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# HILLSBORO-WEST END

## Neighborhood Conservation Zoning Overlay

# HANDBOOK AND DESIGN GUIDELINES



### **METROPOLITAN HISTORIC ZONING COMMISSION**

Metropolitan Government of  
Nashville and Davidson County

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### HILLSBORO-WEST END DESIGN GUIDELINES

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*Italicized information revised 2011*

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# PART 1: INTRODUCTION

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Hillsboro-West End, like neighborhoods in some two thousand other towns in the United States, uses conservation or historic zoning as a tool to protect its unique architectural character. There are quantifiable reasons for historic zoning: it gives neighborhoods greater control over development, it can stabilize property values, it decreases the risk of investing in one's house, it promotes heritage tourism, it protects viable urban housing stock, it preserves natural resources by conserving building materials. And there are less quantifiable, but equally important, reasons for conservation zoning -- it protects our past for future generations, it nurtures a sense of community, and it provides a sense of place.

## A SHORT ARCHITECTURAL HISTORY OF HILLSBORO-WEST END<sup>1</sup>

The Hillsboro-West End Historic District (HWE) is a large, residential district located between two of Nashville's principle western arteries, West End Avenue and 21st Avenue South/Hillsboro Pike. To the north is the Vanderbilt University campus, to the south Interstate 440, completed in 1987. Within these boundaries is a neighborhood whose character has remained largely intact despite development pressures in this part of the city. The survey done for nomination to the national register of historic places in 1993 determined that 996 of the 1270 buildings contributed to the historic character of the neighborhood. Properties at least fifty years old which maintained their historic integrity were considered contributing.

Roger Williams University (1864), Vanderbilt University (1874), and Belmont Junior College (1890) were founded in the late 19th century on what was undeveloped farmland. Early residential development first followed the street car lines to the Belmont and Richland-West End suburbs. With the opening of the Hillsboro line to its terminus at Blair Boulevard in 1910, subdivision of the land and a wave of homebuilding followed in the HWE district. The relatively flat terrain made the grid layout typical of national patterns of urban development easier than in some other neighborhoods such as hilly Belmont-Hillsboro. Individual lots measure 50-60 feet in width and 150-175 feet in depth.

Early dwellings in the neighborhood are Pyramid Square and Foursquare dwellings built from 1905-1915. Pyramid Square dwellings have hipped roofs and Colonial Revival inspired detailing. Most dwellings, however, were built between 1910 and 1935 in the styles favored by the urban middle class of the early 20th century. Craftsman/Bungalow, Tudor Revival, Colonial Revival, American Foursquare, English Cottage and Minimal Traditional styles are represented. Most are one or two story structures with two or three bedrooms, indoor kitchens and baths and front and rear yards. Garages are detached from their associated dwellings and are reached by a driveway from the street facade; the 1910 Edgar Jones subdivision (Barton Avenue, Essex Place) was platted with rear alleys for horse or automobile access. With few exceptions the buildings constructed were single family dwellings. The most common material for the exterior of dwellings in the district is brick often with stone trim at windows and doors. Brick veneer on a light wood frame construction became a widespread masonry technique in the 1920's.

Bungalows of HWE reflected the prevailing attitudes toward housing in the early 20th century. The principles of simplicity and vitality replaced Victorian eclecticism and exotica. Built for the less formal lifestyle of the period, bungalows were of a size adequate for a single family, affordable to the average citizen. Most HWE bungalows are side gabled with a porch on the main facade. Porch supports include battered piers, tapered box construction posts on stone piers, and turned Tuscan columns. Windows are frequently 3:1 or 4:1 sash with vertical muntins. Eaves are wide with exposed rafters and knee braces. Gable and shed dormers are common.

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<sup>1</sup> This section is entirely excerpted from Mark Sturtevant, Philip Thomason, and Timothy Netsch, NPS Form 10-900-a (8-86), 10 May 1993, *Certified Local Government National Register Review* for Metropolitan Davidson County, Hillsboro-West End Historic District, 1 - 9. Obtained from the Nashville and Davidson County Metropolitan Historic Zoning Commission, August 2003.

The other prevalent architectural style in HWE is the Tudor Revival. The variety of materials used and the intricate combination of design elements create structures with features loosely based on a variety of medieval English building traditions. Typically the steeply-pitched front-facing gable is faced with false half-timbering; stucco fills the space between the timbers. Large, elaborate chimneys are placed in prominent locations on the front or side of the house decorated with complex masonry or brickwork, rounded doors, and gable entrance hoods. Tudor Revival style dwellings are found throughout HWE.

Colonial Revival and its subtype Dutch Colonial (characterized by a gambrel roof) are also found throughout the district. The typical Colonial revival is a one or two story symmetric structure with an accentuated front door often faced with a classical pediment and pilasters. Doors can have fanlights and sidelights and are usually balanced by symmetrically spaced windows on the facade. Windows usually are multiple light double hung sash sometimes arranged in pairs. Nashville architect George Waller built his home in HWE in this style in 1924. Related to the Colonial Revival are Minimal Traditional houses constructed from the 1930's-1950's, and are almost exclusively one story, rectangular in form, with a gable-end roof. Porches and original wings are rare. Ornamentation is usually limited to the doorway.

Although the HWE district is composed almost entirely of residential structures buildings with other functions are located within its boundaries. Cavert School at 2500 Fairfax Avenue was built in 1928 as an elementary school to alleviate the overcrowding in the public schools of West Nashville. The need for additional space resulted in the construction of Eakin Elementary in 1936. In 2002, Cavert and Eakin were designated Historic Landmark Districts. St. Bernard's Convent and Academy at 2021 21st Avenue South is a three story brick building completed in 1905; the academy for girls built behind the convent was completed in 1960. The commercial areas on the east and west edges of the district have lost many of the original buildings and are omitted from the historic district In recent years an urban design overlay has been created to allow the urban character of these areas to be maintained.

## THE NEIGHBORHOOD CONSERVATION ZONING DISTRICT

The boundaries of Hillsboro-West End Neighborhood eligible for a Conservation District are shown on page 5. Neighborhood conservation zoning overlays are **locally** designated and administered by the Metropolitan Historic Zoning Commission (MHZC), an agency of the Metropolitan Government of Nashville and Davidson County. Neighborhood conservation zoning is a type of overlay zoning, applied in addition to the base or land-use zoning of an area; *conservation zoning does not impact use.*



## WHAT ARE THE DESIGN GUIDELINES?

The Metropolitan Historic Zoning Commission (MHZC) is the architectural review board that reviews applications for work on properties within the zoning overlay districts. Its nine members, appointed by the mayor, include representatives from zoning districts, the Metropolitan Planning Commission, the Metropolitan Historical Commission, architect(s) and others. Design review is administered according to a set of design guidelines. The guidelines are criteria and standards, developed jointly by the MHZC and the residents of the neighborhood, which are used in determining the architectural compatibility of proposed projects. The guidelines provide direction for project applicants and ensure that the decisions of the MHZC are not arbitrary or based on anyone's personal taste.

The guidelines protect the neighborhood from new construction or additions not in character with the neighborhood and from the loss of architecturally or historically important buildings.

By state and local legislation, design guidelines for neighborhood conservation zoning overlay districts must be in accordance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties* -- criteria developed by the National Park Service and used by private and public preservation organizations throughout the country.

## GETTING APPROVAL FOR YOUR PROJECT

- If you are planning to
- **BUILD** a new structure,
  - **ADD** to an existing building,
  - **DEMOLISH** a structure in whole or in part, or
  - **RELOCATE** a structure,

one step is added to getting approval for the work: **you must first obtain a Preservation Permit from the MHZC.**

1. Call the MHZC at 862-7970 to confirm whether or not the MHZC needs to review your project; and if so, to make an appointment to meet with the staff.

The staff will meet with you, your contractor or architect/designer at your property to discuss the project, answer any questions, and advise you on whether the plans meet the design guidelines. The staff can assist in making your plans meet the guidelines and can offer design suggestions.

In order for the MHZC to determine whether a proposed project complies with the design guidelines, all applications must be accompanied by complete site plans, elevation drawings, specifications and any other appropriate supporting information. When you submit these materials, the staff will determine whether a Preservation Permit can be issued immediately or if the work, like most, requires referral to the full Commission.

Regular meetings of the Commission are scheduled for the third Wednesday of every month. If a complete application is received more than fifteen working days prior to a scheduled meeting, a special meeting can be called. The MHZC staff will issue a Preservation Permit upon approval of the application by the Commission.

If your project requires a change to the setbacks required by base zoning, it will be your responsibility to notify all adjacent property owners. This means notifying all properties on each side of the subject property, behind it and across the street. For a sample letter and additional information, please contact Staff.

2. Take the Preservation Permit to the Metropolitan Department of Codes Administration.

Officials at Codes will review your plans for compliance with regular zoning and building code regulations -- applicable whether or not your property is in a conservation zoning district. Permit fees (amount charged depends on the type and value of the work done) will be charged to you then. For permits to remain valid, work must begin within six months of the date of issue.

***NOTE: Subject work done without a preservation permit is in violation of the Historic Zoning Regulations established under Chapter 17.36.110, Historic overlay districts established, of the Code of Laws of the Metropolitan Government of Nashville and Davidson County. Like the Building Code, these Design Guidelines are a legal document. Work done without prior review and approval by the MHZC is subject to fines and other penalties. Appeals to decisions of the Historic Zoning Commission staff can be made to the Commission; appeals to decisions of the Commission can be taken to a court of competent jurisdiction as provided for by law.***

## **AVAILABLE DESIGN ASSISTANCE**

The MHZC staff often meets a property owner on site to discuss a restoration project, maintenance problem, historically appropriate paint color, or other issue not necessarily reviewed under conservation zoning. We have a library of materials on historic architecture and restoration technology, and files on preservation products and services, which are available to the public. Please call for more information.

## PART 2: THE DESIGN GUIDELINES

*Italicized sections of the guidelines contain interpretive information that is meant to make the guidelines easier to understand; they are not part of the guidelines themselves. Illustrations are intended only to provide example buildings and circumstances. It is important to remember that every building is different and what may be appropriate for one building or site may not be appropriate for another.*

Note: Within the zoning ordinance, “historic zoning” is used as the general term for Nashville’s three types of zoning overlay districts applicable to historic properties: historic preservation, neighborhood conservation, and historic landmark. The references to historic zoning in the ordinance language below are to be understood as neighborhood conservation zoning overlay, or simply conservation zoning.

### I. PURPOSE OF THE DESIGN GUIDELINES

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A. Design guidelines are criteria and standards which the Metropolitan Historic Zoning Commission must consider in determining the appropriateness of proposed work within a conservation zoning district. Appropriateness of work must be determined in order to accomplish the goals of historic and conservation zoning, as outlined in Chapter 17.36.100 (Historic Zoning Regulations), Metropolitan Comprehensive Zoning Ordinance:

1. To preserve and protect the historical and/or architectural value of buildings or other structures;
2. To regulate exterior design, arrangement, texture, and materials proposed to be used within the historic district to ensure compatibility;
3. To create an aesthetic appearance which complements the historic buildings or other structures;
4. To foster civic beauty;
5. To strengthen the local economy; and
6. To promote the use of historic districts for the education, pleasure, and welfare of the present and future citizens of Nashville and Davidson County.

B. *By state law, all design guidelines for neighborhood conservation zoning overlays must comply with the Secretary of the Interior’s Standards for Treatment of Historic Properties:*

1. *A property shall be used for its historic purpose or be placed in a new use that requires minimal changes 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 historical significance in their own right shall be retained and preserved.*

II. THE DESIGN GUIDELINES  
I. PURPOSE OF THE DESIGN GUIDELINES Continue

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5. *Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a 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 necessary.*
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.*

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## II. NEW CONSTRUCTION AND ADDITIONS

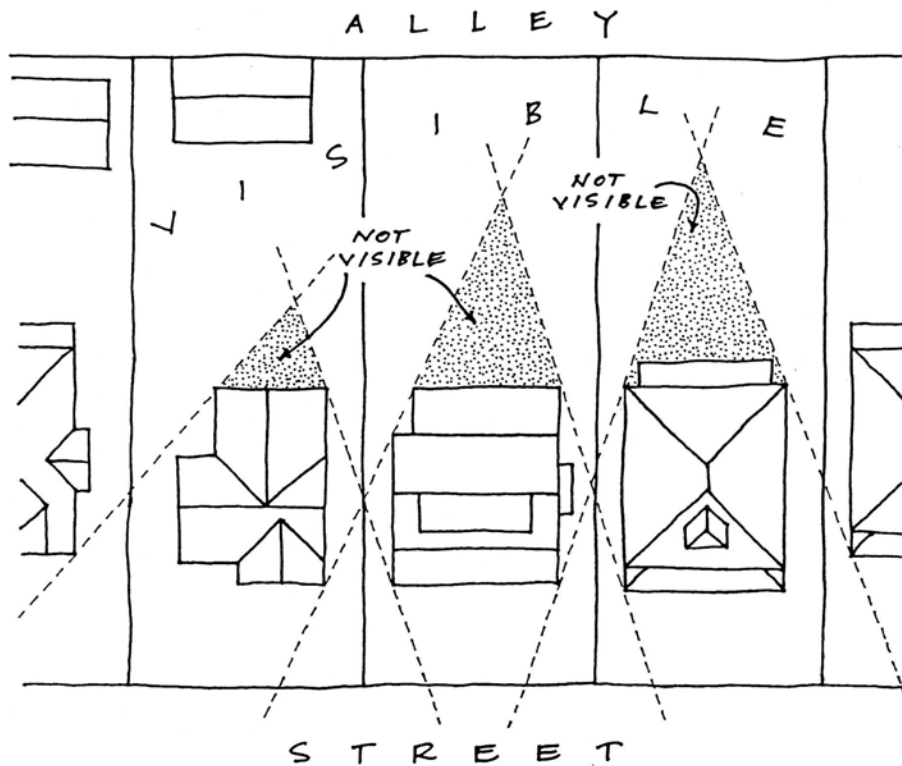
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### A. PRINCIPLES

1. These guidelines shall apply only to the exteriors of buildings and to portions of proposed structures that would be visible from public rights-of-way.

*For the purposes of neighborhood conservation zoning, alleys are not considered to be public rights-of-way.*

*New free-standing buildings less than 100 square feet in area and that do not have a foundation are not required to comply with the design guidelines.*



2. The public facades — front- and street-related sides — of proposals for new buildings shall be more carefully reviewed than other facades. Specifically for corner lots: because it is visible from a public street, side street, or secondary, elevation is reviewed to ensure that it is compatible with like elevations of contributing houses within the neighborhood. Unlike primary elevations (i.e. the front facade), changes to side elevations can be allowable, e.g., in the case of a rear addition.
3. New buildings should not imitate past architectural styles; they should reflect the era of their own construction. For an exception to this principle, see number 4.

*This principle precludes the "theme park effect." Fake old buildings are not appropriate. New buildings inspired by historic styles, but identifiable as new construction, can be appropriate.*

## II. NEW CONSTRUCTION AND ADDITIONS

### A. PRINCIPLES Continued

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4. Reconstruction may be appropriate when it accurately reproduces a no-longer existing building on its original site, if the building (1) would have contributed to the historic and architectural character of the area; (2) will be compatible in terms of style, height, scale, massing, and materials with the buildings immediately surrounding it; and (3) is accurately based on documentary, physical, or pictorial evidence.

5. Continuous construction in Hillsboro-West End during the early and mid 20th century resulted in a variety of building types and styles that illustrate the evolution of architectural styles and technology over the years. New buildings should continue this tradition while complementing and being visually compatible with surrounding historic buildings.<sup>2</sup>



### Colonial Revival

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<sup>2</sup> Drawings for the English Cottage and American Foursquare are adapted from *Home Place: A History of the Hillsboro-West End Neighborhood, Nashville, Tennessee*, 33 and 28 respectively.

II. NEW CONSTRUCTION AND ADDITIONS  
A. PRINCIPLES Continued

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English Cottage



American Foursquare

II. NEW CONSTRUCTION AND ADDITIONS  
A. PRINCIPLES Continued

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Craftsman Bungalow



Tudor Revival

6. New construction should respect, and not disrupt, the established pattern and rhythm of existing historic buildings on the same and opposite sides of a street.

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## II. NEW CONSTRUCTION AND ADDITIONS

### B. GUIDELINES

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#### 1. *New Construction*

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See the illustration on page 17.

##### a. Height

The height of the foundation wall, porch roof(s), and main roof(s) of a new building shall be compatible, by not contrasting greatly, with those of surrounding historic buildings.

##### b. Scale

The size of a new building and its mass in relation to open spaces shall be compatible, by not contrasting greatly, with surrounding historic buildings.

*Most historic residential buildings have front porches. To keep the scale appropriate for the neighborhood, porches should be a minimum of 6' deep in most cases. Foundation lines should be visually distinct from the predominant exterior wall material. Examples are a change in material, coursing or color.*

##### c. Setback and Rhythm of Spacing

The setback from front and side yard property lines established by adjacent historic buildings should be maintained. Generally, a dominant rhythm along a street is established by uniform lot and building width. Infill buildings should maintain that rhythm.

*The Commission has the ability to reduce building setbacks and extend height limitations of the required underlying base zoning for new construction, additions and accessory structures (ordinance no. BL2007-45).*

*Appropriate setback reductions will be determined based on:*

- *The existing setback of the contributing primary buildings and accessory structures found in the immediate vicinity;*
- *Setbacks of like structures historically found on the site as determined by historic maps, site plans or photographs;*
- *Shape of lot;*
- *Alley access or lack thereof;*
- *Proximity of adjoining structures; and*
- *Property lines.*

*Appropriate height limitations will be based on:*

- *Heights of historic buildings in the immediate vicinity*
- *Existing or planned slope and grade*

##### d. Materials, Texture, Details, and Material Color

The materials, texture, details, and material color of a new building's public facades shall be visually compatible, by not contrasting greatly, with surrounding historic buildings. Vinyl and aluminum siding are not appropriate.

## II. NEW CONSTRUCTION AND ADDITIONS

### B. NEW CONSTRUCTION AND ADDITIONS Continued

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*T-1-11- type building panels, "permastone", E.I.F.S. and other artificial siding materials are generally not appropriate. However, pre-cast stone and cement fiberboard siding are approvable cladding materials for new construction; but pre-cast stone should be of a compatible color and texture to existing historic stone clad structures in the district; and cement fiberboard siding, when used for lapped siding, should be smooth and not stamped or embossed and have a minimum of a 5" reveal.*

*Shingle siding should exhibit a straight-line course pattern and exhibit a maximum exposure of seven inches (7").*

*Four inch (4") nominal corner boards are required at the face of each exposed corner.*

*Stud wall lumber and embossed wood grain are prohibited.*

*Belt courses or a change in materials from one story to another are often encouraged for large two-story buildings to break up the massing.*

*When different materials are used, it is most appropriate to have the change happen at floor lines.*

*Clapboard sided chimneys are generally not appropriate. Masonry or stucco is appropriate.*

#### e. Roof Shape

The roof(s) of a new building shall be visually compatible, by not contrasting greatly, with the roof shape, orientation, and pitch of surrounding historic buildings.

*Roof pitches should be similar to the pitches found in the district. Historic roofs are generally between 6/12 and 12/12.*

#### f. Orientation

The orientation of a new building's front facade shall be visually consistent with surrounding historic buildings.

*New buildings shall incorporate at least one front street-related porch that is accessible from the front street.*

*Side porches or porte cocheres may also be appropriate as a secondary entrance, but the primary entrance should address the front.*

*Front porches generally should be a minimum of 6' deep, have porch racks that are 1'-3' tall and have posts that include bases and capitals.*

*For multi-unit developments, interior dwellings should be subordinate to those that front the street. Subordinate generally means the width and height of the buildings are less than those that front the street.*

*For multi-unit developments, direct pedestrian connections should be made between the street and any interior units. The entrances to those pedestrian connections generally should be wider than the typical spacing between buildings along the street.*

*Shared driveways should be a single lane, not just two driveways next to each other.*

*Sometimes this may be accomplished with a single lane curb cut that widens to a double lane deeper into the lot.*

*Generally, curb cuts should not be added.*

*Utility connections such as gas meters, electric meters, phone, cable, and HVAC condenser units should be located so as to minimize their visibility from the street.*

*Generally, utilities connections should be placed no closer to the street than the mid point of the structure. Power lines should be placed underground if they are carried from the street and not from the rear or an alley.*

## II. NEW CONSTRUCTION AND ADDITIONS

### B. NEW CONSTRUCTION AND ADDITIONS Continued

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#### g. Proportion and Rhythm of Openings

The relationship of width to height of windows and doors, and the rhythm of solids (walls) to voids (door and window openings) in a new building shall be compatible, by not contrasting greatly, with surrounding historic buildings.

*Window openings on the primary street-related or front façade of new construction should be representative of the window patterns of similarly massed historic structures within the district.*

*In most cases, every 8-13 horizontal feet of flat wall surface should have an opening (window or door) of at least 4 square feet. More leniencies can be given to minimally visible side or rear walls.*

*Double-hung windows should exhibit a height to width ratio of at least 2:1.*

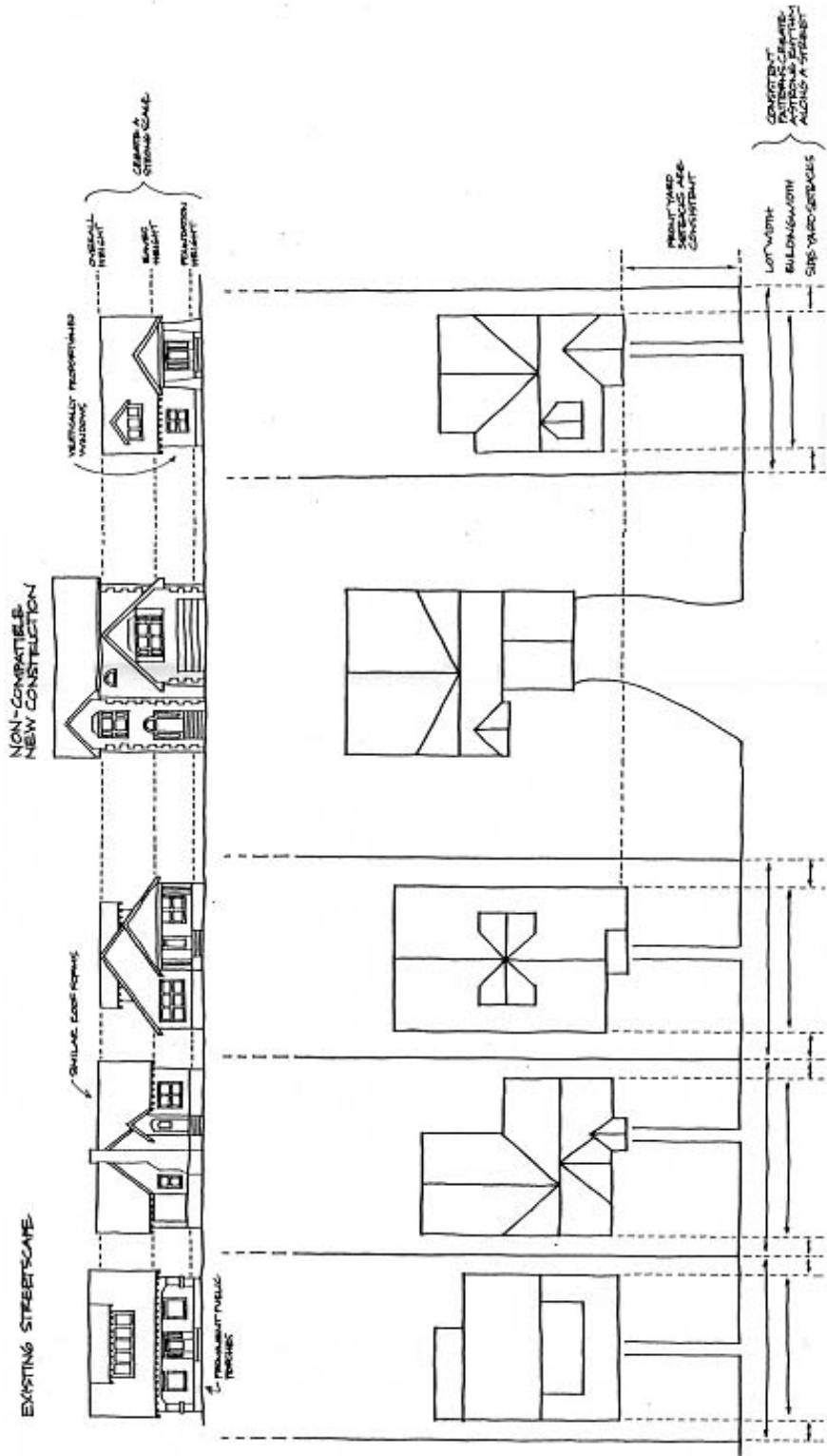
*Windows on upper floors should not be taller than windows on the main floor since historically first floors have higher ceilings than upper floors and so windows were typically taller on the first floor.*

*Single-light sashes are appropriate for new construction. If using multi-light sashes, muntins should be fully simulated and bonded to the glass, and exhibit an interior bar, exterior bar, as well as a spacer between glass panes.*

*Four inch (nominal) casings are required around doors, windows and vents on non-masonry buildings. (Brick molding is only appropriate on masonry buildings.)*

*Brick molding is required around doors, windows and vents within masonry walls.*

II. NEW CONSTRUCTION AND ADDITIONS  
 B. NEW CONSTRUCTION AND ADDITIONS Continued



## II. NEW CONSTRUCTION AND ADDITIONS

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### B. GUIDELINES Continued

#### h. Outbuildings

- 1) A new garage or storage building should reflect the character of the period of the house to which the outbuilding will be related. The outbuilding should be compatible, by not contrasting greatly, with surrounding historic outbuildings in terms of height, scale, roof shape, materials, texture, and details.

*Historically, outbuildings were either very utilitarian in character, or (particularly with more extravagant houses) they repeated the roof forms and architectural details of the houses to which they related. Generally, either approach is appropriate for new outbuildings. Brick, weatherboard, and board - and -batten are typical siding materials. Outbuildings with weatherboard siding typically have wide cornerboards and window and door casings (trim). Generally, the minimum roof pitch appropriate for outbuildings is 12:4. Decorative raised panels on publicly visible garage doors are generally not appropriate. Publicly visible pedestrian doors must either be appropriate for the style of house to which the outbuilding relates or be flat with no panels. Publicly visible windows should be appropriate to the style of the house.*

##### *Roof*

- *Generally, the eaves and roof ridge of any new accessory structure should not be higher than those of the existing house.*
- *Roof slopes on simple, utilitarian buildings do not have to match the roof slopes of the main structure, but must maintain at least a 4/12 pitch.*
- *The front face of any dormer must be set back at least 2' from the wall of the floor below.*

##### *Windows and Doors*

- *Metal overhead doors are acceptable on garages when they are simple and devoid of overly decorative elements typical on high-style wooden doors.*
- *Publicly visible pedestrian doors must either be appropriate for the style of house to which the outbuilding relates or be flat with no panels.*
- *Publicly visible windows should be appropriate to the style of the house.*
- *Double-hung windows are generally twice as tall as they are wide and of the single-light sash variety.*

##### *Siding and Trim*

- *Exterior siding may match the existing contributing building's original siding; otherwise, siding should be wood or smooth cement-fiberboard lap siding with a maximum exposure of five inches (5"), wood or smooth cement-fiberboard board-and-batten or masonry.*
- *Four inch (4") (nominal) corner-boards are required at the face of each exposed corner.*
- *Stud wall lumber and embossed wood grain are prohibited.*
- *Four inch (4") (nominal) casings are required around doors, windows, and vents within clapboard walls. (Brick molding is not appropriate on non-masonry clad buildings.)*
- *Brick molding is required around doors, windows, and vents within masonry walls.*

## II. NEW CONSTRUCTION AND ADDITIONS

### B. NEW CONSTRUCTION AND ADDITIONS Continued

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2) Outbuildings should be situated on a lot as is historically typical for surrounding historic buildings.

*Generally new garages should be placed close to the alley, at the rear of the lot, or in the original location of an historic accessory structure.*

*Lots without rear alleys may have garages located closer to the primary structure. The appropriate location is one that matches the neighborhood or can be documented by historic maps.*

*Generally, attached garages are not appropriate; however, instances where they may be are:*

- 1. where they are a typical feature of the neighborhood*
- 2. When the location of the attached garage is in the general location of an historic accessory building, the new garage is located in the basement level, and the vehicular access is on the rear elevation.*

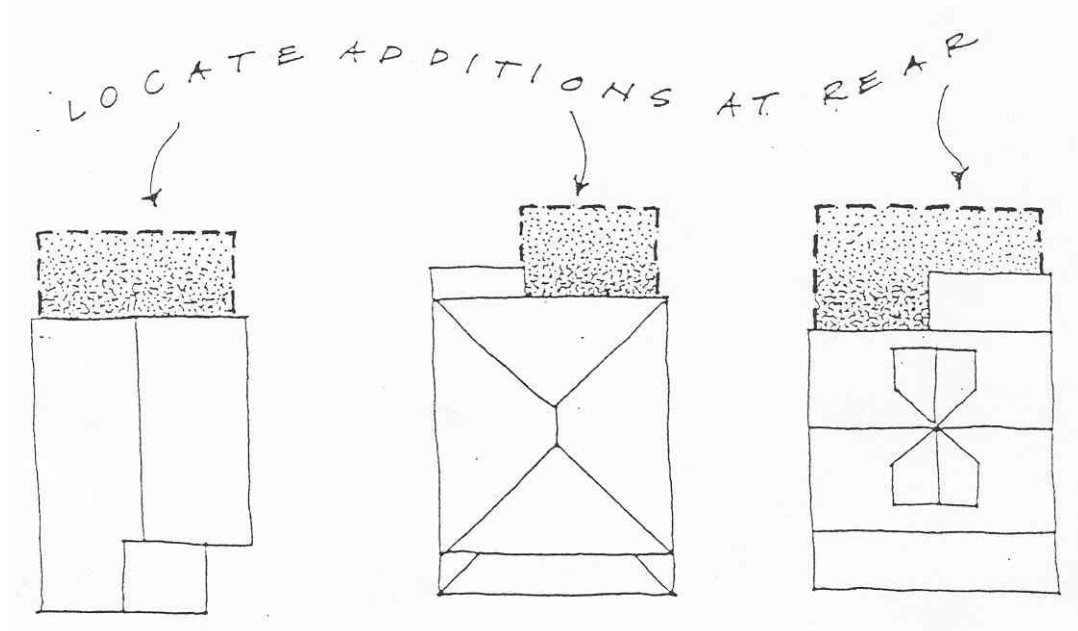
#### *j. Public Spaces*

*Landscaping, sidewalks, signage, lighting, street furniture and other work undertaken in public spaces by any individual, group or agency shall be presented to the MHZC for review of compatibility with the character of the district.*

## 2. Additions

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a. Generally, an addition should be situated at the rear of a building in such a way that it will not disturb either front or side facades. To distinguish between the historic structure and an addition, it is desirable to set the addition in from the building side wall or for the addition to have a different exterior cladding. Additions normally not recommended on historic structures may be appropriate for non-historic structures in Hillsboro-West End. Front or side alterations to non-historic buildings that increase habitable space or change exterior height should be compatible, by not contrasting greatly, with the adjacent historic buildings.



### Placement

- Additions should be located at the rear of the existing structure.
- Additions should be physically distinguished from the historic building and generally fit within the shadow line of the existing building.
- Connections to additions should, as much as possible, use existing window and door openings rather than remove significant amounts of rear wall material.
- In rare and special circumstances an addition may rise above or extend wider than the existing building, however, no part of any addition may simultaneously rise higher and extend wider than the existing building.

### Additions taller than existing building

Whenever possible, additions should not be taller than the historic building; however, when a taller addition is the only option:

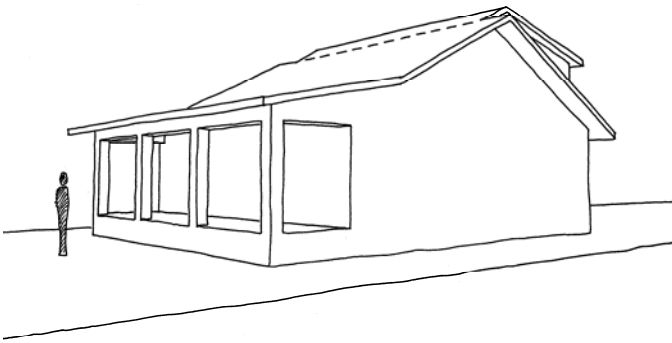
1. Additions to single story structures may rise as high as 4' above the shadow line of the existing building at a distance of 40' from the front edge of the existing building. In this instance, the side walls and roof of the addition must set in as is typical for all additions. The portion of the roof that can be seen should have a hipped, side gable or clipped gable roof to help decrease the mass of the addition.

II. NEW CONSTRUCTION AND ADDITIONS  
B. ADDITIONS Continued

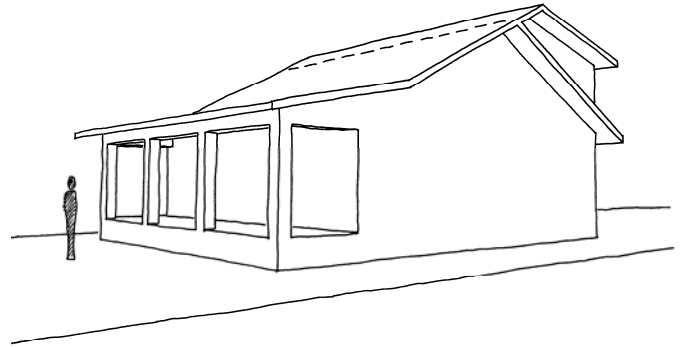
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*Ridge raises*

*Ridge raises are appropriate for side-gable buildings (without clipped gables) that do not have side chimneys and require more finished height in the attic. The purpose of a ridge raise is to allow for conditioned space in the attic and to discourage large rear or side additions. The raised portion must sit in a minimum of 2' from each side wall and can be raised no more than 2' of total vertical height within the same plane as the front roof slope.*



**Appropriate** rear dormers are set in from the side wall of the existing house at least 2', creating a division between new and old



**Inappropriate** rear dormers have no inset; they visually and physically alter the roof structure of the existing house

*Rear additions wider than existing building*

- *Rear additions that are wider than or equal in width to an existing historic building may be appropriate when the building is narrower than 30' or shifted to one side of the lot. In these instances, a structural alcove or channel must separate the existing building from the new addition. The structural alcove should sit in a minimum of 1' and be at least twice as long as it is deep.*

*Sunrooms*

- *Metal framed sunrooms, as a modern interpretation of early green houses, are appropriate if they are mostly glass, or use appropriate cladding material for the district, are located at the rear in a minimally visible location, are minimally attached to the existing structure, and follow all other design guidelines for additions.*

*Foundation*

- *Foundation walls should set in from the existing foundation at the back edge of the existing structure by one foot for each story or half story. Exception: When an addition is a small one-room deep (12' deep or less) addition that spans the width of the structure, and the existing structure is masonry with the addition to be wood (or appropriate substitute siding) since the change in materials will allow for a minimum of a four inch (4") inset.*
- *Foundation height should match or be lower than the existing structure.*
- *Foundation lines should be visually distinct from the predominant exterior wall material. Examples are a change in materials or a change in masonry coursing, etc.*

II. NEW CONSTRUCTION AND ADDITIONS  
 B. ADDITIONS Continued

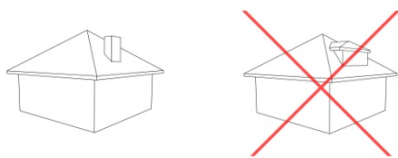
*Roof*

- *The height of the addition's roof and eaves must be less than or equal to the existing structure.*
- *Visually evident roof slopes should match the roof slopes of the existing structure, and roof planes should set in accordingly for rear additions.*
- *Skylights should not be located on the front-facing slope of the roof. Skylights should be flat (no bubble lenses) with a low profile (no more than six inches tall) and only be installed behind the midpoint of the building.)*

*Dormers*

*Dormer additions are appropriate for some historic buildings as they are a traditional way of adding ventilation and light to upper stories.*

*The addition of a dormer that would require the removal of historic features such as an existing dormer, chimneys, cupolas or a decorative feature is not appropriate.*



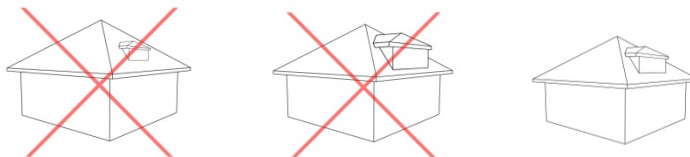
*This dormer is inappropriate because it required the removal of the chimney.*

*Rear dormers should be inset from the side walls of the building by a minimum of two feet. The top of a rear dormer may attach just below the ridge of the main roof or lower.*

*Side dormers should be compatible with the scale and design of the building. Generally, this can be accomplished with the following:*

*It is appropriate to proportionally match the design and dimensions of a historic dormer on a building in the neighborhood that is of similar style and massing as the primary building.*

*The number of dormers and their location and size should be appropriate to the style and design of the building. Sometimes dormer locations relate to the openings below. The symmetry or lack of symmetry within a building design should be used as a guide when placing dormers.*



*The first two dormers are inappropriate because they are out of scale with the building. The third is an appropriate scale.*

*Dormers should not be added to secondary roof planes.*



## II. NEW CONSTRUCTION AND ADDITIONS

### B. ADDITIONS Continued

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*Eave depth on a dormer should not exceed the eave depth on the main roof or be less.*

*The roof form of the dormer should match the roof form of the building or be appropriate for the style.*

*The roof pitch of the dormer should generally match the roof pitch of the building.*

*The ridge of a side dormer should be at least 2' below the ridge of the existing building; the cheeks should be inset at least 2' from the wall below or adjacent valley; and the front wall of the gable should setback a minimum of 2' from the wall below. (These minimum insets will likely be greater than 2' when following the guidelines for appropriate scale.)*

*Dormers should generally be fully glazed and aprons below the window should be minimal.*

*The exterior material cladding of front and side dormers should match the primary or secondary material of the main building.*

- b. When a lot exceeds 60 feet or the standard lot width on the block, it may be appropriate to add a side addition to a historic structure. The addition should set back from the face of the historic structure and should be subservient in height, width, and massing to the historic structure.

*Side additions should be narrower than half of the historic building width and exhibit a height of at least 2' shorter than the historic building.*

*To deemphasize a side addition, the roofing form should generally be a hip or side-gable roof form.*

- c. The creation of an addition through enclosure of a front porch is not appropriate. The creation of an addition through the enclosure of a side porch may be appropriate if the addition is constructed in such a way that original form and openings on the porch remain visible and undisturbed.

*Side porch additions may be appropriate for corner building lots or lots more than 60' wide.*

- d. Contemporary designs for additions to existing properties are not discouraged when such additions do not destroy significant historical, architectural, or cultural material; and when such design is compatible, by not contrasting greatly, with the size, scale, color, material, and character of the property, neighborhood, or environment.

- e. A new addition should be constructed in such a manner that if the addition were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.

*Connections should, as much as possible, use existing window and door openings rather than remove significant amounts of rear wall material.*

- f. Additions should follow the guidelines for new construction.

### III. DEMOLITION

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#### A. PRINCIPLE

The demolition of a building, or major portion of a building, which contributes historically or architecturally to the character and significance of the district is not appropriate and should be avoided.

#### B. GUIDELINES

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##### 1. *Demolition is not appropriate*

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- a. if a building, or major portion of a building, is of such architectural or historical interest and value that its removal would be detrimental to the public interest; or
  - b. if a building, or major portion of a building, is of such old or unusual or uncommon design and materials that it could not be reproduced or be reproduced without great difficulty and expense.
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##### 2. *Demolition is appropriate*

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- a. if a building, or major portion of a building, has irretrievably lost its architectural and historical integrity and significance and its removal will result in a more historically appropriate visual effect on the district;
- b. if a building, or major portion of a building, does not contribute to the historical and architectural character and significance of the district and its removal will result in a more historically appropriate visual effect on the district; or
- c. if the denial of the demolition will result in an economic hardship on the applicant as determined by the MHZC in accordance with section 17.40.420 D of the historic zoning ordinance.

## **IV. RELOCATION**

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### **A. PRINCIPLES**

1. Moving a historic building from its original site should be avoided.
2. Moving a non-historic building, or a building which has irretrievably lost its architectural and historical integrity, may be appropriate.

### **B. GUIDELINES**

1. Moving a building into the district is appropriate if the building will be compatible with the historic buildings surrounding the new location in terms of height, scale, setback and rhythm of spacing, materials, texture, details, material color, roof shape, orientation, and proportion and rhythm of openings.
2. Moving a building out of the district is not appropriate unless:
  - a. the building does not contribute to the district's historical and architectural significance, or has irretrievably lost its architectural and historical integrity; or
  - b. the building is historic, but the loss of its architectural and historical integrity in its original location is certain.
3. Moving a building from one location to another within the district is not appropriate unless:
  - a. the building will be compatible with the historic buildings surrounding the new location in terms of height, scale, setback and rhythm of spacing, materials, texture, details, material color, roof shape, orientation, and proportion and rhythm of openings; and
  - b. if historic, the loss of its architectural and historical integrity in its original location is certain.

## V. DEFINITIONS

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**Addition:** 1. New construction that increases the habitable space of an existing structure, and is capable of being heated or cooled. 2. An alteration that changes the exterior height of any portion of an existing building, such as skylights, covered porches, covered decks, carports, porte cocheres, etc.

**Appropriate:** Suitable for, or compatible with, a property or district, based on accepted standards and techniques for historic preservation.

**Certificate of Appropriateness:** See Preservation Permit.

**Contributory Status:** Buildings constructed during the period of significance for the district and that have physical integrity are considered as “contributing” to the historic character of the district. They may or may not be significant in their own right. Buildings that do not contribute to the historic character of the district are called non-contributing. Contributory status can change over time as new information becomes available and as districts age. The first factor to consider is the building’s age. Was the building constructed during the period of significance of the district? Is that period of significance still valid? The second consideration is an analysis of the changes that have taken place over time. Does the building retain the majority of its character defining features and form? If the building retains its original form, despite numerous changes, it is likely still considered contributing.

**Demolition:** The tearing down of a building, or a portion thereof.

**Economic Hardship:** A condition that warrants the demolition of a contributing structure where the cost of a structure plus the cost of repairs to the structure to make it habitable are greater than the market value of the structure. Economic hardship may be caused by, but not limited to structural damage, termite damage, and fire damage. This exception shall not apply to any property owner who creates a hardship condition or situation as a consequence of their own neglect or negligence. Refer to Section 17.40.420 D of the Metro Code of Nashville and Davidson County.

**Elevation:** A scaled drawing that illustrates the view of a face of a building.

**Embossed Grain:** The embossed pattern pressed into a manufactured material, simulating wood grain or texture.

**Facade:** An exterior face of a building.

**Historic:** A structure or site, usually constructed more than fifty years ago, which possesses historical or architectural significance, based on the criteria for listing in the National Register of Historic Places.

**New Construction:** Any structure constructed on a lot after the designation of the historic, neighborhood conservation, or landmark zoning overlays.

**Non-Historic:** A structure or site, usually constructed within the last fifty years, which does not possess historical or architectural significance, based on the criteria for listing in the National Register of Historic Places.

**Orientation:** The directional expression of the front facade of a building, i.e., facing the street, facing north.

**Period of Significance:** The time frame in which a neighborhood developed or was platted into building lots and substantially built out with structures, based on the criteria for listing in the National Register of Historic Places.

**Port Cochere:** *A carriage porch or portico-like structure generally located at a secondary entrance to a building.*

**Preservation Permit:** *A legal document issued by the Metropolitan Historic Zoning Commission confirming review and approval of work to be done on property within the boundaries of an historic or neighborhood conservation zoning overlay districts. A preservation permit is required before obtaining a building permit. Previously called Certificate of Appropriateness.*

**Public Right-of-Way:** *Publicly owned and maintained streets and walkways. For the purposes of historic, neighborhood conservation and landmark zoning overlays, alleys are not considered public rights-of-way.*

**Public Space:** *Any area owned, leased, or for which there is held an easement by a governmental entity, or an area that is required to be open to the public.*

**Reconstruction:** *Construction of an accurate replica of a historic building or portion thereof, based on physical, pictorial or documentary evidence.*

**Relocation:** *The moving of a building from one site to another.*

**Shall:** *What must happen.*

**Should:** *What must happen unless circumstances illustrate why an alternative is more appropriate.*