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Virginia-Highland Historic District

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Proposed Design Guidelines for the Virginia-Highland Historic District
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Introduction

Intent and Purpose

This Design Guidelines Manual was prepared as a class project by graduate students in Georgia State University’s Heritage Preservation program for the Virginia-Highland Civic Association - Neighborhood Preservation Committee. Grounded in sound preservation practices for either rehabilitation of historic buildings or new construction projects in historic areas, these guidelines will facilitate the evaluation of residents’ interest in Historic District Overlay Designation in the City of Atlanta. If Virginia-Highland attains historic designation status, a final document of illustrated design and technical guidelines will be a tool for both the property owner and the Atlanta Urban Design Commission during the design review process.
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Preserving Virginia-Highland

Recognition and Designation

National Designation

Due to its significance in the areas of architecture, community planning and development, and landscape architecture, the portion of Virginia-Highland that is roughly bounded by Amsterdam Avenue, Rosedale Road, Ponce de Leon Avenue, and the Norfolk Southern Railroad was listed as a historic district in the National Register of Historic Places in 2005. The National Register, authorized by the National Historic Preservation Act of 1966, is the official list of the nation's historic places worthy of preservation. The National Register identifies significant properties and districts for general planning purposes and makes available specific tax incentives for preservation purposes. It provides, however, only a limited degree of protection, primarily from the effects of federally assisted undertakings. Although National Register listing was an important accomplishment for the neighborhood, local designation is the only way to protect the historic streetscape, patterns of development, landscape, and architectural fabric that so many people have come to appreciate in Virginia-Highland.

Local Designation

The designation of Virginia-Highland as a local historic district will protect the community’s historic properties and areas through a design review process administered by the Atlanta Urban Design Commission (AUDC). The AUDC is the governing body that regulates any designated historic buildings or districts in the City of Atlanta. If designation as a local historic district is approved, the AUDC will regulate any exterior work on a property within the district through a Certificate of Appropriateness process, as well as provide information and technical assistance to homeowners and residents.

Designation also protects the historic character and quality of the district through specific design controls. If Virginia-Highland earns local designation, more protection will come to the historic neighborhood. Local designation encourages sensitive development and discourages unsympathetic changes.
**Benefits of Preservation**

**Aesthetic and Community Benefits**

Every community has something that residents value and wish to protect. The Virginia-Highland Civic Association - Neighborhood Preservation Committee has identified two primary reasons for protecting Virginia-Highland from the incursions of inappropriate changes and new developments:

- To maintain the classic and historic feel and beauty of Virginia-Highland
- To maintain property values

Houses, stores, green spaces, streets, and landscaping are tangible features that provide the “historic feel and beauty” of the Virginia-Highland neighborhood. It is the combination of these elements that draws residents to the area. Continued demand for residential and commercial properties maintains property values. Protection of the features that are valuable to the community slows the rate of change, which stabilizes the community and, consequently, property values.

Protection of the historic aesthetics of a community does more for the community than maintain property values. It also creates jobs and nourishes the commercial base of small businesses in the area. It increases commercial trade through tourism, thereby providing more employment in the community through sales and service positions. Additionally, rehabilitation and restoration of existing buildings tend to employ more small, local businesses than do large construction projects. Perhaps the most important community benefit, however, is the protection of its historic buildings and resources that provide the community with a sense of place. The size, design, setback, and street orientation of its residences, the scale of its commercial areas, the design and materials of the streets and sidewalks, the
Why Preserve?

presence of small neighborhood parks, and the mature landscape identify Virginia-Highland as an established urban neighborhood. Protection of these features facilitates the enjoyment of the area for residents and visitors alike.

These Design Guidelines are intended to illustrate and interpret the proposed regulations, which are created to give a legal backing for local historic district designation. These regulations apply only to the exterior of residential properties in the local historic district and are intended to protect historic houses from inappropriate changes that will adversely affect the historic neighborhood atmosphere of Virginia-Highland.

In addition to the tax incentive programs detailed on page 10, there are other economic benefits to owning a residential property in a historic district. A 1996 study of three Georgia cities shows that locally designated historic houses had a larger increase in property values than those not located in historic districts. These properties also saw an increase in value over properties without local designation that were located in National Register Historic Districts. The study also found that historic districts had a positive impact on the local economy by creating local jobs due to construction activity. Additional information is available in The National Trust's Dollars and Sense.

Economic Incentives
Several economic incentive programs are available for properties in the Virginia-Highland community. For the three tax incentive programs described below, the point of contact is the Historic Preservation Division of the Department of Natural Resources (Georgia’s State Historic Preservation Office). The qualifications for these programs vary, so it is advised that owners discuss their specific properties and projects with the Historic Preservation Division of the Georgia Department of Natural Resources (DNR) before moving forward with work plans. Qualifying for these economic incentive programs is dependant on meeting the Secretary of the Interior’s Standards for Rehabilitation and the Department of Natural Resources’ Standards for Rehabilitation for both interior and exterior improvements (found in
Appendix B of this manual). Buildings must be contributing properties in a National Register or Georgia Register Historic District in order to qualify. Please note that the design standards for the Virginia-Highland Historic District Design Guidelines were formed by the community and in some cases may not always align with the Secretary of the Interior’s Standards. A project that satisfies these design guidelines may not qualify for the preservation tax incentives unless the project also satisfies the Secretary of the Interior's Standards for Rehabilitation and the program requirements administered by the Historic Preservation Division of the Georgia Department of Natural Resources.

There are three tax incentive programs to assist with substantial rehabilitation of historic buildings. They are summarized below. For additional information, please contact the Tax Incentives Coordinator at the Historic Preservation Division of the Georgia Department of Natural Resources at 404-651-5566 or go to [http://www.gashpo.org](http://www.gashpo.org).

**State Preferential Property Tax Assessment Program for Rehabilitated Historic Property**

The assessed value of qualifying substantially rehabilitated properties is frozen at pre-rehabilitation levels for eight years. In the ninth year, the assessed value will increase 50% of the difference between the value of the property at the time the freeze was initiated and the current assessment value. The rehabilitation must increase the fair market value of the building by at least 50% for owner-occupied property or at least 100% for income-producing property.

The Georgia Department of Natural Resources’ Standards for Rehabilitation must be met (Appendix B). Applications must be filed with the Georgia Department of Revenue by December 31st of the year before the tax abatement goes into effect.

**Federal Income Tax Credit Program**

An investment tax credit is specifically for income-producing properties, which entitles owners or long-term lessees of such properties to receive up to a 20% investment tax credit for qualified rehabilitation expenditures. The rehabilitation must follow the Secretary of the Interior’s Standards for Rehabilitation.

**State Income Tax Credit Program for Rehabilitated Historic Property**

Rehabilitations that meet the program requirements can receive a state income tax credit equal to 25% of residential rehabilitation expenses, up to a maximum credit of $100,000 ($300,000 for income-producing properties). The Georgia Department of Natural Resources must approve the rehabilitation, and at least 5% of the qualified expenses must be for exterior work.
The Virginia-Highland neighborhood is an accumulation of a number of different subdivisions that were built three miles outside the heart of the city of Atlanta from 1889 to 1955. The land was used for agricultural and recreational purposes until the late 19th century. The first documented white settlement of the Virginia-Highland area was by Revolutionary War veteran, William Zachry, who was granted the land encompassing most of the present-day historic district soon after the War of 1812 by the United States government for his “patriotic service.” The land was part of the neutral territory designated by feuding Cherokee and Creek Indians. In 1821, the Creek Nation relinquished land that included the area of Virginia-Highland to the United States government. Zachry farmed his property until 1822 when he sold it to Richard Copeland Todd from South Carolina. Todd built a farm house on what is currently 816 Greenwood Avenue. The house burned in 1910, but an apartment building can be found in the same location today. The advent of the trolley car to Atlanta in 1871 changed the neighborhood as more and more city workers were drawn to it as an opportune place to live due to its proximity to downtown Atlanta and the expansion of the line into the suburb in 1889. Virginia-Highland has remained intact and still has the appeal that drew residents to it from its beginnings.

The area developed as many typical American suburbs did during the early 20th century. It was originally a white, middle-class residential neighborhood with initial growth beginning in 1889 when the Fulton County Street Railroad Company’s Nine-Mile Circle trolley line cut through the area. The street car started
downtown and traveled along Highland Avenue (now North Highland Avenue), Virginia Avenue, North Boulevard (now Monroe Drive), and back to Highland Avenue before returning to the city. Before the area was developed, Atlanta residents would take the trolley to the “country,” as it was called, to enjoy the cool breezes and relaxing atmosphere. The oldest structures in Virginia-Highland can be found along the trolley line. The impact of this line on the area is evident in the community’s street pattern. The area employs a grid system of streets because real estate values at the time were determined by proximity to the streetcar line. A grid pattern achieved the shortest distances to the line from individual properties. The effects of the trolley on the neighborhood are also felt in the curving intersections of Virginia Avenue and Boulevard (now Monroe Drive) and of Virginia and Highland Avenues. Space was needed to accommodate the trolleys wide turning radii when maneuvering around corners. Later subdivisions in Virginia-Highland incorporated curvilinear streets and a semi-rural feel as a direct result of an increase in automobile usage and ownership.

The majority of development in the neighborhood occurred between 1905 and 1936. Various real estate companies purchased the land and subdivided the lots over a 23-year period. Prominent cotton merchant, Green B. Adair, subdivided his property southwest of the intersection of Highland and Virginia Avenues in 1904. Adair set up his own residence on a large lot on Rupley Drive. Most of the houses in this area are Craftsman-style bungalows and American Foursquares. New subdivisions, created along Virginia and Highland Avenues between 1909 and 1913, contained mainly Craftsman-style bungalows and garden-style apartments. The North Boulevard Park Corporation purchased 64 acres of undeveloped land in 1914 to be platted and developed. This subdivision, North Boulevard Park, was located in the northwest corner of the district and utilized curvilinear streets. Houses in this neighborhood are usually Craftsman-style bungalows, American Foursquares, English Vernacular Revival-style cottages, and side-gabled cottages. The construction of these houses, however, was delayed until after the Park Drive
History of Virginia-Highland

Bridge was built. World War I hindered development as well and is the reason these residences date to the 1920s instead of the 1910s.

The northern and eastern parts of the historic district were platted a few years later. Typical of middle-class housing of the 1920s and 1930s in the United States at this time, this subdivision is comprised of mostly English Vernacular Revival and Colonial Revival homes. It was during this time that smaller subdivisions were created that included Virginia Hills and Virginia Highlands (which is not to be confused with the district as a whole). Orme Park is the largest of these neighborhoods that was created in the 1920s. It is located in the northeast portion of the district. Houses in this subdivision are large Craftsman-style bungalows and English Vernacular cottages. The area also employs curvilinear roadways and includes a park, named Orme Park like the subdivision itself, with a small stream running through it. This park, however, was not named Orme until a developer with The North Boulevard Park Corporation, A.J. Orme, gave the area to the neighborhood for public use. The park was originally an extension of the North Boulevard Park subdivision. The southern portion of the district encompasses mostly multi-family houses which include garden-style apartments and duplexes.

Throughout the 1960s, the area of Virginia-Highland fell into an era of decline. This was not uncommon in other intown neighborhoods in Atlanta and other large American cities during this time. More and more middle-class families were moving to the suburbs, resulting in decreasing property values and neglect in Virginia-Highland. Many single-family homes were converted into multi-family residences. In the 1970s, families began to slowly move back into the neighborhood and began renovating existing structures. The neighborhood began
to experience growth again with property values and home ownership increasing steadily. In 1975, the Virginia-Highland Civic Association (VHCA) was founded with the mission of defeating the proposed Interstate 485 that was intended to run in a north/south direction through many existing neighborhoods in the city like Virginia-Highland. The highway was aimed to ease traffic flow in and around downtown Atlanta. A massive interchange was planned in Virginia-Highland at Virginia Avenue that would have encouraged strip development and ruined the community feel of the area.

Naturally, commercial corridors built up around the district as it grew over the years. Business establishments, situated at the intersection of Virginia Avenue and North Highland Avenue, were present as early as 1908 with the bulk of development occurring in 1925. This is the main business node in Virginia-Highland, but other commercial areas can be found along other parts of North Highland Avenue including the area near Atkins Park. Historic structures in these areas are mostly brick, one and two-story, attached buildings. Much like today, historic businesses addressed the needs of residents. There were restaurants, stores, and gas stations to name a few. Due to the walkability of Virginia-Highland, these areas will continue to develop and adapt to the needs of the people that live in the community and to visitors alike. Most of these properties, however, are not included in the proposed local historic district.

The Virginia-Highland district is a prime example of typical subdivision development of the early 20th century. The houses found in the area are characteristic of middle-class residences of this era. Today, the area is densely populated due in part to easy access to downtown Atlanta but also, more importantly, because of the community feel and history of the neighborhood and the efforts of property owners who are personally invested in Virginia-Highland.

“This information was gathered using information found in the National Register of Historic Places nomination form, and in Linda Merrill’s “History of Virginia-Highland.”
Residents recognize the Virginia-Highland Historic District as a distinctive and special place, a place in which they take pride and wish to preserve. This neighborhood most nearly resembles a small town, with its Main Street along Highland Avenue and its central business district at the intersection of Virginia and Highland Avenues, surrounded by residential developments in which there are dwellings of various ages and densities ranging from single-family houses to apartments. Parks, schools, churches, and recreational facilities are located in the neighborhood. The area is bound on the south and east by major thoroughfares: Ponce de Leon Avenue and Briarcliff Road. On the southwestern edge, a railroad right-of-way is lined with flat-roofed, single-story industrial and commercial buildings formerly associated with the railroad and now put to other uses. There is a modern shopping center immediately to the west of this former industrial area. Virginia-Highland is a diverse community with a long history of development reflected in the physical characteristics of its built environment.

The Virginia-Highland Historic District is the result of several major campaigns of development and many minor ones undertaken for over one hundred years. In addition, the district was the site of mid-20th century urban renewal and clearance for construction of the proposed Interstate 485, which was never built. Because of this, Virginia-Highland is visually diverse. Streets are rectilinear (laid out in a regular grid) in some areas of development and curvilinear (curving streets that take advantage of natural contours of the land) in others. There is one large park, Orme Park, and several smaller ones. Most commercial development occurs around the perimeter of the district on the south and west, but there is also a major commercial node in the center of the district at the intersection of Virginia and North Highland Avenues and two smaller ones on Highland. Some streets have sidewalks on both sides; some only on one. Street widths and sidewalk materials are not consistent throughout the district, adding to the eclectic character of the neighborhood. House sizes, styles, and setbacks vary from development to development, although they are generally consistent within developments, and the ages of the residences within the proposed local historic district span more than one hundred years.
The characteristics that most areas of the Virginia-Highland District share in common are the rolling topography, two-lane streets, and mature overstory trees. However, the most pervasive characteristic of this neighborhood is that it is a place of human scale and arrangement. Buildings are not generally more than three stories tall. They face the streets, which are narrow enough to cross easily but wide enough to allow on-street parking. Most houses include front porches with sidewalks and landscaping from the front of the house to the street, and garages are generally located behind the house. Studies indicate that people find this arrangement inviting because it creates the impression of accessibility to the residences. Shade trees line the thoroughfares, which, in most cases, occur in regular rhythms of blocks and intersections, enhancing navigation within the community. These features give the proposed Virginia-Highland Historic District its small-town ambiance and invite visitors and residents alike to stay.
Based on density of use, the proposed Virginia-Highland Historic District contains three categories of housing. These are: 1) single-family dwellings, 2) multi-family dwellings, which include duplexes, triplexes, and quadra-plexes, and 3) multi-unit buildings, which include apartment houses and condominiums. The majority of residences in Virginia-Highland are single-family residences.

Residences tend to be clustered according to density of use within the district. Buildings for up to four families are more often mingled with single-family residences than are apartment houses and condominiums, but some mixing of this kind does occur. In addition, some lots where the primary building is a single-family residence also have a second residential unit in an accessory building, usually a garage. Only those buildings containing between one and four families are regulated by these Design Guidelines.
A variety of architectural styles and types exist in historic neighborhoods found throughout the state of Georgia. Virginia-Highland is no different, as this neighborhood is comprised of numerous examples of different historic styles and types of housing.

**Architectural Styles**
Architectural styles relate to the external ornamentation or decoration of a house. Through exterior means such as proportion, scale, massing, and symmetry or asymmetry, one can classify a house as one of the twenty-three major styles of historic houses located in Georgia. Architectural styles present in Virginia-Highland include Colonial Revival, Craftsman, Dutch Colonial Revival, English Vernacular Revival, Mediterranean Revival, and Neoclassical Revival.

**Architectural Types**
Architectural types categorize buildings based on their overall form. Types are defined using a simple classification system based on the outline of the main house as well as the general layout of the interior rooms. An easy way to think about this method is plan + height = type. The house types American Foursquare, American Small House, Bungalow, English Cottage, Georgian Cottage, and Georgian House are evident throughout Virginia-Highland.

A description of these styles and types can be found on the following pages.
The Colonial Revival style is an interpretation of American colonial architecture. In the early 20th century, the Colonial Revival style was often an idealization of this historic style. With the onset of the Great Depression and later World War II the style became much more simplified. This simplified Colonial Revival can be found in Virginia-Highland.

In Georgia, the Colonial Revival style was very popular beginning in the 1890s and continues to be popular today, with many examples found within Virginia-Highland.

**Characteristics:**

- Symmetrical front façade, balanced windows, and centered door
- Accentuated front door usually includes a decorative pediment supported by pilasters or a gable supported by columns to form a porch (A)
- Overhead fanlight and/or sidelights usually emphasize the front door
- Side gable roof
- Windows with double-hung sashes; usually have multi-pane glazing in one or both sashes
- Height of building varies between one and three stories
- Windows frequently in adjacent pairs
- Decorative cornices
- Siding materials often wood clapboard or brick
Architectural Styles:
Craftsman (1910 - 1930)

The Craftsman style is one of the most predominant in Virginia-Highland. Excellent representative examples are found throughout the various historic subdivisions. American in origin, the style was also influenced by the English Arts and Crafts movement. It was one of the most popular 20th century style interpretations in Georgia as well as the rest of the country, with a majority of residences built between the 1910s and 1930s. Defining characteristics include an emphasis on materials and craftsmanship. While typically associated with the bungalow house type, the Craftsman style was popular as ornamentation for many different houses.

**Characteristics:**

- Roof is low-pitched, gabled, or occasionally hipped
- Wide, unenclosed eaves; exposed rafters
- Decorative brackets or knee braces under gables (A)
- Windows have multi-paned sash over a large one-pane sash (B)
- Full-or partial-width porch; short square columns set on heavy masonry piers extending to the ground (C); porte-cochere
- Door framed by sidelights
- Woodwork, masonry and stone reflecting skill and craftsmanship

![Virginia Avenue](image)
The late 19\textsuperscript{th} century and early 20\textsuperscript{th} century is punctuated by many colonial revival styles of architecture and the Dutch Colonial is one of these styles. This revival style was particularly popular in the American suburbs and neighborhoods like Virginia-Highland and was a popular style in the neighborhood in the 1920s and 30s.

The Dutch Colonial revival reflects that of the early Dutch colonists but does not necessarily replicate the earlier style. The most identifiable feature of the Dutch Colonial style is the gambrel roof. Unlike the original style, however, most Dutch Colonial revival houses in Virginia-Highland are two stories rather than one.

**Characteristics:**

- Steeply pitched gambrel roof; typically side gabbled but occasionally are found with a front facing gable often with a cross gambrel roof line (A)

- Roof eaves are sometimes flared

- Dormers are common as a continuous shed roof dormer with multiple windows or as single dormers with one window (B)

- There may be a small entry porch on the first floor
The English Vernacular Revival house style borrows from the architecture of the English countryside. Houses with this style were common in Georgia during the early 20th century. Examples are found throughout Virginia-Highland, most commonly on two-story houses and English Cottage type houses.

**Characteristics:**

- Steeply pitched gabled roof with dominant front gable (A)
- Doorways emphasized (often with rounded arch) (B)
- Variety of materials used including brick, stone, and stucco
- Asymmetrical façade
- Prominent chimneys
- Decorative half-timbering in gables (C)
Mediterranean Revival style houses were popular in Georgia during the 1920s and 1930s. This house style encompasses the design of Mission style (A), Italian country (B), and Spanish vernacular houses. Mediterranean style houses are not a prevalent house style in the Virginia-Highland neighborhood.

**Characteristics:**

- Roofs feature clay tile roofing material (C)
- Usually asymmetrical and ornate
- Primary exterior materials are smooth stucco or yellow colored brick (D)
- Recessed and arcaded open porches are common
- Italian style houses feature overhanging eaves (E)
Beginning in 1893 with buildings designed for the Columbian Exposition in Chicago, reaction against the eclectic mix of materials and forms found in Victorian architectural styles revived interest in early Classical and Greek Revival architecture. The Neoclassical Revival style was found in Georgia from around 1895 to 1940. Some examples of Neoclassical Revival style residences in Virginia-Highland are found on North Highland Avenue, St. Charles Avenue, and Brookwood Drive.

**Characteristics:**

- Rectangular, two-story building with hipped roof and few side extensions
- Classical columns with elaborate capitals support the front porch roof (A)
- Porches have balustrades between the columns
- Porch deck extends the length of the front façade
- Symmetrical in arrangement of doors and windows, with central entry door; may be asymmetrical with the door to one side
- Elaborate doors with fanlights, sidelights, and door lights, or a combination of these
- Paired or triplet windows; second story may have single windows
- Often has fanlights over windows, and may have Palladian-style window groupings on the second story
While the early 20th century American Foursquare house type was not as prevalent in Georgia as in the rest of the country, Virginia-Highland has several good examples. It was popular between 1915 and 1930. This two-story house consists of a cubic mass capped by a pyramidal roof with four principal rooms on each floor. The entry and stair hall were typically located in one of the front two rooms. The American Foursquare offered an economical housing option—providing maximum interior space for the cost.

**Characteristics:**
- Two-story cubic massing
- Simple square or rectangular floor plan
- Four rooms on each floor
- Usually pyramidal roof
- Conspicuous off-center entrance
The American Small House was a popular house type constructed throughout Georgia and the nation from the mid-1930s to the early 1950s in response to the housing shortage following World War II. It was the last major historic house type built in the Virginia-Highland neighborhood. The small, single-family house, typically side-gabled, has a compact floor plan typically comprised of three to six major rooms along with a bathroom and closets. Optional features include small porches, stoops, dormers, and garages. Associated most often with the Colonial Revival (Cape Cod) architectural style, many American Small houses have minimal decorative detail.

**Characteristics:**
- Compact one-story house
- Nearly square or rectangular in plan
- Gabled roof with low or intermediate pitch
- Wall-cladding typically wood
- Windows traditional in form/placement (six-over-six; one-over-one)
- Picture-windows present in later examples
The bungalow was popular in Georgia between 1900 and 1930 in rural and urban areas. Throughout the United States, the bungalow gained popularity during this time due to the increasing need for small single and two family homes within easy reach of the city as the use of the automobile increased.

A bungalow type home is characterized by being long and low, with an irregular floor plan. Porches are common, as are low-pitched roofs with wide overhangs. Bungalows are a predominant architectural type within Virginia-Highland.

**Characteristics:**
- Little embellishment in architectural details
- One or one-and-a-half story
- Broad street-facing gables
- Low-pitched bracketed roof
- Wide overhangs
- Front or side-gable roof
- Large porch with square columns and masonry piers

Architectural Types:
**Bungalow (1900 - 1930)**
The English Cottage house type was popular in Georgia in the 1930s and 1940s among middle-class citizens. Typically found on the edges of towns and in suburbs of larger cities, such as Atlanta’s Virginia-Highland neighborhood, these houses display cross-gabled massing and a front chimney. This massing is tightly held in a compact square or rectangular block. The front gable projects slightly or not at all. The entry of the home is near the center of the façade and is often marked with a secondary gable-front or a recessed opening, oftentimes with a recessed porch located on one of the front corners of the house. The interior rooms of the house cluster around a small entrance foyer, some of which contain a stairway leading to an upper half-story.
Based on 18th century English Georgian architecture, Georgian cottages are one of the most popular and enduring house types in Georgia. Built as late as the 20th century, a majority were constructed between the mid to late 1800s and located in the piedmont area of the state. Also found in Virginia-Highland, the exterior view of a Georgian cottage consists of a symmetrical square or nearly square shape with a hipped or sometimes gabled roof. Chimneys are typically located in the interior of the house, but are also present in the exterior walls. The interior plan consists of two rooms flanking a central hallway.

Characteristics:
- Square shape
- Hipped or gabled roof
- Interior or end chimneys
- One or one-and-a half story
Architectural Styles:

*Georgian House (1900 - 1930)*

**Characteristics:**
- Square shape
- Hipped or gabled roof
- Interior or end chimneys
- Centered front entrance
- Two stories high, two rooms deep

The Georgian house type has all the characteristics of the Georgian cottage, except it has two stories. Popular in the 19th and 20th centuries, most of this building type found in Virginia-Highland was constructed in the 1920s and 1930s. Although only a few examples of Georgian house types exist in Virginia-Highland, they play an important role in the architectural history of the area as they demonstrate a grouping of wealth in the settlement of the neighborhood.
Preservation Process

Review
In many communities across the nation, the pressures of growth and development place historic resources in some degree of danger. To address this, Atlanta has a well-established design review process for preserving and protecting the irreplaceable character of its locally designated historic districts. When a homeowner in a historically designated neighborhood wants to demolish or move a structure, make major changes to the exterior of a historic property, or construct a new building, permission must first come from the Atlanta Urban Design Commission in the form of a Certificate of Appropriateness.

Certificate of Appropriateness Process
A Certificate of Appropriateness is one of the documents that may be required before beginning a restoration or rehabilitation project in the proposed Virginia-Highland Historic District. A Certificate of Appropriateness is required for all new residential construction projects in the district. The Atlanta Urban Design Commission issues Certificates of Appropriateness for new construction and for material changes to the exteriors of buildings within the local historic district that are covered by the Historic Designation Overlay Regulations for the Virginia-Highland neighborhood. For instance, changes to roof pitch and the addition of a porch or garage to an existing building are covered by the Regulations. A Certificate of Appropriateness is not required for changes that are not covered in the Regulations. For instance, exterior painting and interior changes that cannot be seen from the exterior do not require a Certificate of Appropriate. See the Regulations in Appendix A for covered material changes.
To obtain a Certificate of Appropriateness for a project:

1. Determine if a Certificate of Appropriateness is required. Refer to the Regulations in Appendix A of these Design Guidelines and to the Guidelines themselves for information on what work requires a Certificate of Appropriateness.

2. Obtain the necessary application materials from the Atlanta Urban Design Commission.

3. Be sure to check deadline dates to ensure that your application is submitted in time to obtain approval before work begins. Building permits may not be issued for work requiring a Certificate of Appropriateness until the approval process is completed.

4. Complete the application. If you have questions or concerns about your project, discuss them with the Atlanta Urban Design Commission staff.

5. Submit the completed application, with required signatures and all supplemental material (such as photographs, drawings, materials lists, or samples) before 5:00 p.m. on the day of the deadline for your submittal. Note that, if you require a variance or special exception for your project, you must also follow the procedure for obtaining one in addition to this process. See the chart following this section for information on obtaining variances and special exceptions.

6. Review the Staff Report on your project that will be forwarded to you by the Atlanta Urban Design Commission staff before your application hearing. This report is an analysis of project compliance with Atlanta’s Historic Preservation Ordinance and the Virginia-Highland regulations applicable to your project.

7. Consult the deadline schedule to determine the hearing date that corresponds to your application deadline.

8. Attend the Atlanta Urban Design Commission hearing during which your application will be reviewed. You will have ten minutes to present your proposed project to the Commission. A graphic representation of your project is a useful tool for your presentation. Opponents of your project will also have ten minutes to present their objections.
9. The Atlanta Urban Design Commission determines the appropriateness of your proposed project. They may approve the application, approve the application with conditions, or deny the application.

10. If your application is approved, bring the final sets of construction drawings to the Bureau of Buildings to be stamped by the Atlanta Urban Design Commission staff. You will receive a copy of your Certificate of Appropriateness at that time.

Once a Certificate of Appropriateness is approved, you may file for the building permit to begin work on your project. If the Certificate of Appropriateness is approved with conditions, you must meet those conditions either before or after you receive the Certificate of Appropriateness (depending on the conditions). If your application is denied, you may adjust your project and re-file.

See the charts on the following pages for graphic representations of the Atlanta permitting, neighborhood review, and Certificate of Appropriateness procedures.
Certificate of Appropriateness Process in a District with Historic Designation Overlay Regulations

A Certificate of Appropriateness must be issued by the Atlanta Urban Design Commission before a building permit can be issued for changes to the exterior of any individually designated building, or any building in a designated district.

Obtain appropriate application materials from the Atlanta Urban Design Commission and check the deadline schedule to determine important dates and deadlines for your application.

Submit completed application, with original signatures, and all supplemental material by 5:00 p.m. on the appropriate deadline.

If you need a variance or special exception that is not regulated/commented on by the AUDC, you will also follow the variance/special exception process in parallel with this process.

The Commission staff will distribute copies of your application materials to the Commission members for review. The commission staff will also prepare a Staff Report to review the application for compliance with the City’s Historic Preservation Ordinance and other regulations specific to your application. Copies of this report are given to Commission members, faxed to the applicant, and made available to the public prior to the meeting.

The Urban Design Commission meets on the 2nd and 4th Wednesday of every month at 4:00 p.m. in City Council Chambers. The Commission is comprised of 11 City residents, each with a required professional background and appointed by the Mayor and the City Council. Consult the deadline schedule for the hearing date that corresponds to your application deadline.

At the Commission meeting, each applicant will have ten minutes to present his/her application. Anyone opposing the proposed work will also have ten minutes to make a presentation to the Commission. Commission members may ask questions of the applicant and other parties. The Commission will decide to approve your application, approve the application with conditions, or deny your application. Applications for the demolition of a building or site may require further procedures.

Note: This is a general idea of the process. The overlay regulations when written will define this process further.
Atlanta Urban Design Commission

The Atlanta Urban Design Commission (AUDC) is responsible for protecting and preserving Atlanta’s historic resources, and is the main body that will review alterations to the proposed Virginia-Highland Historic District. Commission members will vote and issue Certificates of Appropriateness (COA) to residents when a construction project in a historic district is to be undertaken. They will determine whether or not proposed changes are in keeping with the historic character of a structure or district. Design Guidelines aid AUDC members in determining whether or not to issue a COA.

Property Owners

Property owners have a responsibility for helping preserve the historic and architectural character of the district when considering changes to a contributing or non-contributing property. The changes may include major exterior alterations or additions, new construction, site changes, relocation or demolition. Consideration of the design guidelines provided in this manual early in the project development phase will help guide decisions that will result in sound historic preservation practices.

As part of the design review process for a locally designated historic district, the property owner is responsible for submitting an application for a Certificate of Appropriateness, complete with support materials. The property owner or their representative must also make a brief presentation to explain the proposed work at a regularly scheduled meeting of the Atlanta Urban Design Commission.
Several terms with meanings specific to historic districts are normally used to discuss buildings within a neighborhood such as the proposed Virginia-Highland Historic District.

They are:

- Historic period (or period of significance)
- Contributing
- Non-contributing
- Compatible
- Appropriate
- Certificate of Appropriateness

Because the major phases of development of this neighborhood occurred between 1889 and 1955, this is considered the **historic period** for the neighborhood. This does not mean that buildings constructed outside this developmental period are not significant buildings or do not have special significance of their own. It means that this is the period to which the neighborhood wishes to refer when considering alterations the built environment.

A building in Virginia-Highland would be considered a **contributing** structure if it was constructed during the historic period and has not been significantly altered over time. Alterations such as building additions, removal or concealment of historic materials, or changes in roofline may impact the historic building so that it no longer contributes to the historic appearance of the neighborhood.

When a building does not represent the historic period of the neighborhood, it is said to be a **non-contributing** structure. A building is non-contributing if it was not constructed during the historic period or if it has been significantly altered so that it no longer represents its historic period.

The neighborhood desires that building rehabilitation and new construction, including new additions to existing buildings, be compatible with the historic period of the area without attempting to replicate the historic buildings. A building is said to be **compatible** if the design, massing, scale, and other features do not negatively impact the surrounding historic environment. A building element is said to be compatible if it is similar in size, materials, and workmanship to the existing historic building elements or to those of buildings of similar style in the sub-area in which the building is located.

A material change to a building or landscape or the construction of a new building is said to be **appropriate** if it meets the standards of the local historic district regulations for such changes. Appropriateness is not determined by whether or not someone appreciates the aesthetics of the change. It is only determined by whether or not the change meets the standards.
Interpretation of Terms

A **Certificate of Appropriateness** is a document approving work on buildings or structures within Virginia-Highland based on standards established by the Atlanta Urban Design Commission and the Virginia Highland Overlay Ordinance. A Certificate of Appropriateness is required whenever a material change covered under the standards is being considered, and must be obtained before work begins.

The Virginia-Highland Overlay Ordinance includes five other terms specific to this local historic district.

They are:

- Compatibility Rule
- Quantifiable
- Non-quantifiable
- Block face
- Sub-area

The **Compatibility Rule** allows for flexibility in design while protecting the historic integrity of the Virginia-Highland neighborhood. This rule states that when an element is quantifiable, the element or characteristic of the proposed design cannot be smaller than the smallest or greater than the greatest of like elements. The comparison of quantifiable elements is to be made to the contributing buildings in the block face in which the element or characteristic will be added to or changed. When the element is non-quantifiable, the element or characteristic should be compatible with the predominate style in the contributing buildings of similar architectural style in the sub-area of the historic district in which the building is located.

**Quantifiable** means measurable in feet, inches, or number of units, such as building height or setback, or number of window panes.

**Non-quantifiable** refers to stylistic design elements of a building that cannot be measured or counted, such as the style of decorative trim.

The **block face** is the appearance from the street of a series of buildings from one street intersection to the next intersection. It does not include any element that cannot be seen from the street.

Virginia-Highland is composed of a number of areas that developed independently over time, each with its own special characteristics of building type and style, height, setback, walking and street surfaces, plantings, and landscaping arrangements. These distinct areas are defined as **sub-areas** in the Virginia-Highland regulations.
The rehabilitation and maintenance of materials and features are essential to keeping any house or structure in good working order and are especially important for historic houses whose features and materials are more susceptible to damage. When considering maintenance or rehabilitation work on a building, it is important to look at the structure as guide. Where possible it is recommended that elements should be repaired unless they are so damaged that replacement is necessary. If that is the case, they should be repaired using similar materials to the historic material. For a complete list of National Park Service Preservation Briefs, refer to Appendix F.
Similar to façades, foundations in Virginia-Highland are constructed with a variety of materials. The most common foundations in the neighborhood are continuous and constructed of brick, granite, or concrete masonry units.

**Recommended:**

- Damaged foundations should be repaired to prevent further damage to the structure.
- Foundation materials should be replaced in kind.
- If there is loose or missing mortar, it should be re-pointed. When repairing mortar, it is important to take into consideration the existing color, composition, texture, and profile of the existing mortar joint. For detailed information on how to repair mortar please refer to the National Park Service Preservation Brief 2 in Appendix F.

**Not Recommended:**

- Air vents built into foundations should not be sealed. They should be kept open to prevent the build up of moisture and rot within the foundation envelope.
- Continuous foundations should not be altered in such a way that they are no longer continuous.
- Portland cement should not be substituted for lime based mortar.
Because of the wide variety of house types and styles found in the Virginia-Highland neighborhood, a variety of materials are used on the exteriors of structures. The most common façade material in Virginia-Highland is brick. However, many structures are also clad in wood siding, granite, asbestos shingles, stucco, and concrete masonry units. For detailed information on the care, repair, and replacement of historic materials please see the National Park Service Preservation Briefs 2, 6, 15, 16 and 22 in Appendix F.

**Recommended:**

- Materials that are damaged should be repaired to prevent further damage to the structure.

- Materials should be replaced “in kind,” which means that, when possible, materials should be replaced with the same material or one that has a similar visual quality as the historic material.
Not Recommended:

- Materials should not be replaced with materials that compromise the historic characteristics of the structure.

- Lime-based mortar should not be replaced with Portland cement. Portland cement is harder than lime-based mortar and does not “breathe” as well, which can cause damage to surrounding bricks.

- Corrugated metal, aluminum siding, and vinyl siding are not permitted as replacement siding materials on historic structures.
There are a variety of door configurations in Virginia-Highland that are important components in defining the architectural character of its buildings. The types of historic doors include wood panel types or a combination of panels with glazing (glass). Such combinations of paneling and glazing patterns include rectangular, circular, and square panes within the upper half of the door. An additional type can have glazing separated by muntins resembling the window style of the structure. There are also types of decorative glass found in the Virginia-Highland neighborhood which include etched, stained, and beveled styles. In some cases, the tops of the doors are arched to accommodate the entranceway style of a particular front entrance. Storm or screen doors are generally single or two-paneled and are separated by a horizontal rail in the same proportion as the main door.

Proper maintenance and repair of doors is needed to retain their overall architectural character. Peeling, fading, or cracking of finishes or sealant can be easily repaired. The proper care of the door materials and entranceways can be more cost effective in preserving the character of the structure than purchasing a new door.
Recommended:

- The retention and preservation of historic doors, framework, and moldings is important in maintaining the architectural character of the structure. If replacement of glazing or other components is needed, in-kind or compatible materials should be used.

- Retain the proportions, character, and shape of the historic door and hardware if replacement is necessary. Replacement doors should be of the same material as the historic door or a compatible material if the historic material is unavailable.

- For more information on appropriate methods to maintain historic doors, refer to National Park Service Preservation Briefs 10 and 33 in Appendix F.

- Appropriate storm and screen doors should be proportional to the historic door and be of a complementary design to the main door.

- If needed, added security reinforcement such as bars or heavy grilles should be built inside the structure to preserve the overall visual architectural integrity of the exterior of the building.
Not Recommended:

- It is not recommended to replace doors with non-historic material such as vinyl or metal alloys.
- If new door openings are added to the structure, they should not be placed on the front façade. They should be placed in the back or side of the building with such design and placement as to not disrupt or compromise the architectural character of the structure’s front façade.

Examples of Inappropriate Doors:

- Storms doors that obscure historic doors are inappropriate
- Historic doors should not be replaced with doors of modern materials and/or design

For more information see Appendix A VII.B.4 and VII.B.17c-d
Windows  
For more information see Appendix A VII.B.17a-c and VII.B.21

The Windows are important features that help define the architectural character of the buildings in Virginia-Highland. The window types found in the neighborhood vary depending on placement or location on the building. The majority, located on the front façades of buildings, are wooden, double-hung windows with divided muntins principally on the upper sash, in patterns including 3/1, 4/4, 6/1, 6/6. Most of the window casings are a horizontal rectangular design, but arched tops are present in the design of some buildings. Other predominant types include fixed windows with muntin or mullion dividers in decorative patterns and designs.

**Recommended:**

- Maintenance, repair, and upkeep of window components are important factors in maintaining their architectural character. Any deterioration such as peeling or cracked paint should be rehabilitated to avert the need to replace the windows. For more information on appropriate maintenance methods for historic windows, refer to National Park Service Preservation Briefs 9, 10 and 13 in Appendix F.

- Retention and preservation of the historic window panes, muntins, sills, molding, frame, and shutters are important. If replacement glazing is needed, in-kind or compatible materials should be used.

- If total replacement is needed, the new window should be of the historic or a compatible material and retain the design features of the historic window. Regardless of being fixed or operable, double-hung, muntins must physically divide the panes (called “true divided lights”) or be attached to the exterior of the panes.

- Repaired or replacement windows should retain the original dimensions and distinctive features of the historic design.

- It is recommended that screen and storm window additions be secured to the exterior of the frame rather than replacing the historic windows.

- If on the exterior, storm widows or screens should have a narrow profile and be coated with paint or an enamel cover that matches the window frame and molding.

- In the case of double-hung windows, it is recommended that triple track storm windows be installed with the meeting rails aligning with the historic window meeting rails. Such a modification will preserve the historic character of the window facing while increasing energy efficiency.
Examples of historic windows found in Virginia-Highland:
**Windows**

*For more information see Appendix A VII.B.17a-c and VII.B.21*

**Recommended:** Appropriate shutters are hinged and fitted to window

**Not Recommended:** Non-functional shutters are inappropriate

**Not Recommended:**

- While not recommended, if window air-conditioning units are to be added, they should be located on the side or rear of the building (see Appurtenances on page 54).
When performing maintenance on roofing material, avoid techniques that could damage the material. If a portion of it must be replaced, replace in kind so that the repaired area matches the existing material. For example, slate should be replaced with slate, clay tiles with clay tiles, and so forth, and should match the existing pattern. Avoid removing features such as decorative elements or functional elements such as chimneys, vents, or gutters.

**Recommended:**

- All roof maintenance should be sensitive to the existing historic material. Historic elements of other roof features (chimneys, vents) should be maintained and not replaced with a different material.

- Replacement of roof features should be made with the same or similar material. Parts of the roof structure that are visible from the public must match the historic pattern and texture in order to maintain the historic character.

- When repairing a chimney, the new brick pattern and brick type should match the historic pattern and brick type. When repairing stucco, new stucco should match the texture of the existing stucco.

**Not Recommended:**

- Cleaning techniques that could damage the roof elements should be avoided. When cleaning roofs, use techniques and chemicals that will not damage the appearance or function of the roof elements.
Porches serve various functions that include identifying and defining an entry to a house, providing weather protection for inhabitants and visitors, and giving neighbors a convenient place to meet and visit, thus helping to foster a sense of community. The principle porch style in Virginia-Highland is characterized by a covered deck located in front of the main entrance. Openness is achieved through the use of columns and balustrades, and steps lead to the porch deck. It is important to rehabilitate and maintain porches because they are a character-defining feature for various existing architectural styles and types in the area such as Craftsman, Neo-classical Revival, and Bungalow.
Recommended:

• The condition of the porch should be determined before making any rehabilitation or maintenance efforts. Unless the condition is so poor or the damage so severe that it calls for removal or replacement of the porch, the best action is to reinforce, repair, or replace in kind. This helps preserve the porch’s historic materials and character.

• When repairing or replacing porch elements, materials compatible with the historic materials in design, texture, and size should be used.

• During maintenance, every attempt should be made to preserve a porch’s historic materials. For example, use chemical cleaners only as a last resort and as gently as possible.

• If enclosing an existing porch is desired, the porch may be enclosed with glass or wire screen. Enclosing materials should be installed to the inside of the porch supports to maintain the historic appearance of the façade. The porch supports should remain visible on the exterior of the building.

Not Recommended:

• Important elements that define a porch historically or architecturally should not be removed or obscured. For example, openness is an important porch element that should not be destroyed by enclosing the porch with solid walls. Masonry, glass block, or wood stud walls should not be used to enclose a porch.

• Materials that are not historically or architecturally compatible with the house style or type should not be used in the repair or maintenance of a porch. For example, metal railings should not replace wooden ones.

• A false sense of history should not be created by using elements or ornaments that are uncharacteristic to the style of the building. For example, the gable of a Craftsman-style porch should not be ornamented with a Colonial-style broken pediment.

• Sand-blasting should not be used when cleaning a porch. This extreme method damages historic materials including brick and wood.
Historic Porch Column Repair or Replacement

Recommended
- Damaged historic column
- Damaged column should be repaired or replaced in kind

Not Recommended
- Rehabilitation or replacement should not deviate from the style of the historic element

For more information see Appendix A VII.B.13
Existing accessories and outbuildings in Virginia-Highland include detached garages, garden sheds, and gazebos. It is important to rehabilitate and maintain these structures because they are located on the same lot as the main house. Like the house, these structures contribute to the overall character and history of the neighborhood and should be preserved.

**Recommended:**

- The condition of an accessory or outbuilding should be determined before making any rehabilitation or maintenance efforts. Unless the condition is so poor, or the damage so severe that it calls for removal or replacement of the structure, the best action is to reinforce, repair, or replace in kind. This helps preserve the structure’s historic materials and character.

- Efforts should be made to determine elements that contribute to the overall historic character of the accessory or outbuilding. Repair or replace those elements using materials compatible with the historic materials in design, texture, and size.

- During the maintenance of an accessory or outbuilding, every attempt should be made to preserve its historic materials. For example, protect wood features by checking for causes of wood deterioration, including faulty flashing, cracks and holes, or foliage growing too close to the structure.

- To preserve historic materials, accessories and outbuildings should be cleaned as gently as possible. Use chemical cleaners only as a last resort.
Accessory Structures and Outbuildings

Not Recommended:

• Important elements that define an accessory or outbuilding historically or architecturally should not be removed. For example, if a detached garage has damaged double doors that open manually, the doors should not be replaced with one that is single, overhead, and automatic.

• Materials that are not historically or architecturally compatible with an accessory or outbuilding should not be used in its repair or maintenance. For example, brick should not replace wood.

• A false sense of history should not be created by using elements or ornaments that are uncharacteristic to the style of an accessory or outbuilding. For example, decorative bargeboard should not be added to the eaves of a Craftsman-style outbuilding.

• When cleaning an accessory or outbuilding, sand-blasting should not be used. This extreme method damages historic materials, including brick and wood.

For more information see Appendix A VII.B.11-12

The historic garage doors have been inappropriately replaced with a contemporary single overhead garage door.

• Important elements that define an outbuilding historically or architecturally should not be removed.
The Appurtenances are equipment that are, or can be, attached to the main structure on a property. Common examples of appurtenances are air conditioners, satellite or digital antennas, and outdoor emergency generators. Obscuring the addition of such equipment on the exterior of the structure can preserve the historic architecture of a building while still adding modern amenities to it.

Appurtenances should be placed on the side or rear of the structure.
Exterior equipment such as central air conditioning units and generators shall be located to the side or rear of the building in an obscured or non-visible manner from the public right-of-way.

If placement of the equipment is in a line of sight of the public right-of-way, it should be concealed by either compatible fencing or landscaping which surrounds the unit to obscure the view.

Satellite dishes or outdoor digital or analog antennas should be attached to the rear roof or ground areas of the building. If a satellite dish must be placed in the front or side of the building to obtain proper reception, it should be screened by a fence, retaining wall, or plant material.

It is not recommended to place appurtenances at the front of a building or structure without visually obscuring the equipment from the public right-of-way.
When designing additions to a historic building, it is important to use that building as a guide to create a design that is contemporary but compatible with the existing historic characteristics, materials, and features. New additions should not mimic historic designs but should use them for inspiration.

To comply with the Compatibility Rule, elements of a building related to its envelope should be compared to the block face. Elements related to a building’s envelope include height, setback, massing, and roof pitch. Questions related to style should be answered using the entire neighborhood of Virginia-Highland as a guide.

For inquiries related to the construction of additions on accessory structures and outbuildings, refer to the corresponding section located in section VII. For example, questions relating to appropriate materials for additions on accessory structures and outbuildings should refer to the materials portion under section VII.
The amount of open space around houses is a key aspect of the character of the neighborhood. Setback and lot location are regulated in order to preserve the rhythm of historic placement patterns in the district. The setback and location of an addition should reflect the predominant patterns on the block.

**Recommended**

Locate additions to the rear of the structure.

- Additions should be compatible with the prevailing setbacks and lot locations of contributing structures.
- Locate additions to the rear of the structure.

**Not Recommended**

- Do not locate additions on the front or on the side of a structure where it can be seen from the public right-of-way.

Front additions that encroach on the existing setback are not allowed.
The shape and proportion of major sections of a house define its mass. Scale is the relationship of the size of one object to another. The similar size and shape of houses along each street is a defining characteristic of the district, and massing and scale are regulated in order to help maintain a regular rhythm. To meet that goal, additions should be compatible with the scale and mass of the existing house and other contributing houses on the block face. The combined elements of height appearance, building height, floor area ratio, and lot coverage define the limits of massing and scale for additions.

**Recommended:**

- Any addition should respect the building mass of the primary structure.

- Additions shall not appear to add a full story to the structure. This applies to additions to contributing structures requiring a Certificate of Appropriateness.

- Including the addition, building height should be no taller than the tallest and no shorter than the shortest contributing houses on the block face. An addition shall not exceed 35 feet from the average grade of the block face, except where the existing structure already exceeds 35 feet. In that case, the addition shall not exceed the preexisting roof height.

**Not Recommended:**

- Additions to non-contributing structures shall not exceed the height and width of the tallest and widest contributing structures on the block face.

**Floor area** ratio is used as a flexible method for controlling the size of buildings. It is defined as the total floor area of a house divided by the total area of the lot. The total floor area of a structure, including additions, shall not exceed 50% of the total lot area.

**Lot coverage** is the percentage of all structures and accessories on the lot that create an impervious surface. The total area of the lot occupied by the structure shall not exceed zoning limits. Almost all houses in the district are zoned R-3 on which lot coverage cannot exceed 40%. (Atlanta Code of Ordinances, Chapter 5, Section 16-05.008)
Massing and Scale

For more information see Appendix A VII.B.3-10 and VII.C.1

Historic structure, side elevation

Recommended

Appropriate additions respect the massing and scale of the structure.

Not Recommended

Additions that appear to add an additional to the height of the structure and exceed the dimensions of contributing structures on the block are inappropriate.
Besides cladding an addition in a different material, another easy way to discern if a portion of the house or structure is an addition is by the foundation. If the foundation on the addition is slightly different than that of the historic house, it will help the addition blend into the existing structure while at the same time allowing it to be differentiated from the historic house or structure.

**Recommended:**

- Foundations for new additions should be the same material as the primary façade of the historic structure if it is brick, stucco, or stone.

- If the primary façade of a structure is not brick, stucco, or stone, the foundation of the new addition should be constructed of brick, stucco, stone, or a historically appropriate material.

- To help differentiate between historic and contemporary foundations, the new foundation should be offset from the historic foundations or constructed in a different pattern than the masonry of the historic foundation.

**Not Recommended:**

- New foundations should not duplicate existing historic foundations.

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The foundation of the addition is offset from the historic foundation.
Recommended:

The foundation on this addition does not duplicate the existing historic foundation and is constructed of historically appropriate material.

Not Recommended:

The siding on this addition inappropriately extends to ground level.
The choice of materials for additions to a structure should be influenced by the type of materials on the historic structure itself and also those of the historic structures on the block face. By using the historic building and those around it as a guide, the new addition will be contemporary but compatible with the existing historic fabric of the block face. One of the easiest ways to make sure an addition appears contemporary is to clad it in a different material than the rest of the structure.

**Recommended:**

- Materials for new additions should differentiate but be compatible with the materials on the structure, reflect the materials on the block face, and be consistent with the architectural style of the structure.

- For additions, recommended materials include horizontal l a p p e d w o o d s i d i n g , c e m e n t i t i o u s l a p s i d i n g , cementitious panels with seams concealed, brick, brick veneer, wood shingles, stone, external insulating finishing system (“EFIS”), and true stucco.

**Not Recommended:**

- Corrugated metal, aluminum siding, and vinyl siding should not be used for additions.

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For more information see Appendix A VII.B.19a-e
Doors
For more information see Appendix A VII.B.4 and VII.B.17c-d

Regardless of the house style or type found in Virginia-Highland, doors are an important architectural feature. Therefore, the placement of doors on additions should be consistent with the architectural character of the existing historic structure and its main door.

**Recommended:**

- Doors for added or attached structures should be similar in design to the historic front door if placed on the front façade or street side to help maintain the historic character of the structure as a whole. Additional doors should also be similar in size to that of the historic, main door.

- If it is glazed, the additional door(s) should maintain the fenestration pattern of the historic, main door.

- If the door is visible from the public right-of-way, any storm or screen door should be complementary to the door design to facilitate the continuation of the historic architectural character of the structure.

**Not Recommended:**

- Doors on additions should not be of vinyl or metal alloys.

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<tr>
<th>Appropriate</th>
<th>Examples of Inappropriate Doors for Additions</th>
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<td><img src="image1.jpg" alt="Appropriate style and scale" /></td>
<td><img src="image2.jpg" alt="Inappropriate modern style" /></td>
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<tr>
<td><img src="image3.jpg" alt="Inappropriate modern style and scale" /></td>
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Windows and fenestration patterns are important architectural characteristics of a structure or house. Windows on additions should use the existing structure as a guide to help determine an appropriate fenestration pattern as well as an appropriate size, shape, orientation, and proportion for individual window openings.

**Recommended:**

- Windows in additions should be compatible with the historic design and materials of the historic windows on the façades visible area from the public right-of-way. The Compatibility Rule should be used to help determine appropriate design and materials.

- The Compatibility Rule should be used to determine appropriate depths and widths of window casing.

- If the windows are non-operable, the muntins must be on the exterior of the glaze.

- Exterior screens and storm windows should have a narrow profile and have painted or enamel trim the same color as the window.

- Any shutters attached to the window frames should be functional and should completely cover the window panes when closed.

**Not Recommended:**

- Windows on additions should not be constructed to appear to be historic.

- Muntins of non-operable windows may not be on the interior side of the window.
The window on this addition is differentiated from the historic windows while using compatible style and scale.

Appropriate shutters are hinged and fitted to the window.

The window on this addition is of modern style and out of scale with the historic windows.

Non-functional shutters are inappropriate.
Roofs play an important role in defining the architectural significance of a structure. The pitch, material, and type (hipped, gabled, gambrel) are associated with particular architectural styles and should be retained. Roof elements also create consistency in scale and design along street faces. Any roof addition should respect established historic features found in the context of surrounding structures. However, in spite of the Compatibility Rule, a single-story house may be modified into a one-and-a-half story house for additional living space. In such instances, the pitch of the new roof can be increased by an increment of 2 inch over a 12 inch run over that of the existing roof pitch. Also, when consistent with the architectural type of the house, the direction of the main ridgeline can be changed from parallel to perpendicular to the block face – or vice versa - whenever necessary. However, this should only be done after very careful consideration of alternative solutions.

**Not Recommended:**

- Roof additions such as new dormers or other features cannot exceed the highest section of the existing roof.

- In all cases, except adding a half-story to a single-story structure, new roof construction cannot exceed the pitch of the existing roof and its features (dormers, gables).

- New roof construction cannot eliminate historic features such as vents, chimneys, or dormers.

- New materials that are not visually similar to historic roof materials should be avoided.
Roofs

For more information see Appendix A VII.B.15 and VII.B.20

Recommended:

• New dormers should reflect the historic character of the building and be of the same scale, materials, and pitch as surrounding structures. In order to ensure appropriate style and placement, historic photographs of architecturally similar structures should be consulted in formulating the design of the project.

• All existing historic features, such as decorative trim, gutters, and downspouts, should be retained and be made integral to additions when appropriate. Existing dormers should not be boarded up or altered in a way that diminishes their character and function.

• Installation of new features such as solar panels, sky lights, and other exterior accessories should be located on the rear of the structure. Additional decorative details should be avoided.

• Roof elements such as chimneys and vents should not be removed or drastically altered. These components are important historic features.

• When adding a half-story on a single-story house, the pitch of the new roof cannot exceed the original pitch by more than a factor of two. For example, if the existing pitch is 7/12 (rise over run), the maximum increase in pitch for the new roof cannot exceed 9/12. Once the roof pitch has been increased, it may not be increased again. For additional information, see section VII.B.20B.b.i. of the regulations.

For more information see Appendix A VII.B.15 and VII.B.20

Roof additions may be constructed by increasing the roof pitch by a maximum factor of 2/12.
Porches are character-defining features for various architectural styles and types in Virginia-Highland including Craftsman, Mediterranean Revival, and Bungalow. Sometimes, damage to a character defining porch is severe enough to require its removal and replacement. Additionally, if a porch is normally a character defining feature of a particular architectural style or type, and archeological evidence or research using documents such as Sanborn Fire Insurance Maps indicates that the porch once existed, a homeowner can choose to add a porch.

**Recommended:**

- A porch addition should follow the Compatibility Rule. Elements included in the rule are height, setbacks, massing, scale, lot coverage, and roof pitch. The general character of the entire Virginia-Highland neighborhood should also be considered.

- An added porch should be compatible in style with the house. For example, a Neo-classical Revival porch should be added to a house of the same style.

- If adding a porch, efforts should be made to distinguish between the new addition and the historic house.

- Ideally, the materials used for the porch addition should be the same as those of the house, but, if the materials are different, they should still be visually and physically compatible in proportion, texture, and installation technique.

- Only stone, brick, or poured concrete should be used for front porch stairs.
Not Recommended:

- Though the appearance, style, or detailing of an added porch should be compatible with those of the house, they should not be exact duplicates. Exact duplication gives a false sense of the historic development of the property.

- Materials used for porch step additions should not be anything other than stone, brick, or poured concrete. Front porch steps should not have open risers and ends.

- A porch unconnected to a main entrance should not be added.

Additions Porch additions to houses of a style that did not incorporate them historically are inappropriate. Adding a porch to this English cottage is not appropriate.

Exact duplication of materials from the primary structure gives a false sense of historic development. This porch foundation uses a different brick pattern than the historic structure to differentiate it.
Modern lifestyles often call for new spaces to entertain or enjoy the back garden or yard. However, as decks are not historical components of houses within the Virginia-Highland neighborhood, sensitive placement at the rear of the residential structure, and no wider than the house, will reduce the impact on the historic character of the neighborhood.

**Recommended**

- Decks should be placed at the rear of the residential structure.
- The length of the deck should be narrower than width of the house.

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**Not Recommended**

- Decks should not be placed at the side of the residential structure.
- The length of the deck should be no wider than width of house.
Guidelines for New Construction

In order to help maintain the rhythm and character of Virginia-Highland, new principle structures should be contemporary but compatible with the existing historic structures on the block face where the new structure is to be built. New buildings should not duplicate existing buildings but refer to them for design inspiration.

To comply with the Compatibility Rule, only structures that are deemed contributing to the historic character of Virginia-Highland should be used for comparisons for determining the appearance of new construction. Questions referring to the envelope of a building should be compared to the block face. Elements related to a building’s envelope include height, setback, massing, and roof pitch. Questions related to choosing an appropriate style for the new construction should use the entire neighborhood of Virginia-Highland as a guide.
The amount of open space around houses is a key aspect of the character of the neighborhood. Front, side, and rear yard setbacks and lot location are regulated in order to preserve the rhythm of historic placement patterns in the district. The setbacks and location of a structure should reflect the predominant patterns on the block.

**Recommended:**

- Side setback should be compatible with those of contributing structures if the general pattern of side setbacks on the block face is less than current zoning limits.

- Primary structures should be placed similarly on the lot and oriented to the same street as other contributing structures on the block face.

*This house respects the historic setback pattern.*

**Not Recommended:**

- Front setback should not be less than the minimum setback or greater than the maximum setback of contributing structures on the block face.
Not Recommended:

This house is placed too shallow in the lot.

The orientation of this house is not compatible with the block face.

This house is placed too deep in the lot.
The shape and proportion of major sections of a house define its mass. Scale is the relationship of the size of one object to another. The similar size and shape of houses along each street is a defining characteristic of the district, and massing and scale are regulated in order to help maintain a regular rhythm. To meet that goal, new principle structures should be compatible with the scale and mass of contributing houses on the block face. The combined calculations of building height, floor area ratio, and lot coverage define the limits of massing and scale for new construction.

Recommended:

- Building mass should respect the prevailing size and proportion of contributing houses on the block face. For example, a new house with vertical massing should not be placed among existing houses with horizontal massing.
Massing and Scale

For more information see Appendix A VII.7.B.3-10

Not Recommended:

- Building height should be no taller than the tallest and no shorter than the shortest contributing houses on the block face. In no case shall the building height exceed 35 feet from the average grade of the block face, even if existing contributing structures are taller than 35 feet.

This house does not respect the massing and scale of contributing structures.

**Floor area ratio** is used as a flexible method for controlling the size of buildings. It is defined as the total floor area of a house divided by the total area of the lot. The total floor area of a structure shall not exceed 50% of the total lot area.

**Lot coverage** is the percentage of all structures and accessories on the lot that create an impervious surface. The total area of the lot occupied by the structure shall not exceed zoning limits. Almost all houses in the district are zoned R-3 on which lot coverage cannot exceed 40%.
Appropriate foundation materials are essential for a new structure to appear contemporary but compatible in any neighborhood. In Virginia-Highland, the most common foundation materials for historic structures are brick and granite. These historic structures should be used for inspiration when designing the foundation for a new house or structure.

**Recommended:**

- Foundations for new construction should be of the same material as the primary façade of the new structure when the primary façade is brick, stucco, or stone.

- If the primary façade of the new structure is not brick, stucco, or stone, the foundation of the new structure should be constructed of brick, stucco, stone, or a historically appropriate material.

**Not Recommended:**

- Foundations should not be constructed out of historically inappropriate materials. stone,

The combination of a brick façade and a stone foundation used on this new house on Drewry Street is common to the historic structures in the district.
By choosing appropriate materials for new construction, a structure can easily appear contemporary but compatible in the Virginia-Highland neighborhood. Additionally, by using the Compatibility Rule and choosing materials based on contributing structures on the block face, new structures will continue to uphold the historic character of Virginia-Highland.

**Recommended:**

- Materials for new construction should be consistent with materials and visual character of contributing structures of a similar architectural style on the block face.

- For new construction, recommended materials include horizontal lapped wood siding, cementitious lap siding, cementitious panels with seams concealed, brick, brick veneer, wood shingles, stone, external insulating finishing system (“EFIS”), and true stucco.

**Not Recommended:**

- Corrugated metal, aluminum siding, and vinyl siding should not be used for new construction.
Doors for new construction should reflect the architectural character of those in the historic neighborhood to be compatible with the surrounding aesthetic. Doors should be compatible with, but not identical to, the architectural design and placement of the existing historic contributing structures in the surrounding block face.

**Recommended**

- Door proportion, fenestration, and ornamentation should be similar in design in order to be visually compatible with the contributing structures on the block face.

- It is recommended that the material used for doors in new construction be compatible with the contributing structures in the surrounding historic neighborhood.

- Door entries from the front of the structure should be parallel to the street face. If the surrounding historic structures have front entries that are perpendicular to the street, a compatible design can be used.

**Not Recommended**

- It is not recommended to have doors for new constructed made of vinyl or metal.

- It is not recommended to have security bars on the outside of the doors; they should be installed on the inside, out of public view.
Windows of new construction should reflect the architectural character of those in the historic neighborhood to be compatible with the surrounding aesthetic. To help maintain the historic character of Virginia-Highland, the Compatibility Rule should be used to determine an appropriate fenestration pattern as well as an appropriate size, shape, orientation, and proportion for individual window openings on new structures.

**Recommended:**

- Window patterns should be compatible with the architectural design that is being used to reflect the character of the surrounding neighborhood. This includes proper scale and proportions.

- The fenestration pattern should use visibly compatible materials and have a similar, but not identical, design as the surrounding historic structures.

- Shutters accompanying new construction windows are recommended to be functional, and to completely cover the area of the window opening.

**Not Recommended:**

- The fenestration pattern on a new structure should not be identical to any existing structures on the block face.
Text: Roofs on new construction should be compatible with structures on the block face by being similar in scale, architectural quality, pitch, and design. New construction should also reflect, but not be identical to, historic roof types. New design should be inspired by existing architectural features and endeavor to use materials common to the block face.

Recommended

Roof systems should reflect the pitch, massing, and complexity of contributing structures.

- New roof construction should use historic material common to that found on surrounding contributing structures.
- Roof systems on new construction should satisfy the Compatibility Rule. Efforts should be made to reflect the pitch and massing dimensions on historic structures.
Modern roof systems with multiple hips and valleys are inappropriate.

- The roof system on new primary structures should not be exceedingly complex (e.g. multiple hips and valleys) or out of character with the contributing structures on the block face.

- Chimneys cannot be covered with siding, and, when located on an exterior wall, must extend to the ground.

- The roof height of new construction cannot exceed 35 feet above the standard grade.
Many house styles and types in Virginia-Highland, such as Craftsman, Mediterranean Revival, and Bungalow, are built with porches. Porches on new primary structures should be constructed to be compatible with the historic character of the neighborhood.

**Recommended:**

- A newly-constructed porch should follow the Compatibility Rule. Elements included in the rule are height, setbacks, massing, scale, lot coverage, and roof pitch. The general character of the entire Virginia-Highland neighborhood should also be considered.

- A new porch should be compatible in style with the house. For example, a Neo-classical Revival porch should be built for a house of the same style.

- To distinguish it from the existing or historic porches in the neighborhood, a new porch should be constructed using modern materials and techniques. A new porch should not be made to look historic.

**Not Recommended:**

- The appearance, style, or detailing of a new porch should not duplicate exactly those of existing or added porches.

- Materials used for new porch steps should not be anything other than stone, brick, or poured concrete. Front porch steps should not have open risers and ends.

- All porches must be connected to an entrance to the building.
Decks

For more information see Appendix A VII.B.14

While decks are not a historical component of houses within the district, outdoor living space is a key feature of modern lifestyles. Sensitive placement of decks at the rear of the new residential structure will reduce the impact on the historic character of the neighborhood.

**Recommended**

- Decks should be placed at the rear of the residential structure
- The length of the deck should be narrower than width of the house

**Not Recommended**

- Decks should not be placed at the side of the residential structure
- The length of the deck should be no wider than width of house
Since accessory structures and outbuildings are located on the same lot as the house, they also contribute to the character of the entire neighborhood. It is important to consider this when constructing accessories and outbuildings.

**Recommended:**

- A new accessory structure or outbuilding should be built according to the Compatibility Rule. Elements included in the rule are height, setbacks, massing, scale, lot coverage, lot location, and roof pitch. The general character of the entire Virginia-Highland neighborhood should also be considered.

- A new garage should be compatible both in materials and design with the architectural style of the house.

- The roof pitch of a new detached garage should match the roof pitch of the main house.

- A new detached garage must be built at the rear of the lot, but it is acceptable for it to be visible from the public-right-of-way if this placement complies with the Compatibility Rule.
Not Recommended:

- The footprint of a new accessory structure or outbuilding should not be more than 25 percent of the size of the house. The roof pitch should not be less than 5/12.

- The appearance, style, or detailing of a new accessory structure or outbuilding should not exactly duplicate those of other accessory structures and outbuildings in the neighborhood because this will create a false sense of history.

- An attached garage should not face the same street that the main house faces.
Appurtenances are equipment that are, or can be, attached to the main structure or house on a property. Common examples of appurtenances are air conditioners, satellite or digital antennas, and outdoor emergency generators. Newly-constructed structures in the historic neighborhood of Virginia-Highland should place appurtenances in the rear the building, out of view from the public right-of-way.
Exterior equipment such as central air conditioning units, generators, satellite dishes, and antennas shall be located to the side or rear of the building, obscured from the public right-of-way.

If placement of the equipment in a line of sight of the public right-of-way is unavoidable, it should be hidden by either compatible fencing or landscaping which surrounds the unit to obscure the view.

Satellite dishes or outdoor digital or analog antennas should be attached to the rear roof or ground areas of the building. If a satellite dish must be placed in the front or side of the building to obtain proper reception, it should be screened by a fence, retaining wall, or plant material.

It is not recommended to place appurtenances in the front of a building or structure without visually obscuring it from the public right-of-way.

For more information see Appendix A VII.B.18
Scale, form, and massing are as essential as house types and styles are in defining the neighborhood of Virginia-Highland. Landscapes are also a fundamental characteristic. Elements of the Virginia-Highland landscape include unpaved planting strips, sidewalks, walkways, driveways, fences, and retaining walls. By using historically appropriate materials, residents can maintain existing landscapes and create new landscapes that will add to the aesthetic character of the neighborhood.
By choosing appropriate materials for new construction, a structure can easily appear contemporary but compatible in the Virginia-Highland neighborhood. Additionally, by using the Compatibility Rule and choosing materials based on contributing structures on the block face, new structures will continue to uphold the historic character of Virginia-Highland.

**Recommended:**

- Unpaved planting strips located adjacent and parallel to the street on properties of existing historic structures should be maintained.

- When building a new structure in the neighborhood of Virginia-Highland, unpaved planting strips should be located adjacent and parallel to the street.

**Not Recommended:**

- Planting strips should not be altered in such a way that they become an impervious surface. For example, planting strips should not be paved.

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**Planting Strips**

*For more information see Appendix A VII.A.2*
**Recommended:**

- Sidewalks located parallel to the street and between the front yard and the planting strip shall be maintained.

- Sidewalks should be repaired rather than replaced. If sidewalks must be replaced, they should be replaced in kind.

- New sidewalks should be constructed with the paving material that predominates on the block face.

- If there is no predominant paving material on the block face, the sidewalk should be constructed in the manner which is most historically appropriate for the block face. Options for these sidewalks include hexagonal pavers, brick, concrete inlaid with hexagonal imprint, or stone aggregated concrete.

**Not Recommended:**

- Asphalt is not an appropriate paving material for sidewalks.
Recommended:

- Existing walkways from the front sidewalk parallel to the street to the front door of the principal structure should be maintained and repaired when necessary. If these walkways must be replaced, they should be replaced in kind.

- A new walkway from the front door of the principal structure to the front sidewalk parallel to the street may be added when:
  
  a. The action of a Certificate of Appropriateness results in a permanent change to the size, shape, or grade of the front yard, or  
  b. a new structure is being built, or  
  c. it is appropriate for the architectural style of the existing structure, and  
  d. it is architecturally possible.

### Typical Walkway Materials

- **Brick**
- **Concrete Design**
- **Hexagonal Pavers**
- **Concrete**

For more information see Appendix A VII.A.4
Not Recommended:

- Existing walkways located from the front door of the principal structure to the sidewalk that runs parallel to the street should not be removed.
- Asphalt is not an appropriate paving material for walkways.

The walkway running from the front door to the sidewalk should not be removed.
**Recommended:**

- Existing driveways should be maintained and repaired.
- Driveways maybe shared (example below).

**Not Recommended:**

- Not including the flares, driveways should not be more than 10 feet wide.
- Loose stone, asphalt, and gravel are not appropriate paving materials for driveways.
Recommended:

- Historic fences should be maintained and repaired. If repair is not possible, the materials of the fence should be replaced in kind.

- New fences located in the front yard or half-depth front yard may be up to 4 feet in height.

- When building a fence in a side or rear yard, it may up to 6 feet tall.

- The Compatibility Rule should be used to determine an appropriate style and material for any fence constructed in a front, side, or half-depth front yard.

- Appropriate fencing materials in Virginia-Highland include brick, stone, wrought iron, decorative pre-finished aluminum, vinyl picket, and wood picket.

Not Recommended:

- Chain link fence is not an appropriate material for any fence located in the front yard or any yards adjacent to public streets.

- Fences constructed on top of retaining walls may not exceed 7 feet in height. This is the total amount of the combined heights of the retaining wall and the fence. For example, a fence on top of a 4 feet high retaining wall can only be 3 feet tall.
Retaining Walls

For more information see Appendix A VII.B.16

Recommended:

- Historic retaining walls should be maintained and repaired when necessary. For information on repairing historic masonry see the National Park Service Preservation Bulletins 2 and 22, Appendix F.

- If historic retaining walls cannot be repaired, they should be replaced in kind.

- The Compatibility Rule shall be applied to retaining walls located in the front yard and yards adjacent to a public street where the wall can be seen from the street.

- Retaining walls may be constructed up to 4 feet high, and fences may be located on top of retaining walls as long as the combined height of the retaining wall and the fence does not exceed 7 feet.

- Appropriate materials for new retaining walls include stone, simulated stone, brick, and authentic stucco.

Not Recommended:

- Except for retaining walls, no solid walls may be constructed in the front yard or half-depth front yard.

- Railroad lumber, wood, concrete masonry units, or simulated materials other than stone are inappropriate for retaining walls.

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Railroad Lumber

Concrete Masonry Units
Streetscapes

For more information see Appendix A VII.A.5 and VII.B.23.a-c

Similar to landscapes, streetscapes play an important role in defining the visual characteristics of Virginia-Highland. They are the first impression a neighborhood can have on visitors and potential new residents. Parking locations, as well as alleyways are key components of Virginia-Highland streetscapes.

**Recommended:**

- Alleys should remain open for vehicular and pedestrian traffic.
- Alleys may be used for parking.

**Not Recommended:**

- Alleys should not be blocked.
- Parking on walkways located between the façade of the principal structure and the street is not permitted
- Parking between any public street and the principal structure is not permitted unless the view of the principal structure is not blocked and it is the only parking option for that particular structure.
DRAFT Virginia-Highland Historic Overlay Ordinance

Prepared for very early review and input from this committee and residents as part of an ongoing input and review process. This draft has not been officially reviewed by any government official or agency and will not be submitted as application for Historic District status consideration to any official agency.

VIRGINIA-HIGHLAND HISTORIC DISTRICT REGULATIONS

(Chapter 20(?))

I. Statement of Intent. The intent of the regulations for the Virginia-Highland Historic District is as follows:

A. to promote the educational, cultural, economic and general welfare of the City by preserving the district’s architectural integrity, streetscape patterns, and cultural heritage;

B. to preserve and enhance the historic and architectural appearance of the district so as to substantially promote the public health, safety and general welfare;

C. to preserve the architectural history of the residences that were constructed in the District from 1889 to 1955 with the majority of the development taking place from 1905 through 1936 and to ensure that additions, alterations, and renovations to existing structures are consistent with the historic character of the district and subareas within the district;

D. to preserve the residential character of the district and to ensure that new construction reflects and reinforces the exceptional design features that were established in the original plans for each subarea within Virginia-Highland and to recognize the importance of parks, open space, and institutional buildings in the development;

E. to ensure that the original design characteristics of commercial and industrial buildings serve as the basis on which plans for new construction, additions and rehabilitation of commercial and industrial buildings will be judged by the Urban Design Commission for harmony, compatibility and appropriateness to the Virginia-Highland Historic District;

F. to ensure that new development is compatible with present architectural and spatial characteristics that are characteristic of the district;
G. to ensure that new construction is consistent with the character of the subarea of the district within which it is to be built and that such new construction blends harmoniously with the historic character of the entire district;

H. to ensure that new construction observes the general setbacks and structure heights employed in the original development of the subarea and is in harmony with the historic character of the district;

I. to ensure that new development that uses contemporary design and materials is compatible with and sensitive to the historic character of the Virginia-Highland Historic District;

J. to ensure stability in the neighborhood through historic overlay regulations and to prevent the subdivision or aggregation of existing lots in any manner that would disrupt the historic platting pattern, lot sizes, and spatial relationships established during the 1889 to 1955 development period, or otherwise detract from the identified historic qualities of the District and to encourage neighborhood revitalization and prevent displacement of residents;

K. to encourage containment of existing commercial areas and discourage encroachment of the commercial areas into the historic residential area; and

L. to encourage neighborhood revitalization and prevention of displacement of residents.

II. Scope of Regulations: The scope of these regulations for the Virginia-Highland Historic District is as follows:

A. The existing zoning map and all regulations governing all properties within the Virginia-Highland Historic District shall remain in full force and effect. The regulations contained within this Chapter shall be overlaid upon, and shall be imposed in addition to, said existing zoning regulations. Whenever the following overlay regulations are at variance with said existing zoning regulations, the following regulations of Chapter shall apply. However, if the conflicting regulation is a beltline overlay district regulation related to the maximum height or scale of a structure, the more restrictive regulation shall apply.
B. Except where it is otherwise explicitly provided, the provisions of Chapter 20 of this part shall apply to this district. Whenever the regulations of Chapter 20(?), conflict with the provisions of Chapter 20, the regulations of Chapter 20(?) shall apply.

C. All other statutes, rules, regulations, ordinances, or other governmentally adopted regulations pertaining to properties within this Virginia-Highland Historic District shall continue to apply. In the event of any conflict between said other regulations and the following regulations of this Chapter 20(?), the interpretation provision set forth in Section 16-20.011 of the Code of Ordinances shall govern.

III. Boundaries

The boundaries of the Virginia-Highland Historic District constitute an overlay Historic District (HD) zoning district, which district shall be as shown on the official zoning map adopted herewith entitled “Virginia-Highland Historic District.” The district is divided into three (3) subareas, as follows:

1. Virginia-Highland Core District, Subarea 1 – All areas generally characterized by residential structures, within which buildings of all kinds and uses may be regulated by this Chapter.

2. Virginia-Highland District, Subarea 2 – All areas designated as neighborhood commercial.

3. Virginia-Highland District, Subarea 3 – All other areas.

IV. Definitions for purposes of interpreting this Chapter 20(?), the following definitions shall apply:

A. Alley means a pedestrian or vehicular way providing secondary access to the rear of abutting property.

B. Balcony means a finished platform that projects from the wall of a building and is enclosed by a finished railing or parapet, generally cantilevered or supported by brackets.

C. Core residential street means any public street within the District.

D. Deck means a roofless platform and adjoining deck stairs connected to a house, generally made of unfinished wood and supported by posts.
E. District means the Virginia-Highland Historic District, as shown on the official zoning map adopted herewith entitled the “Virginia-Highland Historic District.”

F. Residential structure means the main habitable structure of a residential property, exclusive of detached accessory structures. Single-family dwellings and multi-family structures of not more than four units are residential structures.

G. Upper level terrace means non-roofed space within the footprint of the structure and accessible from a habitable portion of an upper floor of the structure.

H. Fenestration means the arrangement, proportion, and design of windows and doors in a building.

I. Public street means publicly dedicated streets or roads and specifically excludes alleys in the District.

J. Porch means a covered area adjoining an entrance to a building and usually having a roof.

K. Driveway with steps means a driveway with runners and steps in the median.

L. Walls/Retaining walls means wall built to prevent erosion, set property boundaries or provide privacy with 50% or more visibility blocked.

M. Fence means a barrier intended to prevent escape or intrusion or to mark a boundary with 50% or more visibility open.

N. Building means any existing, constructed or erected structure with a fixed location in or on the ground or attached to something having a fixed location in or on the ground.

O. Contributing means reinforcing the visual integrity or historic interpretability of a district, historic area or historic zone.

P. Noncontributing building means any building that is not contributing.

Q. Commercial building means all buildings other than principal structures and accessory structures, including multi-family structures of more than four units.
V. Administration

A. Certificates of Appropriateness

1. Except as otherwise provided herein, the procedures for determining the appropriate type of Certificate of Appropriateness shall be those specified in Section 16-20.008 of the Zoning Code.

2. Notwithstanding any other provision herein, no Certificate of Appropriateness shall be required unless, at a minimum, the work would otherwise require a building permit.

3. Type I Certificates of Appropriateness are not required for ordinary repairs and maintenance within the District. For example, and not by limitation, painting or repainting of any building or portion thereof and roof or driveway repair using same materials constitute ordinary repairs and maintenance.

4. Type II Certificates of Appropriateness. Unless Certificates of Appropriateness are specifically exempted in the Subarea regulations, Type II Certificates of Appropriateness shall be required for any of the following to the extent they are visible from a public street: Any minor alteration to any façade of any building, fences, walls, retaining walls, decks, skylights, solar panels, mechanical and communication equipment, shutters, awnings, accessory structures or paving. If a Type II Certificate of Appropriateness is required and the proposed alteration meets the requirements of Sections VII-XI, as applicable, the Director of the Commission shall issue Type II Certificate within 14 days of the application. If a Type II Certificate of Appropriateness is required and the proposed alteration does not meet the requirements of Sections VII-XI, as applicable, the Director of the Commission shall deny the application with notice to the applicant within 14 days of the application.

5. Type III Certificates of Appropriateness shall be required for

(a) All new buildings;

(b) All major alterations and additions to existing buildings where visible from a public street, unless such alterations or additions are specifically exempted from Certificates of
Appropriateness in the Subarea regulations; and

(c) All partial demolitions for which a Type IV certificate of appropriateness is not required.

6. Type IV Certificates of Appropriateness shall be required for demolition or moving any building, or existing gateway, or portions thereof. A partial demolition of a contributing building shall require a Type IV Certificate of Appropriateness when said partial demolition will result in the loss of significant architectural features that diminishes the building’s historic interpretability or importance.

B. Variances, Special Exceptions

1. Variance applications and applications for Special Exceptions shall be heard by the Urban Design Commission. The Urban Design Commission shall have the authority to grant or deny variances from the provisions of this Chapter when, due to special conditions, a literal enforcement of its provisions in a particular case will result in unnecessary hardship. The procedures, standards, and criteria for decisions regarding such variances shall be the same as those specified in Chapter 26 of this Part 16. The Urban Design Commission shall have the authority to grant or deny applications for Special Exceptions pursuant to the standards in Chapter 25. The Urban Design Commission shall have the authority to grant or deny applications for appeal pursuant to the standards in Section 16-30.010 and the appeal provisions for said decision, set forth in Section 16-30.010(e), shall also apply to the Urban Design Commission’s decision.

C. Financial Hardship Exemptions.

1. These Regulations set forth a minimum standard of architectural compatibility with the rest of the District. However, in order to balance other equally important objectives of economic development, neighborhood revitalization, and prevention of displacement of residents, the Urban Design Commission may allow reasonable exemptions from these regulations for Type II Certificates of Appropriateness for repair only to a property owner’s principal residence on the ground of economic hardship to the property owner.

2. The burden of proving economic hardship by a preponderance of the evidence shall be on the applicant.
3. The Urban Design Commission shall consider the following factors in determining whether an economic hardship exemption in whole or in part will be granted:

(a) The present income of the property owner(s) and those occupying the property;

(b) The age of the property owner;

(c) The length of time the property owner has resided in the neighborhood or in the residence for which the exemption is sought;

(d) The availability of other sources of funds that are appropriate to the circumstances of the applicant, including loans, grants, and tax abatements;

(e) The costs associated with adherence to these regulations;

(f) The degree of existing architectural significance and integrity of the structure; and

(g) The purpose and intent of this Chapter.

4. If the Urban Design Commission finds that the applicant’s economic hardship outweighs the need for strict adherence to these regulations it shall grant an exemption, in whole or in part, as appropriate.

D. Appeals

1. Appeals from any decision of the Urban Design Commission regarding the approval and/or denial of a Type II Certificate may be taken by any aggrieved person by filing an appeal in the manner prescribed in the appeals section of Chapter 16-20.008(a) for Type I Certificates.

2. Appeals from any decision of the Director regarding the approval and/or denial of a variance, special exception, a financial hardship exemption, Type III Certificate, or Type IV Certificate as well as appeals from any final decision of the Commission regarding an appeal taken pursuant to subsection (a) above may be taken pursuant to the applicable appeal process as described in Chapter 20.
E. Subdivisions or Aggregation: The platting pattern of the Virginia-Highland Historic District is an integral part of the historic character of the District. No subdivision shall be approved unless it can be shown that the proposed subdivision is substantially consistent with the historic character of the District. In addition to the requirements of the subdivision and zoning ordinances, including but not limited to Sections 15-08.002(a)(2) and 15-08.005(d)(6), all subdivisions of lots shall conform to the historic platting pattern in the Virginia-Highland Historic District. No subdivision shall be approved unless and until the Urban Design Commission has made a finding that it is consistent with this provision or with the platting pattern of the neighborhood, as it existed in 1955.

F. Tree Preservation and Replacement. The provisions of the City of Atlanta Tree Ordinance, Atlanta City Code Section 158-26, et seq., shall apply to this District.

G. Any time the provision 16-20.011(b) of this Part is enforced in this District, the Director of the Urban Design Commission shall notify the Virginia-Highland Neighborhood Association within 10 days and a 30-day period for comment will be allowed for the Association.

H. The Director shall regularly send to the Virginia-Highland Neighborhood Association the agenda for each regular meeting and for any special meeting of the Urban Design Commission in which there is any agenda item for property located within the Virginia-Highland Historic District.

VI. Compatibility Rule

The intent of the Mayor and Council in establishing the regulations of the Virginia-Highland Historic District is to ensure that new buildings and alternations to existing buildings in Subarea 1 are compatible with the historic design, scale, and general character of the entire District as it existed in 1955, with the contributing structures in Subarea 1, and with the contributing structures in the immediately adjacent environment of a particular block face, and further, to ensure that lot platting in Subarea 1 is compatible with the historic platting pattern of Subarea 1 and of a particular block face as it existed in 1955. To further that intent and simultaneously permit flexibility in design, the regulations provide a Compatibility Rule which is as follows:
Appendix A:

Virginia-Highlands Draft Regulations

1. Where quantifiable (e.g. building height, setback, etc.), the element or building characteristic in question shall be no less than the smallest, and no greater than the greatest, such element or building characteristic in that block face that characterizes contributing buildings of the same or similar use and shall be substantially consistent with the historic design of the building.

2. Where not quantifiable (roof form, architectural trim, etc.) the element shall be compatible with that which predominates in contributing buildings of similar architectural style and use in that subarea and shall be substantially consistent with the historic design of the building.

VII. Specific Regulations for Virginia-Highland Core District, Subarea 1. Any or all of subsections A, B, C, or D may apply to a particular project.

A. Design Standards and other criteria for any construction on a contributing residential structure, on or of a noncontributing residential structure, or on or of an accessory structure

1. No individual house design or design of a street face elevation resulting from a renovation shall be substantially repeated on the block face as the result of construction, repair, or renovation.

2. An unpaved planting strip adjacent and parallel to the public street shall be maintained or replaced. The Compatibility Rule shall apply to the dimensions and location of required planting strips.

3. Sidewalks

   (a) A sidewalk between the planting strip and the required front yard and parallel to the public street shall be maintained or replaced.

   (b) The sidewalk shall be the same width as the sidewalk on abutting properties or it shall be the width required by law, whichever is greater.

   (c) If no sidewalk exists in the block but is required by a different provision of the City ordinance, the new sidewalk shall conform to those requirements.
(d) Sidewalks must be of the paving material that predominates on that block face.

(e) If no sidewalk paving material predominates in the block, the sidewalk shall be constructed of the historically accurate material for that block, either hexagonal pavers, concrete inlaid with hexagonal imprint, brick, or stone aggregate concrete.

4. An existing paved walkway from the front sidewalk to the front entry of the principal structure shall be maintained or replaced. Where (1) the construction that is the subject of the application for a Certificate of Appropriateness will result in a permanent change to the size, shape, or grade of the front yard, (2) there was no such walkway before the construction, and (3) it is appropriate to the architectural style of the principle structure and architecturally feasible, a new walkway from the front sidewalk to the front entry of the principal structure shall be added.

5. Passage on existing alleys, whether or not platted, shall not be impeded by any construction requiring Certificate of Appropriateness shall remain open for pedestrian and vehicular traffic.

B. Design Standards and other criteria for any construction on a contributing principle structure, of a noncontributing principle structure, or on or of an accessory structure.

1. Alterations and additions to contributing structures requiring a Certificate of Appropriateness shall not destroy historically significant materials or features that characterize the property except as specifically addressed elsewhere in this ordinance. New work may be differentiated from the old and shall be compatible with the historic materials and features to protect the integrity of the property and its environment.

2. Alterations and additions to contributing structures requiring a Certificate of Appropriateness shall not appear from a public street to add a story to the contributing structure. This paragraph does not limit or restrict alterations and additions to contributing structures that both appear from a public street to be within the roof line and are otherwise allowable under the ordinance.
3. The Compatibility Rule shall apply to the height, scale, proportion, and massing of the principal structure. And, in no event shall the height of the highest roof ridge, as measured from the average grade of a principal structure, exceed 35 feet unless the construction is to modify an existing residential structure that already has a roof ridge exceeding 35 feet in height from the average grade, in which case the height of the roof shall not exceed the preexisting roof height.

4. All front entries, front porches, front steps and front doors shall face and be parallel to the street, except in those blocks where the historic pattern is such that front doors and front steps are perpendicular to the street, in which case the Compatibility Rule shall apply. The design and dimensions of front porches, front entries, or terraces shall be consistent with the architectural style of the house.

5. All new residential structures shall primarily exhibit one of the housing styles that is exhibited by contributing residential structures in Subarea 1.

6. The Compatibility Rule shall apply to the width of the residential structure.

7. Provided that, if this Section and the terms of the Erosion and Sedimentation Control Ordinance cannot both be complied with, the building plans may vary from the requirements of this Section only to the extent necessary to comply with the Erosion and Sedimentation Control Ordinance. Height of the first floor of the front façade above grade shall be subject to the Compatibility Rule, and, in any event, shall not exceed, as measured from the top of the sub-floor of said level to the grade as established by plans meeting the specifications required for soil erosion and sedimentation control by Section 74-40 (as it may be amended), the greatest of the following:

   (a) Four (4) feet above the existing, undisturbed average grade of the lot; or

   (b) Three (3) feet above the average finished grade level at the property line adjacent to any right-of-ways; or
(c) Three (3) feet above the street fronting main floor threshold level of an existing principal structure that is to be demolished for the construction of a new principal structure.

8. If masonry, brick, stucco or stone is used as the primary façade material, the foundation material shall be the same. If not, the foundation shall be brick, stone, stucco, or a historically appropriate material.

9. Floor Area Ratio shall not exceed 50 percent of the total lot area.

10. Lot Coverage shall not exceed the lot coverage otherwise allowable under a lot's zoning classification.

11. Accessory structures are permitted in the side or rear yards within the buildable area of the lot so as to not project beyond the front façade of the principal structure. Placement of accessory structures shall conform to the compatibility rule and the accessory structure shall be located within the property’s lot lines and shall be set back at least two feet from both any of that property’s lot lines and any not abandoned easements or public rights of way.

12. As measured to the midpoint of the main roof from the average level of the finished surface of the ground adjacent to the street facing exterior walls of the building, accessory structures shall not exceed 16 feet in height or the height of the ridge of the principal structure’s primary roof, whichever is less, and shall not contain a floor area greater than 25 percent of the floor area of the principal structure. The roof pitch of an accessory structure may not be less than 5 over 12 and shall not exceed the slope of the roof of the principal structure unless the slope of the roof of the principal structure is less than 5 over 12, in which case the slope of the roof of the accessory structure must be 5 over 12.

13. Porches.

(a) If an attribute of the architectural style of the residential structure, front porches shall be provided, maintained, or replaced.

(b) The Compatibility Rule shall apply to the design and size of said front porches.
(c) All front porch steps shall have closed risers and ends.

(d) Front porch steps shall be made of stone, brick, or poured concrete; metal or wood steps are not permitted.

(e) Porches may be enclosed with recessed screen wire or recessed glass if the alternation is consistent with the architectural style of the residential structure and maintains the characteristics of the front porch.

14. Decks are permitted only when located to the rear of the residential structure and such decks shall be no wider than the width of the house. Balconies and upper level terraces shall be permitted on any façade, provided it is consistent with the architectural style of the residential structure.

15. The use of chimneys with new residential structures is encouraged. When any portion of a chimney is visible from a public street as a façade element, the chimney shall originate at grade. The exterior portions of chimneys shall be faced with stone, masonry, brick, brick veneer or stucco. Siding on chimneys is prohibited.

16. Subject to the provisions of Section 16-28.008(5) and the following limitations, fences and walls visible from a public street may occupy required yards:

(a) Fences not exceeding 4 feet in height may be erected in the front yard or half-depth front yard. Walls, excluding retaining walls, are not permitted in the front yard or in other yards adjacent to public streets.

(b) Fences and walls not exceeding 6 feet in height may be erected in side or rear yards.

(c) The Compatibility Rule shall apply to the styling of all fences located in a required front yard or half-depth front yard adjacent to a street. Such fences shall be constructed of brick, stone, wrought iron, cast iron, decorative pre-finished aluminum, vinyl picket, or wood pickets. Chain link fencing is not permitted in front yards or in other yards adjacent to public streets.
(d) The Compatibility Rule shall apply to portions of retaining walls located in a required front yard or in a required yard adjacent to a public street that are visible from a public street. Such retaining walls shall be faced with stone, simulated stone, brick, or authentic stucco. The Compatibility Rule notwithstanding, no single section of such retaining wall shall exceed 4 feet in height. Railroad lumber, wood, architectural concrete masonry units or other simulated material is not a permitted facing material of retaining walls. The height and materials of retaining walls located in the side or rear yards shall conform with otherwise applicable zoning laws. Fences may be constructed on top of a retaining wall. The combined height of the retaining wall and fence shall not exceed seven feet when located in a front or half-depth front yard.

17. The Compatibility Rule shall apply to the following aspects of fenestration, if visible from a public street or park upon completion:

(a) The size, shape, orientation, and proportion of individual window openings.

(b) The overall pattern of fenestration as it relates to the building façade.

(c) The style of the individual window.

   (i) If muntins and/or mullions are used, such muntins and/or mullions shall be either true divided lights or simulated divided lights with muntins integral to the sash and permanently affixed to the exterior face of glass.

   (ii) Window and door casings widths and depths are subject to the Compatibility Rule.

(d) Exterior doors and door transoms shall be appropriate to the house style, regarding design, size, dimension, and location on the building.
18. Mechanical equipment shall be located to the side and rear of the principal structure and, where possible, in the location least visible from a public street. Screening with appropriate plant material or fencing is required if the equipment is visible from a public street. Communication equipment, i.e. satellite dishes, shall be located to minimize visibility from the core residential street.

19. The Compatibility Rule shall apply to building materials and design elements visible from a public street upon completion as follows:

(a) Siding shall be substantially consistent with siding materials found in contributing residential structures on the block face and shall be consistent with the architectural style of the principal structure. Horizontal lapped wood siding, cementitious lap siding, cementitious panels with the seams concealed, brick, brick veneer, wood shingles, stone, external insulating finishing system (“EIFS”), and true stucco systems are permissible building materials for the façade of residential structures. Corrugated metal, aluminum siding, and vinyl siding are not permitted.

(b) The dimensions of the exposed face of lap siding and wood shingles.

(c) The type of brick and pattern of brickwork.

(d) The type of stone and pattern of stonework.

(e) The material and texture of stucco.

(f) The size and type of doors.

(g) Exterior doors shall be wood panel or fixed glass panel in wood frame.

(h) Paving materials for walks and drives.

(i) Asphalt is not permitted.

(j) Skylights are permitted where not visible from a public street.
20. Roofs:

(a) The shape and pitch of principle structures’ roofs, as well as ridge, overhang, and soffit construction, shall meet the Compatibility Rule.

(b) Notwithstanding the Compatibility Rule

(i) The numerator of the roof pitch of a contributing residential structure may be increased by up to two. For example, an existing roof pitch of 7/12 may be increased to 9/12, and so on. Once the numerator of the roof pitch has been increased in this manner, it may not be increased further

(ii) The primary roof ridge may, if consistent with the architectural style of the residential structure, run either parallel or perpendicular to the street notwithstanding the direction of the preexisting roof ridge.

(c) Clay tile, slate, concrete, composition asphalt shingles, and synthetic alternatives that accurately represent their natural counterpart are permissible roofing materials for principal and accessory structures. Metal roofing is permitted on accessory structures where consistent with the accessory structure's architectural style.

(d) Membrane or cold-rolled roofing is permitted only on substantially flat roofs.

21. Shutters and Awnings:

(a) Shutters and awnings may be added if appropriate to the architectural style of the residential structure.

(b) Shutters shall be operable or appear operable, and shall fit the size of the window.
22. Ornamentation: Installation of architectural ornaments, such as brackets, decorative trim, corner boards, bottom boards, fascia boards, porch railing, columns, steps, doors, half-timbering, and attic vents, where none previously existed, shall be permitted and shall be subject to the compatibility rule.

23. Off-street parking and driveways. In addition to the provisions of Section 16-28.008(7), which shall apply and are incorporated herein, the following parking requirements shall apply to all permitted uses:

(a) Off-street parking shall not be permitted between the principal structure and any public street unless such parking does not substantially obstruct the view of the structure from the street and is the only feasible option for parking on the property.

(b) Parking shall not be permitted on walkways that are located between the street and the façade of the principal structure.

(c) The use of alleys for access to such parking is both permitted and encouraged. No variance is required for driveways coming off of an alley.

(d) Driveways shall not exceed a width of 10 feet not including the flare at the street.

(e) Use of shared driveways is permitted.

(f) Loose stone or gravel is not permitted as a primary driveway paving material when visible from a core residential street.

(g) When garages are attached to the residential structure, the garage entrance(s) shall not face the residential street on which the residential structure has an address.

C. Design Standards and criteria for alterations and additions to non-contributing residential structures: In addition to other requirements set forth in this section, alterations and additions to non-contributing residential structures shall comply with one of the following:
1. Alterations and additions shall be consistent with the architectural style of the existing residential structure and the height or width of any alteration or addition shall not exceed the height and width of the tallest and widest, respectively, contributing residential structures on the block face; or

2. Alterations and additions shall be consistent with the scale of and representative of a single architectural style represented by contributing residential structures in Subarea 1, and shall comply, as applicable, with Architectural Standards for Principal Structures., Section 16-20(?).____.

D. For alteration on or construction of commercial buildings other than schools and fire stations, the following controls and requirements shall apply:

1. Development Controls:
   
   (a) Setbacks: The front yard setback shall not be less than five (5) feet nor greater than fifteen (15) feet. Other setbacks shall be regulated by the applicable commercial district regulations.
   
   (b) Bulk Limitations: Floor area ratio shall not exceed an amount equal to one (1.0) times (100%) net lot area.

2. Height: Maximum building heights: Buildings shall not be built or modified to a height above 35 feet, as measured from the building’s average grade to the ridge. The height of existing buildings with a height greater than 35 feet, as measured from the building’s average grade to the ridge, shall not be increased.

3. Off-street parking shall not be permitted between the principal structure and any public street.

VIII. General Regulations for Virginia-Highland District

The following general regulations shall apply to all properties located within the Virginia-Highland Historic District, and the Commission shall apply the standards referenced below only if the standards set forth elsewhere in this Chapter 20 do not specifically address the application or specifically call for the application of these standards:

A. A property shall be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.

B. The historic character of a property shall be retained and preserved.

C. Each property shall be recognized as a physical record of its time, place, and use. Changes shall not be undertaken that create a false sense of historical development, such as adding conjectural features or elements from other historic properties.

D. Changes to a property that have acquired historic significance in their own right shall be retained and preserved.

E. Distinctive materials, finishes, construction techniques, or examples of craftsmanship that characterize a property shall be preserved.

F. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, texture, and, where possible, materials.

G. Chemical or physical treatments, if appropriate, shall be undertaken using the gentlest means possible. Treatments that cause damage to historic materials shall not be used.

H. Archaeological resources shall be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken.

I. New work may be differentiated from the old and shall be compatible with the historic materials and features to protect the integrity of the property and its environment.
J. New buildings and additions or alterations of existing buildings shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property, but not necessarily any building, and its environment would be substantially unimpaired.

K. Contemporary design for new construction and for additions to existing properties shall not be discouraged in Subareas 2 and 3 when such new construction and additions do not destroy significant historical, architectural, or cultural material, and such construction or additions satisfy all other applicable laws and ordinances.

IX. Limits on multi-family development.

In order to preserve the character of single-family pattern of development and to preserve the historic pattern of development in which accessory buildings are visually subordinate to principal residential buildings, the following regulations shall apply:

A. Principal structures that are designed as two-family dwellings shall conform to the historic pattern in which the two dwelling units are attached and are either side by side or one unit is located above the ground floor unit. The Compatibility Rule shall apply to the configuration and scale of the duplex structure.

X. Permitted accessory uses and structures:

These regulations permit uses and structures that are customarily incidental and subordinate to permitted principal uses and structures. These include but are not limited to the following, subject to limitations and requirements set forth herein or elsewhere in this part:

A. Greenhouses, garden sheds, private garages, and similar structures as well as swimming pools, tennis courts, and similar active recreation facilities subject to the following limitations:

1. Such facilities in any yard, required or other, adjacent to a street shall require a Special Exception from the Urban Design Commission, which special exception shall be granted only upon finding that:
2. The location will not be objectionable to occupants of neighboring property, or the neighborhood in general, by reason of noise, lights, or concentrations of persons or vehicular traffic, and

3. The area for such activity could not reasonably be located elsewhere on the lot.

4. The Urban Design Commission may condition any Special Exception for such facilities based on concerns regarding fencing, screening or other buffering, existence and/or location of lighting, hours of use, and such other matters as are reasonably required to ameliorate any potential negative impacts of the proposed facility on adjoining property owners.

B. Structures necessary for active construction projects.

C. Devices for the generation of renewable energy, such as solar panels, wind generators, and similar devices. Such devices shall not be permitted on the front of or in front of the principal structure unless that is the most effective location for such devices.

XI. Specific Regulations for Subareas 2 and 3

This Subtitle does not place requirements on Subareas 2 and 3 beyond those of otherwise applicable law. Owners or operators building or renovating in Subareas 2 and 3 are encouraged to consider the historic character of the Virginia-Highland neighborhood. Certificates of Appropriateness shall not be required in Subareas 2 and 3.
Appendix B: 
*The Secretary of the Interior’s Standards for Rehabilitation*

The Secretary of the Interior is responsible for establishing standards for all programs under Departmental authority and for advising Federal agencies on the preservation of historic properties listed in or eligible for listing in the National Register of Historic Places.

The intent of the Standards is to assist the long-term preservation of a property’s significance through the preservation of historic materials and features. The Standards pertain to historic buildings of all materials, construction types, sizes, and occupancy and can encompass the exterior and interior of the buildings. They also cover related landscape features and the building’s site and environment, as well as attached, adjacent, or related new construction. To be certified for Federal tax purposes, a rehabilitation project must be determined by the Secretary to be consistent with the historic character of the structure(s), and where applicable, the district in which it is located.

These Standards are used in the Virginia-Highland regulations as standards for rehabilitation. In this case, only the exterior is reviewed for a Certificate of Appropriateness. For tax incentive purposes, the Standards are applied to both a building’s interior and exterior. The Georgia Department of Natural Resources Standards for Rehabilitation are modeled directly after the Secretary of the Interior’s Standards.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

For more information, please see
http://www.nps.gov/history/hps/tps/tax/rhb/stand.htm
Appendix C: Glossary of Terms

Aggregate - materials, as sand and gravel, added to make concrete or mortar.

Alley - a narrow lane or road, running between or behind buildings.

Arch - a structural feature spanning and opening, supported at the two lower ends, and composed of several wedge-shaped parts.

Balcony - a platform projecting from a building above the ground level, enclosed by a railing.

Balustrades - the railing or handrail of a staircase, balcony, or porch, usually supported by balusters.

Block Face - the front façade of all of the houses on one side of a street.

Building - anything built that can be used for a residence or business, placed on a plot of land, having a roof, windows, and doors.

Capitals - the upper portion of a column or pilaster that is decorated.

Centered Gable - a side gabled roof with an additional gable facing the street, usually highlighting a centered door.

Columns - a roof support, consisting of a capital, shaft and usually a base.

Commercial Building - a public use building run for the purpose of conducting business.

Concrete Masonry Unit - a precast masonry unit of Portland cement molded into various shapes, also called a CMU or concrete block.

Core Residential Street - a main artery of a residential neighborhood.

Cornice, Open - the overhang of an eave with the ends exposed showing the rafters and the underside of the roof sheathing. Also called open eaves.

Cornice, Box - using boards and moldings, attached to the rafters and lookouts to enclose the area under the eaves. Also known as a closed cornice.

Cornice Return - continuing the cornice around the gable end of a building.

Course - a continuous horizontal run of bricks, tiles, stone, or shingles on a wall or roof.
Appendix C: Glossary of Terms

Deck – an unroofed porch or platform constructed of wood, projecting out from a house.

Dentils – small, square blocks in a series on cornices or moldings.

Double-hung Windows – a window with two vertically sliding sashes.

Dormer – a projection that is built out from a sloping roof with a vertical window.

Driveway – a private road leading from a street or alley to a building, house, garage or other structure for the purpose of parking a vehicle.

English Bond – brickwork that has alternating courses of headers and stretchers. The headers are centered on stretchers and the joints between the stretchers line up vertically.

Fanlight – a semi-circular window over a doorway or large window.

Fence – a barrier enclosing a yard.

Fenestration – the arrangement of windows and other exterior openings on a house.

Flemish Bond – brickwork that has alternating headers and stretchers in each course. Each header is centered above and below a stretcher.

Gable – the triangle wall formed by a ridged roof.

Gambrel – a ridged roof with a double slope on two sides of the house, the first a shallow slope, the second much steeper.

Half-depth Yard – the mid point of a yard from the side property line to the house.

Half-timber – a timber framework with the spaces filled in with masonry or plaster.

Header – a brick or other type of masonry that is laid horizontally in a wall with the shorter end exposed.

Hipped Roof – a roof with sloped ends and sides that meet at an inclined angle.

Hipped Gable – a roof with clipped gable.

Historic District – a concentration of buildings or structures that are joined historically through a plan or development.
Human Scale – the size and scale of a building element or space relative to the dimensions of the human body.

Landmark – a building, structure or other place of outstanding historic, aesthetic, or cultural importance.

Masonry – natural or artificial stone (such as brick) used for building construction.

Massing – to give the impression of density and bulk.

Muntins – the style within the frame of a door. Also a term used in window construction that describes a member for holding the edges of windowpanes within the sash.

Novelty Board Siding – siding boards that are narrow on the upper edge that fit into a groove on the lower edge so that they lay flat against the sheathing. Also known as drop siding.

Palladian Window – a center window, larger and is usually arched, with two smaller windows to either side.

Pediment – a triangular decorative piece above a door or window.

Pilasters – a column or pier attached to the wall, frequently used for decoration.

Porch – a covered entrance to a home, open or semi-enclosed.

Porte-cochere – a vehicle passageway, usually formed by a porch roof over the driveway, usually next to a side entrance to a home.

Portico – a porch with a roof supported by columns leading to an entrance to a home.

Primary Façade – the main face of a building or structure, usually the side that faces a public thoroughfare with a public entrance.

Public Street – any thoroughfare that is maintained by the city or county.

Quoin – a prominent brick or stone at the corner of a building.

Residential Structure – a structure or building that is used as a dwelling or home for an individual or family.

Scale - a proportionate size, usually evaluated in relation to some point of reference.
Appendix D:

Bibliography

Books


Publications

Department of Natural Resources Georgia Historic Preservation Division, Virginia Highland National Register of Historic Places Registration Form.


Appendix D:
Bibliography

Websites


Appendix E:
Local Contacts and Assistance Programs

Atlanta History Center – James G. Kenan Research Center and Cherokee Garden Library
130 West Paces Ferry Road NW
Atlanta, Georgia 30305-1366
Tel: 404-814-4000

http://www.atlantahistorycenter.com/cms/About+Kenan+Research+Center/154.html

The James G. Kenan Research Center at the Atlanta History Center is a 42,000 square foot library with over 15,000 cubic feet of records, including 33,000 published volumes, more than 2,000 manuscript and photograph collections, and 7,800 rolls of microfilm. Visit the Kenan Research Center or the Cherokee Garden Library for information regarding the study of Atlanta, southern regional history and culture, your historic house, architect, landscape, or original homeowner.

Atlanta Preservation Center
327 St. Paul Avenue SE
Atlanta, Georgia 30312-3129
Tel: 404-688-3353   Fax: 404-688-3357

http://www.preserveatlanta.com/

The Atlanta Preservation Center is a citywide nonprofit for the coordination, knowledge, research, and advocacy for preservation in the city.

Atlanta Urban Design Commission (AUDC)
55 Trinity Avenue, Suite 3400
Atlanta, Georgia 30335-0331
Tel: 404.330.6200   Fax: 404.658.6734


Contact the AUDC, the city’s governmental entity representing preservation, for more information regarding local designation and the COA process.
Appendix E:  
Local Contacts and Assistance Programs

City of Atlanta Department of Planning and Community Development
Bureau of Buildings
55 Trinity Avenue, Suite 3900
Atlanta, Georgia 30303
Tel: 404.330.6150     Fax: 404.658.6979


The Bureau of Buildings enforces the Codes adopted by the City of Atlanta to ensure minimum standards for the construction, repair, demolition, occupancy, and maintenance of buildings, structures, and properties.

City of Atlanta Department of Planning and Community Development
Arborist Division
55 Trinity Avenue, Suite 3900
Atlanta, Georgia 30303
Tel: 404-330-6836


The Arborist Division is responsible for reviewing and approving all building permits and tree removal plans. Visit their website to find your local arborist and for online submittal forms.

Historic Preservation Division
Georgia Department of Natural Resources
34 Peachtree Street, NW, Suite 1600
Atlanta, Georgia 30303
Tel: 404.656.2840

http://www.gashpo.org/

The Historic Preservation Division is an excellent resource for preservation basics, community and technical assistance, archaeological services, grants, and tax incentives. This is also Georgia’s State Historic Preservation Office.
Appendix E:  
Local Contacts and Assistance Programs

National Park Service  
http://www.nps.gov/history

Visit the National Park Service website for more information regarding the Secretary of the Interior’s Standards, grants, tax incentives, and the National Register of Historic Places. Preservation Briefs are another important resource offered by the National Park Service. See Appendix F for a list of these briefs.

National Trust for Historic Preservation Southern Office  
William Aiken House, 456 King Street  
Charleston, South Carolina 29403  
Tel: 843-722-8552     Fax: 843-722-8652

http://www.preservationnation.org/about-us/regional-offices/southern/

The National Trust for Historic Preservation provides leadership, education, advocacy, and resources to save America's diverse historic places and revitalize our communities. The Southern Office for the National Trust offers support to local, state, and regional preservation efforts in twelve states, including Georgia.

The Georgia Trust  
1516 Peachtree Street, NW  
Atlanta, GA 30309  
Tel: 404-881-9980     Fax: 404-875-2205

http://www.georgiatrust.org/

A statewide preservation nonprofit that promotes the appreciation of Georgia's diverse historic resources and provides for their protection and use to preserve, enhance and revitalize Georgia's communities. In addition to providing preservation resources for individuals and communities throughout the state, The Georgia Trust also helps save endangered houses and buildings, uncover the beauty of downtown buildings, educate the next preservation generation, and advocate for preservation funding and laws.
Appendix E: Local Contacts and Assistance Programs

**Virginia-Highland Civic Association**
www.vahi.org

The Virginia-Highland Civic Association is a volunteer-run, nonprofit organization that helps maintain Virginia-Highland as one of the most livable urban communities in America. Visit its website for matters pertaining to the neighborhood of Virginia-Highland.

**Virginia Highland Civic Association - Neighborhood Preservation Committee**
www.lovevh.org

A subcommittee of the Virginia-Highland Civic Association, the Neighborhood Preservation Committee is a group of individuals working for the protection of Virginia-Highland through local historic designation. Contact the Neighborhood Preservation Committee for questions, concerns, or more information regarding the possible local historic designation of Virginia-Highland.
Appendix F: *Preservation Briefs*

Preservation Briefs provide guidance on preserving, rehabilitating, and restoring historic buildings. The following is a list of Preservation Briefs available through the National Park Service or Georgia’s State Historic Preservation Office. They can be viewed online at [http://www.nps.gov/history/hps/tps/briefs/presbhom.htm](http://www.nps.gov/history/hps/tps/briefs/presbhom.htm).

01: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings

02: Repointing Mortar Joints in Historic Masonry Buildings

03: Conserving Energy in Historic Buildings

04: Roofing for Historic Buildings

05: The Preservation of Historic Adobe Buildings

06: Dangers of Abrasive Cleaning to Historic Buildings

07: The Preservation of Historic Glazed Architectural Terra-Cotta


09: The Repair of Historic Wooden Windows

10: Exterior Paint Problems on Historic Woodwork

11: Rehabilitating Historic Storefronts

12: The Preservation of Historic Pigmented Structural Glass (Vitrolite and Carrara Glass)

13: The Repair and Thermal Upgrading of Historic Steel Windows

14: New Exterior Additions to Historic Buildings: Preservation Concerns

15: Preservation of Historic Concrete

16: The Use of Substitute Materials on Historic Building Exteriors

17: Architectural Character - Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character

18: Rehabilitating Interiors in Historic Buildings - Identifying Character-Defining Elements
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41: The Seismic Retrofit of Historic Buildings: Keeping Preservation in the Forefront

42: The Maintenance, Repair and Replacement of Historic Cast Stone

43: The Preparation and Use of Historic Structure Reports

44: The Use of Awnings on Historic Buildings: Repair, Replacement and New Design

45: Preserving Historic Wooden Porches

46: The Preservation and Reuse of Historic Gas Stations

47: Maintaining the Exterior of Small and Medium Size Historic Buildings