



APPENDICES

Glossary

Addition — A non-original element placed onto an existing building, site or structure.

Alteration — Any act or process which changes the exterior architectural appearance of a building.

Appropriate — Suitable to or compatible with what exists. Proposed work on historic properties is evaluated for “appropriateness” during the design review process.

Buffer Areas — These areas are generally located along the district boundaries and adjacent to historic areas in the district. They are nonhistoric but similar in scale and character to the district’s historic development. These areas provide a buffer against intrusive development that might encroach upon the district.

Certificate of Appropriateness — A document giving approval to work proposed by the owner of a property located within a locally-designated historic district or designated as a local landmark. Specific conditions, set forth by the Historic Preservation Commission and to be followed during the project, may be specified in the document. Possession of a Certificate of Appropriateness does not remove any responsibility on the part of the property owner to acquire a building permit prior to beginning the project.

Character — Those individual qualities of buildings, sites and districts that differentiate and distinguish them from other buildings, sites and districts.

Compatible — Not detracting from surrounding elements, buildings, sites or structures; appropriate given what already exists.

Component — An individual part of a building, site or district.

Contemporary — Of the current period.

Contributing — Essential to the full significance of a historic district. (A “contributing building” in a historic district is one that may be of limited individual significance but nevertheless functions as an important component of the district.)

Context — The setting in which a historic element or building exists.

Demolition — Any act or process that destroys a structure in part or in whole.

Element — An individual defining feature of a building, structure, site or district.

High Style — A completely authentic or academically correct interpretation of one or more architectural styles. A building that combines one or more styles is typically referred to as eclectic.

Historic District — A geographically definable area designated as possessing a concentration, linkage, or continuity of sites, buildings, structures, or objects of historic, archaeological, architectural or aesthetic value.

Historic Plat Pattern - A pattern of development that dates to a pre-World War II plat. The majority of the areas within the Druid Hills Local Historic District retain their original plat pattern.

Historic Site — A site worthy of protection or preservation, designated as historic because of its historic, archaeological or aesthetic value.

Historic Structure — A structure worthy of preservation, designated as historic because of its historic, archaeological, architectural or aesthetic value.

House Type — A definition based on floor plan, height and sometimes roof shape, having nothing to do with architectural style. Most houses that fall into a particular type are of vernacular design, meaning that their designs are based on regional tradition and utilize regional materials.

Infill — New construction within a historic district, generally situated on the site of a demolished structure but possibly on a site never previously developed.

Intrusion — Intrusions are those areas of development that are intrusive to the district’s historic development pattern. These areas are nonhistoric (constructed after 1946) and have a development pattern very different from the district’s historic layout. Some intrusions have subdivided the original lot layout and added streets in sharp contrast to historic street patterns. Intrusions are identified on the *Historic District Map*.

LANDMARK — A building, structure, object or site worthy of preservation, designated as historic because of its historic, archaeological, architectural or aesthetic value.

MAINTENANCE — Routine care for a building, structure or site that does not involve design alterations.

NEGLECT — The failure to care for a property in such a manner as to prevent its deterioration. Neglect is often not intentional, but may lead to very serious deterioration of materials and even structural systems.

NEW CONSTRUCTION — The construction of a new element, building, structure or landscape component; new construction involves the introduction of designs not original to the building, structure or site.

NONHISTORIC — Nonhistoric properties within the district are those properties constructed after 1946. Nonhistoric properties are identified on the *Historic District Map*.

PRESERVATION — The taking of steps to sustain the form, details and integrity of a property essentially as it presently exists. Preservation may involve the elimination of deterioration and structural damage, but does not involve reconstruction to any significant degree.

RECONSTRUCTION — The process of reproducing the exact form of a component, building, structure or site that existed at some time in the past.

REHABILITATION — The process of returning a building to a state of utility while retaining those elements essential to its architectural, historical and/or aesthetic significance.

REPAIR — Any minor change to a property that is not construction, removal, demolition or alteration and that does not change exterior architectural appearance.

RESTORATION — The process of returning a building to its appearance at an earlier time (though not necessarily to its original appearance). Restoration involves the removal of later additions and the replacement of missing components and details.

SETTING — The immediate physical environment of a building, structure, site or district.

SIGNIFICANT — Possessing importance to a particular building, structure, site or district; essential to maintaining the full integrity of a particular building, structure, site or district.

SITE — A place or plot of land where an event occurred or where some object was or is located.

STABILIZATION — Maintaining a building as it exists today by making it weather-resistant and structurally safe.

STREETSCAPE — All physical elements that may be viewed along a street.

STRUCTURE — Anything constructed or erected which has, or the use of which requires, permanent or temporary location on or in the ground, or which is attached to something having a permanent location on the ground, including, but not limited to, the following: buildings, gazebos, signs, billboards, tennis courts, radio and television antennae and satellite dishes (including supporting towers), swimming pools, light fixtures, walls, fences and steps.

STYLE — Showing the influence of shapes, materials, detailing or other features associated with a particular architectural style.

VERNACULAR — Based on regional tradition and utilizing regional materials.

SOURCES OF INFORMATION

PRESERVATION BRIEFS

- 1 The Cleaning and Waterproof Coating of Masonry Buildings
- 2 Rejointing Mortar Joints in Historic Brick Buildings
- 3 Conserving Energy in Historic Buildings
- 4 Roofing for Historic Buildings
- 6 Dangers of Abrasive Cleaning to Historic Buildings
- 7 The Preservation of Historic Glazed Architectural Terra-Cotta
- 8 Aluminum and Vinyl Siding on Historic Buildings
- 9 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
- 13 The Repair and Thermal Upgrading of Historic Steel Windows
- 14 New Exterior Additions to Historic Buildings: Preservation Concerns
- 15 Preservation of Historic Concrete: Problems and General Approaches
- 16 The Use of Substitute Materials on Historic Buildings
- 17 Architectural Character: Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character
- 18 Rehabilitating Interiors in Historic Buildings
- 19 The Repair and Replacement of Historic Wooden Shingle Roofs
- 20 The Preservation of Historic Barns
- 21 Repairing Historic Flat Plaster - Walls and Ceilings
- 22 The Preservation and Repair of Historic Stucco
- 23 Preserving Historic Ornamental Plaster
- 24 Heating, Ventilating, and Cooling Historic Buildings: Problems and Recommended Approaches
- 25 The Preservation of Historic Signs
- 26 The Preservation and Repair of Historic Log Buildings
- 27 The Maintenance and Repair of Architectural Cast Iron
- 28 Painting Historic Interiors
- 29 The Repair, Replacement, and Maintenance of Historic Slate Roofs
- 30 The Preservation and Repair of Historic Clay Tile Roofs
- 31 Mothballing Historic Buildings
- 32 Making Historic Properties Accessible
- 33 The Preservation and Repair of Historic Stained and Leaded Glass
- 34 Applied Decoration for Historic Interiors: Preserving Composition Ornament
- 35 Understanding Old Buildings: The Process of Architectural Investigation
- 36 Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes
- 37 Appropriate Methods for Reducing Lead: Paint Hazards in Historic Housing
- 38 Removing Graffiti from Historic Masonry
- 39 Managing Moisture Problems in Historic Buildings
- 40 Preserving Historic Ceramic Tile Floors

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OVERVIEW of LOCAL HISTORIC DISTRICTS

DEFINITION

A local historic district is a district designated by local ordinance and falls under the jurisdiction of a local preservation review commission. A local historic district is generally “overlaid” on existing zoning classifications in a community; therefore, a local district commission deals only with the appearance of the district, not with the uses to which properties in the district are put.

WHAT MAKES A PROPERTY HISTORIC?

Several **CRITERIA** are used to determine whether a property is historic. They include:

- * **AGE** - Properties greater than or equal to 50 years old are considered historic.
- * **SPECIAL ARCHITECTURAL SIGNIFICANCE** - Some properties less than 50 years old are considered historic because they possess special architectural significance; for example, they might be the first of a type built; be an exceptionally good example of a particular method of construction or style; or represent the work of a noted architect or master builder.
- * **HISTORIC ASSOCIATION** - Some properties less than 50 years old are considered historic because of their association to significant events or persons; for example, properties associated with the Civil Rights movement are now being considered historic at the national level as well as the state and local levels. Another example would be a President’s home that is not 50 years old but would certainly be considered historic.

My PROPERTY IS NON HISTORIC. Why Is It Included?

Non historic properties are included in districts because of their **POTENTIAL TO IMPACT** surrounding historic properties as well as the district as a whole.

One of the primary reasons for designating historic districts is to protect the historic character and integrity of the **DISTRICT AS A WHOLE**. Selectively deleting non historic properties from boundaries would create a “Swiss cheese” effect

and would defeat the purpose of trying to preserve the historic character and integrity of the district.

WHAT DOES DESIGNATION DO?

- * **PROTECTS** the significant properties and historic character of the district.
- * **ENSURES** that growth, development, and change take place in ways that respect important architectural, historical, and environmental characteristics.
- * **ENCOURAGES** sensitive development and **DISCOURAGES** unsympathetic changes from occurring.

WHAT DOES IT MEAN TO ME?

Property owners in historic districts are subject to a **DESIGN REVIEW PROCESS** whereby the preservation commission approves any material changes in appearance to the district and issues **CERTIFICATES OF APPROPRIATENESS** which allow the proposed changes to take place. Ordinary maintenance and repair are excluded from the review process.

Designation **DOES NOT** (1) restrict the uses of property, (2) require you to make improvements, (3) prevent new construction within the district, or (4) require permission to paint your house.

BENEFITS

Property owners directly benefit from the protection of the appearance and historic character of the district. It is a proven fact that protection leads to **ENHANCED PROPERTY VALUES** and contributes to the overall economic development of an area through **HERITAGE TOURISM**.

Property owners also have access to **FREE TECHNICAL ASSISTANCE** in designing changes to their homes and businesses. Members of the commission are available to work with you in creating design solutions that meet your stated needs while preserving those architectural features that add to the value of your property.

DRUID HILLS HISTORIC DISTRICT DESIGN GUIDELINES

DESIGN REVIEW IN DEKALB COUNTY

THE ORDINANCE

The DeKalb County Historic Preservation Ordinance was passed in 1994 by the authority of the 1980 Georgia Historic Preservation Act. The primary purpose of the ordinance is stated to be “to establish a uniform procedure for use in providing for the protection, enhancement, perpetuation and use of places, districts, sites, buildings, structures, objects, landscape features and works of art having a special historical, cultural or aesthetic interest or value....”

THE COMMISSION

The DeKalb County Historic Preservation Commission has been established as the administrative authority for the ordinance. The ordinance lists twelve areas of responsibility for the commission, including:

- (1) prepare and maintain an inventory of all properties which have the potential for designation as a historic property;
- (2) recommend to the County Board of Commissioners specific properties to be designated by the ordinance;
- (3) and review applications for certificates of appropriateness and grant or deny the same in accordance with the provisions of the ordinance.

THE PROCESS

Properties located within a designated historic district are subject to design review. Property owners proposing to make a “**MATERIAL CHANGE IN APPEARANCE**” to a property within the district are required to apply for a **CERTIFICATE OF APPROPRIATENESS** from the Historic Preservation Commission before making any changes. The Commission is required to grant a Certificate unless it can justify not doing so.

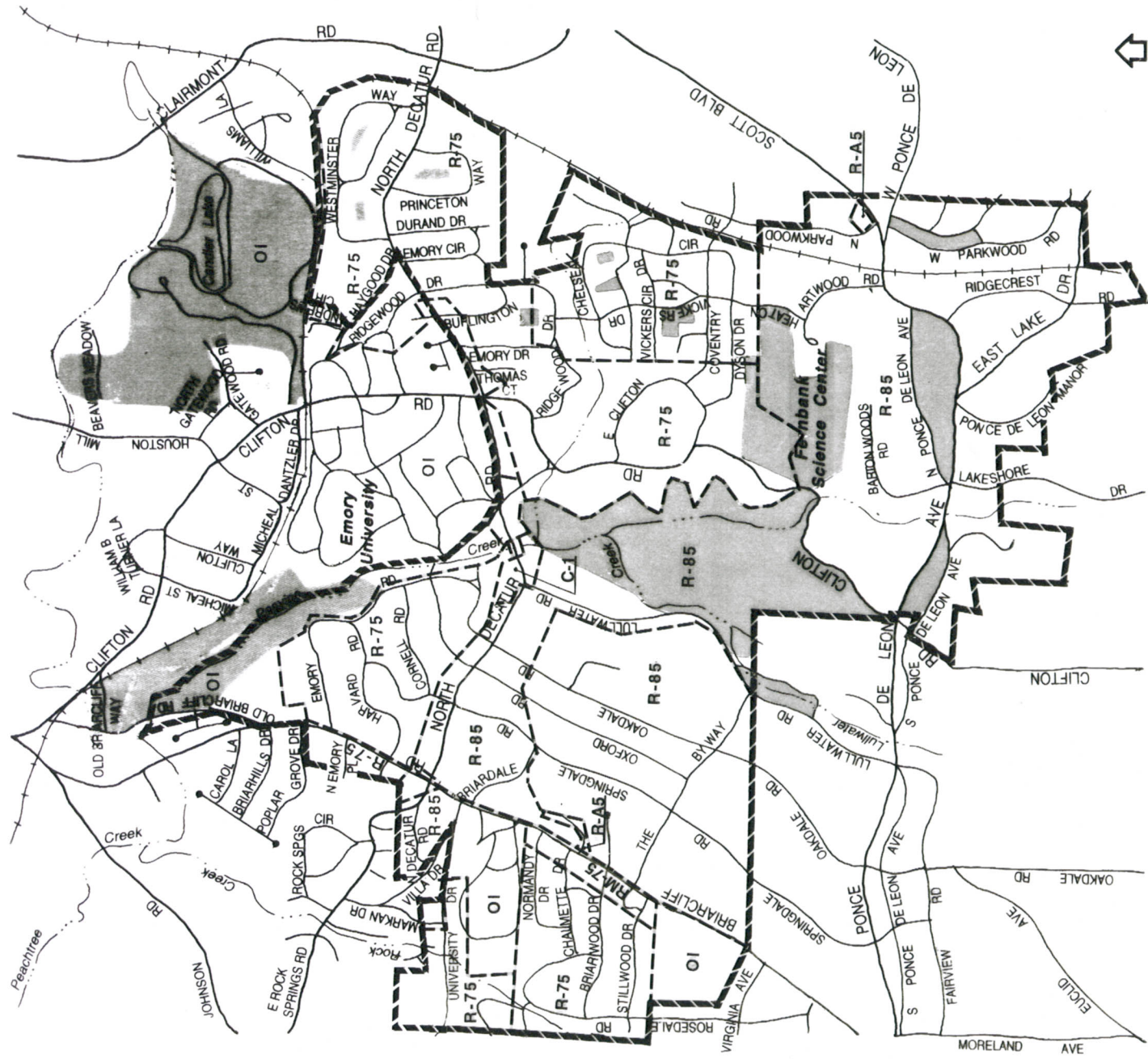
CERTIFICATE OF APPROPRIATENESS (COA) is defined as “a document evidencing approval by the Historic Preservation Commission of an application to make material change in the appearance of a designated historic property or of a property located within a designated historic district.”

The ordinance defines a **MATERIAL CHANGE IN APPEARANCE** as follows:

“a change that will affect either the exterior architectural or environmental features of a historic property or any building, site, object, landscape feature or work of art within a historic district such as:

- 1 A reconstruction or alteration of the size, shape or facade of a historic property, including relocation of any doors or windows or removal or alteration of any architectural features, details or elements;
- 2 Demolition or relocation of a historic structure;
- 3 Commencement of excavation for construction purposes;
- 4 A change in the location of advertising visible from the public right-of-way; or
- 5 The erection, alteration, restoration or removal of any building or other structure within a historic property or district, including walls, fences, steps and pavements, or other appurtenant features.”








ORDINARY MAINTENANCE OR REPAIR OF ANY EXTERIOR ARCHITECTURAL FEATURE, THAT DOES NOT INVOLVE A MATERIAL CHANGE IN DESIGN, MATERIAL, OR OUTER APPEARANCE, IS EXCLUDED FROM REVIEW. ALSO, INTERIOR CHANGES TO PROPERTIES THAT DO NOT HAVE AN EFFECT ON EXTERIOR APPEARANCE ARE ALSO EXCLUDED FROM REVIEW.



Druid Hills Local Historic District
DeKalb County, Georgia

ZONING DESIGNATION MAP

Not all small areas of zoning are depicted, due to scale of map.

	District Boundary		C-1
	Open Space		OI
	Zoning Designation Boundaries		R-75/R-85
			R-A5
			Commercial
			Office/Institutional
			Single Family Residential
			Single Family Attached Residential



Not to Scale

ERADICATION of Kudzu

All kudzu vines which are climbing into trees or other vertical elements shall be cut at a height of 4' - 5' above grade. All kudzu below this height shall be sprayed with Roundup brand (or other similar herbicide) per manufacturer's instructions. The best time for spraying is in late May after all of the new foliage has emerged, however, spraying can be done at any time during the growing season. A second spraying of any remaining live kudzu shall take place 3 - 4 weeks after the initial spraying. No planting should take place in these areas until a minimum of seven days after the second spraying. Any remaining live kudzu can be sprayed a third time, though this will probably not be necessary. Isolated spot spraying may be necessary the following year. In areas of dense growth, most of the old vines will decay within 12 - 24 months. Supplemental methods such as discing or mowing may be used to assist with kudzu removal once the initial spraying has taken place. Stronger herbicides may be somewhat more effective, but due to the higher toxicity and potential hazard we do not endorse their use.

Specification obtained from Kennesaw National Battlefield Park, National Park Service, U.S. Department of the Interior.

CREDITS

DRUID HILLS CIVIC ASSOCIATION

DEKALB COUNTY HISTORIC PRESERVATION COMMISSION

DEKALB COUNTY BOARD OF COMMISSIONERS

DEKALB COUNTY PLANNING DEPARTMENT

THE RESIDENTS OF DRUID HILLS, 1995-1996

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Debbie Curtis, Architectural Historian

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