfaces.

Applying high pressure water cleaning methods that will damage historic masonry and the mortar joints.

Removing paint that is firmly adhering to, and thus protecting, masonry surfaces.

Using methods of removing paint which are destructive to masonry, such as sandblasting, application of caustic solutions, or high pressure waterblasting.

Failing to follow manufacturers’ product and application instructions when repainting masonry.

Using new paint colors that are inappropriate to the historic building and district.

Failing to undertake adequate measures to assure the protection of masonry features.

Removing nondeteriorated mortar from sound joints, then repointing the entire building to achieve a uniform appearance.

Using electric saws and hammers rather than hand tools to remove deteriorated mortar from joints prior to repointing.
Rehabilitation

**Recommended**

Applying new or non-historic surface treatments such as water-repellent coatings to masonry only after repointing and only if masonry repairs have failed to arrest water penetration problems.

**Replacing** in kind an entire masonry feature that is too deteriorated to repair—if the overall form and detailing are still evident—using the physical evidence as a model to reproduce the feature. Examples can include large sections of a wall, a cornice, balustrade, column, or stairway. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

**Recommended**

**Design for the Replacement of Missing Historic Features**

Designing and installing a new masonry feature such as steps or a door pediment when the historic feature is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation, or be a new design that is compatible with the size, scale, material, and color of the historic building.

**Not Recommended**

Applying waterproof, water repellent, or non-historic coating such as stucco to masonry as a substitute for repointing and masonry repairs. Coatings are frequently unnecessary, expensive, and may change the appearance of historic masonry as well as accentuate its deterioration.

Removing a masonry feature that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.

Creating a false historical appearance because the replaced masonry feature is based on insufficient historical, pictorial, and physical documentation.

Introducing a new masonry feature that is incompatible in size, scale, material and color.
Rehabilitation

**Recommended**

Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required.

Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (handscraping and handsanding), then repainting.

Using with care electric hot-air guns on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting.

**Not Recommended**

Removing paint that is firmly adhering to, and thus, protecting wood surfaces.

Using destructive paint removal methods such as propane or butane torches, sandblasting or waterblasting. These methods can irreversibly damage historic woodwork.

Using thermal devices improperly so that the historic woodwork is scorched.

According to the Standards for Rehabilitation, existing historic materials should be protected, maintained and repaired. In an exemplary project, the windows and shutters of this historic residence were carefully preserved.
Rehabilitation

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

Recommended

Design for the Replacement of Missing Historic Features

Designing and installing a new wood feature such as a cornice or doorway when the historic feature is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the size, scale, material, and color of the historic building.

Not Recommended

Creating a false historical appearance because the replaced wood feature is based on insufficient historical, pictorial, and physical documentation.

Introducing a new wood feature that is incompatible in size, scale, material, and color.
Rehabilitation

**Recommended**

Cleaning soft metals such as lead, tin, copper, terneplate, and zinc with appropriate chemical methods because their finishes can be easily abraded by blasting methods.

Using the gentlest cleaning methods for cast iron, wrought iron, and steel—hard metals—in order to remove paint buildup and corrosion. If handscraping and wire brushing have proven ineffective, low pressure grit blasting may be used as long as it does not abrade or damage the surface.

Applying appropriate paint or other coating systems after cleaning in order to decrease the corrosion rate of metals or alloys.

Repainting with colors that are appropriate to the historic building or district.

Applying an appropriate protective coating such as lacquer to an architectural metal feature such as a bronze door which is subject to heavy pedestrian use.

Evaluating the overall condition of the architectural metals to determine whether more than protection and maintenance are required, that is, if repairs to features will be necessary.

**Repairing** architectural metal features by patching, splicing, or otherwise reinforcing the metal following recognized preservation methods. Repairs may also include the limited replacement in kind—or with a compatible substitute material—of those extensively deteriorated or missing parts of features when there are surviving prototypes such as porch balusters, column capitals or bases; or porch cresting.

**Not Recommended**

Cleaning soft metals such as lead, tin, copper, terneplate, and zinc with grit blasting which will abrade the surface of the metal.

Failing to employ gentler methods prior to abratively cleaning cast iron, wrought iron or steel; or using high pressure grit blasting.

Failing to re-apply protective coating systems to metals or alloys that require them after cleaning so that accelerated corrosion occurs.

Using new colors that are inappropriate to the historic building or district.

Failing to assess pedestrian use or new access patterns so that architectural metal features are subject to damage by use or inappropriate maintenance such as salting adjacent sidewalks.

Failing to undertake adequate measures to assure the protection of architectural metal features.

Replacing an entire architectural metal feature such as a column or a balustrade when repair of the metal and limited replacement of deteriorated or missing parts are appropriate.

Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the architectural metal feature or that is physically or chemically incompatible.
Rehabilitation

Building Exterior

Roofs

Recommended

Identifying, retaining, and preserving roofs—and their functional and decorative features—that are important in defining the overall historic character of the building. This includes the roof’s shape, such as hipped, gambrel, and mansard; decorative features such as cupolas, creating chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning.

Protecting and maintaining a roof by cleaning the gutters and downspouts and replacing deteriorated flashing. Roof sheathing should also be checked for proper venting to prevent moisture condensation and water penetration; and to ensure that materials are free from insect infestation.

Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration.

Protecting a leaking roof with plywood and building paper until it can be properly repaired.

Not Recommended

Radically changing, damaging, or destroying roofs which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Removing a major portion of the roof or roofing material that is repairable, then reconstructing it with new material in order to create a uniform, or “improved” appearance.

Changing the configuration of a roof by adding new features such as dormer windows, vents, or skylights so that the historic character is diminished.

Stripping the roof of sound historic material such as slate, clay tile, wood, and architectural metal.

Applying paint or other coatings to roofing material which has been historically uncoated.

Failing to clean and maintain gutters and downspouts properly so that water and debris collect and cause damage to roof fasteners, sheathing, and the underlying structure.

Allowing roof fasteners, such as nails and clips to corrode so that roofing material is subject to accelerated deterioration.

Permitting a leaking roof to remain unprotected so that accelerated deterioration of historic building materials—masonry, wood, plaster, paint and structural members—occurs.
Rehabilitation

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

**Recommended**

**Design for the Replacement of Missing Historic Features**
Designing and constructing a new feature when the historic feature is completely missing, such as a chimney or cupola. It may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the size, scale, material, and color of the historic building.

**Alterations/Additions for the New Use**
Installing mechanical and service equipment on the roof such as air conditioning, transformers, or solar collectors when required for the new use so that they are inconspicuous from the public right-of-way and do not damage or obscure character-defining features.

Designing additions to roofs such as residential, office, or storage spaces, elevator housing, decks and terraces, or dormers or skylights when required by the new use so that they are inconspicuous from the public right-of-way and do not damage or obscure character-defining features.

**Not Recommended**

Causing a false historical appearance because the replaced feature is based on insufficient historical, pictorial, and physical documentation.

Introducing a new roof feature that is incompatible in size, scale, material and color.

Installing mechanical or service equipment so that it damages or obscures character-defining features, or is conspicuous from the public right-of-way.

Radically changing a character-defining roof shape or damaging or destroying character-defining roofing material as a result of incompatible design or improper installation techniques.
Rehabilitation

**Recommended**

Evaluating the overall condition of materials to determine whether more than protection and maintenance are required, i.e. if repairs to windows and window features will be required.

*Repairing* window frames and sash by patching, splicing, consolidating or otherwise reinforcing. Such repair may also include replacement in kind—or with compatible substitute material—of those parts that are either excessively deteriorated or are missing when there are surviving prototypes such as architraves, hoodmolds, sash, sills, and interior or exterior shutters and blinds.

*Replacing* in kind an entire window that is too deteriorated to repair using the same sash and pane configuration and other design details. If using the same kind of material is not technically or economically feasible when replacing windows deteriorated beyond repair, then a compatible substitute material may be considered.

**Not Recommended**

Failing to undertake adequate measures to assure the protection of historic windows.

Replacing an entire window when repair of materials and limited replacement of deteriorated or missing parts are appropriate.

Failing to reuse serviceable window hardware such as brass sash lifts and sash locks.

Using substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the window or that is physically or chemically incompatible.

Removing a character-defining window that is unrepairable and blocking it in; or replacing it with a new window that does not convey the same visual appearance.
Rehabilitation

(a) An army complex was rehabilitated for rental housing. (b) This view of the rear elevation shows the paired, nine-over-nine wood sash windows and high sills that characterized the building. (c) After inappropriate rehabilitation work, the same rear elevation is shown with new skylights added to the roof, prefabricated panels filling the former brick areas, and new wood decks and privacy fences. Because the work changed the historic character, the project did not meet the Standards.
In Rehabilitation, deteriorated features should be repaired, whenever possible, and replaced when the severity of the damage makes it necessary. Here, a two-story porch is seen prior to treatment (left). The floor boards are rotted out and the columns are in a state of collapse, supported only by crude, temporary shalts. Other components are in varying stages of decay. Appropriate work on the historic porch (right) included repairs to the porch rail, and total replacement of the extensively deteriorated columns and floor boards. Some dismantling of the porch was necessary.
Rehabilitation

Building Exterior

Storefronts

Recommended

Identifying, retaining, and preserving storefronts— and their functional and decorative features—that are important in defining the overall historic character of the building such as display windows, signs, doors, transoms, kick plates, corner posts, and etalumaires. The removal of inappropriate, non-historic cladding, false mansard roofs, and other later alterations can help reveal the historic character of a storefront.

Protecting and maintaining masonry, wood, and architectural metals which comprise storefronts through appropriate treatments such as cleaning, rust removal, limited paint removal, and reapplication of protective coating systems.

Protecting storefronts against arson and vandalism before work begins by boarding up windows and installing alarm systems that are keyed into local protection agencies.

Evaluating the existing condition of storefront materials to determine whether more than protection and maintenance are required, that is, if repairs to features will be necessary.

Not Recommended

Removing or radically changing storefronts—and their features—which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Changing the storefront so that it appears residential rather than commercial in character.

Removing historic material from the storefront to create a recessed arcade.

Introducing coach lanterns, mansard designs, wood shakes, nonoperable shutters, and small-paned windows if they cannot be documented historically.

Changing the location of a storefront's main entrance.

Failing to provide adequate protection of materials on a cyclical basis so that deterioration of storefront features accelerates.

Permitting entry into the building through unsecured or broken windows and doors so that interior features and finishes are damaged by exposure to weather or vandalism.

Stripping storefronts of historic material such as wood, cast iron, terra cotta, carrara glass, and brick.

Failing to undertake adequate measures to assure the preservation of the historic storefront.

88 Building Exterior Storefronts
Rehabilitation

In the treatment, Rehabilitation, one option for replacing missing historic features is to use pictorial documentation and/or physical evidence to re-create the historic feature. (a) In this example, the ornamental cornice of an 1865 limestone building was missing, and the ground level storefront had been extensively altered. (b) and (c) Based on the availability of photographic and other documentation, the owners were able to accurately restore the cornice and storefront to their historic configuration. A substitute material, fiberglass, was used to fabricate the missing pressed metal cornice, an acceptable alternative in this project. All work met the Standards.

90 Building Exterior Storefronts
Building Inclusive Student Programs
Rehabilitation

**Recommended**

*Repairing* the structural system by augmenting or upgrading individual parts or features. For example, weakened structural members such as floor framing can be paired with a new member, braced, or otherwise supplemented and reinforced.

*Replacing* in kind—or with substitute material—those portions or features of the structural system that are either extensively deteriorated or are missing when there are surviving prototypes such as cast iron columns, roof rafters or trusses, or sections of loadbearing walls. Substitute material should convey the same form, design, and overall visual appearance as the historic feature and, at a minimum, be equal to its loadbearing capabilities.

**Not Recommended**

Upgrading the building structurally in a manner that diminishes the historic character of the exterior, such as installing strapping channels or removing a decorative cornice; or damages interior features or spaces.

Replacing a structural member or other feature of the structural system when it could be augmented and retained.

Installing a visible replacement feature that does not convey the same visual appearance, e.g., replacing an exposed wood summer beam with a steel beam.

Using substitute material that does not equal the loadbearing capabilities of the historic material and design or is otherwise physically or chemically incompatible.
The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation

<table>
<thead>
<tr>
<th>Action</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alterations/Additions for the New Use</td>
<td>Not Recommended</td>
</tr>
<tr>
<td>Limiting any new excavations adjacent to historic foundations to avoid undermining the structural stability of the building or adjacent historic buildings.</td>
<td>Should be accommodated where possible.</td>
</tr>
<tr>
<td>Correcting structural deficiencies in preparation for the new use while retaining the existing character-defining features.</td>
<td>Designing and installing new mechanical and electrical systems when required for the new use while minimizing the number of new or altered systems.</td>
</tr>
<tr>
<td>Installing new floor areas required for the new use while retaining the existing form and appearance of the windows or doors.</td>
<td>Creating an entrance on a light rail to provide natural light while also maintaining the existing character-defining features.</td>
</tr>
<tr>
<td>Installing new mechanical and electrical systems or equipment in a manner that results in numerous cuts, splices, or terminations in the existing finishes.</td>
<td>Removing new floor areas or doorways to allow the existing character-defining features to remain.</td>
</tr>
<tr>
<td>Creating an entrance on a light rail to provide natural light while also maintaining the existing character-defining features.</td>
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</tr>
</tbody>
</table>

Building Interior Structural System
Rehabilitation

Building Interior
Spaces, Features, and Finishes

Recommended

Interior Spaces

Identifying, retaining, and preserving those floor plan or interior spaces that are important in defining the overall historic character of the building. This includes the site, configuration, proportion, and relationship of rooms and corridors; the relationship of features to spaces; and the spaces themselves such as lobbies, reception halls, entrance halls, double parlors, theaters, auditoriums, and important industrial or commercial spaces.

Interior Features and Finishes

Identifying, retaining, and preserving interior features and finishes that are important in defining the overall historic character of the building, including columns, cornices, baseboards, fireplaces and mantels, paneling, light fixtures, hardware, and flooring; and wallpaper, plaster, paint, and finishes such as stencilling, marbling, and graining; and other decorative materials that accent interior features and provide color, texture, and patterning to walls, floors, and ceilings.

Not Recommended

Radically changing a floor plan or interior spaces—including individual rooms—which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Altering the floor plan by demolishing principal walls and partitions to create a new appearance.

Altering or destroying interior spaces by inserting floors, cutting through floors, lowering ceilings, or adding or removing walls.

Relocating an interior feature such as a staircase so that the historic relationship between features and spaces is altered.

Removing or radically changing features and finishes which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Installing new decorative material that obscures or damages character-defining interior features or finishes.

Removing paint, plaster, or other finishes from historically finished surfaces to create a new appearance (e.g., removing plaster to expose masonry surfaces such as brick walls or a chimney piece).

Applying paint, plaster, or other finishes to surfaces that have been historically unfinished to create a new appearance.

Stripping paint to bare wood rather than repairing or reapplying grained or marbled finishes to features such as doors and paneling.

Radically changing the type of finish or its color, such as painting a previously varnished wood feature.
Rehabilitation

Recommended

Installing protective coverings in areas of heavy pedestrian traffic to protect historic features such as wall coverings, parquet flooring and panelling.

Removing damaged or deteriorated paints and finishes to the next sound layer using the gentlest method possible, then repainting or refinishing using compatible paint or other coating systems.

Repainting with colors that are appropriate to the historic building.

Limiting abrasive cleaning methods to certain industrial warehouse buildings where the interior masonry or plaster features do not have distinguishing design, detailing, tooling, or finishes; and where wood features are not finished, molded, beaded, or worked by hand. Abrasive cleaning should only be considered after other, gender methods have been proven ineffective.

Evaluating the existing condition of materials to determine whether more than protection and maintenance are required, that is, if repairs to interior features and finishes will be necessary.

Repairing interior features and finishes by reinforcing the historic materials. Repair will also generally include the limited replacement in kind—or with compatible substitute materials—of those extensively deteriorated or missing parts of repeated features where these are surviving prototypes such as stains, balustrades, wood paneling, columns, or decorative wall coverings or ornamental tin or plaster ceilings.

Not Recommended

Failing to take new use patterns into consideration so that interior features and finishes are damaged.

Using destructive methods such as propane or butane torches or sandblasting to remove paint or other coatings. These methods can irreversibly damage the historic materials that comprise interior features.

Using new paint colors that are inappropriate to the historic building.

Changing the texture and patina of character-defining features through sandblasting or use of abrasive methods to remove paint, discoloration or plaster. This includes both exposed wood (including structural members) and masonry.

Failing to undertake adequate measures to assure the protection of interior features and finishes.

Replacing an entire interior feature such as a staircase, panelled wall, parquet floor, or cornice; or finish such as a decorative wall covering or ceiling when repair of materials and limited replacement of such parts are appropriate.

Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts or portions of the interior feature or finish or that is physically or chemically incompatible.
Rehabilitation

Before starting the renovation, it is crucial to understand the original structure of the building. The following steps should be considered:

1. **Structural Assessment:**
   - Conduct a thorough inspection of the building to identify any structural weaknesses.
   - Use non-destructive testing methods to assess the integrity of the materials.

2. **Electrical and Plumbing:**
   - Ensure that all electrical and plumbing systems are up to code and functional.
   - Replace any degraded or outdated systems.

3. **Insulation and Envelope:**
   - Improve the insulation to reduce energy costs and enhance comfort.
   - Address any leaks or issues in the envelope to prevent moisture damage.

4. **Roof:**
   - Evaluate the roof condition and make necessary repairs or replacements.
   - Consider energy-efficient roof materials for improved performance.

5. **Windows and Doors:**
   - Replace any damaged or inefficient windows and doors.
   - Install energy-efficient windows and doors to reduce heat loss.

6. **Interior Finish:**
   - Refinish or replace any interior finishes that are beyond repair.
   - Use durable and long-lasting materials for a lasting impression.

7. **HVAC System:**
   - Update the HVAC system to meet current efficiency standards.
   - Ensure proper ventilation to maintain indoor air quality.

8. **Sustainability:**
   - Integrate sustainable design principles into the renovation.
   - Consider green building materials and practices for environmental benefits.

By following these steps, the building can be transformed into a functional and modern space, while preserving its historical character and value.

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Note: The diagrams illustrate the current state of the building, highlighting areas requiring attention. Detailed plans and specifications should be prepared for a comprehensive renovation plan.
Rehabilitation

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

Recommended

Design for the Replacement of Missing Historic Features

Designing and installing a new interior feature or finish if the historic feature or finish is completely missing. This could include missing partitions, stairs, elevators, lighting fixtures, and wall coverings or even entire rooms if all historic spaces, features, and finishes are missing or have been destroyed by inappropriate "renovations." The design may be a restoration based on historical, pictorial, and physical documentation, or be a new design that is compatible with the historic character of the building, district, or neighborhood.

Alterations/Additions for the New Use

Accommodating service functions such as bathrooms, mechanical equipment, and office machines required by the building's new use in secondary spaces such as first floor service areas or on upper floors.

Retaining decorative material or features that have had to be removed during the rehabilitation work including wall and baseboard trim, door moldings, panelled doors, and simple wainscoting and relocating such material or features in areas appropriate to their historic placement.

Installing permanent partitions in secondary spaces; removable partitions that do not destroy the sense of space should be installed when the new use requires the subdivision of character-defining interior space.

Enclosing an interior stairway where required by code so that its character is retained. In many cases, glazed fire-rated walls may be used.

Not Recommended

Creating a false historical appearance because the replaced feature is based on insufficient physical, historical, and pictorial documentation or on information derived from another building.

Introducing a new interior feature or finish that is incompatible with the scale, design, materials, color, and texture of the surviving interior features and finishes.

Dividing rooms, lowering ceilings, and damaging or obscuring character-defining features such as fireplaces, niches, stairways or alcoves, so that a new use can be accommodated in the building.

Discarding historic material when it can be reused within the rehabilitation project or reusing it in historically inappropriate areas.

Installing permanent partitions that damage or obscure character-defining spaces, features, or finishes.

Enclosing an interior stairway with fire-rated construction so that the stairwell space or any character-defining features are destroyed.

98 Building Interior Spaces, Features, and Finishes
Building Interior

**Mechanical Systems: Heating, Air Conditioning, Electrical, and Plumbing**

**Recommended**

- **Identifying, retaining, and preserving** visible features of early mechanical systems that are important in defining the overall historic character of the building, such as radiators, vents, fans, grilles, plumbing fixtures, switchplates, and lights.

- **Protecting and maintaining** mechanical, plumbing, and electrical systems and their features through cyclical cleaning and other appropriate measures.

- Preventing accelerated deterioration of mechanical systems by providing adequate ventilation of attics, crawlspaces, and cellars so that moisture problems are avoided.

- Improving the energy efficiency of existing mechanical systems to help reduce the need for elaborate new equipment. Consideration should be given to installing storm windows, insulating attic crawl space, or adding sunnings, if appropriate.

- **Repairing** mechanical systems by augmenting or upgrading system parts, such as installing new pipes and ducts; rewiring, or adding new compressors or boilers.

- **Replacing** in kind—or with compatible substitute materials—those visible features of mechanical systems that are either excessively deteriorated or are prototypes such as ceiling fans, switchplates, radiators, grilles, or plumbing fixtures.

**Not Recommended**

- Removing or radically changing features of mechanical systems that are important in defining the overall historic character of the building so that, as a result, the character is diminished.

- Failing to provide adequate protection of materials on a cyclical basis so that deterioration of mechanical systems and their visible features results.

- Enclosing mechanical systems in areas that are not adequately ventilated so that deterioration of the systems results.

- Installing unnecessary air conditioning or climate control systems which can add excessive moisture to the building. This additional moisture can either condense inside, damaging interior surfaces, or pass through interior walls to the exterior, potentially damaging adjacent materials as it migrates.

- Replacing a mechanical system or its functional parts when it could be upgraded and retained.

- Installing a visible replacement feature that does not convey the same visual appearance.
Building Site

Recommended

Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walls, paths, roads, or parking vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments; water features including fountains, streams, pools, or lakes; and subsurface archeological features which are important in defining the history of the site.

Retaining the historic relationship between buildings and the landscape.

Protecting and maintaining buildings and the site by providing proper drainage to assure that water does not erode foundation walls; drain toward the building; or damage or erode the landscape.

Minimizing disturbance of terrain around buildings or elsewhere on the site, thus reducing the possibility of destroying or damaging important landscape features or archeological resources.

Not Recommended

Removing or radically changing buildings and their features or site features which are important in defining the overall historic character of the property so that, as a result, the character is diminished.

Removing or relocating buildings or landscape features, thus destroying the historic relationship between buildings and the landscape.

Removing or relocating historic buildings on a site or in a complex of related historic structures—such as a mill complex or farm—that diminishes the historic character of the site or complex.

Moving buildings onto the site, thus creating a false historical appearance.

Radically changing the grade level of the site. For example, changing the grade adjacent to a building to permit development of a formerly below-grade area that would drastically change the historic relationship of the building to its site.

Failing to maintain adequate site drainage so that buildings and site features are damaged or destroyed; or alternatively, changing the site grading so that water no longer drains properly.

Introducing heavy machinery into areas where it may disturb or damage important landscape features or archeological resources.
Rehabilitation

**Recommended**

*Repairing* features of the building and site by reinforcing historic materials.

**Not Recommended**

Replacing an entire feature of the building or site such as a fence, walkway, or driveway when repair of materials and limited compatible replacement of deteriorated or missing parts are appropriate.

Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the building or site feature or that is physically or chemically incompatible.

Removing a feature of the building or site that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.

Adding conjectural landscape features to the site such as period reproduction lamps, fences, fountains, or vegetation that are historically inappropriate, thus creating a false sense of historic development.
Building the Evidence of the Final Cents of Focus

Importantly in defining and measuring the effectiveness of the Final Cents of Focus, it is essential to understand the process and methodology behind their development. A comprehensive review of available literature and data, including case studies and expert opinions, is necessary to ensure that the evidence is robust and reliable.

The use of various tools and techniques for data collection, such as surveys, interviews, and focus groups, can provide valuable insights into the effectiveness of the Final Cents of Focus. It is also important to consider the context in which these tools are used, as cultural and social factors can significantly impact the results.

In conclusion, the proof of success for the Final Cents of Focus lies in the ability to demonstrate clear, measurable outcomes that align with the overall goals of the project. By leveraging a combination of data-driven approaches and a thorough understanding of the underlying factors, we can build a strong case for the effectiveness of the Final Cents of Focus.

Recommendation: Further research is needed to explore the potential of enhancing the impact of the Final Cents of Focus. This could include the integration of new technologies or the exploration of alternative methodologies.
Setting (District/Neighborhood)

Recommended

Identifying retaining and preserving building and landscape features which are important in defining the historic character of the setting. Such features can include roads and streets, furnishings such as lights or benches, vegetation, gardens and yards, adjacent open space such as fields, parks, commons or woodlands, and important views or visual relationships.

Retaining the historic relationship between buildings and landscape features of the setting. For example, preserving the relationship between a town common and its adjacent historic houses, municipal buildings, historic roads, and landscape features.

Protecting and maintaining historic building materials and plant features through appropriate cleaning, rust removal, limited paint removal, and repainting of protective coating systems, and pruning and vegetation management.

Protecting building and landscape features such as lighting or trees, against arson and vandalism before rehabilitation work begins by erecting protective fencing and installing alarm systems that are keyed into local protection agencies.

Evaluating the overall condition of the building and landscape features to determine whether more than protection and maintenance are required, that is, if repairs to features will be necessary.

Not Recommended

Removing or radically changing those features of the setting which are important in defining the historic character.

Destroying the relationship between the buildings and landscape features within the setting by widening existing streets, changing landscape materials or constructing inappropriately located new streets or parking.

Removing or relocating historic buildings or landscape features, thus destroying their historic relationship within the setting.

Failing to provide adequate protection of materials on a cyclical basis which results in the deterioration of building and landscape features.

Permitting the building and setting to remain unprotected so that interior or exterior features are damaged.

Stripping or removing features from buildings or the setting such as wood siding, iron fencing, terra cotta balusters, or plant material.

Failing to undertake adequate measures to assure the protection of building and landscape features.
Rehabilitation

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

**Recommended**

**Design for the Replacement of Missing Historic Features**

Designing and constructing a new feature of the building or landscape when the historic feature is completely missing, such as new house steps, a porch, a streetlight, or terrace. It may be a restoration based on documentary or physical evidence, or it may be a new design that is compatible with the historic character of the setting.

**Alterations/Additions for the New Use**

Designing required new parking so that it is unobtrusive as possible, thus minimizing the effect on the historic character of the setting. "Shared" parking should also be planned so that several businesses can utilize one parking area as opposed to introducing random, multiple lots.

Designing and constructing new additions to historic buildings when required by the new use. New work should be compatible with the historic character of the setting in terms of size, scale design, material, color, and texture.

Removing nonsignificant buildings, additions or landscape features which detract from the historic character of the setting.

**Not Recommended**

Creating a false historical appearance because the replaced feature is based on insufficient documentary or physical evidence.

Introducing a new building or landscape feature that is out of scale or otherwise inappropriate to the setting's historic character, e.g., replacing picket fencing with chain link fencing.

Placing parking facilities directly adjacent to historic buildings which result in damage to historic landscape features, such as the removal of plant material, relocation of paths and walkways, or blocking of alleys.

Introducing new construction into historic districts that is visually incompatible or that destroys historic relationships within the setting.

Removing a historic building, building feature, or landscape feature that is important in defining the historic character of the setting.
Rehabilitation

Although the work in these sections is quite often an important aspect of rehabilitation projects, it is usually not part of the overall process of preserving character-defining features (maintenance, repair, replacement); rather, such work is assessed for its potential negative impact on the building's historic character. For this reason, particular care must be taken not to obscure, radically change, damage, or destroy character-defining features in the process of rehabilitation work.

Energy Efficiency

Recommended

Masonry/Wood/Architectural Metals

Installing thermal insulation in attics and in unheated cellars and crawlspaces to increase the efficiency of the existing mechanical systems.

Installing insulating material on the inside of masonry walls to increase energy efficiency where there is no character-defining interior molding around the windows or other interior architectural detailing.

Windows

Utilizing the inherent energy conserving features of a building by maintaining windows and louvered blinds in good operable condition for natural ventilation.

Improving thermal efficiency with weatherstripping, storm windows, caulking, interior shades, and if historically appropriate, blinds and awnings.

Installing interior storm windows with air-tight gaskets, ventilating holes, and/or removable clips to ensure proper maintenance and to avoid condensation damage to historic windows.

Installing exterior storm windows which do not damage or obscure the windows and frames.

Not Recommended

Applying thermal insulation with a high moisture content in wall cavities which may damage historic fabric.

Installing wall insulation without considering its effect on interior molding or other architectural detailing.

Removing historic shading devices rather than keeping them in an operable condition.

Replacing historic multi-paned sash with new thermal sash utilizing false muntins.

Installing interior storm windows that allow moisture to accumulate and damage the window.

Installing new exterior storm windows which are inappropriate in size or color.

Replacing windows or transoms with fixed thermal glazing or permitting windows and transoms to remain inoperable rather than utilizing them for their energy conserving potential.
Rationale

My overall philosophy towards the design of a new application centered around the theme of "energy efficiency". The application aims to provide users with tools and information to help them make more sustainable energy choices. This approach aligns with the broader goals of reducing carbon footprint and promoting renewable energy sources. The design process involves careful consideration of user needs and the development of intuitive interfaces that encourage energy conservation.

Design

The application features several key components:

1. **User Interface**: A clean and user-friendly interface that makes it easy for users to interact with the application and access information.
2. **Energy Tracking**: Users can track their energy consumption and receive personalized feedback on energy-saving practices.
3. **Renewable Energy Resources**: Information on local renewable energy resources and opportunities for users to switch to these options.
4. **Community Engagement**: A platform for users to connect with each other, share tips, and participate in collective energy-saving initiatives.

Implementation

The application is developed using the latest technologies, ensuring compatibility across different devices and platforms. Testing and user feedback are integral to refining the application and ensuring it meets the needs of its users.

Conclusion

The design of this application not only addresses the need for energy efficiency but also promotes social cohesion and environmental stewardship. It is a step towards creating a more sustainable future, where individuals and communities take ownership of their energy consumption and contribute to a greener planet.
New Additions to Historic Buildings

Recommended

Placing functions and services required for the new use in non-character-defining interior spaces rather than constructing a new addition.

Constructing a new addition so that there is the least possible loss of historic materials and so that character-defining features are not obscured, damaged, or destroyed.

Designing a new addition in a manner that makes clear what is historic and what is new.

Not Recommended

Expanding the size of the historic building by constructing a new addition when the new use could be met by altering non-character-defining interior spaces.

Attaching a new addition so that the character-defining features of the historic building are obscured, damaged, or destroyed.

Duplicating the exact form, material, style, and detailing of the historic building in a new addition so that the new work appears to be part of the historic building.

Imitating a historic style or period of architecture in a new addition.

Rehabilitation, like Preservation, acknowledges a building's change over time; the retention and repair of existing historic materials and features is that always recommended. However, unlike Preservation, the dual goal of Rehabilitation is to—respectfully—add to or alter a building in order to meet new use requirements. This downtown Chicago library was expanded in 1961 when additional space was required with light and humidity control for the rare book collection. The compatible 10-story wing was linked to the historic block on side and rear elevations. Its simple design is compatible with the historic form, features, and detailing; old and new are clearly differentiated.

Photo: Dave Clifton.
Accessibility Considerations

Recommended

Identifying the historic building’s character-defining spaces, features, and finishes so that accessibility code-required work will not result in their damage or loss.

Complying with barrier-free access requirements, in such a manner that character-defining spaces, features, and finishes are preserved.

Working with local disability groups, access specialists, and historic preservation specialists to determine the most appropriate solution to access problems.

Providing barrier-free access that promotes independence for the disabled person to the highest degree practicable, while preserving significant historic features.

Designing new or additional means of access that are compatible with the historic building and its setting.

Not Recommended

Undertaking code-required alterations before identifying those spaces, features, or finishes which are character-defining and must therefore be preserved.

Altering, damaging, or destroying character-defining features in attempting to comply with accessibility requirements.

Making changes to buildings without first seeking expert advice from access specialists and historic preservationists, to determine solutions.

Making access modifications that do not provide a reasonable balance between independent, safe access and preservation of historic features.

Designing new or additional means of access without considering the impact on the historic building and its setting.

Making a building accessible to the public is a requirement under the Americans with Disabilities Act of 1990, whatever the treatment. Full, partial, or alternative approaches to accessibility depend upon the historical significance of a building and the ability to make changes.

In these examples, thresholds that exceed allowable heights were modified several ways to increase accessibility without jeopardizing the historic character. Drawing: Uniform Federal Accessibility Standard (UFAS) Retrofit Manual.


Exhibit and Study Considerations

- Enhanced ecosystem development
- Targeted investments for innovation
- Robust regulatory framework
- Comprehensive educational programs
- Strengthened international partnerships

Recent Developments

- Increased national security concerns
- Growing environmental pressures
- Evolving demographics and lifestyles
- Technological advancements

Challenges and Opportunities

- Balancing economic growth with sustainability
-Addressing regional disparities
- Overcoming policy inconsistencies
- Ensuring equitable access to resources

Conclusion

- The future of the industry is promising
- Collaboration and innovation will drive success
- Regulatory frameworks need to evolve
- Public-private partnerships are critical
Appendix B:  
The National Register District and What That Means to You

Congress passed the National Historic Preservation Act in 1966, creating national policy on historic preservation as well as the National Register of Historic Places, which is maintained by the U.S. Department of the Interior.

The Georgia State Historic Preservation Division administers the National Register program with the state and makes the initial review of any proposed property or district for the Register. Additional reviews at the state and national levels are required as well. In order for a property or district to be considered for listing on the Register certain criteria must be met.

1. Properties must generally be at least 50 years old to meet the age requirements and remain in much the same appearance as in the past.
2. Properties must (a) be associated with events, activities, or developments that were important in the past; or (b) be associated with the lives or people who were important in the past; or (c) be significant in the areas of architectural history, landscape history, or engineering; or (d) have the potential to yield information through archeological investigation that would answer questions about our past.
3. Generally, properties that have been moved or reconstructed are not eligible for listing on the National Register.

What listing on the National Register of Historic Places Does:

Listing on the National Register can effect properties by identifying their significance and thereby encouraging their preservation. Listing also facilitates the review of all federally funded, licensed or permitted projects for their effect on the property, makes owners eligible for federal grants for preservation projects, and provides tax credit benefits for income producing properties.

What Listing on the National Register of Historic Places Does Not Do:

Listing on the National Register involves many misconceptions. Plaques and marker indicating listing on the Register are not provided, but available at the owners expense. Listing does not automatically alter local zoning, restrict property rights, or require compliance with preservation standards. Additionally, listing does not guarantee the availability of grant funding or property tax incentives.

Further Information:

Further information on the National Register of Historic Places can be obtained from the Georgia State Historic Preservation Division. Contact information can be found in Appendix C.
Appendix C: 
Resources and Contacts

Local Contacts:

1. Macon-Bibb County Planning and Zoning Commission
   Suite 1000, Southern Trust Building
   682 Cherry Street
   Macon, Georgia 31201
   Phone: 478-751-7450
   Web: www.mbps.org

   This office issues permits for land use, signage, and exterior alterations within the district.

2. Macon Heritage Foundation
   652 Mulberry Street
   Macon, Georgia 31201
   Phone: 478-742-5084
   Web: www.maconheritage.com

   This is a non-profit organization specializing in the promotion of preservation through buying, selling, and restoring historic properties and other advocacy measures.

3. Economic and Community Development Department
   439 Cotton Avenue
   Macon, Georgia 31201
   Phone: 478-751-7190
   Web: www.macon.ga.us/ecd.htm

   This office assists owner-occupants with repair of a home or business.

4. Bureau of Inspection and Fees
   Suite 500, Southern Trust Building
   682 Cherry Street
   Macon, Georgia 31201
   Web: www.cityofmacon.net/CityDept/inspection.htm

   This office issues building permits for all construction within Bibb County.

5. Middle Georgia Historical Society
   935 High Street
   Macon, Georgia 31201
   Phone: 478-743-3851

   This is a private membership organization that promotes historic preservation activities in the area.

6. New Town Macon
   200 Cherry Street
   Macon, Georgia 31201
   Phone: 478-722-9909
   Web: www.newtownmacon.com

7. Downtown Council
   305 Coliseum Drive
   Macon, Georgia 31217
   Phone: 478-621-2000

8. Washington Memorial Library
   Genealogy and History Room/ Middle Georgia Archives
   1180 Washington Avenue
   Macon, Georgia 31201
   Phone: 478-744-0800

   Important resources such as Sanborn Insurance Maps, historic photos, and other resources can be found here.
State Contacts

1. Georgia Trust for Historic Preservation
   1516 Peachtree Street, N.W.
   Atlanta, Georgia 30309
   Phone: 404-881-9980
   Web: www.georgiaturst.org
   This is a private membership organization working to promote historic preservation within Georgia.

2. Georgia Conservancy
   1776 Peachtree Street, NW
   Atlanta, Georgia 30309
   Phone: 404-876-2900
   Web: www.geaconservancy.org
   This is a private membership organization working toward conservation of Georgia’s resources.

3. Georgia Alliance of Preservation Commissions
   UGA School of Environmental Design
   325 South Lumpkin Street
   Athens, Georgia 30602-1861
   Phone: 706-542-4731
   This is a non-profit organization that coordinates information relevant to historic preservation and assists local district review boards.

4. Georgia State Historic Preservation Division
   156 Trinity Avenue, SW, Suite 101
   Atlanta, Georgia 30303-3600
   Phone: 404-656-2840
   Web: www.gahpo.org
   This is a state agency responsible for directing and coordinating historic preservation programs in Georgia.
National Contacts

1. National Alliance of Preservation Commission
   UGA School of Environmental Design
   325 South Lumpkin Street
   Athens, Georgia 30602-1861
   Phone: 706-542-4731
   Web: www.arches.uga.edu/~mapc/

   This is a national non-profit organization that coordinates materials and provides a network of preservation commissions around the country.

2. National Trust for Historic Preservation
   Southern Regional Office
   William Aiken House
   Charleston, SC 29403
   Phone: 843-722-8552
   Web: www.nationaltrust.org

   This is a national private membership organization chartered by Congress to encourage public participation in the preservation of the built environment. Assistance provided includes educational resources, counsel, and technical aid for preservation projects.

3. Preservation Action
   1350 Connecticut Avenue NW
   Washington, DC 20036
   Phone: 202-659-0915
   Web: www.preservationaction.org

   This is a private membership organization that advocates federal legislation to further the impact of historic preservation at the local, state, and national levels.

4. National Register of Historic Places
   National Park Service
   1849 C Street NW
   NC 400
   Washington DC 20240
   Phone: 202-343-9536
   Web: www.cr.nps.gov/nr

   This is a listing of individual structures, places, and districts throughout the country recognized for their contribution at the national level.
Appendix D:  
Glossary of Terms

1. Articulation – clear and precise division and placement of features such as windows
2. Balustrade – a handrail and the rails that support it
3. Bay – a compartment or section of a building if it were to be divided into sections vertically
4. Cantilevering – the projecting of a structure supported only at one end
5. Corbeling- an overlapping arrangement of bricks or stones in which each course extends farther out from the vertical of the wall than the course below.
6. Façade – a side or face of a building
7. Fenestration – the design and placement of windows
8. Orientation – the location or placement of a building in relation to particular features such as adjacent streets.
9. Parapet wall – a low wall along the edge of a roof
10. Pediment – a wide triangular decorative feature sometimes used over an entry or over an entire building
11. Pilaster – a rectangular column set into a wall, it may be structural or decorative
12. Preservation – to maintain, treat, or repair so to prevent decay
13. Public Right-of-Way – land on which public features and utilities are placed including roads, sidewalks, alleys, and power lines.
14. Relief – the projection of figures or forms from a flat background
15. Renovation – a revival through repairing or remodeling
16. Restoration – to bring back to a previous or original condition
17. Scale – the level or degree of building mass relative the existing buildings
18. Siting – the situating or locating of a building on a piece of land
19. Turret – a tower shaped projection on a building
20. Window hood – a decorative feature atop a window opening
Appendix E:  
Zoning Regulations for the Central Business District

Comprehensive Land Development Resolution
For
City of Macon and Bibb County Georgia

Chapter 13A  CBD-1: Central Business District
Editor's note—Amendment No. ZA97-08-01, § 3, adopted August 14, 1997, added a new Ch. 13A, §§ 13A.01–13A.10, to read as hereinafter set out.

Section 13A.01. Intent.
The CBD-1 Central Business District is intended to promote an harmonious tenant mix and to encourage an environment which complements both residential and business activities. This district is also concerned with the protection of significant historic structures, and the preservation of the architectural character and ambiance of the downtown area. (Added August 14, 1997, ZA97-08-01)

Section 13A.02. Required conditions.
Storage of merchandise must be within a completely enclosed building, except that the commission may grant an exception to this requirement (as a conditional use) where it finds that the enforcement would create an unreasonable hardship. (Added August 14, 1997, ZA97-08-01)

Section 13A.03. Permitted uses.
1] All permitted uses allowed in a C-1 Neighborhood Commercial District; except for general farming and horticulture. Grocery, fruit, vegetable, and meat markets, delicatessens, catering stores, supermarkets, hardware stores, and paint stores shall be limited to twenty thousand (20,000) square feet in ground floor area.
[3] Bars, taverns, saloons, and restaurants with or without alcohol.
[7] Museums and institutions of a similar nature.
[8] Dwelling units in existing buildings subject to the following requirements as permitted uses. Development beyond the following requirements shall be considered a conditional use.
   a) All dwelling units shall be located on upper floors.
   (b) Lot area requirements shall be governed by the following table:

<table>
<thead>
<tr>
<th>Unit Type</th>
<th>Min. Lot Area per Dwelling Unit (sq. ft.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1(s) bedroom</td>
<td>450</td>
</tr>
<tr>
<td>2(s) bedroom</td>
<td>600</td>
</tr>
<tr>
<td>3(s) bedroom</td>
<td>750</td>
</tr>
</tbody>
</table>

[9] Communication towers and antennas subject to the requirements of Section 23.27. (Added October 13, 1997, ZA97-10-01)
(Added August 14, 1997, ZA97-08-01; Amended March 26, 2001, ZA01-02-01)
Section 13A.04. Conditional uses.

[1] Single and two-family dwellings on the ground floor of existing buildings and dwelling units in existing buildings which do not conform to the lot area requirement table established for permitted uses in Section 13A.03[8](b).

[2] Accessory buildings and uses located either on the same lot or parcel of land under the same ownership and customarily incidental to the permitted or conditional use, provided that the requirements of Section 4.07 are met.

[3] All uses without outside storage or sales, smaller than twenty thousand (20,000) square feet in size and retail in nature, including:
   (a) Electrical supplies,
   (b) Heating and plumbing equipment,
   (c) Dairy products,
   (d) Bakeries, and
   (e) Tires, batteries, and other automotive accessories, including the installation of accessories sold.

[4] Public utility structures and buildings, excluding communication towers and antennas, provided that the installation is properly screened and serves the immediate area. No office shall be permitted, and no equipment shall be stored on the site. (Amended October 13, 1997, ZA97-10-01)


[6] Swimming, tennis, public and private community clubs or associations, parks, and recreational areas. The size and intensity of the proposed use as it relates to adjacent land uses shall be a determinative factor.


[8] Temporary uses including sale of Christmas trees, carnivals, church bazaars, and sale of seasonal fruit and vegetables from roadside stands, but such use is not to be permitted for a period to exceed two (2) months in any calendar year.


[10] Produce and farmers markets.


[14] Authorized service stations, provided that the requirements of Section 23.11 are met.

[15] Shopping centers, provided that the shopping center guidelines in Section 23.12 governing the construction of shopping centers are met.

[16] Parking garages and lots.

[17] Undertaking or mortuary establishments and ambulance services.

[18] Retail sales, displays of merchandise, and storage pursuant to Section 13.02.

[19] Colleges, universities, and other educational facilities.

[20] Hospitals and other medical facilities limited to twenty thousand (20,000) square feet in ground floor area.


[22] Day care facilities.

[23] Authorized showroom. (Added August 14, 1997, ZA97-08-01)

[24] Communication towers and antennas subject to the requirements of Section 23.27. (Added October 13, 1997, ZA97-10-01)


(Added September 13, 1999, ZA99-09-01; Amended March 26, 2001, ZA01-02-01)
Section 13A.05. Lot and area requirements.
The following lot and area requirements set out in this section shall be met for all construction and land uses:

<table>
<thead>
<tr>
<th>Land use</th>
<th>Minimum lot area requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Single family dwellings on the ground floor</td>
<td>As provided for in Section 11.04</td>
</tr>
<tr>
<td>(b) Two-family dwelling on the ground floor</td>
<td>As provided for in Section 11.05</td>
</tr>
<tr>
<td>(c) Multifamily dwellings on the ground floor</td>
<td>As provided for in Section 11.06</td>
</tr>
<tr>
<td>(d) High-rise multifamily and high-rise multifamily for the elderly</td>
<td>As provided for in Section 11.07</td>
</tr>
<tr>
<td>All other uses</td>
<td>None</td>
</tr>
</tbody>
</table>

(Added August 14, 1997, ZA97-08-01)

Section 13A.06. Yard requirements (building setback distance).
There shall be no minimum setback requirements, except as provided below:
[1] Setbacks may be required to meet design standards.
2) A setback to twenty (20) feet shall be required from any property line that abuts a residential district, and
3) Special setbacks shall be as required in Section 32.09.
(Added August 14, 1997, ZA97-08-01)

Section 13A.07. Building height requirements.
The maximum height for buildings and structures shall be thirty-five (35) feet except as allowed by Section 4.03. The commission may, however, allow construction and erection of buildings or structures exceeding thirty-five (35) feet in height, except that any application to exceed the maximum permitted height shall be treated as an application for a conditional use and a certificate of appropriateness.
(Added August 14, 1997, ZA97-08-01)

Section 13A.08. Off-street parking and loading regulations.
Spaces for off-street parking and provisions for loading and unloading spaces shall be provided in accordance with the provisions of Chapter 26.
(Added August 14, 1997, ZA97-08-01)

Section 13A.09. Signs.
Signs as allowed in this zoning district shall comply with the provisions of Chapter 25.
(Added August 14, 1997, ZA97-08-01)

Section 13A.10. Certificate of appropriateness required.
No building or structure, including walls, fences, steps, and paving that can be seen from the public right-of-way, shall be erected, reconstructed, altered, restored, moved, or demolished within the CBD-7 central business district, and no sign, fence, wall, or other appurtenant structure shall be erected or displayed on any lot, building, or structure located within said district unless a certificate of appropriateness has been approved by the commission pursuant to the provisions of Chapter 27A.
(Added August 14, 1997, ZA97-08-01)
Chapter 13B CBD-2—CENTRAL BUSINESS DISTRICT

*Editor's note—Amendment No. 2A97-08-01, § 4, adopted August 14, 1997, added a new Ch. 13B, §§ 13B.01—13B.10, to read as herein set out.

Section 13B.01. Intent.
The CBD-2 Central Business District is intended to encourage an harmonious tenant mix and an environment which complements both residential and business activities within the CBD-1 Central Business District by protecting gateways into said district and offering compatible uses as well as ancillary services for residents and businesses located therein. This district is also concerned with the protection of significant historic structures, and the preservation of the architectural character and ambience of the downtown area.
(Added August 14, 1997, 2A97-08-01)

Section 13B.02. Required conditions.
Storage of merchandise must be within a completely enclosed building, except that the commission may grant an exception to this requirement (as a conditional use) where it finds that the enforcement would create an unreasonable hardship.
(Added August 14, 1997, 2A97-08-01)

Section 13E.03. Permitted uses.
(Added August 14, 1997, 2A97-08-01)

Section 13B.04. Conditional uses.
[1] All conditional uses allowed in a CBD-1 Central Business District.
[2] Automobile sales, which need not be enclosed, but any mechanical or body repair must be conducted entirely within an enclosed structure which may not have an opening, other than a stationary window, facing a residential district if such structure is located within one hundred (100) feet of a residential district.
[3] Automobile laundries or car washes, provided that a paved area shall be located on the same lot for the storage of vehicles waiting entrance to the washing process sufficient to contain the number of vehicles (at two hundred (200) square feet per vehicle) equal to one-seventh (1/7) of the capacity of the washing machines, and in addition, that curb breaks be limited to two (2), each not to exceed thirty (30) feet in length and located no closer than twenty (20) feet to a street intersection.
[6] Auto repair garages, provided that no buildings for such use located within one hundred (100) feet of a residential district shall have any openings, other than stationary windows or doors for pedestrian (non-vehicular) ingress and egress, facing such residential district.
[7] Veterinary hospitals or clinics, provided any structure for such purpose shall be a minimum of one hundred (100) feet from any residential district, and provided further that such use shall not adversely affect adjacent uses.
[8] Group personal care, homes and supportive living homes.
[9] Hospitals and medical facilities greater than twenty thousand (20,000) square feet in ground floor area.
(Added August 14, 1997, 2A97-08-01)
Section 13B.05. Lot and area requirements.
The following lot and area requirements set out in this section shall be net for all construction and land uses:

<table>
<thead>
<tr>
<th>Land Use</th>
<th>Minimum Lot and Area Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a)</td>
<td>A standard for Section 11.04</td>
</tr>
<tr>
<td>(b)</td>
<td>A standard for Section 11.05</td>
</tr>
<tr>
<td>(c)</td>
<td>A standard for Section 11.06</td>
</tr>
<tr>
<td>(d)</td>
<td>A standard for Section 11.07</td>
</tr>
<tr>
<td>(e)</td>
<td>None</td>
</tr>
</tbody>
</table>

(Added August 14, 1997, ZA97-08-01)

Section 13B.06. Yard requirements (building setback distance).
There shall be no minimum setback requirements, except as provided below:
[1] Setbacks may be required to meet design standards,
[2] A setback of twenty (20) feet shall be required from any property line that abuts a residential district, and
[3] Special setbacks shall be as required in Section 32.09.
(Added August 14, 1997, ZA97-08-01)

Section 13B.07. Building height requirements.
The maximum height for buildings shall be thirty-five (35) feet except as allowed by Section 4.03. The commission may, however, allow construction and erection of buildings or structures exceeding thirty-five (35) feet in height, except that any application to exceed the maximum permitted height shall be treated as an application for conditional use and a certificate of appropriateness.
(Added August 14, 1997, ZA97-08-01)

Section 13B.08. Off-street parking and loading regulations.
Spaces for off-street parking and provisions for loading and unloading spaces shall be in accordance with the provisions of Chapter 26.
(Added August 14, 1997, ZA97-08-01)

Section 13B.09. Signs.
Signs as allowed in this zoning district shall comply with the provisions of Chapter 25.
(Added August 14, 1997, ZA97-08-01)

Section 13B.10. Certificate of appropriateness required.
No building or structure, including walls, fences, steps and paving that can be seen from the public right-of-way, shall be erected, reconstructed, altered, restored, moved, or demolished within the CBD-2 Central Business District, and no sign, fence, wall, or any appurtenant structure shall be erected or displayed on any lot, building, or structure located within said district unless a certificate of appropriateness has been approved by the commission pursuant to the provisions of Chapter 27A.
(Added August 14, 1997, ZA97-08-01)
Appendix F:
Adoption of Guidelines for the Central Business District
A RESOLUTION ADOPTING DESIGN GUIDELINES
FOR THE CENTRAL BUSINESS DISTRICTS

WHEREAS, the Central Business Districts were created on August 14, 1997 by the Macon-Bibb County Planning and Zoning Commission; and

WHEREAS, design review is required for changes in design and materials pursuant to Chapter 27A; and

WHEREAS, the Macon-Bibb County Planning and Zoning Commission desires to establish design guidelines for the Central Business Districts to govern all building and structure rehabilitation and construction in any Central Business District.

NOW, THEREFORE, BE IT RESOLVED that the Macon-Bibb County Planning and Zoning Commission in regulation session assembled hereby adopts the "Central Business District Design Guidelines and Property Owner Manual," which are attached hereto and made a part of this Resolution.

SO ADOPTED THIS 14th DAY OF February, 2002.

MACON-BIBB COUNTY PLANNING
AND ZONING COMMISSION

BY: Jennifer Taylor, Vice Chairman

ATTEST: Vernon B. Kyle, III, Executive Director

I certify that the foregoing Central Business District Design Guidelines and Property Owner Manual were duly adopted by the Macon-Bibb County Planning and Zoning Commission on the date set out above and that the attached signatures are genuine.

This 14th day of February, 2002.

Janice Jordan, Commission Secretary

Notary Public, Bibb County, Georgia
MAYOR, CITY OF MACON
C. Jack Ellis

MACON CITY COUNCIL

Anita Ponder, President
Janes Timley
Alveno Ross
Ed DeFore
W. M. Dickey
Willie Hill
Charles Dudley

Henry Ficklin
Jim Lee
Elaine Lucas
Charles Jones
Filomena Mullis
Melvyn Williams
Brenda C. Youmas
Stebin Horne

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Samuel F. Hart, Vice-Chairman
Charles W. Bishop
Bert Bivins, III
Elmo A. Richardson, Jr.

MACON-BIBB COUNTY PLANNING AND ZONING COMMISSION

Connie Cater, Chairman
Jennifer Taylor, Vice-Chairman
Theresa T. Watkins
Joni W. Woolf
Leon Ward Jr.

Vernon B. Ryle, III, Executive Director
Kathryn Sanders, Finance Officer
Bonnie D. Hollingsworth, Human Resources Officer
Dennis B. Brill, GIS/Graphics Director
Brenda J.C. Salter, Graphics Specialist
James P. Thomas, Director of Urban Planning
R. Barry Bissonette, Public Information Officer
Don Tussing, Principal Planner
Gregory L. Brown, Planner
Greg Floyd, Planner
Ken North, Planner
Hazel Greer, Secretary / Receptionist
Jean G. Brown, Zoning Director
Bridgett Manson, Assistant Zoning Director
Amber Mason, Senior Development Review Officer
Duane Delilippo, Senior Development Review Officer
Hazel Spirtes, Zoning Office Coordinator
Janice Jordan, Commission Secretary
Patricia Spellman, Records Coordinator
Sheila Burns, Zoning Aide
Jack C. Cantrell, Zoning Inspector Supervisor
Ethan Tonn, Zoning Inspector
Gene Plummer Zoning Inspector
MACON AREA TRANSPORTATION STUDY COMMITTEE

MATS POLICY COMMITTEE

C. Jack Ellis, Mayor
Kenneth Thompson, Mayor Payee City
W. M. Dickey, Chairman City Public Works
Charles Bishop, Chairman County Public Works
G.B. Moore, Chairman Jones County Commission
Paul Jessey, Chairman Middle GA RDC
Tom Coleman, Commissioners GA-DOT
*Ken Sheets, County Engineer
*Harry Dixon, 5th Dist Rep, GA St. Trans Board
J.A. Andrews, Jr., Jones County Commission
Connie Cater, Chairman P&Z
*Vernon Kyle, Project Director, MATS
*Charles Howard, Chairman Urban Dev. Authority

Tommy Olmstead, Chairman Bibb County Commission
Lynn Cass, Chairman Transit Authority
Frank Amerson, Chairman Water Authority
Cam Oetter, Chairman CAC
Anita Ponder, President City Council
Larry Childs, Jones Co. Commission
*James Tonn, Executive Dir., Middle GA RDC
*Larry Driehaus, Division Admin., FHWA
*Melvin Waldrop, Chief Admin. Officer
*Burtin Lee , Chmn., Macon-Bibb Ind. Auth.
*Bill Wilke, Traffic Engineer
*Bill Causey, City Engineering Dept.
*Local Representative, State of Georgia

MATS CITIZEN’S ADVISORY COMMITTEE (CAC)

County @ Large
Disabled Transp. User
Judy Rando, City Ward 3
Wiley Bowson, City Ward 2
Cam Oetter, Pedestrian/Bike Users
County District 1
Mickey Parker, Jones County
Doug Hayes, County District 4
DeUndray Bentley, City Ward 4
Macon Housing Authority

Linda Hampton, Older Americans Council
Stella Tsai, City Ward 5
Susan Hamberry, Environmental Rep.
City Ward 1
Bibb Co. Board of Education, Transportation Div.
County District 2 Rep.
Helen Sippel, Vineville Neighborhood Assoc.
County District 1
League of Women Voters
Transit Ridersip
Mary Anne Richardson, Dasabled Pop. Rep.

MATS TECHNICAL COORDINATING COMMITTEE (TCC)

Vernon B. Ryle, III, Project Director MATS
*Andy Edwards, Intermodal Engineer FHWA
Bill Wilke, Traffic Engineer
*Walter Boyd, Transportation Eng. FHWA
Jerry Modena, Bibb Co. Sheriff's Office
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E. L. Joiner, Macon Police
Steve Kish, Transit Planning & Dev., GA-DOT
Jin Tonn, Executive Director Middle GA RDC
David Millen, Pre-Construction Engineer GA-DOT
Don Tussing, Transportation Planner MBCP&ZC
Gene Simonds, Director Central Services
Tim Piotrowski, Jones County Zoning
Rex Elder, Mgr. Lewis B. Wilson Airport

Frank Amerson, Macon Water Auth.
Phil Clark, Planning Director Middle-GA RDC
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Bill Causey, City Engineers Dept.
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