

# CENTREVILLE HISTORIC OVERLAY DISTRICT DESIGN GUIDELINES

## PRESERVATION BASICS IV.

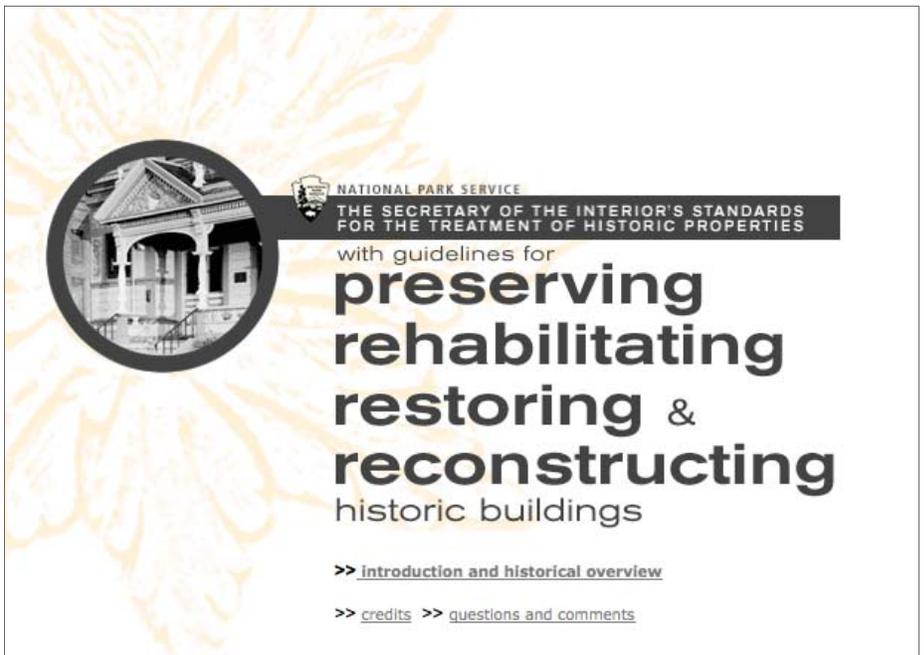




## A. Defining Terms/Project Approach

Terms such as preservation, restoration, and rehabilitation are often used interchangeably; but, by definition, each represents a different approach to the work to be performed on a historic building. *The Secretary of the Interior's Standards for the Treatment of Historic Properties* (36 C.F.R. Part 68) are used by the National Park Service, the Virginia Department of Historic Resources, and Certified Local Governments within Virginia, in planning, undertaking, and supervising projects for preserving, rehabilitating, restoring, and reconstructing historic structures. These standards define and describe the various types of projects and are summarized below:

- **Preservation** focuses on the maintenance and repair of existing historic materials and retention of a property's form as it has evolved over time.
- **Rehabilitation** acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character.
- **Restoration** depicts a property at a particular period of time in its history, while removing evidence of other periods.
- **Reconstruction** re-creates vanished or non-surviving portions of a property for interpretive purposes.



### DEFINING YOUR PROJECT APPROACH ONLINE:

This link uses “historic preservation clocks” to illustrate the differences between the project approaches @ [www.nps.gov/history/hps/tps/clocks/index.htm](http://www.nps.gov/history/hps/tps/clocks/index.htm)

The web page pictured here is located @ [www.nps.gov/history/hps/tps/standguide/index.htm](http://www.nps.gov/history/hps/tps/standguide/index.htm) and features an online presentation of the four treatment approaches.

### B. *The Secretary of the Interior's Standards for Rehabilitation*

Fairfax County is a Certified Local Government and the Fairfax County Architectural Review Board (ARB) utilizes the *The Secretary of the Interior's Standards for Rehabilitation* (36 C.F.R. Part 67) as the basis for review of proposed work on historic and contributing structures within the Centreville Historic Overlay District.

*The Secretary of the Interior's Standards for Rehabilitation* are ten basic principles (listed on the following page) created to help preserve the distinctive character of a historic building and its site, while allowing for modest change to meet new needs. The Standards express a basic philosophy of “retain, repair, and replace.” In other words, do not remove a historic feature unless there is no other option, do not replace a historic feature if it can be repaired, and base the replacement of a missing historic feature on documentary and/or physical evidence.

First developed in 1979, these general guidelines have been expanded and refined since then. They are very broad by nature since they apply to the rehabilitation of any historic and contributing building in any historic district in the United States.

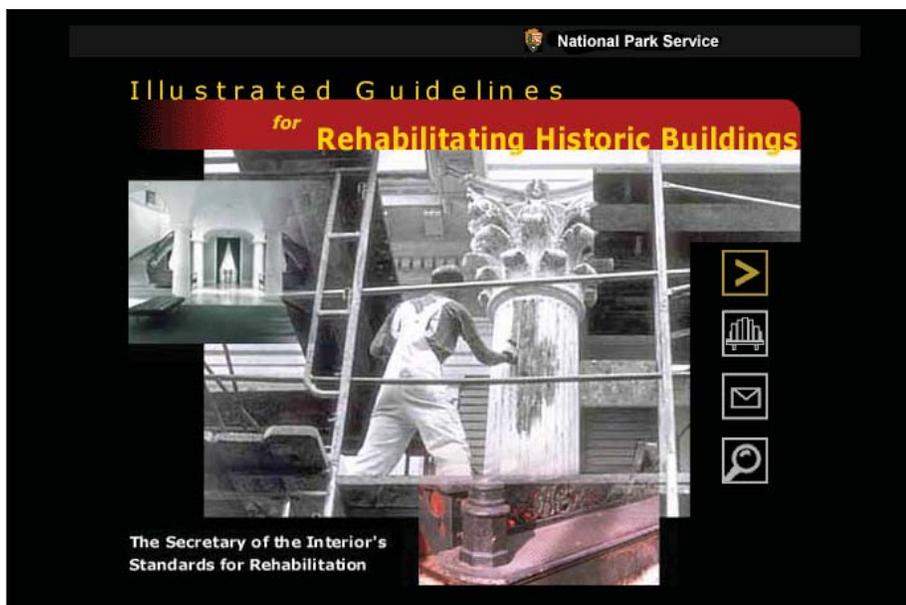
If applying for either the Virginia or the federal historic rehabilitation tax credit programs adherence to these standards is required. The National Park Service (NPS) and the Virginia Department of Historic Resources (VDHR) use *The Secretary of the Interior's Standards for Rehabilitation* to determine if the rehabilitation of a historic building has been undertaken in a manner that is sensitive to its historic integrity and certifies that the rehabilitation work is eligible for the tax credits.

Please note that ARB approval of a project does not equate to the approvals required to be certified for tax credits. There are significant differences between the reviews conducted by the ARB and reviews conducted by the VDHR and the NPS. The ARB reviews projects for conformance to the Historic Overlay District guidelines; its authority applies to the exterior only. The Virginia and federal tax credit program reviews are more extensive and apply to work performed on both the exterior and the interior of the building. Extensive guidance is available on their respective websites.

#### FOR MORE INFORMATION ON THE REHABILITATION TAX CREDIT PROGRAMS

Federal Historic Preservation Tax  
Incentives Program:  
[www.nps.gov/hps/tps/tax/](http://www.nps.gov/hps/tps/tax/)

Virginia's Tax Credit Program:  
[www.dhr.virginia.gov/tax\\_credits/  
tax\\_credit.htm](http://www.dhr.virginia.gov/tax_credits/tax_credit.htm)



#### ILLUSTRATED GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS

An interactive class in interpreting *The Secretary of the Interior's Standards for Rehabilitation* is available on the National Park Service website@ [www.nps.gov/history/hps/tps/e-rehab/index.htm](http://www.nps.gov/history/hps/tps/e-rehab/index.htm)

In addition to general guidance, this site features in-depth discussions of recommended and not recommended treatment options for materials, features, elements, and systems common to historic buildings.

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*The Secretary of the Interior's Standards for Rehabilitation*

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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.

## C. Preventative and Cyclical Maintenance Checklist

Proper maintenance of a building includes periodic inspections to identify problems before they cause significant damage.

Regular maintenance will stop any deterioration already begun and provide an easy and less expensive way to maintain the physical condition of the structures on your property. It is a good idea to keep documentation of yearly maintenance for present and future property owners.

Refer to the noted *Preservation Briefs* in this section and the full list of these publications in the Appendix for specific information regarding maintenance and repair.

Perform this maintenance check once each year, preferably after a moderate rainfall.



### PRESERVATION BRIEF 47

#### Maintaining the Exterior of Small and Medium Size Historic Buildings

Request a copy from:  
[nps\\_hps-info@nps.gov](mailto:nps_hps-info@nps.gov)

### PRESERVATION BRIEF 4

#### Roofing for Historic Buildings [www.nps.gov/history/hps/tps/briefs/brief04.htm](http://www.nps.gov/history/hps/tps/briefs/brief04.htm)

### BEFORE YOU BEGIN YOUR PROJECT:

Check out the National Park Service website which offers a topical index to many of its online preservation resources @ [www.nps.gov/history/hps/tps/topics/index.htm](http://www.nps.gov/history/hps/tps/topics/index.htm).

### ROOFS/GUTTERS/CHIMNEYS

#### Objective:

Roof and gutter systems are designed to efficiently direct water off of roof and away from structure to avoid moisture penetration of the building envelope.

- Observe during rain and when ice has formed in cold weather.

#### What to look for...

#### Materials:

- Is there warping, severe wear, cracking, lumps, curling, decay, splitting, rusting, loose pieces, missing pieces, broken pieces, thin material?

#### Structure:

- Is the roof level, or does it sag?

#### Roof Flashing, Gutters, Downspouts:

- Check for loose or missing flashing around vents, chimneys and other openings.
- Check that gutters are sloped to prevent standing water.
- Check for debris and plant material in gutters.
- Is there rusting, paint loss, sagging, missing or torn pieces, holes or splits, blockages, poor drainage, disconnected components?

#### Decorative Elements:

- Are there loose pieces, rust, missing pieces, deteriorated cornice?

#### Chimneys:

- Is the chimney sagging, leaning, or bowing?
- Are the mortar joints tight?
- Is the chimney cap rusting or missing?
- Are bricks loose or missing?
- Are there vines or plants growing on chimney?

**Estimated Life Span:**

Metal roofing: repair and paint every 5-10 years. Others: 20-50 years.

Repair and repaint other roof materials every 5-10 years.

Pointing should last 50 years or more.

**Repairs Required:**

Remove branches that rub against roof or gutters.

Use garden hose to flush debris from gutters/downspouts.

Use fiberglass and epoxy to fix holes in metal gutters or replace if severely deteriorated.

Use water and brushes to remove plant material rather than chlorine compounds.

**EXTERIOR WALLS****Objective:**

Exterior walls prevent moisture and unwanted pests from entering the building as well as controlling the exchange of air between inside and out.

- Inspect in both wet and dry weather. Dry weather will give you a baseline for changes you may observe when the walls are wet.

**What to look for...****Structure:**

- Are the walls leaning, bowing, or bulging?
- Are cracks evident?
- Are the door and window openings square?

**Materials:**

- Is the surface of masonry or stucco flaking, crumbling, or are units missing?
- Is the mortar loose or crumbling? Are there open joints?
- Is the wood siding cracked, loose, rotted, or split?
- Do courses of siding appear straight or wavy? Are nails popping?
- Are the walls stained? Show signs of mold/mildew?
- Is paint peeling, cracking, blistering, or chalking?
- Look for signs of rust, rot and insect damage.
- Is there any growth of vegetation attached to the structure?

**Porch Floors:**

- Are there cracks, splits, loose boards, missing boards, rot?

**Trim/Decorative Elements:**

- Is there peeling paint, cracks, or loose pieces?

**PRESERVATION BRIEF 2**

Repointing Mortar Joints in  
Historic Brick Buildings  
[www.nps.gov/history/hps/tps/  
briefs/brief02.htm](http://www.nps.gov/history/hps/tps/briefs/brief02.htm)

### C. Preventative and Cyclical Maintenance Checklist

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#### EXTERIOR WALLS, continued

##### Estimated Life Spans:

Dry, properly maintained wall structure should last indefinitely. Masonry units can last for centuries with proper maintenance.

Pointing should last 50 years or more.

Wood floorboards should last 50 years or more.

Replace clapboards every 150 years, if needed.

##### Repairs Required:

Repaint existing painted wood surfaces every 5-10 years, or as needed.

Paint previously painted masonry surfaces approximately every 10 years.

Repair open joints.

Trim branches away from walls and remove any vegetative growth from the building.

Clean walls with gentlest means possible; water or a mild, phosphate-free detergent.

Avoid powerwashing.

#### OPENINGS – WINDOWS AND DOORS

##### Objective:

Windows and doors can provide light and ventilation to the structure, a visual link to the outside and help define the style, scale and character of the building. Proper maintenance can help to ensure proper operation, security, and energy efficiency of the building envelope.

##### What to look for...

###### Operation:

- Do windows and doors open and close smoothly?

###### Glass:

- Is the glass broken? Is the glazing secure?
- Do the glass panes fit securely?
- Are the stops and putty secure?

###### Frames, etc.:

- Do the frame, muntins, sash, and door show signs of rust, rot, or insect damage?
- Is the threshold rotted?
- Are there open joints around the frames and trim?
- Signs of leaks?
- Accumulated debris in window wells?

###### Hardware:

- Is the hardware operational and in good repair?

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#### PRESERVATION BRIEF 9

The Repair of Historic  
Wooden Windows  
[www.nps.gov/history/hps/tps/  
briefs/brief09.htm](http://www.nps.gov/history/hps/tps/briefs/brief09.htm)

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**PRESERVATION BRIEF 3**

**Conserving Energy in Historic Buildings**

[www.nps.gov/history/hps/tps/briefs/brief03.htm](http://www.nps.gov/history/hps/tps/briefs/brief03.htm)

**Weatherization:**

- Is the weather stripping in good repair?
- Do storm windows fit tightly?
- Ensure that weep holes in storm windows are open.
- Are the screens damaged?

**Estimated Life Spans:**

Windows should last 100 years or more.

Window glass should last indefinitely.

Hardware, properly treated, should last indefinitely.

Putty should last 10-15 years.

Caulking should last 15-20 years.

**Repairs Required:**

Repaint every 5-8 years, as necessary depending on weathering. Check for soundness of putty and caulk when repainting.

Replace broken panes of glass as soon as possible with glass that has the same characteristics as the broken pane.

Use vinegar and water or a non-alkaline window cleaner, especially if cleaning around brass.

Remove hardware, clean and reinstall after windows have been painted.

Clean weep holes in storm windows so that water does not collect on sill.

Add a protective metal cap to the top of shutters to cover the exposed end grain of the wood and extend shutter life.

**PRESERVATION BRIEF 45**

**Preserving Historic Wooden Porches**

Request a copy from:  
[nps\\_hps-info@nps.gov](mailto:nps_hps-info@nps.gov)

**EXTERIOR FEATURES - PROJECTIONS**

**Objective:**

To ensure that these features have not become separated from the main structure and are in good repair.

**What to look for...**

- Are porches, stairs, railings, cornices, brackets, and other exterior features in good repair? Properly aligned?
- Free from deterioration, rot, rust, and insect damage?
- Are elements missing?
- Is flashing damaged? Are connection points secure?

**PRESERVATION BRIEF 10**

**Exterior Paint Problems on Historic Woodwork**

[www.nps.gov/history/hps/tps/briefs/brief10.htm](http://www.nps.gov/history/hps/tps/briefs/brief10.htm)

**PAINT**

**Objective:**

To protect and maintain features and avoid moisture penetration.

**What to look for...**

- Is the paint cracked, faded, or peeling?

**Repairs Required:**

Repaint every 5-10 years, depending on surface and conditions.

**C. Preventative and Cyclical Maintenance Checklist, continued**

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**FOUNDATION AND PERIMETER GRADES**

**Objective:**

Make sure that water drains away from the house and that building envelope is secure.

**What to look for...**

- Does water drain away from the foundation?
- Evidence of pest infestation?

**Masonry:**

- Is masonry flaking, crumbling, spalling, or cracking?
- Is masonry loose or missing?
- Is the mortar secure?

**Structure:**

- Is the wall bulging or bowing?
- Are vents and other openings secure and pest-proof?

**Vegetation:**

- Are algae, moss, vines growing on or close to the foundation?
- Moisture damage from sprinkler systems?

**Water Control:**

- Do downspouts have splash blocks?

**Estimated Lifespans:**

Properly maintained masonry should last indefinitely.

Pointing should last 50 years or more.

**Repairs Required:**

Repoint when necessary.

Conduct annual termite inspections.

Ensure that ground remains sloped away from foundation.

Keep vegetation trimmed away from foundation to allow for free air movement.

**PRESERVATION BRIEF 24**

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Roofing for Historic Buildings  
[www.nps.gov/history/hps/tps/briefs/brief04.htm](http://www.nps.gov/history/hps/tps/briefs/brief04.htm)

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