

APPENDIX D. HISTORIC PRESERVATION GUIDELINES

Introduction

These Guidelines have been compiled for the residents and property owners of City of Rockwall designated historic properties located within the Old Town Rockwall Historic District. The preservation, rehabilitation and adaptive reuse of old buildings contribute to the community aesthetically and economically. Rehabilitation is often less expensive than demolition or new construction. This guide was created to aid property owners in rehabilitating and maintaining their property in order to assist the City of Rockwall and the Old Town Rockwall residents in their effort of **“Preserving the Past for the Future.”**

City of Rockwall Historic Preservation Advisory Board

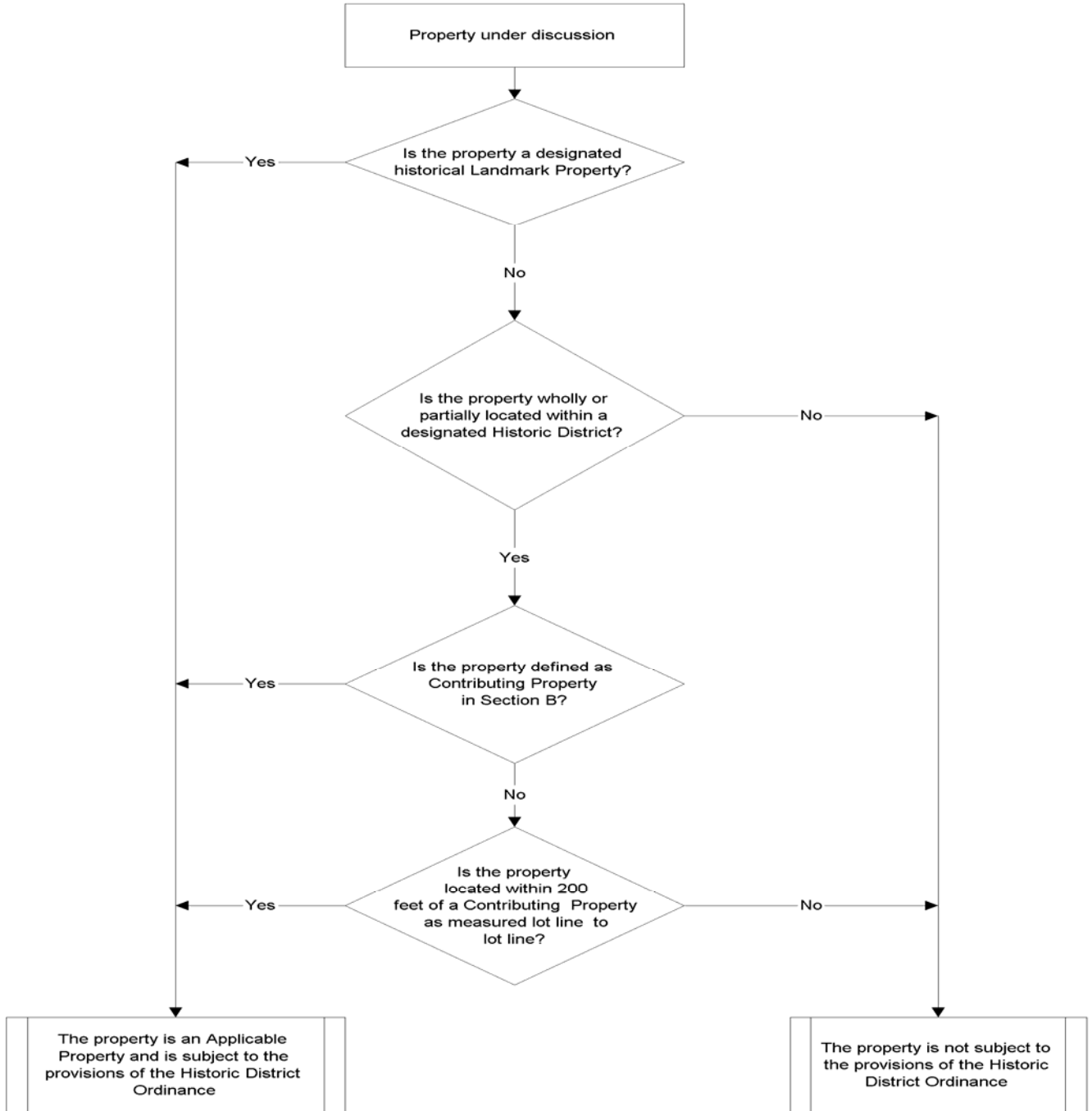
The City of Rockwall Historic Preservation Advisory Board was created June 17, 1991 (Ordinance 91-25, Section 2.20.C.2. and Ordinance No. 92-25) to serve as an advisory body to the City Council. The seven members of the Board are appointed for a term of two years by the City Council. Functions of the Advisory Board include maintaining the Historic District Register and reviewing applications for construction, alteration, removal, or demolition affecting proposed or designated historic district properties, and approving or denying Certificates of Appropriateness.

Purpose

The City Council of the City of Rockwall, Texas declared that as a matter of public policy the protection, enhancement and perpetuation of districts of historical and cultural importance and significance is necessary to promote the economic, cultural, educational and general welfare of the public. It is recognized that numerous areas, sites and structures within the City of Rockwall represent the distinguishing characteristics of a period style or method of construction that shaped the identity of generations of citizens, collectively and individually, and produced significant historic, architectural and cultural resources that constitute their heritage. Therefore this policy is intended to:

1. Protect, identify and enhance distinctive historical and architectural characteristics and landmarks, which represent distinctive cultural, social, economic, political, and architectural history of Rockwall;
2. Foster civic pride in the accomplishments of the past;
3. Protect and enhance Rockwall's attractiveness to visitors and the support and stimulus to the economy thereby provided;
4. Insure the harmonious, orderly and efficient growth and development of the City;
5. Promote economic prosperity and welfare of the community by encouraging the most appropriate use of such property within the City;
6. Stabilize and improve values of such properties; and,
7. Promote education of significance and importance of historical preservation including the exploration of tax incentives (federal, state or local) that may apply to individual property owners or properties within the historic district as a whole; and,
8. Provide guidance to property owners restoring and/or rehabilitating historic significant properties with discretion and flexibility in an effort to maintain the historical integrity of the area with a corresponding understanding of the economic realities of these types of restorative efforts.

“Applicable Property/Structure” Flowchart



Definitions

'Alteration' means any act or process that changes one or more of the exterior architectural features of a structure, including, but not limited to, the erection, construction, reconstruction, exterior remodeling, painting, or removal of any structure.

'Applicable Property'/'Applicable Structure' are the terms used for properties that meet the following criteria, and are subject to the provisions of the historic district ordinance and these Guidelines:

- a. **Either be a designated historical landmark or be wholly or partially located within a designated historic district,**

AND

- b. **Either be a contributing property as defined in Section B or be located within 200 feet of a contributing property.**

'Buffer yard' means the ten (10) foot landscape buffer that is generally required along the street frontage adjacent to a commercially-developed property as per the City of Rockwall Landscape Ordinance 88-28.

'Certificate of Appropriateness' means a signed and dated document evidencing the approval for work proposed by an owner or applicant.

'Contributing Structure' means a building, site, structure or object which adds to the historical architectural qualities, historical associations or archaeological value for which a property or district is significant because it was present during the period of significance. It also possesses historical integrity reflecting its character at that time or is capable of yielding important information about the period, or it independently meets the National Register criteria. The level by which a property is "contributing" (high-, medium- and low-contributing property) was originally determined by a historic survey of the properties within the (HO) Historic Overlay District implemented by the City of Rockwall Community Development Department through the spring and summer of 2000.

'Demolition' means an act or process (notwithstanding acts of God, criminal activity, etc.) which destroys a site or structure in its entirety, or which destroys a part of a site or structure and permanently impairs its structural, historic or architectural integrity.

'Design Guidelines' are the Guidelines in this document which are adopted by the Historic Preservation Advisory Board and City Council for property designated as a heritage resource or heritage resource district to protect, perpetuate and enhance the historical, cultural, architectural or archeological character of an object, site or structure.

'District' means a designated area within the Preservation District or elsewhere in the City subject to the requirements and standards of the Historic District Ordinance. An identifying name will precede the word "district."

'Fenestration' means the arrangement, proportioning, and design of windows and doors in a structure.

'Hearing' see *Public Hearing*.

'Board' or 'Historic Preservation Advisory Board' means the Historic Preservation Advisory Board of the City of Rockwall, Texas, established in accordance with the Comprehensive Zoning Ordinance No. 91-25 and 92-25 of the City of Rockwall.

Historic Preservation Guidelines

Appendix D.

Historic Preservation Guidelines

'Historic Preservation Officer (HPO)' means a staff person for the City of Rockwall whose duties encompass all historic preservation activities for the City as established in accordance with Section 2.20 of the Comprehensive Zoning Ordinance No. 91-25 and 92-25 of the Code of the City of Rockwall.

'Historic Preservation' means the identification, evaluation, recordation, documentation, acquisition, protection, management, rehabilitation, restoration, stabilization, maintenance and reconstruction of historic structures or property, or any combination of the foregoing activities.

'Historic Property' means full range of properties identified in Historic surveys and/or special studies which are significant in history, pre-history, architecture, engineering, archeology and culture, including properties significant to the whole nation or those significant at the state, regional or local level.

'Landmark' means a structure or property which is of value in preserving the historical, cultural, architectural or archeological heritage, or an outstanding example of design or a site closely related to an important personage, act or event in history.

'Minor In-Kind Repairs' means small-scale repairs to correct minor problems or damage to the exterior. Minor in-kind repairs do not include a change in design, material or outward appearance, only in-kind replacement or repair. Examples of minor in-kind repair include, but are not limited to: touch up painting, replacement of a windowpane, caulking, securing loose boards, etc.

'Non-Contributing Structure' means a building, site, structure, or object which does not add to the historical architectural qualities, historical associations, or archaeological value for which a property or district is significant because it was not present during the period of significance. Due to alterations, disturbances, additions, or other changes it no longer possesses historic integrity reflecting its character at that time, is incapable of yielding important information about the period, or it does not independently meet the National Register criteria.

'Porte cochere' means a roofed extension of a building over a driveway that shelters passengers getting into and out of vehicles.

'Preservation District' means the area designated as having structures which may be suitable for inclusion in a historic district or districts.

'Public Hearing' means an opportunity for public comment in accordance with the City of Rockwall's Comprehensive Zoning Ordinance if to be held by the Historic Preservation Advisory Board or Planning and Zoning Commission, or applicable laws and procedures if to be held by the City Council.

'Reasonable rate of return' means a reasonable profit or capital appreciation which may accrue from the use or ownership of a structure or property as the result of an investment or labor.

'Rehabilitation' means the act or process of returning a structure or property to a state of utility through repair, remodeling or alteration that makes possible an efficient contemporary use while preserving those portions or features of the structure or property which are significant to its historical, cultural, architectural or archeological values.

'Resource' means a source or collection of objects, sites, structures, or property, which exemplifies the cultural, social, economic, political, archeological or architectural history of the nation, state or city.

'Restoration' means the act or process of accurately recovering the form and details of a structure or property and its setting as it appeared at a particular period of time by means of the

removal of later work or by the replacement of missing earlier work.

'Routine Maintenance' means any work to correct deterioration or decay of or damage to a structure or property, or any part thereof, and to restore it as nearly as practicable, to its condition, using the same materials or those materials available which are as close as possible to the original. The materials and manner the work is performed must comply with applicable codes and ordinances. Routine maintenance does not include a change in design, material or outward appearance, but does include in-kind replacement or repair. Examples of routine maintenance include, but are not limited to: repainting, replacement of roofing materials or other minor architectural features, etc.

'Secretary of the Interior's Standards for Rehabilitation' means the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, reported at 36 Code of Federal Regulations 67.7, or as recodified.

'Stabilization' means the act or process of applying measures designed to re-establish a weather resistant enclosure and the structural stability of an unsafe or deteriorated structure or property while maintaining the essential form as it presently exists.

'Structure' means anything constructed or erected, the use of which requires permanent or temporary location in the ground, including, but without limiting the generality of the foregoing; buildings, fences, gazebos, advertising signs, billboards, backstops for sports courts or fields, radio or television antenna, including supporting towers, and swimming pools.

Historic Preservation Guidelines

Appendix D.

Historic Preservation Guidelines

The Guidelines are to be used by the Board as well as property owners who are not familiar with development requirements in the City of Rockwall. The Guidelines are intended to make these users aware of other information that may have bearing on their project and serve as a reminder to request additional materials if needed. Some information in the Guidelines repeats material that is available elsewhere and restates information, requirements and standards that are found in ordinances and code.

I. IMPLEMENTATION

These Guidelines provide the general standards for acceptable physical characteristics of each building or structure and site, and any modifications thereto within the Old Town Rockwall Historic District). The goal is to achieve maximum adherence to the Guidelines with a minimum of delay or confusion to designated Historic District property owners.

The Guidelines are designed to provide as much flexibility as possible while continuing to promote the objectives set forth in the Ordinance.

- A. A Committee of the Old Town Rockwall Historic District residents is available to serve in an advisory role for individual projects in the District. The Old Town Rockwall Historic District Committee is established as a standing committee of the Rockwall Historic Preservation Advisory Board. The Old Town Rockwall Historic District Committee will also be available to assist Board at their request.
- B. The “contributing” historic structures and “non-contributing” properties within the designated Historic District are listed in Appendix “A.”
- C. Historic properties fifty years (50) of age or older are deemed to have acquired historical significance in their own right and are eligible to be included in the Old Town Rockwall Historic District Registry. Nomination applications may be obtained from the Department of Community Development. Completed forms should be submitted to the Historic Preservation Advisory Board for historic district designation approval. Forms delivered to the Historic Preservation Officer will be forwarded to the Board chairman.

II. DEVELOPMENT STANDARDS

- A. The development standards in the City of Rockwall Building Codes shall apply to all "Applicable Properties" within the District as shown on the map in Appendix B.
- B. All City ordinances, building codes must be followed, including the Landscape Ordinance, the Lighting and Landscape Ordinances for commercial development. In addition, these guidelines will serve as reference material to insure the approval of a Certificate of Appropriateness. In the event of a conflict or absent a specific directive in these Guidelines, the provisions determined by the Historic Preservation Advisory Board to be historically beneficial shall control.

III. BUILDING STANDARDS

New additions to existing buildings or structures, including the construction of an additional free-standing building or structure on a lot, or new construction which utilizes existing party walls, should be accomplished as outlined in these Guidelines if the definition of an "Applicable Property" is met.

For new construction on any vacant lot, the scale, mass, volume, period and style shall be compatible with other historic buildings or structures in the Historic District.

A. Height

All new buildings and additions shall be constructed to a height and number of stories which are consistent and compatible with existing neighboring historic buildings or structures on the same block face.

B. Building Setback and Orientation

1. All new additions, alterations, infill and new infill construction should recognize and maintain the established historic home site orientation, and side and front side setbacks within the block face, thereby being visually compatible and maintaining the established rhythm and setback spacing.
2. Consideration will be given to the historic precedence for previous site configuration. Out buildings such as garages and storage buildings are historically set upon the lot line in this District, therefore this configuration is proper.
3. New structures should be built to maintain an elevation with a "pier-and-beam" appearance.
4. A new commercial structure should not be oriented toward a residential block face. Residential block for new construction is defined as a block face having at least fifty percent (50%) residential use at the time the new structure is proposed.

C. Building Facades and Materials

In cases where the original exterior façade materials are unavailable, complementary exterior materials may be used.

1. All exterior wood and masonry materials and their use should be compatible to the style and period of the building or structure.
2. The existing building facade materials on a building should be respected and not be changed or concealed by the introduction of a different material.
3. When the existing facade materials are not the original type, then materials may be replaced with, or returned to the original type.
4. Exterior building columns should be of a style and materials typical of the period and style of the building.
5. All new chimneys should be of a style, proportion and materials compatible with the period and style of the building. Any new construction or additions should not conceal or destroy existing chimneys.
6. Materials, structural and decorative elements and the manner in which they are used, applied or joined together should be typical of the style and period of the existing structure. New additions, alterations and new construction should be visually compatible with neighboring historic buildings or structures.
7. The overall relationship of the size, width, height and number of doors and windows on the exterior building facades should be typical of the style and period of the structure. These elements should be proportionally balanced, sized and located in a manner typical of the style and period of the structure and compatible with neighboring historic buildings or structures.

Historic Preservation Guidelines

Appendix D.

Historic Preservation Guidelines

8. Storm doors and storm windows are permitted so long as they do not damage or conceal significant features and are visually compatible in size, style and color with the structure. Finishes or should be consistent with the historical materials of the property.
9. Metal and corrugated or slatted plastic awnings are not permitted except where these awnings are a historical feature of the property. The shape, size and color of awnings shall be compatible with the structure and not conceal or damage any significant architectural details.

D. Roofs

1. Roof shape, form and design should be typical of or consistent with the style and period of the architecture of buildings within the Historic District.
2. The accepted roof overhang for a new structure should be typical of a structure of similar style and period. Replacement, addition or alteration to an existing roof should have the same overhang as the existing roof
3. The eaves or soffit heights of a structure should be consistent with the heights of neighboring contributing structures or with those in the closest block face with buildings of a similar period and style and the same number of stories.
4. Roof materials/colors should be visually compatible and compliment the style and period of the structure. Where historically typical materials are no longer available, compatible alternatives will be allowed.
5. The degree and direction of roof slope and pitch should be consistent with the style and period of the historic structure.
6. Mechanical equipment placed on the roof should not to be visible from the street.

E. Front Yards

1. The front yard is defined as a yard across the full width of a lot extending from the front line of the main building to the front street line of the lot.
2. Generally, the use of the front yard will be reserved for landscaping with the purpose of enhancing the structures on the lot with plant material.
3. Any paving in the front yard should be consistent with the historic character of the property or nearby contributing properties. As a general rule, the following standards will be followed:
 - a. A paved walkway from the front lot line to the front or, on a corner lot, from the side lot line to a side entry of the structure. In all cases, the walkway should not be wider than the entry steps and in no instance should the walkway be wider than ten (10) feet.
 - b. A paved walkway is allowed from the driveway to the front and/or side entry walkway, with a maximum width of three (3) feet.
 - c. In no instance will the front yard of any lot be paved or graveled except for an appropriate driveway or walkways.
 - d. No residential front yard area will be designated as a vehicle parking area unless previously paved as such.

F. Side Yards

1. The side yard is defined as a yard between the building and the side line of the lot, extending from the front yard to the rear yard.
2. Unless previously used for a driveway, the side yard shall be used for landscaping with the purpose of enhancing the structures with plant material.
3. Parking of vehicles on the side yard will not be allowed, except on paved driveways as outlined in Section I.

G. Rear Yards

1. The rear yard is the area extending across the full width of the lot and measured between the rear lot line and rear line of the main building.
2. Garages, storage buildings and out buildings are allowed in the rear yard to the extent permitted by City of Rockwall Zoning Ordinances. These structures should reflect the character of the existing residence and be compatible in terms of scale, height, size, roof shape, materials and detailing.
3. Consideration should be given to the historic precedence for previous site configuration. Outbuildings such as garages and storage buildings are historically set upon the lot line in this Historic District. This configuration is proper for new additions, alterations, infill and new infill construction. The location of these buildings should be sensitive to the character, site and environment of any adjacent contributing structures, especially when the rear yard is on a corner lot visible from street public rights-of-way.

H. Fences

A fence in the front, side, or rear yards should meet all applicable city codes. Most fences require only a fence permit; however, a fence requiring a building permit will also be reviewed and approved by the Board. Any fence that requires review must be architecturally compatible in height, materials, color, texture and design with the style and period of the main structure on the lot.

I. Driveways

1. The purpose of the driveway shall be to create a paved surface for the movement of vehicles to parking areas. The driveway is defined as the paved area within the property line extending from the back of the sidewalk or lot line to the garage, out building or porte cochere.
2. The driveway should not exceed a width of ten (10) feet.
3. The driveway may extend along the side of the residence or structure, through the porte cochere (if applicable) to the rear yard.
4. Front or side yard circular driveways will not be allowed, unless consistent with the historic character or features of the property or nearby contributing properties.
5. On a corner lot, the driveway may extend from the side street to the garage if the garage is faces the side street. All other width and approach regulations will apply to driveways on corner lots.
6. Ribbon driveways are allowed if the paved ribbons are at least one (1) foot wide, and no greater than two (2) feet wide.
7. Any new driveway constructed through a front yard should be a minimum of ten (10) feet from an existing driveway on the adjacent lot, except in

the instances of “shared” driveways.

8. Parking should be on “improved” surfaces only, thereby maintaining the integrity of the front, side and rear yards of the property.

J. Paving Materials

1. Driveway and sidewalks should be paved with concrete, brick, cut stone, pavers, natural rock or asphalt.
2. All new sidewalks and driveways should be constructed to be compatible in texture, color, style and size with the main structure on the lot.

K. Parking Areas for Commercial Development

1. *Design Standards*

Off-street parking should be provided behind the front façade of the main structure on the property. The number of spaces and design of the parking spaces shall conform to the Off-Street Parking Requirements as set forth in Article V of the City of Rockwall Comprehensive Zoning Ordinance.

2. *Screening*

(a) All parking lots for more than five vehicles and having frontage on a public street should be screened from the street by an evergreen hedge not lower than three feet nor higher than four feet tall. If a hedge is not desired, then an earthen berm, masonry wall, or combination thereof may be substituted, provided the stated heights are observed.

(b) A visibility triangle with a minimum base of four (4) feet shall be provided at entrances.

L. Lighting of Yards and Parking Areas

1. These Guidelines regulate the spillover of light and glare on operators of motor vehicles, pedestrians, and nearby property. The nuisance and hazard aspects of glare are regulated.
2. No flickering or flashing lights shall be permitted.
3. Light sources shall not be located in the buffer yard except on pedestrian walkways. No light shall spill across the property line of an adjacent residential property.
4. Outdoor security lights should be placed so that no light spills across the adjacent property line.

M. Paint and Color

1. Brick, stone or other naturally or historically unpainted materials should not be painted unless the material has been painted before.
2. Florescent and metallic colors are not recommended on the exterior of any structure. Paint does not require a building permit and therefore is not subject to Board review. Appropriate colors complimentary to the style and period of the structure and to neighboring historic structures are preferred; however, specific approval of paint colors is not required.
3. For new commercial construction and for additions requiring site plan approval, finishes and color may be a part of the review.

N. Signage, General

1. An unlighted sign with the address or name of the occupant of the residence may be attached or detached and should not measure more than one square foot.
2. Signs should not obscure significant architectural features of a building or structure. The material, shape, color, design and lettering style of all signs should be compatible with the style and period of the structure and the Historic District as a whole.

O. Signage for Commercial Properties

1. No signs other than those identifying the property where they are installed or identifying the business conducted therein should be permitted. All lighting elements such as wires, junction boxes, transformers, ballasts, switches and panel boxes should be concealed from view.
2. In a building of more than two floors, no sign is permitted above the second floor.
3. Size should be in proportion to the architecture and scale of the building. Horizontal signs should not exceed ten percent (10%) of the total front elevation of the building.
4. Horizontal signs should be located in the area defined by the first floor cornice and the vertical supports. A horizontal sign should not cover tops of first floor windows. Horizontal signs should not project more than twelve (12) inches from the surface of the building.
 - a. Attached signs should be placed below the cornice line of the first floor no higher than the bottom of the second story windows, or not less than eleven (11) feet above grade level. An awning or canopy should be subjected to the same requirements as an attached sign. An awning or canopy and an attached sign combined should not exceed the total area permitted for a wall sign.
 - b. Projecting signs should not extend higher than the bottom of the second story windows or not less than eleven (11) feet above grade level. Projecting signs should not extend more than two feet beyond the building surface.
5. Lighted signs will receive approval from the City of Rockwall Historic Preservation Advisory Board on a case-by-case basis.
6. Roof top signs are not permitted. Banners signs are permitted for thirty (30) days and "special event" banners are allowed for two (2) weeks. The City of Rockwall Sign Ordinance requires permits for banners.
7. Flashing, flickering or moving signs are not permitted.
8. Temporary signs may be permitted for no longer than thirty (30) days.
9. Display window signs will not occupy more than twenty percent (20%) of the window area. This window area includes signs, which are placed within three (3) feet of the window and visible from the outside.
10. Signs on a residential structure converted to commercial should be a single free-standing and/or "swinging" sign with one or two support standards. The maximum size is sixteen (16) square feet and it should not impede pedestrian or motor vehicle traffic. Monument signs should not be permitted. Detached signs will be approved the City of Rockwall

Historic Preservation Advisory Board on a case-by-case basis.

IV. MAINTENANCE AND REPAIRS:

Nothing in these Guidelines should be construed to prevent routine maintenance or repair of any exterior architectural feature of a property. Repairs should be made in accordance with these Guidelines.

The Historic Preservation Officer will answer inquiries as to what is “routine maintenance” where no Certificate of Appropriateness is required. Examples of routine maintenance include, but are not limited to, touch-up painting, spot replacement of shingles, or replacement of a pane of glass. If there is doubt that an activity is “routine maintenance,” the Historic Preservation Officer should be consulted.

V. RELOCATION CRITERIA

- A. Structures relocated within the District should be rebuilt in compliance with these Guidelines and retain and maintain the original architectural details, materials, design and character.
- B. A structure may be relocated into the Historic District if it possesses architectural character similar to existing historic structures on the block face.
- C. A structure may be moved from one site to another in the Historic District if:
 - 1. The integrity of location and setting of the building in its original location has been lost or is seriously threatened; and
 - 2. The new location will be similar in setting and siting; and
 - 3. The structure will be compatible with the buildings adjacent to the new location; and
 - 4. The relocation of the building will not result in a negative visual impact on the site and any surrounding historic structures in the area from which it will be removed.

VI. DEMOLITION CRITERIA

Demolition of a structure which contributes historically or architecturally to the Historic District should be prohibited, except as provided below.

Demolition of a structure would be allowed if:

- 1. The building has lost its architectural and historical integrity and importance, and its removal will not result in a negative, less appropriate visual effect on the Historic District; or
- 2. A structure does not contribute to the historical or architectural character and importance of the Historic District (such as a non-contributing structure), and its removal will result in a positive, appropriate visual effect on the Historic District; or
- 3. There is an imminent threat to the health, safety and welfare to the surrounding residents and/or property because of an unsafe condition that constitutes an emergency (See Section VII, Demolition-by-Neglect).

VII. DEMOLITION-BY-NEGLECT

Although the Property Maintenance Code should prevent this situation from occurring in the future, there may be some properties to which this section could apply.

A. Definition

Demolition-by-neglect is the absence of maintenance of any structure that results in the deterioration and threatens the preservation of the structure.

B. Purpose

The demolition-by-neglect procedure serves as a mechanism that allows the City Staff and the Historic Preservation Advisory Board to work with property owners to encourage maintenance and stabilization of the structure and identify possible resources available before any enforcement is taken.

C. Request for Investigation

Any interested party may request that the Historic Preservation Officer or appropriate City investigate whether a property is being “demolished-by-neglect.”

D. Certification and Notice

Following the investigation, a report will be made detailing the issues and a determination made whether to follow steps required to secure a “Certificate of Appropriateness” or to follow the procedure under the Property Maintenance Code.

VIII. HISTORIC TREES

In addition to the protection offered our trees through the City of Rockwall “Tree Preservation” Ordinance, individual trees located on an historic property which are considered historic landmarks in our community may be registered as “Historic Trees.” The Registry Application in Exhibit 1 should be completed and submitted to the Historic Preservation Officer to forward to the Board Chairman.

A registered tree will not be removed under any circumstances unless the tree becomes unhealthy or damaged. The “Historic Trees” will be listed within an Appendix “C” to be attached to these Guidelines.