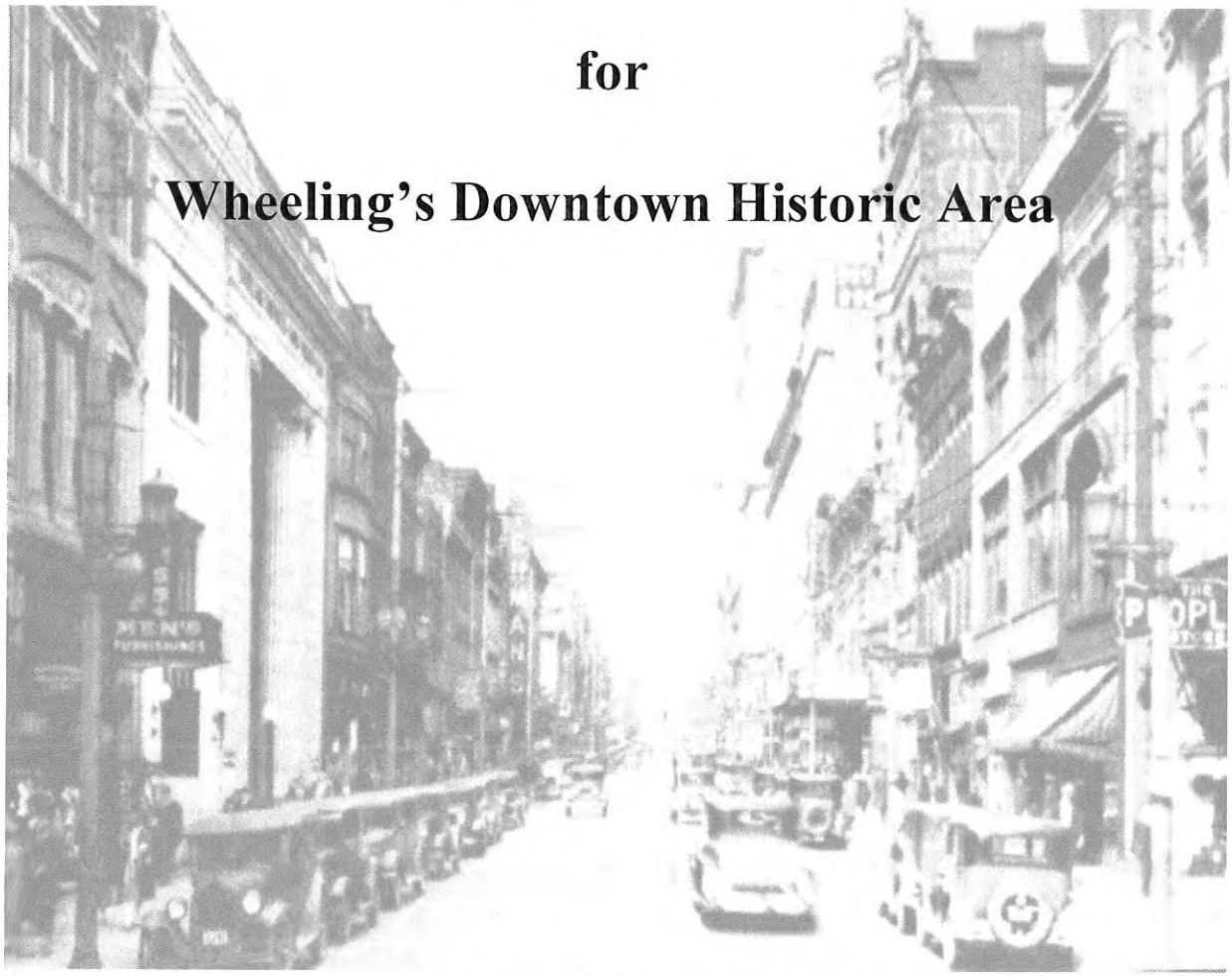
Design Guideline Manual

for

Wheeling's Downtown Historic Area



Prepared for the City of Wheeling

Wheeling, West Virginia

by

OnTrac Design Committee Members:
Kellie Clark, Rebekah Karelis, & Greg Smith

Prepared August 2011

TABLE OF CONTENTS

INTRODUCTION.....3

Map of the Wheeling Downtown Historic Area.....5
Photo Sheets 6
History of Wheeling Downtown District.....11

I. INTENT AND PURPOSE OF THE MANUAL.....13

II. DESIGN GUIDELINES - APPROACH AND FORMAT.....15

III. GUIDELINES FOR SITE AND SETTING.....17

Driveways, Parking Lots and Paving 19
Fences.....20
Garbage Collectors 21
Landscaping.....21
Grade Changes.....21
Retaining Walls.....22
Sidewalks and Walkways.....22

IV. GUIDELINES FOR COMMERCIAL BUILDINGS.....23

Storefronts and Facades.....25
Architectural Features.....26
Cornices.....26
Awnings.....31
Pilasters and Bay Windows.....32
Display Windows and Bulkheads.....35
Entrances.....36
Lighting 36
Windows.....37
New Commercial Construction 41
Commercial Construction (Additions).....42
Signs and Graphic Designs (Commercial Areas).....43

Appendix A: Secretary of the Interior's Standards for Rehabilitation.....45
Appendix B: Preservation Resource Organizations 46
Appendix C: Technical Assistance Publications (Preservation Briefs).....48
Appendix D: Glossary of Architectural Terms.....49

INTRODUCTION

The City of Wheeling, West Virginia, is one of over 2,000 communities in America that has enacted measures to preserve and protect its historic resources.

This design guideline manual provides information for property owners on appropriate methods for preserving and maintaining the architectural character of the overall downtown historic area and individual buildings. Design guidelines outline the practical methods for building rehabilitation and new construction, which are essential to preserving a historic area's sense of time and place. Design guidelines offer property owners methods that are not harmful to their property values and the marketing of their dwellings or commercial buildings. Without design guidelines the qualities that make an area appealing for investment can easily be lost.

WHAT ARE THE BENEFITS OF DESIGN GUIDELINES?

Through following design guidelines the overall economic value of the downtown historic area is protected. Properties in downtown are affected by the actions of their neighbors and those around them. Decisions of one property owner have an impact on the property values of another.

GUIDELINES BENEFIT THE CITY

Design guidelines in Wheeling are part of overall citywide efforts to promote and improve its downtown and quality of life. Revitalization of the downtown historic area increases the city's tax base and promotes economic development. Design guidelines provide practical assistance and information to make sure that improvements are compatible with the goals and desires of property owners, the downtown historic area, and the city.

GUIDELINES BENEFIT THE DOWNTOWN

Wheeling's downtown historic area contains an excellent collection of historic buildings from the 19th and early 20th centuries. A large percentage of these buildings retain their original architectural character. Design guidelines assist in the preservation and maintenance of the unique appearance of the downtown.

GUIDELINES BENEFIT PROPERTY OWNERS

Maintaining the downtown historic area and using the design guidelines helps to discourage inappropriate new construction, misguided remodeling, or demolition. Downtown zoning and the use of design guidelines generally stabilizes or increases property values. Following the guidelines helps not only existing residents of the downtown historic area but it often attracts new buyers.

GUIDELINES DO NOT IMPOSE EXCESSIVE REQUIREMENTS

Design guidelines **do not** affect the use of your property or its interior. Property owners may remodel the interior or exterior as they choose.

Design guidelines **do not** affect what color you paint your property. Paint colors are not regulated and are left to the preference of the owner.

Design guidelines **do not** prohibit new construction or additions to historic buildings. Following design guidelines ensures that new construction and additions are completed as compatible as possible to the downtown historic area.

HISTORIC BUILDINGS HAVE VALUE

Buildings in Wheeling's downtown area are known for their quality of construction and craftsmanship. Many are over one hundred years old and if properly maintained will last indefinitely.

Current law makes certain properties in Wheeling's historic districts eligible for property tax credits or deductions.

For more information on these tax incentives, call Wheeling National Heritage Area Corporation (304) 232-3087.

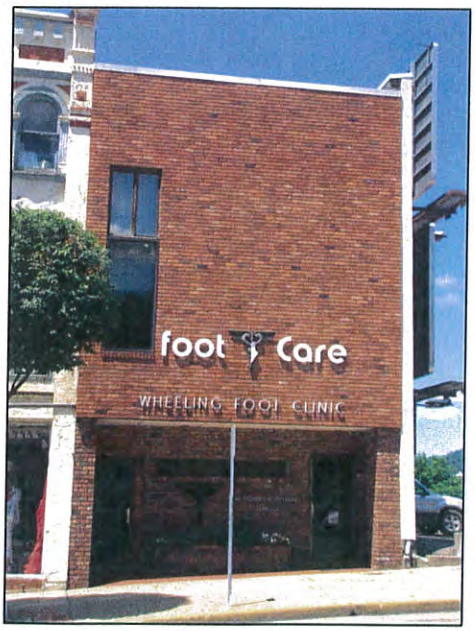
ON TRAC Downtown Review Guidelines Coverage Area
I-70
10TH ST
SUSPENSION BRIDGE
GRANDVIEW ST
PALO ST
11TH ST
11TH ST
CHAPLINE ST
12TH ST
MAIN ST
WAFER ST
EOFF ST
BYRON ST
13TH ST
14TH ST
15TH ST
MARKET ST
LANE 13
16TH ST
17TH ST
18TH ST
LANE 15 ST
20TH ST
RT 2
RT 2
18TH ST
A
B
C
D
E
F
G
H
I
J
K
L
M
N
O
P
Q
R
S
T
U
N
W
E
S

A. 1001 Main Street

B. 1015 Main Street

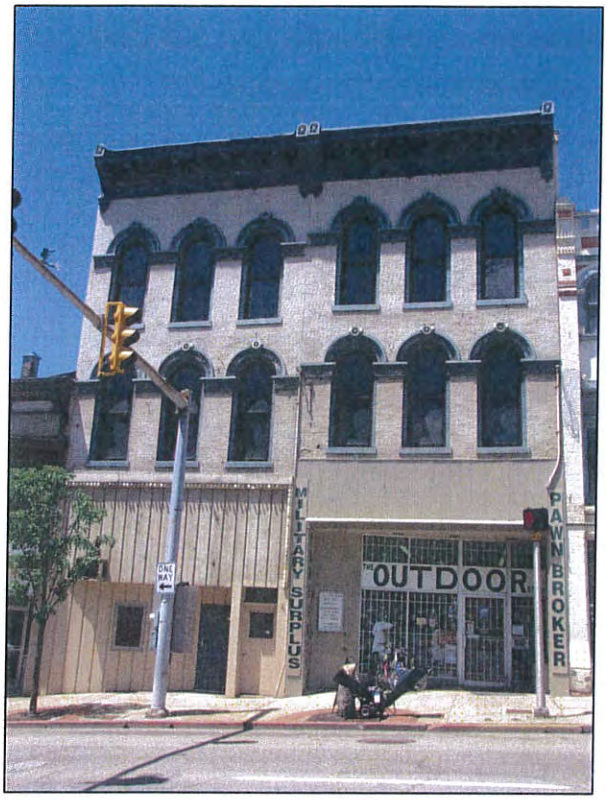
C. 1032 Main Street

D. 1061 Main Street

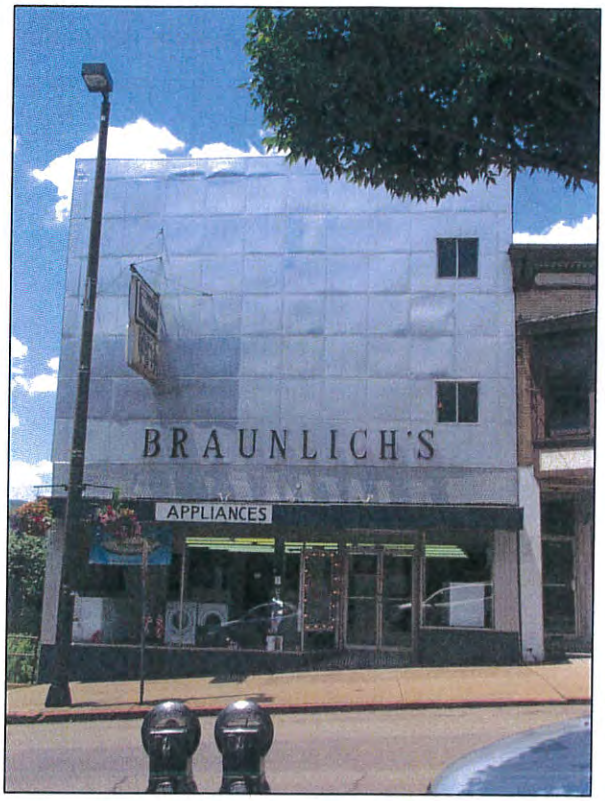


E. 1063 Main Street

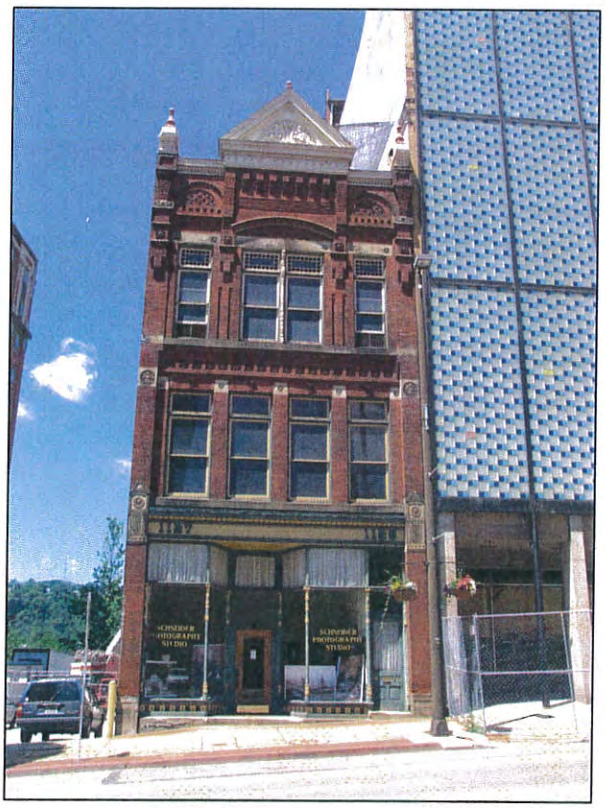
F. 1065 Main Street



G. 1073 Main Street

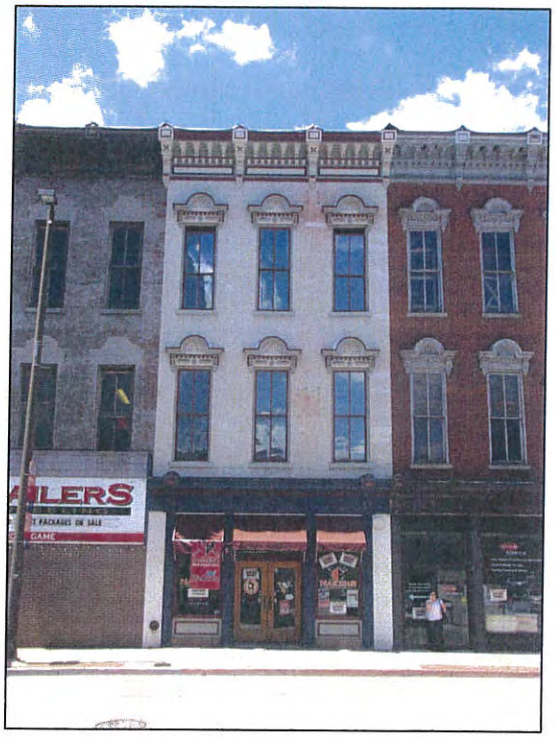


H. 1111 Main Street

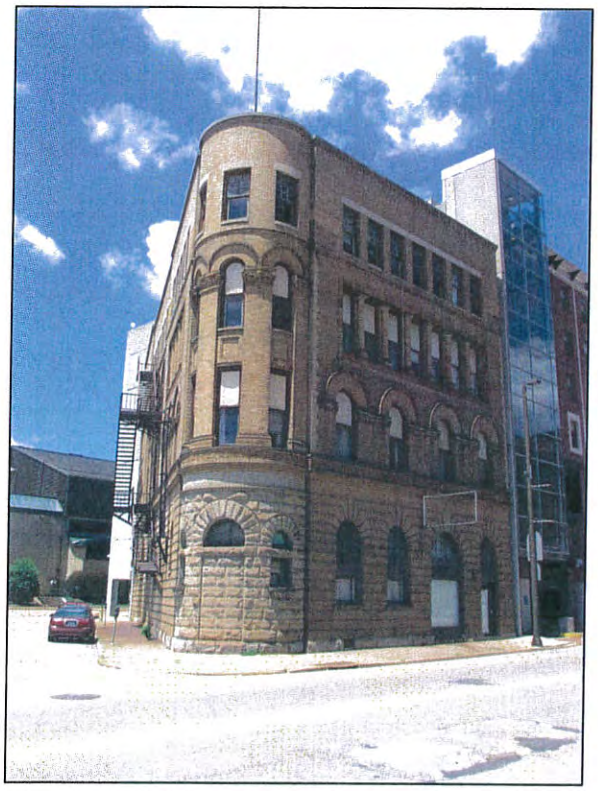


I. 1127 Main Street

J. 1333 Main Street



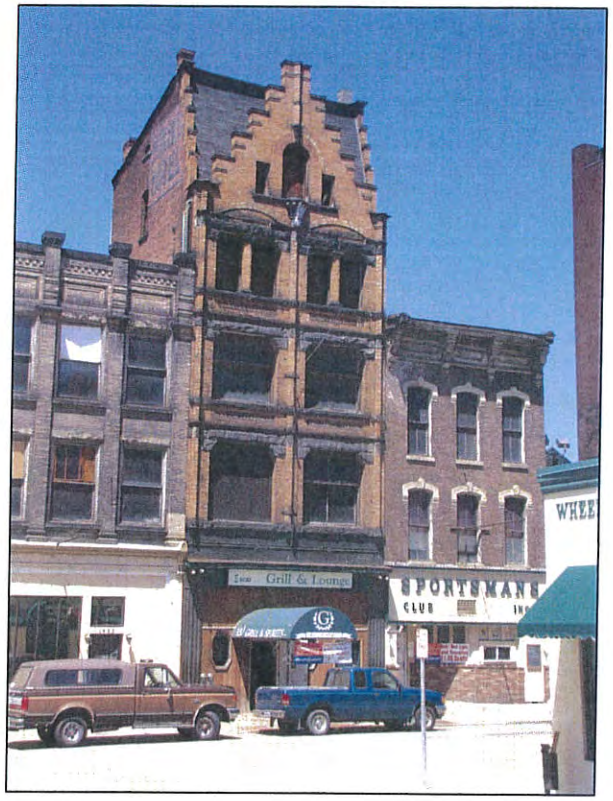
K. 1315 Main Street



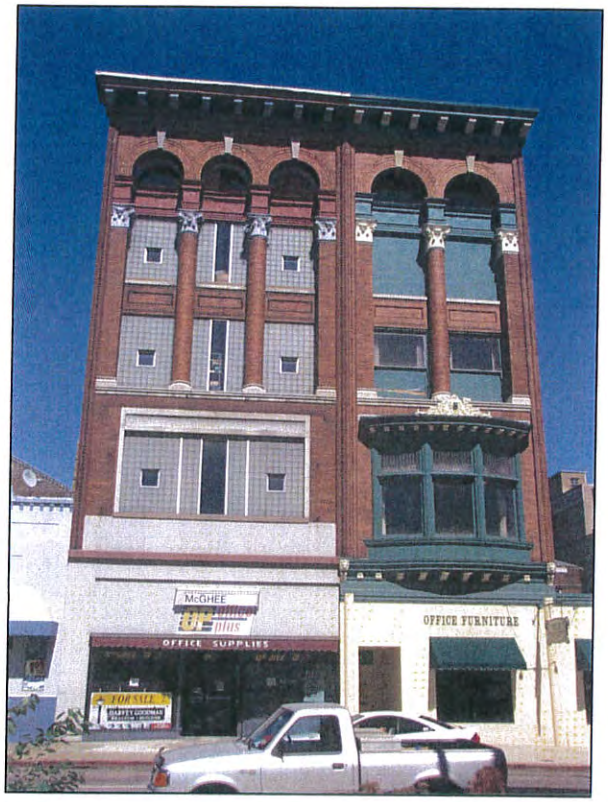
L. 1509 Main Street

M. 1508 Market Street

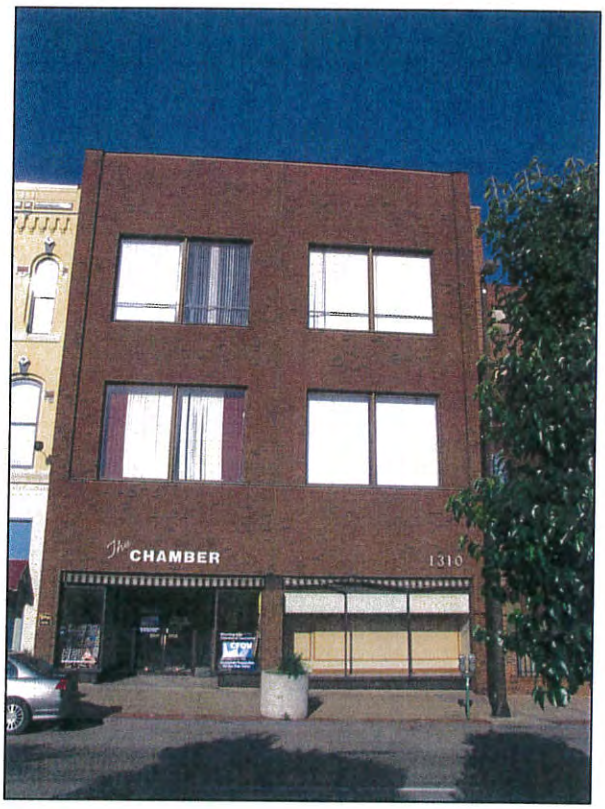
N. 1425 Market Street



O. 1416-1418 Market Street



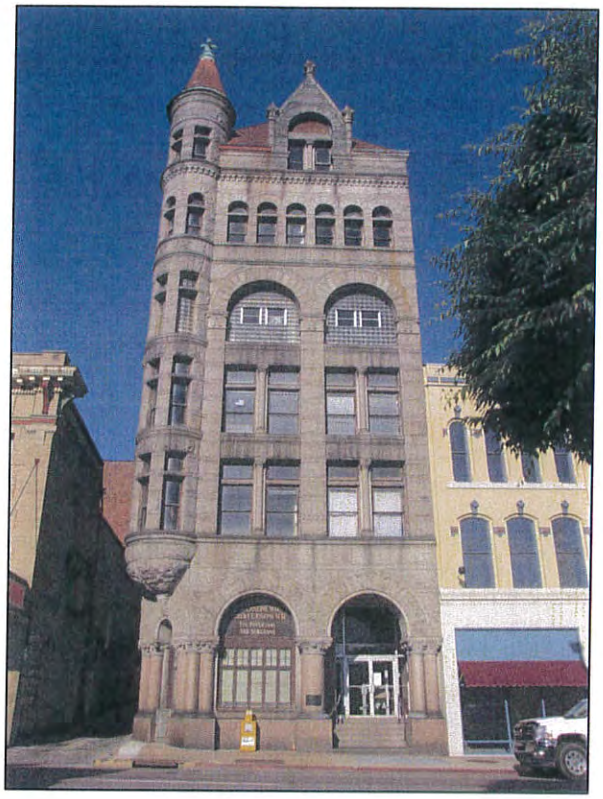
P. 1320 Market Street

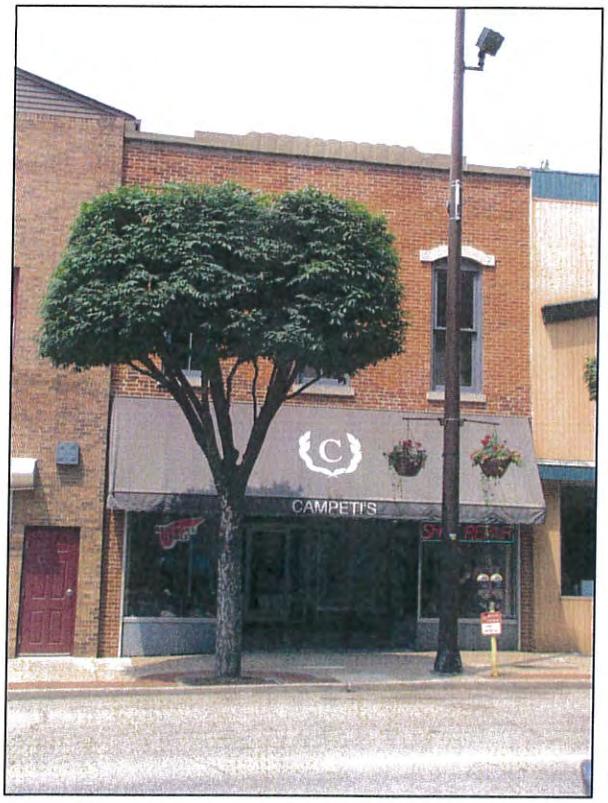


Q. 1310 Market Street

R. 1306 Market Street

S. 1300 Market Street





T. 1219 Market Street

U. 1110 Market Street

HISTORY OF THE DOWNTOWN WHEELING HISTORIC DISTRICT

The Wheeling Historic District contains approximately 260 buildings, the majority of which are of architectural or historical significance. The District is situated at the base of Wheeling Hill between Wheeling Creek and the Ohio River, and the buildings are representative of styles from the early 19th century to the present. While the earlier buildings within the District are generally only several stories tall with Greek Revival and/or Italianate decoration, the buildings of later periods became proportionally taller with the years at the end of the 19th century and into the early 20th with styles more closely reflecting Romantic Revivals and the Picturesque to the Neo-Classical designs of the Ecole des Beaux Arts of the early 20th century. The majority of buildings are of brick and sandstone masonry structuring, but façade appliqué of stone, marble, and cast iron are also prevalent in reflecting period design. Being largely urban in density, many buildings are of the row type design with several sharing common halls.

The district is largely commercial in character even as it was in the early and mid-19th century when many buildings contained shops on the ground levels and storage or apartments on the upper levels. However, it was during the second half of the 19th century and the early 20th that it became a dense urban commercial center with major modes of transportation terminating there and becoming surrounded by residential neighborhoods as it is still today. Although buildings within the District are all largely in good structural condition, façade alterations occurring mainly in the 1950s and 1960s are in evidence on many of the commercial buildings. However, these alterations are basically limited to the street level of most of the buildings leaving the upper story levels in nearly original conditions; some alterations have taken the form of aluminum panels covering the entire façade. Yet evidence exists that behind many of these additions the original elevations survive.

The Wheeling Historic District is an excellent example of 19th and early 20th century architecture reflecting commercial development that provided the impetus to produce a unique regional vernacular style. The District is naturally bounded by Wheeling Hill, Wheeling Creek, and the Ohio River at the east and west, and by the Wheeling Suspension Bridge together with the Interstate Highway System at the north, and the Baltimore and Ohio Railroad tracks to the south. The District forms the Central Business District of modern Wheeling, and despite several intrusions in the historic area, it still retains a late 19th century ambience. This historic Central Business District contains the city's concentration of large commercial structures and is surrounded today, as it was originally, by dense residential development that is architecturally significant in its own right.

It was at the confluence of Wheeling Creek and the Ohio River that Ebenezer Zane, together with his brother Jonathan, Silas, and Andrew, staked their claim to what would become the City of Wheeling. It was not until after the economic slump during the War of 1812 that Wheeling really became the commercial business center it would enjoy for over a century. By 1818 the National Pike was completed from Wheeling to Cumberland, Maryland, and by 1825 the Chesapeake and Ohio Canal linked Cumberland to Georgetown, Maryland, on the Potomac River. This opened the main method of trade communications between East and West and thus opened the Northwest Territory to expansion. Ultimately by 1831, Wheeling was designated an inland port of entry and became the most significant city in the upper Ohio Valley. In 1849, the world's longest suspension bridge was erected across the Ohio River to Wheeling Island enabling affluent society to erect homes in the "Garden District" and ultimately providing the National Pike a method for westward expansion to the Ohio Territory. With the completion of the Baltimore and Ohio Railroad to Wheeling in 1853, population growth skyrocketed as did commerce and industry which both contributed to the architectural development of the Central Business District.

The Civil War saw Wheeling thrust into national significance in that in 1861 at the United States Custom House, the citizens of Wheeling declared the Acts of Secession by the Virginia Legislature in Richmond null and void, and thus established the restored government of the Dominion of Virginia housed in the Linsly Institute building as the legitimate capitol. By 1863

President Lincoln's signature created a separate state, West Virginia, with Generals Rosecrans and Fremont stationed at the new capitol of Wheeling.

It was during this period of the second half of the 19th century that industrial growth reached its pinnacle. Coal and iron were at the forefront of expansion with many buildings boasting Classical cast iron detail in the historic Central Business District attesting to the craftsmanship of the region. The Sweeney family of Wheeling, too, produced beautiful craftsmanship in superb glass and crystal, much of which may be seen today around the city. Even though Wheeling ultimately lost its capitol to Charleston, trade and commerce blossomed with merchant families like the Hess's, the Stifels producing textiles, and the Bloch's manufacturing of tobacco products. Major breweries sprang up, too, contributing to the wealth of the area with the Reymanns and Schmulbachs leading the way. Wheeling eventually became known as "Nail City" as the largest manufacturer of cut nails in the world, and by the turn of the century, the undisputed head of the upper Ohio Valley. With the coming of the street car, many families were enabled to move out on National Road and commute to the markets and commercial establishments of the District thus expanding the city to new areas. However, even though by 1925 Wheeling was the largest manufacturer of proprietary drugs, its prominence slipped away and Pittsburgh took over as leader of the region.

It was during this economic heyday of Wheeling that most of the buildings within the Central Business District were constructed. It was progressive architectural firms such as Franzheim, Giesey, and Faris that reflected their awareness of regional architecture of Henry Hobson Richardson in Pittsburgh and Louis Sullivan in Chicago in their works such as the City Bank Building and the Bank of Wheeling Building, yet local materials and craftsmen combined to form a unique style that reflects the vernacular of Wheeling. Applique of style in glass, iron, and stone form the 19th century ambience still so prevalent today. Despite insensitive modern intrusions within the District, Wheeling still retains its character, yet a serious case exists if demolition is allowed to run unchecked. However, building conditions within the District are sound and will provide excellent opportunity for future renovation.

The Wheeling Historic District contains West Virginia's most significant concentration of nineteenth century commercial architecture. The large number of brick and stone-trimmed buildings identify nationally popular architectural modes represented in the Classical and Neo-Classical Revival, the Romanesque, and in the Victorian genre and eclecticism of which the Italianate is predominate. Wheeling's prominence as a center of and gateway to the nineteenth century west is reflected in the number of prominent architects who were commissioned to aggrandize the city. In 1837 Thomas Ustick Walter designed the Greek Revival Merchants and Mechanics Bank (Exchange Bank) that stood at the corner of Main Street and Monroe Street (12th Street) until c. 1900. Ammi B. Young produced the U.S. Custom House (Wheeling Independence Hall) in 1859. The rapid nineteenth century expansion of Wheeling and its resulting building boom fostered the emergence of West Virginia's earliest professional architectural community whose leaders, by the turn-of-the-century, were Edward Bates Franzheim, Fred Faris, Millard F. Giesey, and Charles Bates.

Significant in the growth of Wheeling was the completion of the Cumberland or National Road to Wheeling in 1818. The development of the upper Ohio Valley and of large sections of the U.S. Interior was made possible by this highway over which passed thousands of passengers and tons of freight in Conestoga wagons and stagecoaches. The Wheeling Suspension Bridge, designed and built by Charles Ellet, Jr. in 1849, carried traffic of the National Road over the Ohio River from Wheeling to Wheeling Island. This bridge, whose approach forms part of the northern boundary of the Wheeling Historic District, is the most significant extant Antebellum engineering structure in the United States and, according to Professor Emory Kemp of West Virginia University, probably the oldest bridge in the New World.

INTENT & PURPOSE

APPROACH & FORMAT

INTENT AND PURPOSE OF THIS MANUAL

The purpose of this manual is to present architectural design guidelines to property owners, residents, contractors and others, relating to the type of rehabilitation work and new construction. Additionally, the guidelines may be used as a reference source for the rehabilitation of vintage structures not located within downtown historic area.

The guidelines apply only to the exteriors of properties and are intended to protect the overall character of Wheeling's downtown historic area. The guidelines emphasize maintaining architectural styles, details and streetscape elements which collectively make up the unique character of the downtown. For new construction, the guidelines provide information on the importance of relating new buildings and landscape elements to the existing historic streetscapes.
The Wheeling Design Guidelines are based on the U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for rehabilitating historic buildings. These federal standards provide a framework for the more detailed guidelines presented in this manual. The Wheeling Design Guidelines state the generally appropriate and inappropriate treatments for rehabilitation work and preserving the architectural styles, details and streetscape elements which collectively make up the character of the downtown area.

DESIGN GUIDELINES - APPROACH AND FORMAT

HOW ARE THE GUIDELINES WRITTEN?

Design guidelines emphasize preservation of existing building details, materials, and overall plan rather than complete remodeling. That is why terms such as repair, retain, maintain, and protect are widely used throughout the guidelines. To repair, retain and maintain original architectural features and materials is preferred to their replacement. To protect the overall character of the districts is the goal of the preservation ordinance and the guideline document.

Other common terms used in this manual are should and should not. The use of the terms should or should not often expect property owners to follow the meaning and intent of a guideline as written. There may be instances where more flexibility or creative solutions are needed in applying the guidelines

WHAT IS THE PRIMARY FOCUS OF THE GUIDELINES?

The design guidelines are primarily concerned with the fronts and readily visible sides of buildings because buildings are most commonly viewed by the public from either the street or sidewalk in front of the property. The fronts and visible sides of a building usually contain its most defining features such as porches, main entrances, and decorative details. **The rears of buildings have more flexibility since they are generally not readily visible due to the building's placement on the lot or screening by landscaping or fences.** The rears of buildings are the most appropriate locations for the construction of additional space or other major alterations.

HOW TO USE THE MANUAL

Property owners are encouraged to refer to the guidelines when planning or designing new construction projects, planning exterior rehabilitations, and completing everyday maintenance. Illustrated descriptions of the guidelines are included to familiarize property owners with typical features and characteristics. At the end of the guideline section is a suggested bibliography.

WHAT ARE THE GUIDELINES BASED ON?

The Wheeling Design Guidelines are based upon the U.S. Secretary of the Interior's Standards for Rehabilitation. These standards are used throughout the country by the majority of America's heritage or preservation commissions as a basis for local design review guidelines and for projects utilizing federal funds or tax credits. The guidelines presented in this manual are modeled after these standards. In the event of any conflict in this manual and the U.S. Secretary of the Interior's Standards for Rehabilitation, the provisions of the Wheeling Design Guidelines shall control.

The standards that follow were originally published in 1977 and revised in 1990 as part of the U.S. Department of the Interior regulations. They pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior of historic buildings. The standards also encompass related landscape features and the building's site and environment as well as attached adjacent or related new construction.

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 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 in the gentlest means possible.
8. Significant archaeological 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.

SITE & SETTING

SITE AND SETTING

Wheeling's Downtown Historic area developed from the mid-19th to the early 20th centuries and most blocks retain their original character of site and setting. Dwellings were built with consistent setbacks from the street and main entrance oriented towards the street. Most blocks were laid out with similar lot dimensions and distances between buildings, creating a consistent rhythm and pattern in the location of the buildings and their intervening spaces. This streetscape character is retained on most blocks and should be preserved and maintained.

Subject to the limitations imposed by the underlying zoning district and applicable building codes, any new construction, remodeling, demolition and/or landscaping should attempt to blend proposed work into the traditional design of the area.

This includes considerations of items such as:

- Set backs
- Lot sizes
- Density
- Location on the lot
- Orientation & size of: - new buildings, additions, remodeling
- Placement of hard scape features such as: - driveways, sidewalks, parking pads, retaining walls, patios, planters, fountains, pools, gazebos, etc.

DRIVEWAYS, PARKING LOTS, AND PAVING

Wheeling's downtown area was largely plotted in the days of horses and horse drawn vehicles. Some streets were laid out with rear alleys to provide access to barns, carriage houses, and sheds. The downtown area does contain some driveways.

DRIVEWAYS

A. should always be preserved in their original designs, materials, (cobblestone, concrete, brick, etc.), and placement.

B. should be of brick, concrete, or concrete tracks (narrow strips) if it is a new or replacement driveway in the front or side yards. Asphalt or textured concrete designed to look like brick pavers are also appropriate materials. Gravel driveways are discouraged because gravel migrates and is difficult to maintain.

C. should have their parking areas located behind the front building line and be screened with hedges, shrubs, or fences where noticeable from the street. The width of driveways in front of the building line should not exceed ten feet. In width, sidewalks should not be constructed adjacent to the driveway and should be distinguished by a landscaped barrier.

D. should not be sited in front yards if of semi-circular or drive-thru design.

PARKING LOTS

E. should be screened through plantings of hedges, shrubs, trees, or fences at edges and in medians within.

F. should be located in rear yards for commercially-used houses, churches, apartment buildings, or schools. If placement along a side yard is required, the parking lot should be located no closer than the front wall of the building.

G. should align edge landscape screening with front facades of adjacent buildings if on vacant lots between buildings.

H. should have edge landscape screening on both the primary and secondary street, if a corner lot.

A fence is a "frame" around a building. Fences and gates are an extension of the architecture of the building. Fences are often character defining features of a property and should be treated sensitively. Most of the classic picket and baluster fences built in the 1930's feature a continuous horizontal bottom board or baseboard, which is seldom part of a modern fence design today. The baseboard is wooden imitation of a stone base called a plinth, which is a feature of many iron and stone fences. The baseboard is an easy way to enhance the design of a simple picket fence as well as add strength. Visually, a baseboard is desirable since it gives a fence a much more solid, architectural appearance. Chain-Link fences should not be used in the historic downtown area. Property owners with existing chain-link fences are encouraged to screen them with hedges, ivy, or other creeping cover or by painting them dark green or black.

FENCES

A. should be proportionate to the building and the design should be compatible with the character of the building and downtown historic area.

B. should be painted white or a trim color related to the building never left to weather or given a stain finish.

C. of cast iron or other material of original design should be preserved

D. of cast iron may be added to buildings constructed in the late 19th and early 20th century. Cast iron fences are generally not appropriate for dwellings built after 1920.

E. if placed along common property lines it should not be placed against another fence - avoid double line fencing.

F. should have posts that are set a minimum of 30 inches below grade and no more than eight feet apart.

G. if wood, be of cedar, redwood or pressure treated pine, cypress or other rot resistant wood.

FENCES IN FRONT

I. should be no higher than 36 inches with the posts being slightly higher and having caps

J. should have pickets no wider than four inches with spacing between boards a minimum of one inch up to the width of the board depending on the design of the fence.

K. if applicable to the layout, should have a minimum of corner posts, end posts and gate posts which are slightly taller than the fence and five to ten inches thick with a cap and finial. Line posts can be visible and decorative to compliment the main posts or be hidden behind the picket design. Fences which cross a driveway or walkway should have gate posts. Gates should be designed to swing onto the private walkway or driveway, not onto the public sidewalk.

FENCES IN REAR

L. built for privacy should not extend beyond the rear yard beginning at the back corner of the building.

M.built for privacy should have a minimum of gate post, corner post, and end posts which are five to ten inches wide and taller than the pickets.

N. Can be constructed in the same low fence design found in the front of building

O. of wood boards or planks for privacy should be located in rear and be no taller than six feet. Boards should be no more than six inches wide.

P. Privacy fences of flat boards with flat tops in a single row are most appropriate for the historic districts. Vertical boards topped with lattice or pickets are also appropriate as privacy fences.

GARBAGE COLLECTORS, LANDSCAPING, GRADE CHANGES

Garbage collectors (cans, dumpsters, etc) should be located at the rear of the building or along an alley.

GARBAGE COLLECTORS

A. should be located at the rear of the building and be screened from the street view with shrubbery and fencing.

LANDSCAPING

Planting flowers and shrubs and trees should be used for construction of structures as retaining walls and driveways. Wheeling's shade trees are important to the character of the downtown area and existing trees should be pruned and cared for.

TREES AND SHRUBBERY

A. should be regularly pruned and maintained, so as to not conceal, obscure, or damage a building. The lower branches of trees should be pruned up as the tree grows so that the dwelling is visible beneath the branches. Trees on the street bank are the responsibility of the city. Please contact the city if they need trimming.

B. should be indigenous or traditional to the historic downtown area. Appropriate shade tree species include Red Oak, Ash, Linden, Ginkgo, Maple, and Hackberry. Ornamental trees such as Hawthorns, Bradford Pears, Crab Apples and similar varietals are not appropriate for downtown planting.

VEGETABLE GARDENS

C. should not be situated in the front area

The addition or removal of ground material is known as grade change. This should be avoided. In addition to changing the visual character of the property, they may result in damage to the structure, or erosion and drainage problems on the property or adjacent to it.

GRADE CHANGES

A. should not result in the obscuring or concealment of a dwelling.

B. should not change the character of the streetscape or the relationship of buildings to their sites.

RETAINING WALLS

A limited number of retaining walls are found in Wheeling's downtown area. Some are of concrete construction and were built are the same time as building. Other concrete retaining walls were built in the early 20th century when concrete sidewalks were installed. Historic retaining walls should be preserved and maintained. New retaining walls should be built of stone or concrete.

A. should be preserved and maintained, if original to the building (or built before 1945).
B. should be of poured concrete (not concrete blocks) or in stone designs such as cut stone, random rubble, coursed rubble, or cobblestones. Retaining walls of brick are less appropriate but may be constructed. If constructed of artificial or cultured stone, textures, colors and random designs should replicate natural stone. If located in front, the walls should be constructed using up to two courses and an additional cap course, not to exceed twenty inches in height.
C. should not be removed or replaced with new materials, if built before 1945.
D. should not be built on the fronts of buildings, if constructed of timbers or railroad ties.

SIDEWALKS AND WALKWAYS

Sidewalks and walkways in Wheeling's downtown area are primarily of concrete construction. Many of these were poured in the early 20th century and remain in good condition. The use of concrete is traditional and appropriate for Wheeling's downtown area.

A. should be preserved, if original to a building or block
B. should be constructed of smooth concrete poured in detail, dimension, and placement as that of original or early sidewalks.
C. should not be of aggregate or pebble-surfaced concrete. Smooth poured concrete, flagstone pavers, brick pavers, or pavers that replicate brick such as stamped concrete can be used.
D. should not be constructed of asphalt, if situated in the front yard, but may be permitted in less visible areas of the property.
E. should not abut existing driveways and should be located a minimum distance of three feet from any existing driveway.

COMMERCIAL BUILDINGS

GUIDELINES FOR COMMERCIAL BUILDINGS

UPPER FACADE COMPONENTS

Cornice or Parapet
Generally of corbelled brick or pressed sheet metal

Windows
Rectangular & arched windows are both common in commercial areas

STOREFRONT COMPONENTS

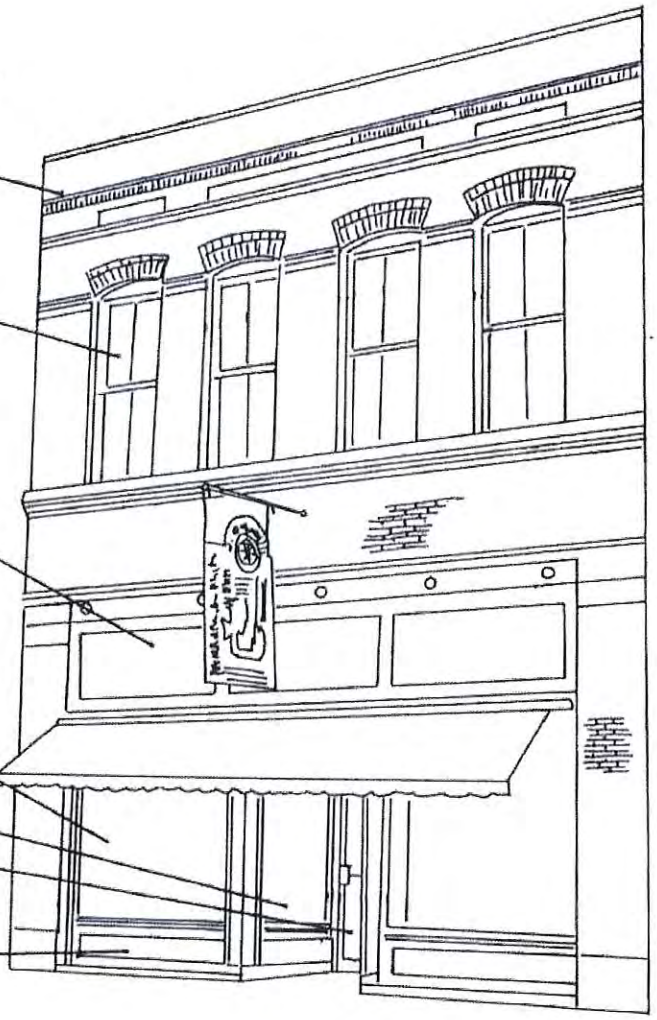
Transom
Rectangular glass lights above the display windows & doors

Display Window(s)
Usually with bulkheads below & transoms above

Entrances
Usually recessed in middle or at side

Door(s)
Both single & double light doors are common

Bulkheads
Panels beneath display windows



Storefronts

Storefronts for existing buildings should be sequenced by the first step - identify, retain and preserve, then, protect and maintain, repair, and lastly replacement.

For new construction, the bottom floor shall be commercial space, maintaining traditional design of transom, recessed entrances or canopy covered entrances, display widows with lower storefront panels. Upper floor shall have historical shaped windows with lintels and the parapet shall be distinctive from lower facade and be decorative with a contrasting cornice interpretation.

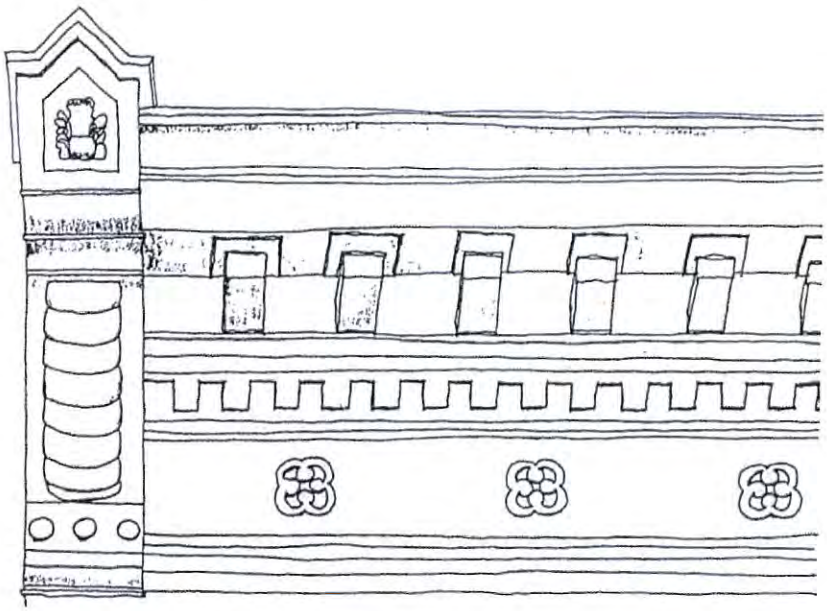
Glazing (windows, display windows, door) shall maintain a __% coverage to front facade and a % coverage allowable on the sided and back facades as per building code applicable. Clear or tinted glass.

Architectural Features

Architectural features or detailing that makes buildings unique including cornices, frieze boards, lintels, awning and overhangs shall be considered in renovation and new constructions. Secondary features as described below that should not be removed or concealed include but are not limited to pilasters (brick or cast iron), bay windows, brick corbelling, terra cotta, sheet metal work, decorative cast concrete, and decorative brackets. Detailing new structures with the above detailing is encouraged in downtown Wheeling.

Cornices

Cornices are located the top of a building. The parapet, or the portion of a building face that stands up higher than the building behind it, is an opportunity for façade design. Cornices include decorative frieze boards, brackets and overhangs at the parapet can be made of wood, fiberglass, or sheet metal.



Examples of Cornices in Wheeling

1001 Main Street
with decorative brackets, frieze board, and overhang

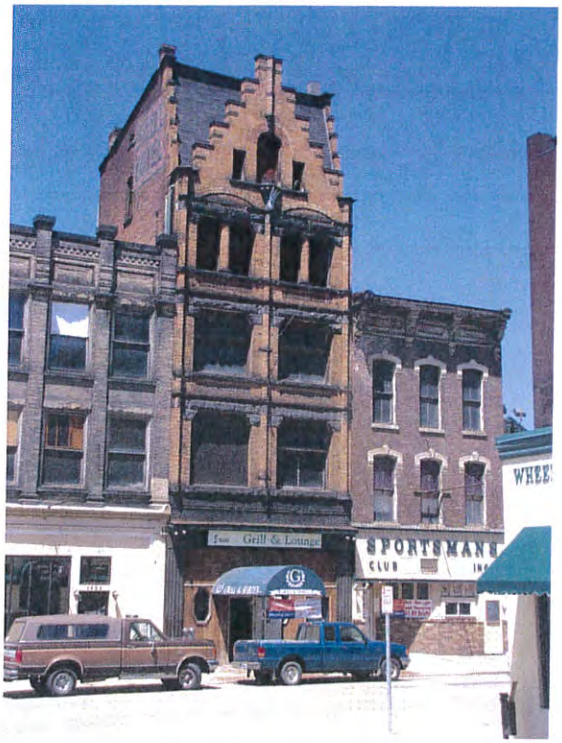
The Capitol Music Hall at 1015 Main Street
with a decorative parapet that is distinctly different from the bottom two floors

The Stone Building at 1032 Main Street
with a stone dental frieze detail and overhang at the cornice

1063 Main Street
uses paint to highlight the parapet / cornice detail

1306 & 1310 Market Street
highlights the cornice with contrasting paint over the raised brick work to define the top of the building

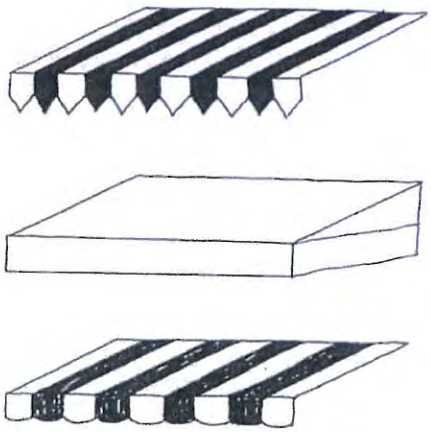
1320 Market Street
this building has a unique parapet with frieze emblem details



1425 Market Street
painted, oversized wooden brackets holding up the 2' overhang at the cornice

Awnings and Overhangs

Retractable or fixed options are appropriate at the first, storefront level or windows above the first level. Traditional materials of canvas are appropriate or other modern shade devices interpreting a historic look are also acceptable. They should fit the opening and not conceal decorative features of the facade. Rectilinear, straight side, shed awnings and arched awnings are options.

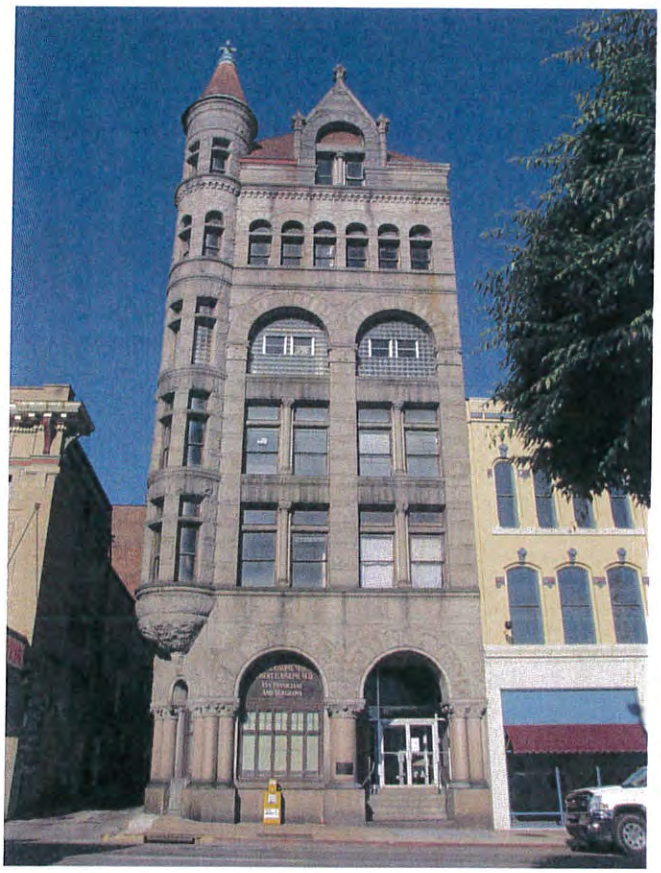


Awning and Overhang examples in Wheeling

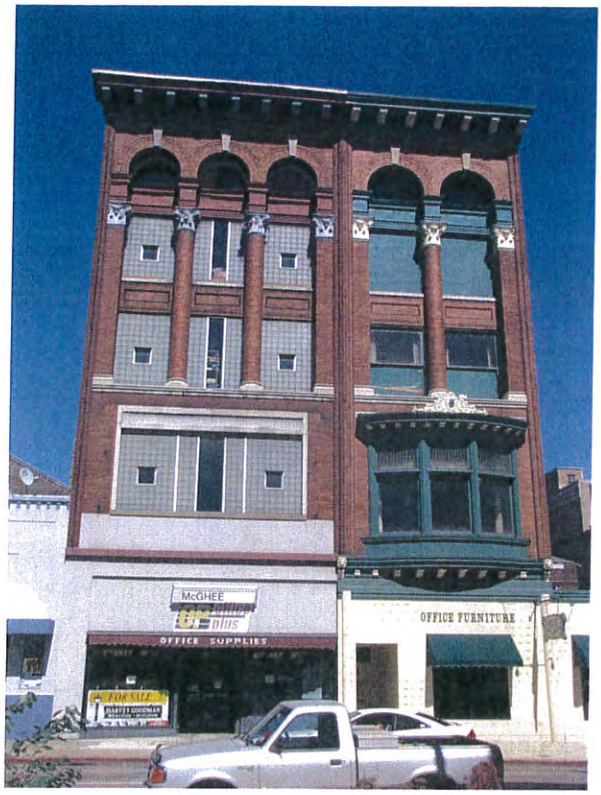
Campetti's at 1302 Market Street

Pilasters and Bay Windows

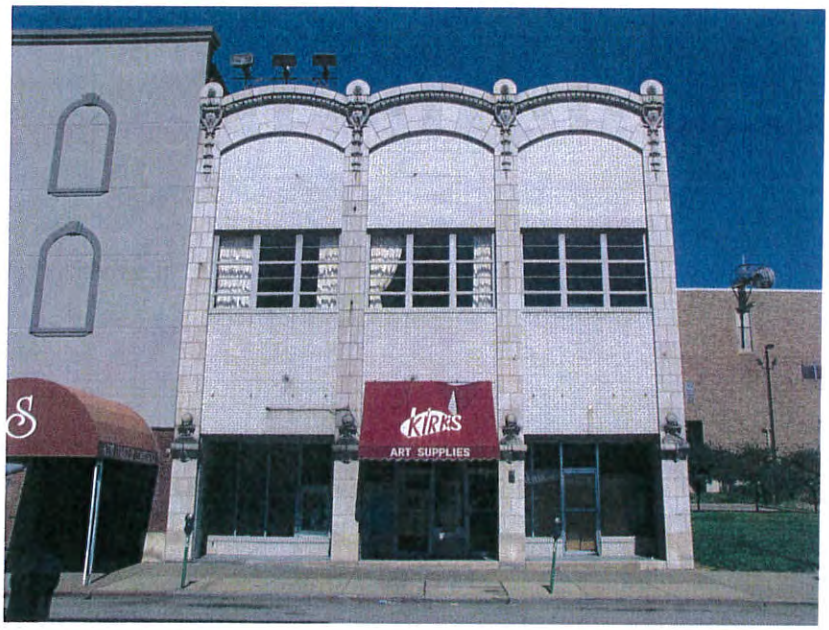
Unique buildings that use the entire height of the façade in the design of its face toward the street include buildings with pilasters designed into their façade, buildings with columns, capitol and base details, buildings that use the entire height to tell their story:



1300 Market

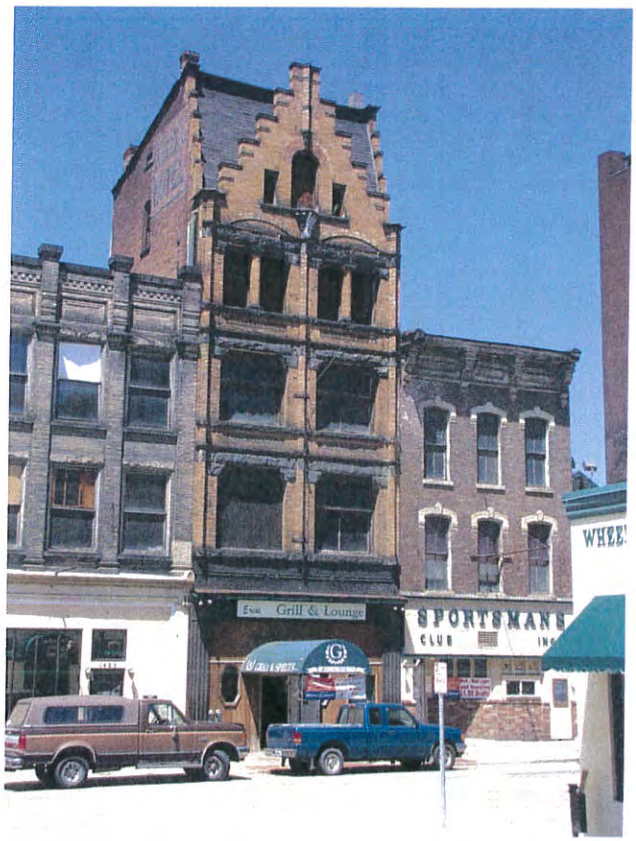


1416 Market



1508 Market

Great facades in this category in need of renovation include:



1429 Market Street

Display Windows and Bulkheads

Original display windows and bulkheads should be preserved, maintained, or repaired. Bulkheads, also known as kick plates, are the lower panels on which the display windows rest. Original bulkhead materials can include wood, tile, marble, and brick. Original bulkheads should be preserved, maintained, or repaired and not altered or removed.

Display Windows

1. Should match the original in location, design, size, configuration, and materials
2. Should be replaced with traditionally scaled windows, if the original windows are missing and the original design is unknown. Traditionally scaled windows have large glass lights and few structural divisions.
3. Should have mullions or framing of wood, copper, or bronze metal, and be similar in size and shape to the original design.
4. Should be clear glass, not tinted glass. Interior shades or blinds should be utilized for privacy.

Bulkheads

5. Should be replaced with traditional rectangular designs, if the original bulkheads are missing. Replacement may be of wood or brick panels. Avoid materials such as glass blocks or metal.

Entrances

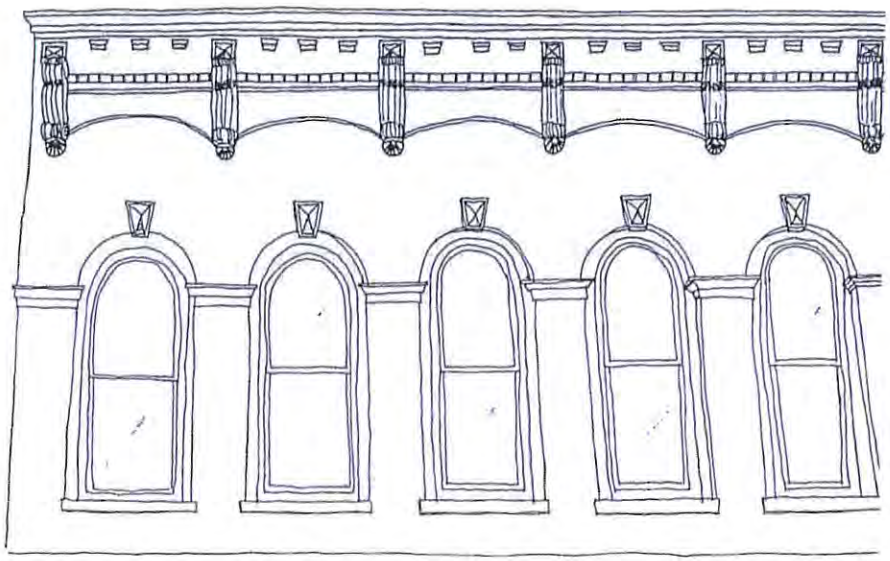
Original storefront and side entrances should be preserved, maintained, or repaired in their entrance design, materials, and arrangement whether recessed or flush with the sidewalk. Entrances should also be designed to be accessible for those with disabilities. Recessed entries, where original, should be kept that way or redesigned to have a recessed entry where possible. Preserve the proportions of the original door opening. Whenever possible, reconstruct orginial doors.

- Should be retained and repaired with materials to match the original. Doors added to storefronts should be replaced with doors to match the original in design and materials. Solid wood doors should not be installed on storefronts.
- Should be replaced with plain wood doors in a single light (glass area) design, if the original door design is unknown. Solid paneled doors, decorative doors, or any kind of door based upon a different historical period or architectural style is generally not acceptable on storefronts.
- Should be of wood and glass design, if new doors are required. However, metal with a dark or bronze anodized finish and with a wide stile may be substituted. Raw aluminum or other silver-colored metals are not appropriate.

Lighting

Light fixtures for commercial buildings should be as simple as possible and mounted where they will be partially or completely hidden. Original light fixtures should be preserved, maintained, and repaired. The installation of new lighting conduits and fixtures shall not obscure or damage any significant architectural feature.

1. Should be simple in design and/or concealed. Concealed up-lit light fixtures, fixtures of simple design, or fixtures appropriate to the period of the building are encouraged.
2. Should not consist of "Colonial" coach lights or similar fixtures.
3. Lighting conduits and wiring shall be internal or otherwise not visible from the exterior of the building.
4. External light fixtures shall illuminate only the storefront and/or ground story signs.
5. The number and size of light fixtures shall be modest and proportional with the scale of the storefront.
6. The design and placement of light fixtures shall relate to the storefront and complement or not diminish the architectural style and detail of the building.
7. Fluorescent and high intensity light shall be permitted only if the source of light is concealed and shielded.
8. Recessed soffit light fixtures and decorative pendant fixtures shall be permitted within the soffits of recessed storefront entranceways provided that the installation of such fixtures does not cause damage to historic stone or metal lintels.



Windows

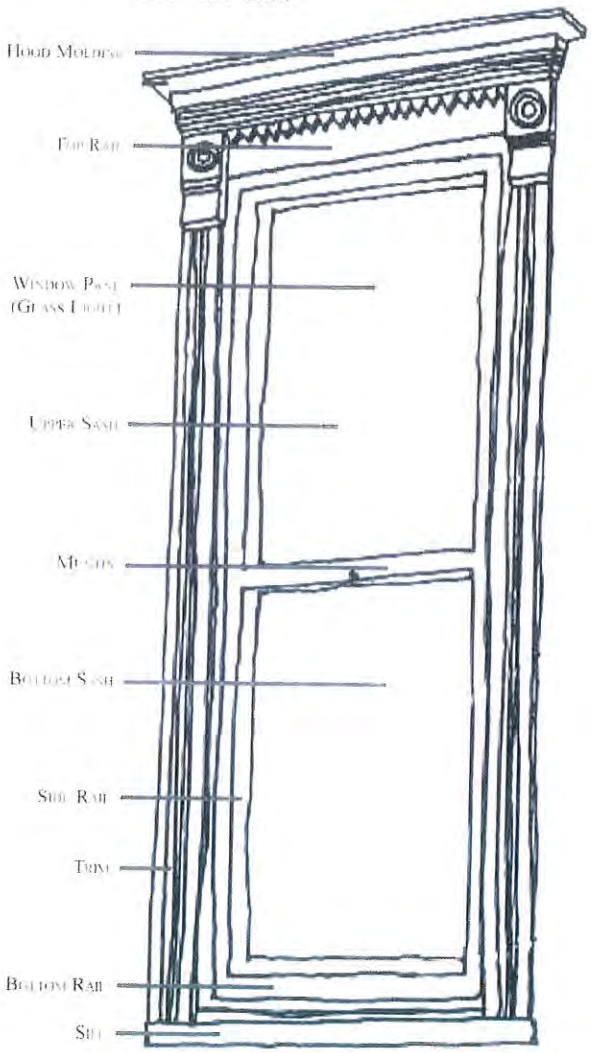
Wheeling's buildings display a wide variety of historic wood windows in various sash designs and sizes. Wood windows should be repaired to match the original design. It is less expensive to repair windows than to replace them with new windows. Where the severity of deterioration requires replacement, the installation of new wood windows to match the original design is recommended. Aluminum clad windows are also acceptable as replacement windows. Factors to be considered in determining whether the severity of deterioration of windows requires replacement shall include but not be limited to the following factors: damage, excessive weathering, loss of soundness or integrity of the wood, deterioration due to rot or insect attack, and cost to repair. As to the factor of the cost to repair windows, a particular window may be permitted to be replaced rather than repaired if the estimated cost to repair the windows is more than the estimated cost of the purchase and installation of appropriate replacement windows.

1. Original windows should be preserved in their original location, size, and design and with their original materials and numbers of panes (glass lights).
2. Windows that are not original should not be added to primary facades or to secondary facades where readily visible.
3. Windows should be repaired rather than replaced, but if replacement is necessary, the recommended replacement should be in-kind to match the originals in material and design. Windows clad in aluminum or baked-on aluminum are acceptable as replacement windows for use throughout the structure. Factors to be considered in determining whether the severity of deterioration of windows requires replacement shall include but not be limited to the following factors: damage, excessive weathering, loss of soundness or integrity of the wood, deterioration due to rot or insect attack, and cost to repair. As to the factor of the cost to repair windows, a particular window may be permitted to be replaced rather than repaired if the estimated cost to repair the windows is more than the estimated cost of the purchase and installation of appropriate replacement windows.
4. Windows that are original of steel or aluminum should be repaired with materials to match the original. If repair is not feasible, replacement should be with new windows to match the original as closely as possible in materials and dimensions. Aluminum extruded

windows are an acceptable replacement substitute for original steel sash windows, as long as their size, shape and profile match the original windows.

5. Vinyl extruded windows are not permitted for use in historic districts.
6. Windows that are new should not have snap-on or flush muntins. True divided muntins are preferred over these types of muntins which do not have the same appearance as historic windows. New muntins which are an integral part of the window sash and installed on both sides of the glass are preferable to snap-on simple grilles.
7. Window screens and/or storms should be wood or baked-on or anodized aluminum and fit within the window frames.
8. Windows that are approved for replacement may be fitted with new double-paned Low-E glass that will improve the energy conservation on the interior. Only low-e glass that does not contain a tint should be used.

Parts of a Window and Trim



Vinyl windows are not permitted for use in historic districts since they do not possess the profile and other design characteristics of original wood windows. Additionally, they have a short expected life of the glazing. The lifetime guarantee furnished with many vinyl replacements is often, in effect, the lifetime of the sealed glazing units.

Current experience is that after about fifteen years the seals fail, allowing the entrance of water vapor and fog out the cavity. Due to a number of factors, mostly overall window quality and parts availability issues, it is frequently practical to replace the entire unit rather than the glazing only proving to be expensive. Additionally, deterioration is caused when moisture also gets trapped between the vinyl and the wood.

Lintels

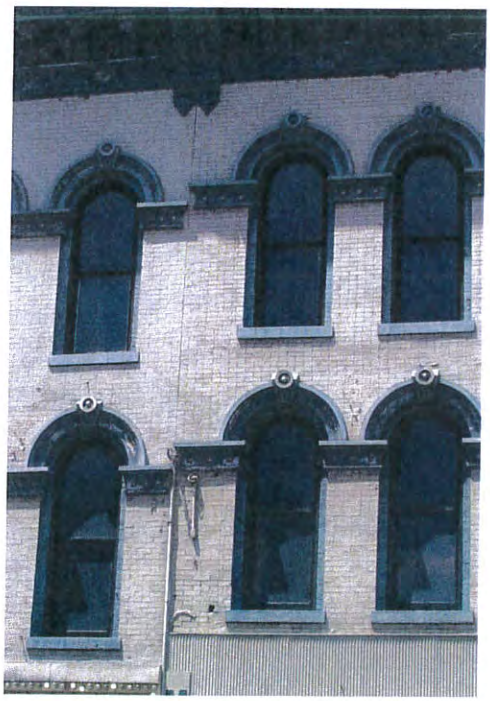
Lintels are above windows and can be made from various materials. They can be brick, wood, or stone and set into/onto the façade material. They range in design of flat, horizontal bands, to very ornate arches that in some cases define the entire face of a building. Some lintels of note: 1300 Market Professional building, the 1416 Market Street Office Supply Building, and the old Kirks Art Supply store at 1508 Market.

Modern Lintels may be made of stone, treated wood, stucco, bent metal coping, or alternative materials such as fypon. Decorative details and Mouldings can be viewed for examples at accentbuildingproducts.com

Lintel examples around Wheeling are from contrasting façade materials

1001 Main Street
Stone lintels above each Main Street window

1063 Main Street
Lintels are painted to contrast with the facade



1065 Main Street
painted treated wood with keystone

New Commercial Construction-New Buildings

These guidelines encourage the visual compatibility of new construction with the character and quality of the nineteenth and early twentieth century buildings that give the historic district its historic architectural significance and visual character. To that end, the design of a new addition or structure should take into account the context of other buildings surrounding it, as well as the historic and architectural character of the district as a whole. New buildings in Wheeling's commercial areas should be compatible with historic buildings in height, scale, materials, orientation, shape, placement and rhythm and proportion of openings. Compatible means reinforcing typical features that buildings display along the block such as similar massing, proportion, roof forms, materials, window and door sizes and placement, traditional storefront designs, vertical divisions, and some type of termination or cornice at the roofline. Replications are buildings which are constructed to be exact copies of historic commercial building forms or architectural styles. Carved limestone blocks or other traditional means to indicate the year of construction are encouraged.

1. Should be compatible in height with adjacent buildings. In Wheeling's commercial areas, two-to four-story buildings are most acceptable.
2. Should have exterior wall construction of materials consistent with those in the area. Materials such as wood, metal or glass are less appropriate for exterior wall construction.
3. Should be aligned with adjacent buildings along the street and conform to existing setbacks. Most commercial buildings in the downtown area are flush with the sidewalk and setbacks for open space in front of a new building are not advised.
4. Should be of similar width and scale and have similar proportions as adjacent buildings.
5. Should be oriented towards the primary street on which it is sited.
6. Should have roof forms consistent with adjacent buildings.
7. Should have window and storefronts of sizes and proportions consistent with adjacent buildings.
8. Should maintain the traditional separation between storefronts and upper facades. This separation should be in alignment with adjacent buildings.
9. Should have vertical divisions to maintain traditional building widths. This is especially important for large buildings which extend across several lots.
10. Should fill lot area to form a continuous street façade, if feasible.
11. Should have transparent surfaces covering a minimum of 60% of the storefront.
12. Should not incorporate historic styles which pre-date Wheeling such as "Colonial Williamsburg" designs.

New Construction-Additions

Additions to commercial buildings are acceptable so long as they are located at the rear of the building or along a side not readily visible from the street. Rooftop additions are less acceptable buy may be constructed if they are set back from the front of the building and not readily visible from the street. Additions should also be compatible with the original building in scale, proportion, and rhythm of openings and size.

1. Should be at the rear of the building
2. Should be compatible with the original building in scale, proportion, and rhythm of openings and size
3. Should be built as to result in minimal removal of original walls and details from the rear of the building. Try to connect the addition with the original building through existing door or enlarged window openings.
4. Should be of exterior materials similar to the existing building
5. Should not be vertical. Rooftop penthouses and additional stories should not be constructed unless the addition will not be readily visible from the street or other pedestrian viewpoints. Roof additions should be set back from the main façade.

Signs and Graphic Designs

Wheeling's commercial areas displayed a wide variety of signs and sign locations in the late 19th and early 20th century. This variety of design and placement remains appropriate for businesses in the commercial areas.

Important Considerations

- A business sign is the single most important advertising tool for most small businesses.
- Signs are most effective when they are kept simple and easy to read.
- Signs are generally meant to advertise or identify a particular business, not upstage or overwhelm an entire building.

Purpose of Signs

The purpose of a sign is threefold:

To identify a business
To promote merchandise or service
To attract customers inside

The purpose for sign guidelines is to encourage, protect and preserve the historic, architectural and cultural amenities that prevail in the Downtown Historic District. It is the intent of these guidelines to protect property values, create a more attractive business climate and to enhance and protect the physical appearance of the area.

The design of signs within the Historic District must be approached with care. Great importance is placed on the relationship of a sign to the façade on which it is located. A sign must be designed for careful integration with the architectural features and its size and proportions must relate to the fenestration and detailing of the building.

The following signs are not recommended:

- signs which incorporate any manner or flashing, moving, or intermittent lighting, excluding public service signs showing time and temperature;
- any signs which no longer advertise a business or product previously sold, unless it is of cultural, aesthetic or historical significance to the Historic District area;
- portable signs;
- signs erected so as to obstruct any door, window, or fire escape on a building;
- large wall signs painted on the side of buildings which are taller than the surrounding buildings, unless they are of aesthetic or historical significance.

Signs:

1. Should follow regulations subject to the provisions of 9.02 and on table 9-C of the city's zoning ordinance.
2. Should be preserved, maintained, and repaired, especially those from the pre-1945 era, such as painted wall signs or those of metal or neon.
3. Should be of traditional materials such as wood with ornamental copper or bronze letters, if new. Sandblasted wood signs are also appropriate. Plastic substrate signs or signs of unfinished wood are not recommended.
4. Should be sized in proportion to the building and not oversized.
5. Should have concealed lighting, if lit. Spot or up-lit lighting for signs is recommended. Internally lit and flashing signs are not appropriate for the commercial areas.
6. Should resemble logos or symbols for businesses.
7. Should have colors coordinated with overall building colors.
8. Should have traditional lettering such as serif, sans serif, or script lettering.
9. Should be placed at traditional sign locations including storefront belt courses, upper façade walls, hanging or mounted inside windows, or projecting from the face of the building.
10. Should be anchored into mortar, not masonry, if mounting brackets and hardware are used.
11. Should not exceed three different locations (for those that are physically on the building), not counting painted window signs.
12. V-shaped, sandwich signs or free standing sandwich signs may be used up to a maximum size of 2'6" wide and 3'6" tall. They must be removed at close of business day, secured against wind, and maintained in good condition.

Appendix A:

The Secretary of the Interior's Standards for Rehabilitation

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 buildings 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 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 historical 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.

Appendix B:

Preservation Resource Organizations

The Advisory Council on Historic Preservation, 1100 Pennsylvania Ave., NW, Suite 809, Old Post Office Building, Washington, D.C. 20004. Tel: (202) 606-8503. www.achp.gov

This federal office is responsible by law — the National Historic Preservation Act of 1966 — with determining whether any activity funded or licensed by a federal agency will have an adverse impact upon a property listed on the National Register of Historic Places. Before such a project may go ahead, the effect must be evaluated for the Council by the SHPO (see Maryland Historical Trust) acting as its representative in Maryland. If the SHPO together with the Council determine that the effect may be adverse, it will seek mitigative action

The National Alliance of Preservation Commissions, 325 South Lumpkin Street, Founders Garden House, Athens, GA 30602, (706) 542-4731. www.sed.uga.edu/pso/programs/napc/napc.htm

The Alliance is a membership organization that provides information concerning historic preservation law, local ordinances, design review, and local preservation planning. It maintains a speakers' bureau and periodically publishes the Alliance Newsletter.

The National Center for Preservation Law, 1333 Connecticut Ave., N.W., Suite 300, Washington, D.C. 20036. (202) 338-0392.

The Law Center monitors an active file of legal issues regarding historic preservation law, much of which relates to the design review process. The Center interprets court cases having a direct or related effect upon historic preservation, and addresses other legal subjects in a series of Updates available by subscription.

National Park Service, Heritage Preservation Services, National Center for Cultural Resources, National Park Service, 1201 Eye Street, NW, 2255, Washington, DC, 20005, (202) 513-7270. www.cr.nps.gov/hps/index.htm

The Heritage Preservation Services Division of the Park Service is the federal office responsible for administering the national historic preservation program which includes the National Register of Historic Places, the Historic Preservation Fund, which is allocated directly to each state SHPO, and the rehabilitation tax credit program. For the average owner of a historic property, assistance is provided in the form of technical publications which include the "Preservation Brief" series listed on the following pages. The office is responsible for developing and sharing with the public technical information regarding specific preservation and rehabilitation problems, as well as interpreting The Secretary's Standards. The Park Service also oversees and operates the C&O Canal National Historical Park which, like a long corridor, extends along the Potomac River from Cumberland to Georgetown just north of Washington, D.C.

The National Trust for Historic Preservation, 1785 Massachusetts Avenue, NW, Washington, DC 20036-2117, Tel: (800) 944-6847. www.nationaltrust.org

This private non-profit organization, supported by membership dues, private donations, federal grants and other sources, was chartered by Congress in 1949 to serve as the nation-wide advocate for historic preservation. The Trust publishes a variety of educational and technical assistance publications, and administers several funds offering financial assistance to nonprofit-sponsored rehabilitation projects. The Trust's Mid-Atlantic region, which includes Maryland, is headquartered in Philadelphia. For information of Trust programs and membership, call the regional office listed above or the national headquarters at (202) 673-4000. The National Trust also maintains a Department of Law and Public Policy out of its Washington, D.C. headquarters which provides education and advice regarding preservation law and historic districts, zoning, monitoring and interpretation of preservation litigation, and other preservation issues.

Preservation Alliance of West Virginia, Inc, PO Box 3371, Charleston, WV 25333-3371 Tel: (304) 345-6005. http://pawv.org/

The Preservation Alliance of West Virginia is a statewide grassroots organization supporting historic preservation in the mountain state. Since 1982, the nonprofit PAWV has been working to preserve West Virginia's precious historical resources for the benefit of future generations. The Preservation Alliance of West Virginia keeps offices in Charleston, WV.

Preservation Trades Network, PO Box 151, Burbank, OH 44214-0151. Tel: (866)853-9335, Fax: (866) 853-9336. http://iptw.org/

The Preservation Trades Network (PTN) is a 501(c)3 non-profit membership organization founded to provide education, networking and outreach for the traditional building trades. PTN was established on the principle that conservation of the built environment is fundamentally dependent on the work of skilled people in all of the traditional building trades who preserve, maintain and restore historic buildings, and build architectural heritage for the future.

Appendix C: Technical Assistance Publications

Preservation Briefs Nos. 1-47 are an invaluable series of short manuals prepared by the Preservation Assistance Division of the National Park Service, Department of the Interior. The technical advice contained within the series is especially invaluable for its consistency with the Secretary of the Interior's Standards for Rehabilitation. Copies are available on the National Park Service's website, free of charge, at:
http://www2.cr.nps.gov/tps/briefs/presbhom.htm

#1: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings
#2: Repointing Mortar Joints in Historic Masonry Buildings
#3: Conserving Energy in Historic Buildings
#4: Roofing for Historic Buildings
#5: The Preservation of Historic Adobe 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 (Vitrolite and Carrara Glass)
#13: The Repair and Thermal Upgrading of Historic Steel Windows
#14: New Exterior Additions to Historic Buildings: Preservation Concerns
#15: Preservation of Historic Concrete: Problems and General Approaches
#16: The Use of Substitute Materials on Historic Building Exteriors
#17: Architectural Character-Identifying the Visual Aspects of Historic Buildings to Preserve Their Character
#18: Rehabilitating Interiors in Historic Buildings - Identifying Character-Defining Elements
#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 Historic Composition Ornament
#35: Understanding Old Buildings: The Process of Architectural Investigation
#36: Protecting Cultural Landscapes: Planning, Treatment, and Landscaping of Historic Landscapes
#37: Appropriate Methods of Reducing Lead Paint Hazards in Historic Housing
#38: Removing Graffiti from Historic Masonry
#39: Holding the Line: Controlling Unwanted Moisture in Historic Buildings
#40: Preserving Historic Ceramic Tile Floors
#41: The Seismic Retrofit of Historic Buildings
#42: The Maintenance, Repair and Replacement of Historic Cast Stone
#43: The Preparation and Use of Historic Structure Reports
#44: The Use of Awnings on Historic Buildings: Repair, Replacement, and New Design
#45: Preserving Historic Wooden Porches
#46: The Preservation and Reuse of Historic Gas Stations
#47: Maintaining the Exterior of Small and Medium Size Historic Buildings

Appendix D:

Glossary of Architectural Terms

A

Art Deco - A style of decorative design, characterized by asymmetry, geometrical forms, and (in interiors) bold colors. Popular in the first quarter of the twentieth century.

Ashlar – Hewn or squared stone, also masonry of such stone; a thin, dressed rectangle of stone for facing walls, also called ashlar veneer.

B

Baluster - An upright, often vase-shaped, support for a rail (e.g., on a stairway or porch).

Balustrade - A series of balusters with a rail.

Band Windows – A horizontal series of uniform windows that appear to have little or no separation between them.

Bargeboard - An ornately curved board attached to the projecting edges of a gable roof; sometimes referred to as verge boards.

Bay Window - An alcove of a room projecting from an outside wall and having its own windows.

Belt Course - A narrow horizontal band projecting from the exterior walls of a building, usually defining the interior floor levels.

Belvedere - A small tower or turret built on the roof of a house for the sake of the view.

Bracket - A support element under eaves, shelves or other overhangs; often more decorative than functional.

Buttress - A projecting structure of masonry or wood for supporting or giving stability to a wall or building.

C

Cantilever - A projecting beam or part of a structure supported only at one end.

Capital - The top decorated member of a column or pilaster crowning the shaft and supporting the entablature.

Casement – A window with sash hung vertically and opening inward or outward.

Castellated - Having battlements or turrets, like a medieval castle.

Chevron - A V-shaped decoration generally used as a continuous molding.

Column - A cylindrical pillar.

Corbelled - Furnished with a bracket or block projecting from the face of a wall to bear weight, generally supporting a cornice, beam, or arch.

Corinthian (order) - The most ornate of the classical orders of architecture: characterized by a slender fluted column with a bell-shaped capital decorated with stylized acanthus leaves.

Cornices - Projecting ornamental molding on top of a building or wall.

Crenellated - Indentions for defense or decoration, as along the top of the lower slopes of a gambrel or mansard roof.

D

Dentils - Small rectangular blocks in a series - like teeth - usually on a molding

Dormer - A vertically set window on a sloping roof; also, the roofed structure housing such a window.

Double-hung Sash Window – A window with two sash, one above the other, arranged to slide vertically past each other.

E

Eaves - The projecting overhang at the lower edge of a roof.

Eclectic - Composed of elements selected or chosen from several sources.

Egg-and-Dart Molding – A decorative molding comprising alternating egg-shaped and dart-shaped motifs.
Elliptical - Shaped like a flattened circle.
Entablature - In classical architecture, the part of a structure between the column capital and the roof or pediment; comprised of the architrave, frieze, and cornice.
Eyebrow Dormer - A small window in an attic story.

F

Facade - The outward architectural features of a structure.
Fanlight - A semicircular or semielliptical window above a door.
Fascia - The flat band or board around the edge of a roof or a part of the entablature.
Fenestration - The arrangement of windows in a wall.
Finial - An ornament at the top of a spire, gable, or pinnacle.

G

Gable - The triangular wall segment at the end of a ridged roof.
Gambrel - A ridged roof with two slopes on each side, the lower slope having the steeper pitch.
Gingerbread - Pierced curvilinear ornament executed with the jig saw or scroll saw, used under the eaves of roof. So called after the sugar frosting on German gingerbread houses.

H

Half-Timbering - A wall construction in which the spaces between members of the timber frame are filled with brick, stone, or other material.
Hipped roof - A roof with four uniformly pitched sides.
Hood molding - A large molding over a window, originally designed to direct water away from the wall; also called a drip molding.

I

Ionic (Order) - An order of classical architecture characterized by a capital with spirals used for ornament.
Iron lace - Decorative, lacy patterns formed in cast iron and used for railing

L

Lancet - A narrow pointed arch.
Leaded glass - Small panes of glass which are held in place with lead strips; the glass may be clear or stained.
Lintel - A beam over an opening in a wall or over two or more pillars.
Loggia - The Italian word for veranda.
Low-relief - Sculpture in which the figures project only slightly from the background (also known as bas-relief).

M

Mansard roof - A roof that has two slopes on all four sides.
Medallion - An oval or circular design or carving.
Modillion - An ornamental bracket or console used in series under the cornice of the Corinthian order and others.
Molding - A continuous decorative band that is either carved into or applied to a surface.
Mullion - A vertical member separating (and often supporting) windows, doors, or panels set in a series.

N

Neoclassic - A revival or adaptation of a classic style of architecture.

O

Order - Any of several specific styles of classical and Renaissance architecture characterized by the type of column used (e.g., Doric, Ionic, Corinthian, Composite, Tuscan).
Oriel - A large bay window, usually supported by a corbel or bracket.

P

Palladian window - A three-part window opening with a large arched central light and flanking rectangular side lights.
Parapet – A low, solid, protective wall or railing along the edge of a roof or balcony.
Pediment - A wide, low pitched gable surmounting the facade of a building in a classical style; also, any similar triangular crowning element used over doors, windows, and niches.
Pilaster - A shallow column attached to a wall.
Pitch - The angle of slope.
Porte cochere - A large covered entrance porch through which vehicles can drive.
Portico - A large porch having a roof, often with a pediment supported by columns or pillars.
Pressed metal - Thin sheets of metal molded into decorative designs and used to cover interior walls and ceilings

Q

Quoin - Units of stone or brick used to accentuate the corners of a building.

R

Reveal - The vertical side of a door or window opening between the frame and the wall surface.
Rustication - Masonry cut in massive blocks separated from each other by deep joints.

S

Sash - A frame in which the panes of a window are set.
Setback - An architectural expedient in which the upper stories of a tall building are stepped back from the lower stories, designed to permit more light to reach street level. Also, the line drawn parallel to the street or lot line and at the required depth as defined in the municipal zoning ordinance.
Shaft - The main part of a column between the base and the capital.
Sidelight - Narrow windows on either side of a door to admit light below and above windows between the continuous vertical piers.
Stained glass – Colored glass.

T

Terra-cotta - A fine-grained, brown-red fired clay used for roof tiles and decoration.
Tracery - The cured mullions or bars of a stone-framed window. Also, ornamental work of pierced patterns in or on a screen or window.
Transom - A narrow horizontal window over a door or part of a door.
Turret - A small, slender tower usually at the corner of a building.

V

Veranda - A roofed open gallery or porch.
Verge board - See bargeboard.

W

Wattle and daub - A method of construction with thin branches (wattles) plastered over with clay mud (daub).
Weatherboard - Clapboard; wooden siding.

Glossary taken from the following source:
Poppeliers, John, et al. What Style is it? (Washington, D.C.; The Preservation Press)