

HISTORIC DISTRICT DESIGN GUIDELINES HANDBOOK

City of Palestine



Fast Facts

- Palestine has over 1800 recognized historic buildings, more than any other Texas mainland city.
- Properties within districts and individual landmarks are protected from damage to their historic character through a formal review process.
- City staff is available to help answer any questions and provide assistance to citizens regarding historic resources.

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The Neighborhoods of Palestine

Palestine, founded in 1846 as the county seat of Anderson County, remained until 1872, a small business and trade center for cotton growing, the county's major industry. Cotton planters relied on river boats on the nearby Trinity River to ship their cotton to markets in Galveston. Until the end of the Civil War, social and civic activities took place in the business district around the courthouse square and most people lived north or northwest of the courthouse.

In 1872 two railroads were built through Palestine linking the city to Austin and Houston by means of fast, all weather trains.

Palestine became an important commercial center in east Texas. New busi-



nesses associated with the railroad, or dependent on rail transportation supported a thriving economy. A new business district, New Town, just north of the railroad tracks and depot also developed. This new commercial center shifted business away from Old Town, the area around the courthouse square. Old

Town remained important as the center of county government. Palestine grew as railroad workers and others associated with the trains came. These new residents, along with African American freedmen, led to new residential neighborhoods west, northeast, south and southwest of the courthouse. Discovery of oil in 1925 brought additional prosperity to Palestine that continued through the 1930s and into the 1950s and the related development of neighborhoods southeast of the courthouse.

The Purpose of this Handbook

This handbook is a resource designed to provide a summary of the City of Palestine Historic Preservation policies and design guidelines for local historic landmarks and properties within Pales-

tine Historic Districts. Property owners should review the historical preservation ordinance and the complete version of the Residential or Commercial Design Guidelines prior to planning any re-

pair or project to a historic resource. City staff is available to help answer any questions and provide assistance to citizens and property owners regarding historic resources.

A message from the Historic Landmarks Commission

Dear Neighbor,

This handbook is produced to provide information regarding the benefits and responsibilities of owning property that is a designated landmark or is located in a historic district.

Years of effort by the people of Palestine to preserve our unique cultural and architectural heritage has resulted in the creation of the Historic Landmarks Commission . This commission is tasked to work on behalf of the citizens of Palestine to protect our historic neighborhoods and landmarks through review of proposed changes to historic properties and to ensure that these properties continue to be maintained for the benefit of all residents.

The Commissioners are local citizens appointed by the Mayor and hold meetings the third Tuesday of each month. Members of the public are invited to attend these public meetings.

It is our desire that this handbook serves to as a useful tool assist property owners to navigate the benefits, protections, and incentives currently in place to ensure that our shared community history remains an important part of the neighborhoods that define the unique charm of the City of Palestine

Sincerely,

The Historic Landmarks Commission

Preservation Regulations

Adopted Regulations

The City of Palestine has adopted the following regulations that control changes to properties in the Palestine Historic Districts and those properties designated as Palestine Landmarks:

Chapter 40 Development, Article IV. Historical Preservation

- Establishes criteria for the designation of local historic landmarks and districts.
- Establishes minimum maintenance standards for historic properties.
- Establishes criteria for certificates of Appropriateness authorizing alterations or new construction standards affecting landmarks and historic district properties.
- Regulates the demolition of landmarks and or historic structures.

Regulatory Authority

The Historic Preservation Ordinance is administered through the Development Services Department. This includes reviewing requests to make changes to historic properties, forwarding requests to the Historic Landmarks Commission for review if necessary and issuing building permits authorizing work to take place.

- Historic Preservation Officer..... 903 731-8419.
- Development Services Secretary..... 903 731-8495 or 903-731-8417
- Building Official..... 903 731-8402
- Online Information..... www.cityofpalestinetx.com/developmentservices/onlinedocuments/historicpreservation

The Historic Landmarks Commission holds public meetings on the third Tuesday of every month in the City Council Chambers at City Hall. Meetings are posted a minimum of 72 hours in advance of the meeting.

Historic Landmarks Commission

The Palestine Historic Landmarks Commission holds public meetings for Beautification Awards, Designations of Palestine Landmarks and Palestine Historic Districts, reviews *Certificate of Appropriateness* for changes to properties that are Palestine Landmarks and in Palestine Historic Districts, and makes recommendations to the Planning and Zoning Commission regarding designations of Palestine Landmarks and Palestine Historic Districts. The Palestine Historic Landmarks Commission establishes annual goals and objectives to preserve Palestine’s historic resources.

Palestine historic resources survey

A historic resources survey was conducted in 1993 to determine which houses, buildings, and structures were historically and architecturally significant. The survey documented over 1,800 historic structures. The survey also provided the documentation for establishing four National Register Historic Districts through the Texas Historical Commission and the National Parks Service.

The number of historic structures in the four City National Register Historic Districts is one of the largest concentrations of historic structures in the State of Texas. The goal of the historic preservation ordinance is to protect historic resources within the City of Palestine.



To accomplish this goal and responsibility, the Palestine Historic Preservation Officer will assist property owners in making decisions regarding the upkeep, maintenance, repair, and improvement of their historic houses.

Historic Property Ownership: Benefits and Responsibilities

Benefits of owning a property in a Palestine historic district or owning a Palestine landmark

- Owning property in a Palestine historic district ensures that the neighborhood will be **protected** from unmanaged change.
- A property that is a *Designated Palestine Landmark* may be **eligible for tax incentives** to the building owners for *restoring* or *rehabilitating the building*.
- Properties located within historic districts in cities throughout the United States are generally **worth more** than similar properties located outside of historic districts.

Property owners are encouraged to consult with the HPO /HLC about potential projects from the outset. This can save time and effort in developing a historically sensitive treatment that is most likely to be approved with minimal change.

Restrictions on properties in a Palestine historic district

An approved **Certificate of Appropriateness** must be reviewed by the Historic Preservation Office prior to any action being taken in a Palestine historic district to the *exterior only* of the house that is *visible from the street*.

A CERTIFICATE OF APPROPRIATENESS (COA) is a certificate authorizing plans for alteration, construction, removal, or demolition of a landmark, or an improvement within a historic district.

The Historic Preservation Office will review an applicant's completed COA form for determination of the necessity for review by the Historic Landmarks Commission.

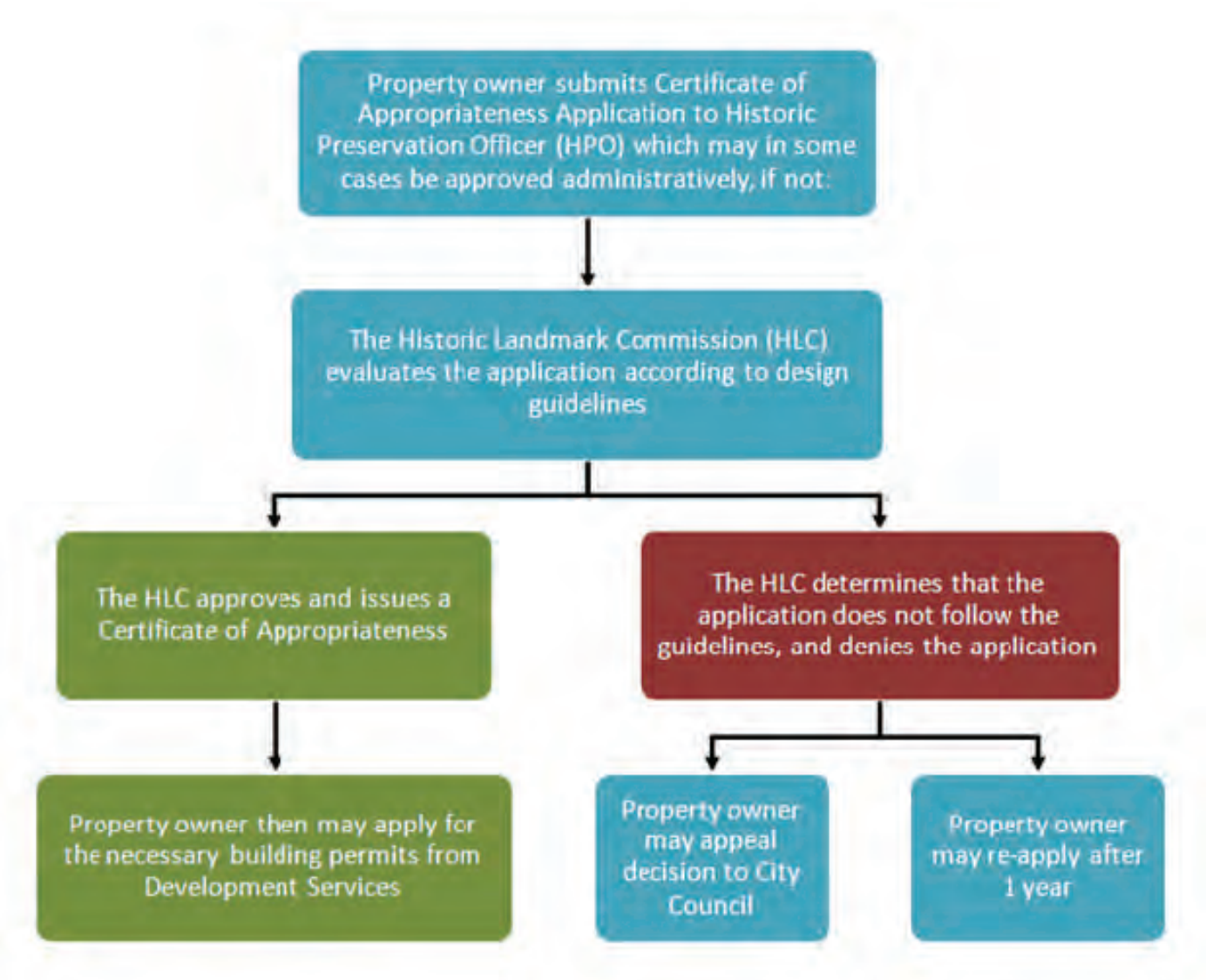
If the Historic Landmarks Commission must review the COA, it will be reviewed at the next regular meeting of the Historic Landmarks Commission.

A COA form must be requested from the Historic Preservation Office, completed, reviewed, and approved by the Historic Landmarks Commission prior to *any demolition* of a structure or addition.

PLEASE REMEMBER:

The Historical Preservation Ordinance is legally enforceable, so it is necessary to follow it to avoid unnecessary cost and penalties.

Process for obtaining a Certificate of Appropriateness



Tax Relief

Recognizing the public benefit of Preserving Historic Landmarks to the community, the City of Palestine has made a tax relief program available to qualifying property owners.



The City of Palestine has determined that there is the need for tax relief to encourage reinvestment, preservation and renovation. In order to accomplish this goal, tax abatement on part of the assessed value of historic structures once they have been restored or renovated, as well as other forms of incentives are necessary:

In accordance with state law, the city council finds that any building, site, or structure which meets the definition of a landmark may be given tax relief for a period of five years to encourage preservation. Such properties which are substantially rehabilitated or restored as certified by the HLC and approved by the city tax assessor-collector, may have an assessed value for ad valorem taxation.

REMEMBER:
If you are considering substantial rehabilitation or restoration of your historic building, contact the **Historic Preservation Officer** for details concerning the tax relief program.

Location of Historic Districts and Landmarks

Established in 1846 the City of Palestine features over 1,800 historic sites including churches, buildings, monuments, cemeteries and museums.



of district boundaries, are also designated. Together, these resources tell the story of Palestine's development and explain relationship of events in the city to the history of Texas as

well as the United States. The broad trends of history are embodied in the neighborhoods, homes, businesses, and industrial resources that continue to compose the core of the city of Palestine to this day. The following maps provide locations of Landmarks and Districts within the City of Palestine.

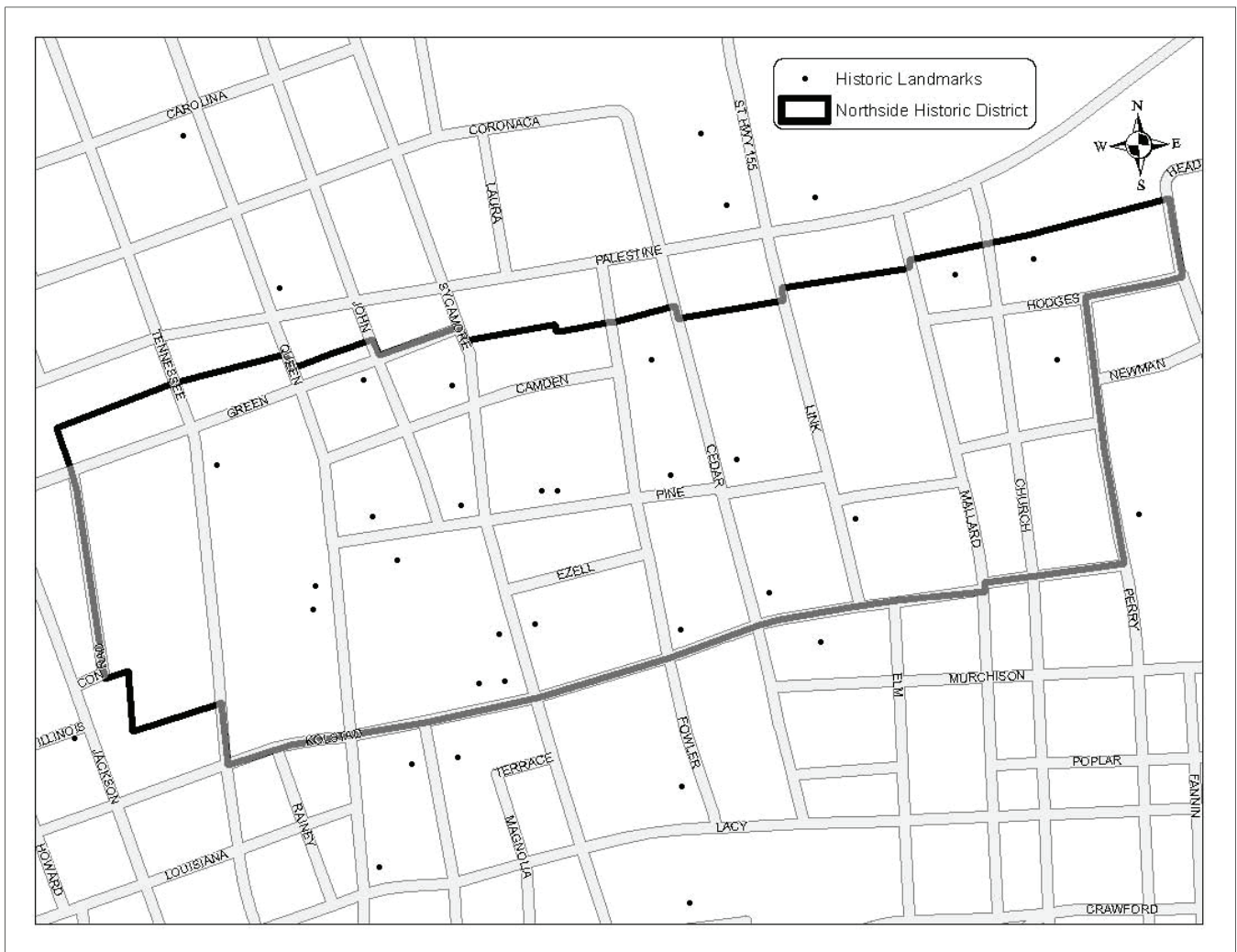


The City of Palestine recognizes and has designated three residential districts, The Northside, Southside, and Michaux Historic Districts, and one commercial, the Downtown historic district. Many individual landmarks, both within and outside



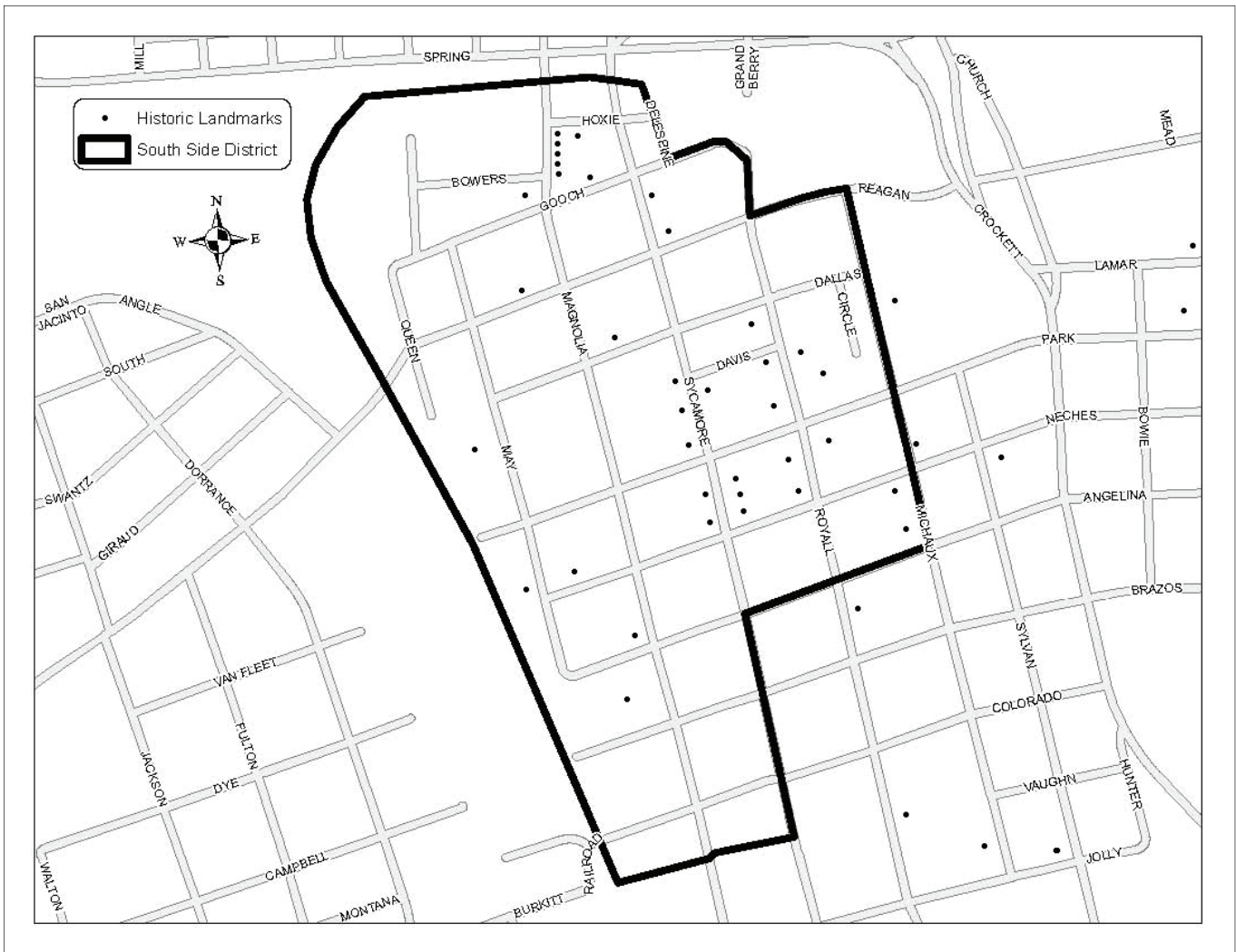
North Side Historic District

The original settlers of Palestine and long time residents lived mostly north and northwest of the courthouse in areas called Old Town and north central Palestine. Most of these people arrived between 1846 and 1861 from other southern states. Homes in Old Town and north central Palestine include small, simple one and two story houses as well as large, two and three story residences. Built of wood or brick and lived in by early residents, some are examples of vernacular architecture made from locally available materials with L-plan designs, or center passage plans, some with Greek Revival decoration. Others were designed by architects with Greek Revival style decoration or Tudor Revival or Classical Revival style design and used mass produced materials. Examples of all of these types of architecture are preserved within the boundaries of the Northside Historic District, which was designated in 2007.



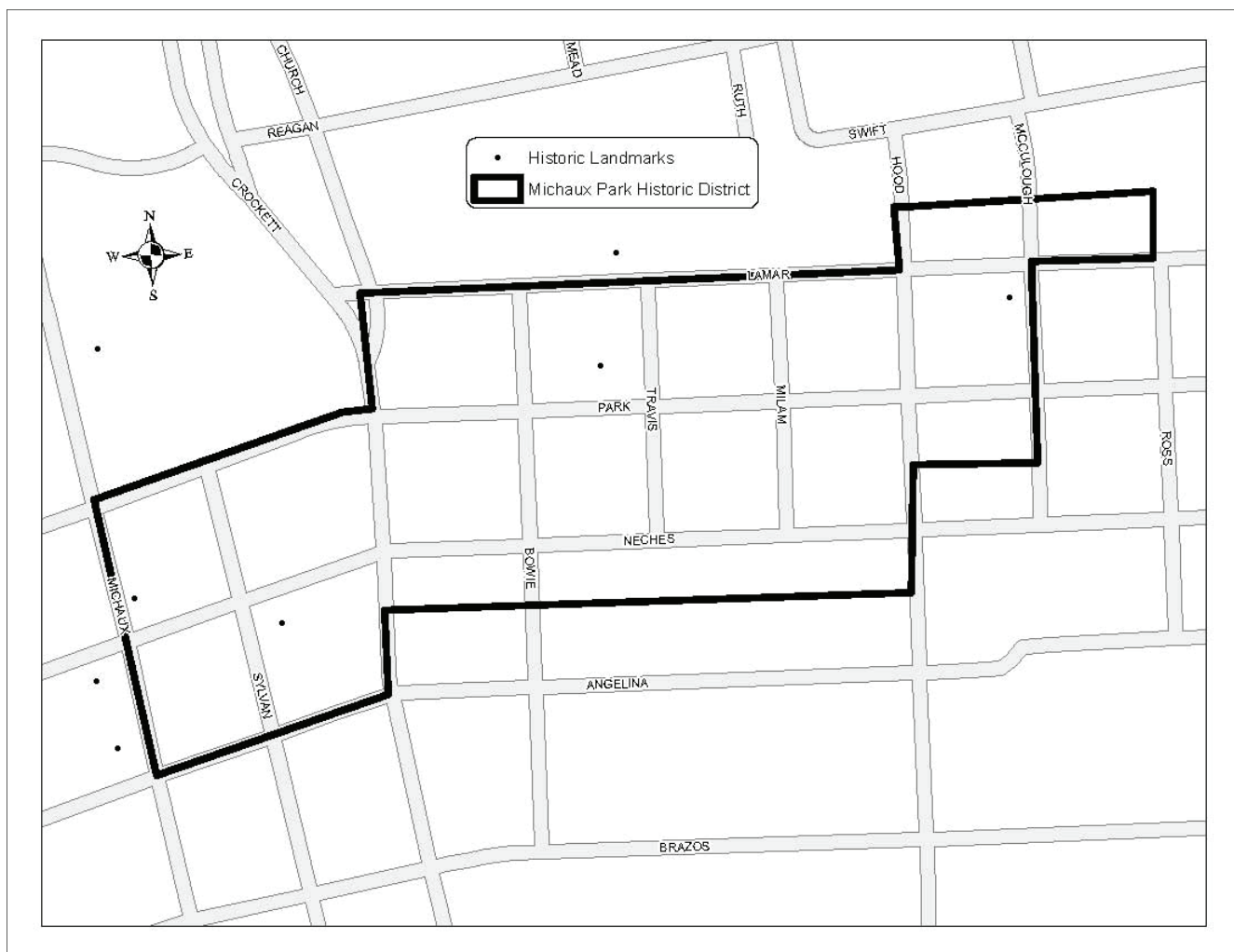
South Side Historic District

Bankers, lawyers, doctors, architects, carpenters, masons, and merchants settled in Palestine because of the growth caused by the railroad. These residents lived south of the railroad tracks in the area that is now the South Side Historic District. Homes built by these residents are large or medium sized and are made of wood, stone or brick. Many are two stories tall and some are three stories. Many homes in this area were designed by architects in a number of architectural styles including Classical Revival. These buildings were influenced by published designs and constructed with mass produced lumber and hardware. Also settling south of the railroad were rank and file workers who lived along the east and north edges of the South Side Historic District, near the railroad tracks. These homes are generally small, one story wood cottages with little architectural decoration built from mass produced materials. The South Side Historic District was created in 2008 to preserve this historic neighborhood.



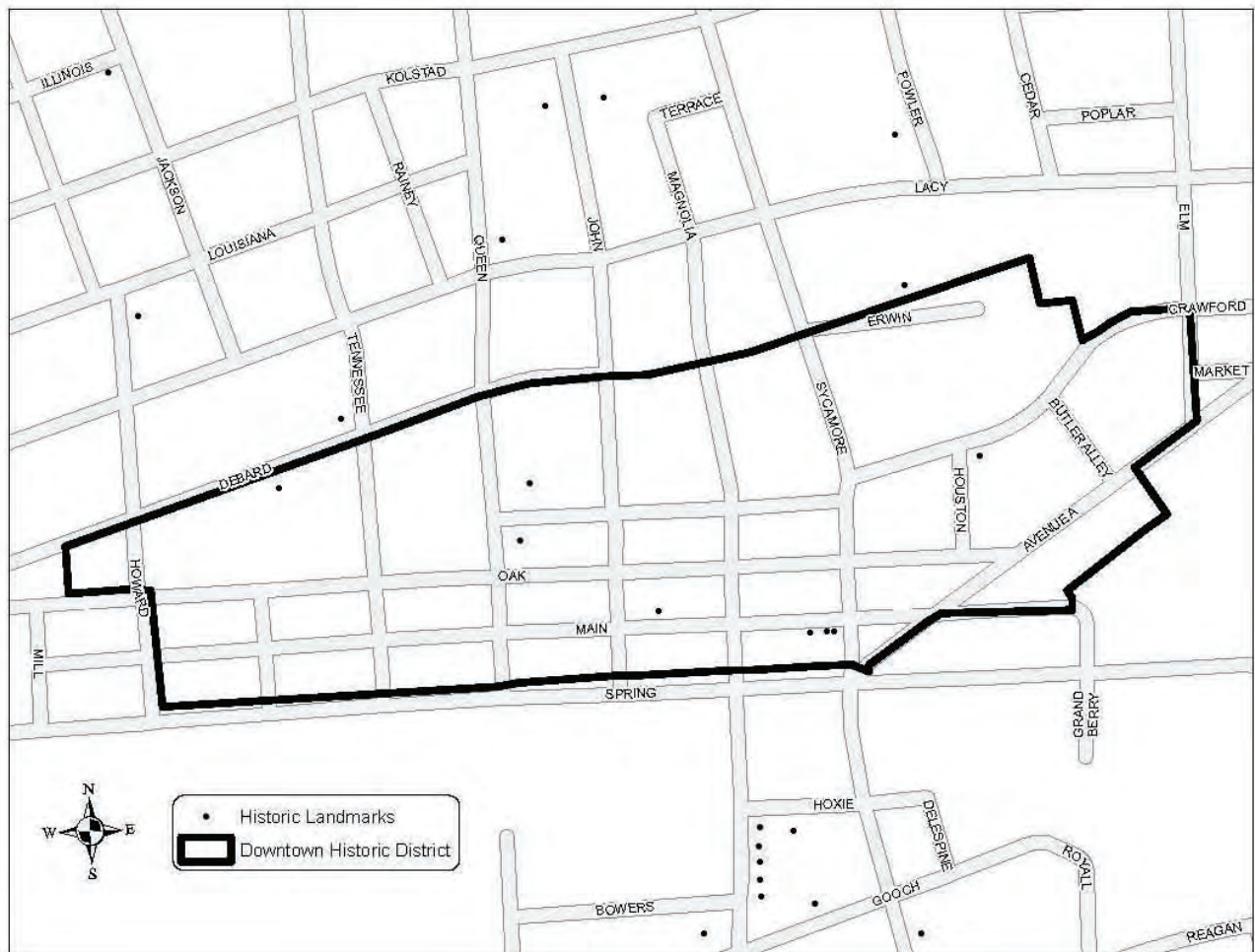
Michaux Historic District

The southeast part of Palestine was sparsely populated until about 1915 when new economic growth in Palestine created the need and the means to pay for new housing. Housing here is mostly small and medium size one and two story wood or brick dwellings. Most are vernacular buildings. The Tudor Revival style John H. Reagan School, built in 1917 at 400 S. Michaux Avenue is one of the most visually imposing buildings in the southeast part of Palestine. The Michaux Historic District was created in 2009 to preserve the historic character of this predominately early 20th Century neighborhood.



Downtown Historic District

Since the arrival of the railroad in 1872, the commercial center of the City of Palestine has been the downtown area. Composed primarily of late 19th and early 20th Century commercial buildings, the downtown area referred to as “New Town” by local residents, has always provided goods, services and entertainment to the residents occupying the upper floors of these commercial buildings, surrounding neighborhoods, as well as the many visitors to the city drawn by the economic opportunities provided by the railroad industry. The downtown historic district was created in 1992, to preserve this area, and the Palestine Main Street Program assists property owners in this area to promote economic revitalization and growth within this district, which is the historical center of commercial activity and urban life in the City of Palestine.



Historic Landmarks

In addition to designated Historic Districts, the City of Palestine designates individual Historic Landmarks, resources that are at least 50 years old and have a historical value due to association with important events, people, trends, or are represen-



tative of historic architectural style and/or building methods. Since 1990, over 120 designated Historic Landmarks have been recognized through the efforts of property owners within the City of Palestine.

Historic Landmarks



DESIGN GUIDELINES OVERVIEW

This handbook is a condensed version of the design guidelines. A property owner should review the complete version of the Residential or Commercial Design Guidelines for greater detail. The following pages list some of the major features that help define the historic character of a

building, as well as common treatments that either help to **preserve** this history, or **damage** the historic identity of a building.

A brief summary of the guidelines are included in this handbook for convenience, but the complete guidelines provide more detailed information.

Access to the entire set of guidelines, as well as other preservation materials available to assist anyone with an interest, is available through the City of Palestine historic preservation office.



Requirements for approval for alterations & new construction

A Certificate of Appropriateness is required for:

- Remodeling or changing the exterior appearance of a house if the work is visible from the street (the front and the side if it is on a corner)
- Demolition of a structure or an addition to a structure
- Fences on the front or side of the house visible from the street. Historic fences included wood picket and iron on the front, wood plank (or privacy) and chain link on the back. Historic wood picket fences should be *restored*

Remember:

A Certificate of Appropriateness **is not** a Building Permit.

A Building Permit is required for:

- Erecting a fence
- Roofing and structural repairs or changes
- Plumbing repairs or changes
- Electrical repairs or changes
- Mechanical repairs or changes
- Demolition of any structure or portion of a structure



What is not required

A certificate of appropriateness is not required for:

- Ordinary maintenance which includes:
- Repairing or exact replacement of the front porch flooring or ceiling material
- Repairing the siding material
- Remodeling the interior, back or side of the house that is not visible from the street
- Painting

REMEMBER: IT IS BETTER TO REPAIR
THAN TO REPLACE

Types of Treatments

The City of Palestine has a set of design guidelines for residential properties such as houses, as well as a set of guidelines for commercial properties, such as businesses.

Both sets of guidelines address three types of treatments to Historic Properties:

- **Repair & Maintenance**— the process of preventing small problems from becoming bigger ones, and fixing things that have deteriorated. Historic Buildings were designed to be repaired, and property owners who conduct regular maintenance save on costs. Maintenance that strictly limits all repairs to existing materials or replaces with an exact in-kind match of material and appearance **often does not require a Certificate of Appropriateness.**
- **Alteration**- At times historic buildings need to be expanded or modified to make room for new activities or more space. **Property owners can often obtain approval for alterations that do not detract from the historic character of the building and do not destroy important character defining features and materials.** Additions and alterations are most often made to existing historic buildings, but sometimes owners of historic properties wish to recreate from historic photographs or original plans known outbuildings or site features no longer present. At other times owners wish to add site features not historically present such as benches, lighting, landscaping, parking walkways, driveways, or fencing. Depending on the building, its location, the nature and size of the lot some of these changes may be permitted, provided they do not detract from the original historic buildings or destroy important character defining elements of an associated property or a historic district as a whole. The Historic Landmarks Commission will not approve additions or alterations that are incompatible with historic design, materials and other features.
- **New Construction**- The guidelines address the construction of new buildings, also known as infill construction, within historic districts and within the boundaries of individually designated historic properties. **The guidelines offer suggestions for creating compatible new designs that will be harmonious with historic properties.** The Historic Landmarks Commission will not approve new construction that is incompatible with historic design, materials and other features.

The Design Guidelines are intended to make it simple to repair & maintain historic properties, as long as historic integrity is not damaged

Alteration & New Construction



The complete sets of Guidelines contain information for appropriate alterations, additions, and new construction for historic landmarks, and properties in historic districts. Property owners thinking of projects involving alterations or new construction are strongly encouraged to work

with the Historic Preservation Officer and the Historic Landmarks Commission to develop a project that is likely to be approved with little or no change. This approach usually saves the property owner time and expense.

Common Materials

Wood

Historic wooden elements were often constructed of what is called “old growth” lumber. Old growth lumber was harvested in the years before modern forestry practices selected for trees that grew quickly. Old growth lumber is denser and more rot and insect resistant than modern lumber.

When replacing painted wooden elements, such as siding, priming all faces of the wood, instead of just the visible ones will add years to the life of the repair

NOTE: Historic wooden elements such as windows are surprisingly durable and were designed with future repairs in mind. Wooden windows that at first appear to be obviously beyond repair often can be salvaged with the use of wood consolidation products, putties and epoxies for minimal cost.



Masonry

Historic masonry walls gradually allow excess moisture to escape, painting generally traps moisture in the wall, keeping it from “breathing” Additionally, once a wall is painted, it will always require repainting, increasing maintenance time and cost..

Historic brick was often fired at lower temperature than modern brick. Historic bricks generally expand and contract more. For this reason, historic mortar mixtures were softer and more flexible, using lime and less Portland cement than modern mortar. Using a modern Portland cement mortar on historic brick will cause the face of the brick to crack and fall off, shortening its life by years.

Much like a loaf of bread, when a brick is first baked, it forms a less porous outer crust that helps to keep out water and provides durability. Harsh cleaning treatments, such as sandblasting, wire brush scrubbing, and high pressure spraying damage this “crust” and shorten a brick’s useful life by years.

Metal

Historically, metal was used in everything from wrought iron fencing to cast iron storefronts to roof flashing.

Prompt removal or neutralization of rust extends the life of historic metal features by years.

Allowing dissimilar metals to touch one another can result in damage due to galvanic action. For this reason it is important to make sure that appropriate fasteners are used when near metal.

A valuable source for anyone involved in the maintenance and repair of historic properties is the National Park Service’s Preservation Brief series. Each of these Briefs provides information about different aspects of historic building maintenance and repair without becoming overly technical. These are available online at:

<http://nps.gov/tps/how-to-preserve/briefs.htm>

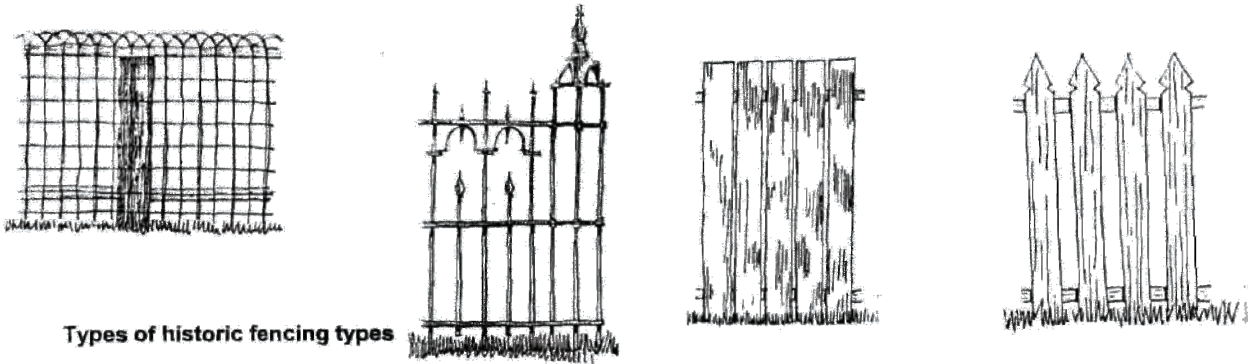
Usually, the repair of historic materials requires more labor, but costs less in materials than using ready-made replacement products. This allows local carpenters and builders to keep more of the money they earn in the local community, instead of spending it on ready-made replacement items, which generally are made outside of the community.

Fencing

Historically, fencing in Palestine included wood, iron, brick and a mix of wood and metal mesh.

Original fencing and walls should be preserved and repaired whenever possible using in-kind materials that match color, texture, scale and design. When this is not possible or desirable due to environmental conditions or unavailability of historic materials, historically compatible materials should be used.

Building style and period of construction usually defines the character of fencing and walls.



Preserves History

- Repairing deteriorated, broken, missing sections of fence using in-kind materials.
- Exactly copying existing features, such as wood picket or post designs.
- When a fence cannot be repaired or replaced exactly, using a fence design that is historically compatible with the design of the building.



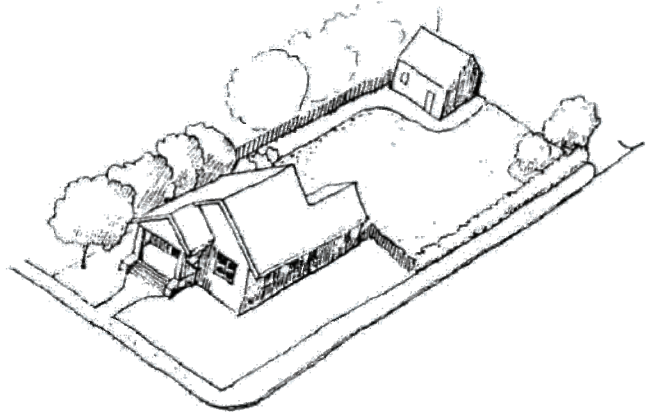
Damages History

- Using synthetic or man-made materials.
- Using welded steel fencing, sheet metal fencing, or hurricane fencing.
- Using unplastered concrete block, adobe, or poured concrete walls or other historically incompatible materials.
- Placing fence taller than 3 feet in height at the front property line.

Walks, Drives, and Parking

Historically, walkways in Palestine were native stone, concrete, brick, gravel, earth or grass. While driveways are often thought of as 20th century inventions made necessary by the automobile, driveways have been a feature of historic properties as long as there have been horses, wagons and carriages.

While additional parking was not often a historic feature, the need for additional parking is often a reality. Despite this need, additional parking can easily detract from the historic character of a landmark or district, so must be designed carefully and with approval.



Historically sensitive parking treatment for residential properties. Parking is located behind the house and landscaping is used to make the drive less noticeable

Preserves History

- Keeping and maintaining walks and driveways that are original concrete, brick, stone, crushed rock or gravel
- Choosing locally occurring iron stone instead of other varieties.
- Replacing non-historic walks and driveways with historically appropriate replacements when repair or replacement is needed.
- Carefully matching historic masonry in color and texture when conducting repair.
- Locating additional parking at rear of building, and screening it.
- Using historically appropriate fencing and landscaping to make additional parking less noticeable.



Damages History

- Using synthetic or non-traditional materials such as: asphalt, broken tile set in concrete, poured concrete laid without dividing seams, rough concrete blocks, rounded concrete paving stones or rip-rap.

Outbuildings

Outbuildings provide secondary uses on a historic property. Historic properties once often included outbuildings of many types such as smoke houses, chicken coops, servants quarters and carriage barns. Those most likely to be still standing are garages, sheds, guest houses and garage apartments. The preservation of outbuildings contribute to the understanding of historic life styles and historic building techniques.

Preserves History



- Repairing outbuildings using in kind materials that match existing texture and pattern of historic materials.
- Ensuring that non-historic elements such as carports are compatible with historic buildings and do not block the view of historic buildings or historic outbuildings.

Damages History

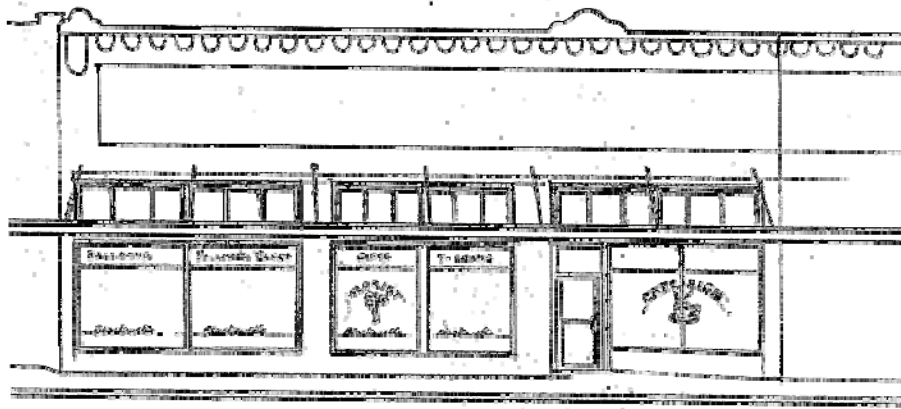
- Repairing outbuildings with synthetic materials.
- Installing pre-fabricated outbuildings not compatible with the period and style of historic buildings.

Signs

Often historic commercial buildings featured small signs presenting business name and address painted directly on the storefront display window, front entry door, upper floor entry door or upper story office window.

Residential properties generally did not have signs, but when necessary should be of a historically compatible style.

The Palestine Main Street Advisory Board has full authority over new signs and alterations to existing signage in the Main Street Overlay District.



An example of appropriate signage for historic commercial buildings

Preserves History

- Placing signs within the sign band of the exterior walls of historic buildings.
- Uncluttered and straightforward signs.
- Maintaining and repairing existing historic signs when possible.
- Using lettering, design, and materials compatible with the style and period of the building.

Damages History

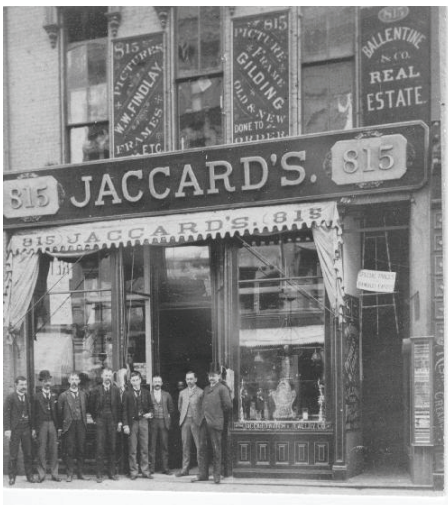
- Using materials and design not historically compatible with the building.
- Using internally lighted signs, except where lighting was present historically, as in neon signs.

Entries, Porches & Balconies

Entrances are important for their location, materials and detailing. Roof form, arrangement, and the placement of posts and stairs are primary features of porches. Entries that are historically appropriate will be compatible with the type originally in place at a specific building. A historic photograph taken over 50 years ago that shows the building can provide information on an entry size, shape, design and detailing used in the historic period. Keeping and maintaining entrances and porches helps create a sense of community in a residential neighborhood, and a historically appropriate entrance provides for commercial properties a sense of quality that contributes to increased business.

Preserves History

- Maintaining and repairing porches and entries present in the historic period.
- Replicating missing elements based on historic photographs or other documentation using the same materials, size, design and scale as those originally present.
- Retaining, repairing and maintaining decorative trim and elements.
- Replacing only wood that is too rotted to repair.



Damages History

- Removing original entries or changing their size, design or materials.
- Use of synthetic or substitute materials instead of original materials.
- Replacement of historic elements with modern storefronts.

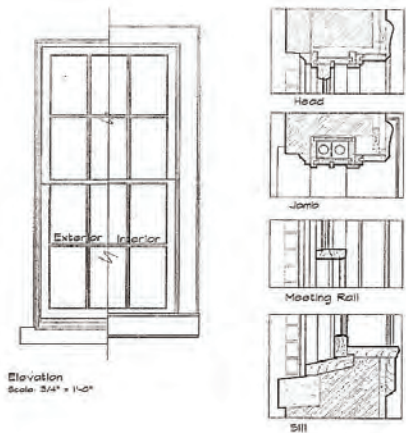
Windows & Doors

The placement and relationship of the size of windows and doors within and to wall surfaces and the type of windows and doors historically present are important character defining elements. Their placement, size, shape, function, detailing and structure are associated with different architectural styles, building traditions and historical periods. A photograph over 50 years old can provide information on window and door size, shape, pane pattern, details and even shutters used in the historic period.

Historic windows were designed to be easily repaired, and repair is usually less costly than replacement.

Preserves History

- Protecting and maintaining the wood and metals that comprise the frame, sash, muntins and surrounds of windows in historic buildings
- Repair and caulk windows to ensure working order.
- Replace working parts that cannot be repaired with appropriate new parts.



Detail of double hung wood sash window

Using storm windows with historic windows can increase energy efficiency without damaging the character of the building

- Retaining original doors and entries.
- Retaining original door and window hardware.

Damages History

- Removing original windows and replacing with aluminum, vinyl, or other window types or materials.
- Changing the function or pane pattern
- Installing a different sized window.

PLEASE REMEMBER: Since windows and doors are such important features, conducting any repair or replacement that involves changes or replacement of historic windows, doors, or related features without a Certificate of Appropriateness can result in penalties.

Walls

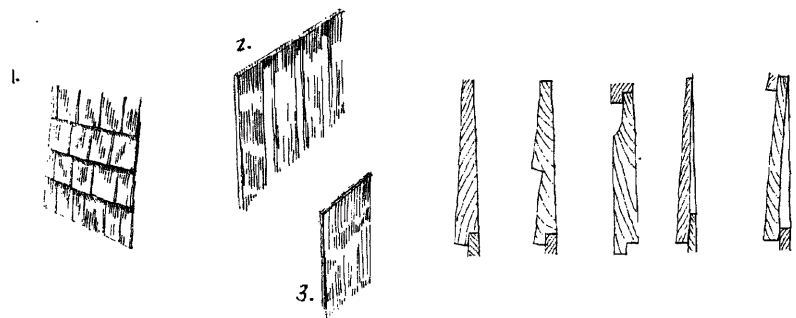
Walls define the aesthetic tastes and budget of the original owner, the skill of the designer and builder, the level of technology available when the building was built. Whenever possible, original exterior wall materials and decorative detailing (including brackets, endboards, gable returns, entablatures, pilasters, cornices and quoins) of historic properties should be preserved and repaired. Repairing damaged wood, brick, stone, metal, terra cotta, tile, adobe, stucco or other original material is preferred over replacement.



1. TOP AND BOTTOM = INCORRECT MORTAR PROFILES
 2. CENTER = CORRECT MORTAR PROFILE

Preserves History

- Maintaining and repairing using like materials, whether they be masonry, wood or metal.
- Keeping natural brick or stone unpainted.
- Matching the type, size, texture and color of brick, stone, tile, concrete or other masonry material used (and any grout or mortar present) to repair a historic property to match the original as closely as possible.
- Matching wood siding selected for repairs for width, milling profile, texture and general appearance to match the original.
- Keeping historically appropriate smooth wood finish.
- Using gentle cleaning techniques.



1. Shingle siding; 2. Weatherboard siding; 3. Plywood; 4. Various siding profiles

Damages History

- Installing synthetic, non-traditional materials such as aluminum or vinyl siding, T-111 siding, plywood, concrete or synthetic brick, concrete block, synthetic block materials, Hardiplank, Drivet, lava stone or other non-traditional substitutes.
- Using wood with a raised grain because wood siding and trim historically did not have raised grain
- Murals should not be painted on the exterior walls of historic buildings as these obscure original materials and craftsmanship and detract from the historic character of a building.
- Using harsh cleaning techniques, such as sandblasting, high pressure spray, or wire brush.

R o o f s

Roof shape, pitch and materials are associated with certain architectural styles and are important character defining features of historic buildings. However, few historic buildings retain their historic roof materials. Changes in fire codes, and prohibitive costs and unavailability of certain historic materials have resulted in replacement of original roof materials.

Residential wood shingle roofs have largely been replaced with composition shingle materials. Most slate roofs, which were never in widespread use, also have been replaced with composition shingle or metal roofing. Metal plate roofing was popular in the 19th century and may survive on some roofs in Palestine. Most roofs in Palestine are now composition shingle, asphalt shingle, wood or slate. Chimneys built of brick or stone are another important feature of historic buildings and are most visible at the roofline. The materials and detailing of original chimneys help define the character and style of historic buildings.

Commercial roofs are generally not visible from the street, usually being hidden by the parapet wall.

P r e s e r v e s H i s t o r y

- Preserving and maintaining historic roof materials.
- Keeping historic roof pitch, shape and original elements such as cresting, dormers, finials, etc.
- Repairing and maintaining chimneys .
- Investing in a quality roof to help ensure the building will stay in good repair.
- Matching the roof with the style and function of the building.
- Replacing a non-historically compatible roof with a historic one based upon historic photographs.



Some types of roofing are costly to replace or have become unavailable. When considering changing roof type, it is helpful and necessary to contact the HPO or HLC to help find an appropriate roof material within a reasonable budget.

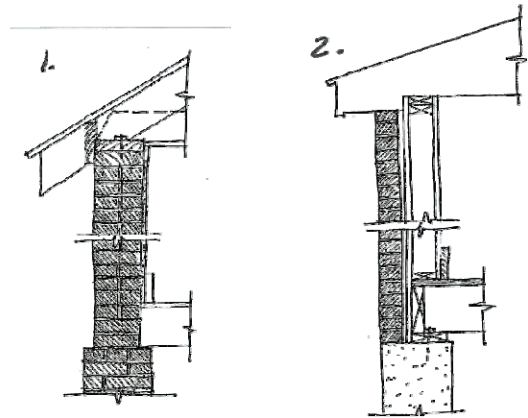
D a m a g e s H i s t o r y

- Changing form, shape, elements or details of a historic roof.
- Changing roof materials. Although many types of metal roof have recently become an accepted residential roofing material, during the historic period, many profiles of sheet metal were originally associated with agricultural buildings.
- Using shingles with a different profile than was historically available.

PLEASE REMEMBER: Changing roof design, shape, materials or features requires a Certificate of Appropriateness. Since roofing is a substantial investment, please be sure to gain approval before work begins.

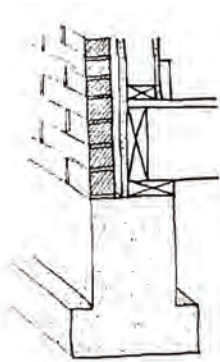
Foundations

Overall foundation height and height of exterior foundation walls are important character-defining elements of historic buildings and care should be taken when repairing foundations and their exterior walls to maintain the foundation height of the historic building and utilize construction methods compatible with the historic methods.

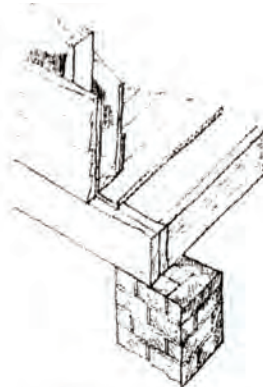


1. Load bearing Brick Wall

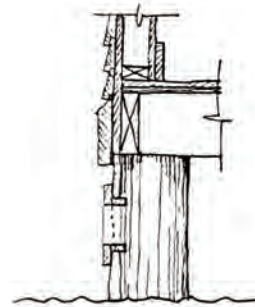
2. Brick Veneer Wall



1. Perimeter wall foundation



2. Brick pier and wood beam foundation



3. Wood pier and wood beam

Preserves History

- Repair and maintain elements of the foundation using materials that are an exact match for existing elements.
- Although often not visible from the street, maintenance and periodic inspection of building structure and foundation helps ensure building longevity.

Damages History

- Failure to maintain foundation and structural system, resulting in loss to property value.
- Changing structural system and visible foundation features in ways that remove historic material.

CHOOSING A CONTRACTOR OR ARCHITECT

Property owners of historic properties in need of maintenance or repair can save themselves unneeded time and expense by hiring professionals who have specific knowledge and experience working with historic buildings. Historic buildings were made of different materials and using different techniques than those many modern builders are familiar with. In selecting a preservation professional, in addition to the typical manner of checking their credentials, it is advisable to also ask questions specifically related to their experience with historic buildings, such as:

What historic building projects have you done before?

Are you familiar with the Secretary of the Interior Standards for Historic Buildings?

Oftentimes people will find a good professional by asking neighbors with nicely restored buildings who they would recommend.

REMEMBER:
A GOOD
PRESERVATION
ARCHITECT OR
CONTRACTOR WILL BE
FAMILIAR WITH THE
**SECRETARY OF THE
INTERIOR
STANDARDS** FOR
REHABILITATION OF
HISTORIC BUILDINGS.



Maintenance Requirements

&

Demolition by Neglect

All owners of property in the City of Palestine are required to meet minimum maintenance requirements to their property. This applies to historic landmarks and districts as well. Failure to maintain property can result in substantial fines and additional penalties.

Examples of serious disrepair or significant deterioration include, but are not limited to:

- (1) Deterioration of exterior walls, foundations, or other vertical support that causes leaning, sagging, splitting, listing, or buckling.
- (2) Deterioration of external chimneys that causes leaning, sagging, splitting, listing, or buckling.
- (3) Deterioration or crumbling of exterior plaster finishes, surfaces or mortars.
- (4) Ineffective waterproofing of exterior walls, roofs, and foundations, including broken windows or doors.
- (5) Defective protection or lack of weather protection for exterior wall and roof coverings, including lack of paint, or weathering due to lack of paint or other protective covering.
- (6) Rotting, holes, and other forms of material decay, including, but not limited to, damage by termites or other insects.
- (7) Deterioration of exterior stairs, porches, handrails, window and door frames, cornices, entablatures, wall facings, and architectural details that causes delaminating, instability, loss of shape and form, or crumbling.
- (8) Deterioration that has a detrimental effect upon the special character of the district as a whole or the unique attributes and character of the contributing structure.
- (9) Deterioration of any exterior feature so as to create or permit the creation of any hazardous or unsafe conditions to life, health, or other property.

Remember: If you are having difficulty maintaining your building, contact the City of Palestine. **There are often public, private, and non-profit resources that can help property owners, and in most cases a plan for stabilizing the building to prevent further damage can be developed.**

When it is not currently feasible to adequately maintain your property, please contact the Historic Preservation Officer to discuss available options. Penalties once a determination of violation of the Historic Preservation Ordinance can be substantial, and may include, but are not limited to a:

“fine of not less than \$250.00 or more than \$2,000.00. Each day the violation continues shall be considered a separate offense.”

Additional Resources

- The City of Palestine Preservation Ordinance and Complete Design Guidelines are available at:
http://www.cityofpalestinetx.com/Dev_Sercives_Development_Docs.php
Palestine City Hall
504 N Queen Street, Palestine TX 75801
- Palestine is a Main Street City, promoting economic revitalization through Historic Preservation:
<http://www.palestinemainstreet.org/>
903.723.3014
825 W Spring Street, Palestine TX 75801
- The collections of the Palestine Public Library as well as the Museum for East Texas Culture contain documents and images of the City of Palestine that are useful for uncovering the history of a building, as well as learning about local history:
Library:
<http://www1.youseemore.com/palestine/default.asp>
903.729.4121
2000 South Loop 256, Suite 42, Palestine, TX 75801
Museum of East Texas Culture:
www.museumpalestine.org
903.723.1914
400 S Micheaux Avenue, Palestine TX 75801
- The Portal to Texas History is the largest online library and archive of Texas history related materials within the State. Their collections feature historic Palestine newspapers, historic photographs, as well as documents that share the unique history of the City of Palestine.
<http://texashistory.unt.edu/>
- The Texas Historical Commission is the state agency for Historic Preservation. They have resources and incentives for property owners with an interest in history in all its aspects.
<http://www.thc.state.tx.us/>
512.463.6100
thc@thc.state.tx.us
P.O. Box 12276, Austin TX 78711
1511 Colorado Street, Austin TX 78701
- The National Parks Service, the federal agency that preserves and maintains the National Historic Sites, has developed a series of articles that provide useful information for maintaining and repairing historic buildings.
<http://www.nps.gov/tps/how-to-preserve/briefs.htm>
- The Secretary of the Interior Standards for Historic Buildings are available online at:
<http://www.nps.gov/hps/tps/standguide/>
- The Advisory Council on Historic Preservation provides information related to policy and methods related to preservation of historic resources at their website:
[Http://www.achp.gov](http://www.achp.gov)

City of Palestine

Development Services
Department

504 N. Queen Street
Palestine, Texas

Phone: 903.731.8419
E-mail: jmorris@palestine-tx.org

This guidebook is intended as a supplementary resource to provide familiarity with City of Palestine, Texas Historic Preservation rules, regulations and policy during the time of publication. For complete and current City ordinance and Design Guidelines, visit:

http://www.cityofpalestinetx.com/Dev_Services_Development_Docs.php

