
DESIGN POLICIES & GUIDELINES

FOR ALL PROJECTS WITHIN THE BEAUMONT MILL VILLAGE

3.1 This chapter will set forth the design policies and guidelines. They will apply to alterations of existing properties and the construction of additions or new buildings.

Some actions will require design review by the HARB and some actions will only be reviewed by city staff. Projects involving maintenance or work not viewed from the public right-of-way do not require review, but owners may wish to contact the staff so they may assist in a smooth processing of permits and applications. Staff may at any time submit any projects to the HARB for review.

3.1.1 Design Review projects are: (major work)

- New construction (outbuildings and garages included)
- Additions that are visible from the public right of way
- Demolition or relocation (outbuildings and garages included)
- Exterior door replacement if original door is existing
- Window removal & replacement if original windows are existing
- Porch enclosures
- Historic Coal Building removal
- Changes in Roof pitch and shape
- Chimney Demolition
- Exterior siding replacement if original is existing
- Painting unpainted masonry
- Roofing replacement with metal roof

3.1.2 Review of City of Spartanburg Staff projects are: (minor work)

- General maintenance and repairs using identical materials, profiles, etc.
- Exterior changes to an altered building or one built after 1960
- Front, Side, corner lot and backyard fencing
- Retaining walls, driveways and parking
- Shutter addition
- Awning additions or removal
- Roofing replacement with like materials
- Exterior Siding if original has been replaced
- Porch columns, handrails and guardrails
- Restoration of lost architectural details
- Gutter replacement and installation
- Replacement of previously removed door
- Storm Windows and Storm Doors
- Window replacement if original windows have been replaced
- Landscaping

HARB PROCEDURES

3.2 A person who wants to appear before the HARB will follow these procedures:

3.2.1 The Review Process Requiring a Major Certificate of Appropriateness:

- A Major Certificate of Appropriateness is required for all alteration, construction, demolition, or a removal requiring a building or demolition permit by the Inspections Department or for any alteration, construction, demolition, relocation, or removal not requiring a building or demolition permit which changes the exterior architectural appearance of a site on the Pending List or on the Spartanburg Historic Register, as defined by SHPO.
- The Inspections Division shall not issue a building or demolition permit for such work until a Certificate has been issued by the Board. An application form and a form for the Certificate shall be created for the Board's use. The Certificate shall be signed by either the Chair or Vice-Chair of the Board. The Certificate shall expire after six months if the work is not commenced and diligently pursued within that time. The Building Inspector shall from time to time inspect the construction and report any non-conformity to the Board. The Application for a Certificate shall be signed by the owner or authorized agent of the Site and shall be delivered to the Planning Department at least 15 days before a public hearing.
- At least 10 days notice of the time and place of the hearing shall be given in a newspaper of general circulation in the City of Spartanburg. In addition, a sign shall be posted on the property at least 15 days before the public hearing and written notice by certified mail return receipt requested to all abutting property owners of record advising them of the nature of the proposed alterations and the date, time, and place of the hearing.

3.2.2 Examples of Situations that Require a Major Certificate of Appropriateness:

- Any type of new construction including major buildings such as residences or commercial buildings and outbuildings such as garages or sheds.
- New construction within a district, including additions, and outbuildings such as garages and sheds.
- Reconstruction, alteration, construction, demolition, or removal of buildings which requires a permit by the Inspections Division, or which changes the exterior architectural appearance of any designated property.
- Alterations to existing buildings such as replacing doors and windows and changes to exterior siding.

3.2.3 Projects that DO NOT Require a Certificate of Appropriateness:

- Interior Modifications
- Most Exterior Painting (except masonry)
- Replacement of Window Glass (but not windows) and Caulking and Weather-stripping
- Pruning trees and shrubbery, and the removal of trees six inches in diameter
- Repairs to walks, patios, fences and driveways as long as replacement materials match the original or existing materials in detail and color
- Erecting temporary signs such as real estate, political, etc.

- Replacement of small amounts of missing or deteriorated siding, trim, roof coverings, porch floorings, steps, etc., as long as the replacement materials match the original or existing materials in detail and color
- Alterations to exterior features not visible from a public rights-of-way
- Installation of house numbers and mailboxes which are compatible with the original in style, size, and material
- Repair of existing street or yard lighting
- Replacement of existing gutters and downspouts as long as the new gutters have the same profile as those being replaced and the color matches the house trim color
- Minor landscaping, including vegetable and flower gardens, shrubbery, and the planting of side and rear yards
- Repair of exterior details.

3.2.4 What Shall Merit a Denial for a Certificate of Appropriateness?

The design review guidelines are applied on a case-by-case basis. Although many of the guidelines are flexible, there are some actions that shall be denied or disapproved. Denial of COA applications will normally occur for the following actions:

- Demolition unless structure/equipment has been declared unsafe per section 108-109
- Removal of original features
- Installation of solar panels
- Installation of satellite dishes or antennas on primary or readily visible secondary facades.
- Construction of one-story staircases on primary facades.
- Abrasive cleaning methods such as sandblasting or water blasting.

3.2.5 Work that DOES NOT require a Building Permit

- ◆ Gutter Replacement
- ◆ Painting
- ◆ Outbuildings under 200 square feet

GUIDELINES FOR NEW CONSTRUCTION

3.3 The Beaumont Mill Village does not have many vacant lots. However, there may be areas where homeowners wish to build new structures on their property. New construction shall be consistent with the scale, height and proportion of the streetscape. New structures do not have to emulate the architectural styles exactly, but should reflect the era using significant features and styles on the streetscape. One should consider the neighbors and construct a building that is sensitive to the character throughout the neighborhood.

3.3.1 AREA OF IMPACT

Corner sites will have more influence than an interior site. Questions to ask are:

How large of the area will the new development impact?

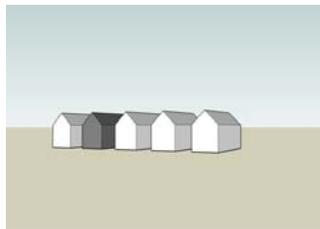
Will an addition to the home be visible from public right of ways or none at all?

Will this addition require extra parking?

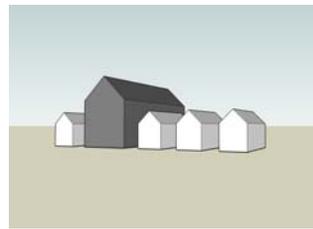
3.3.2 CHARACTER OF EXISTING DEVELOPMENT

When a new building is built among existing homes it should always contribute to the area, not distract from it. The following concepts of design will show how these elements work to make the new structure relate to existing ones.

1. Scale and Height - New construction should not contrast greatly in height from older buildings in the surrounding area.

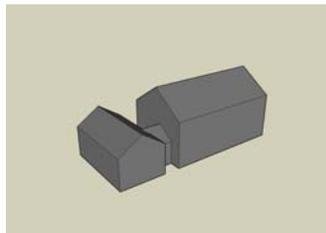


Appropriate

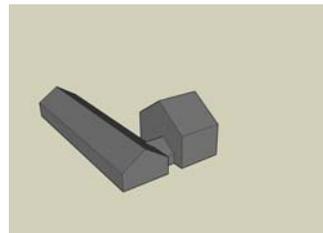


Inappropriate

2. Proportion - Proportion is the relationship of one dimension to another. For instance, the width of a building should be in relation to the height of it. This applies to windows and doors as well.

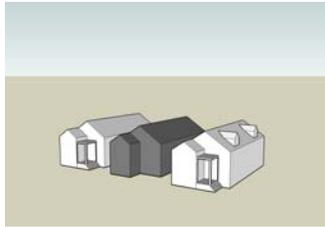


Appropriate

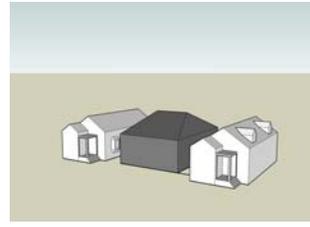


Inappropriate

3. Massing - The mass of a new building should be compatible to existing homes on the street.

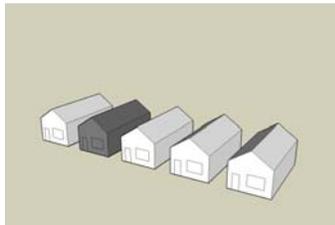


Appropriate

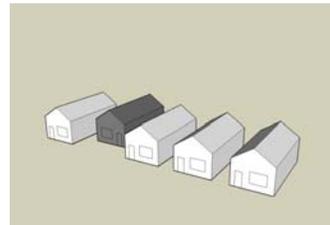


Inappropriate

4. Sighting and Setbacks - The new building should be located along the street similar to other adjacent façade lines. The main entrance of the building should also be compatible with the other buildings.

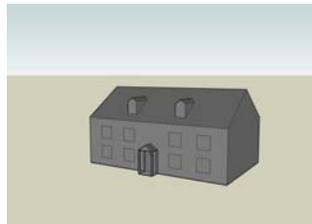


Appropriate

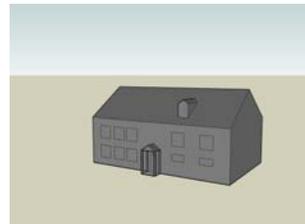


Inappropriate

5. Rhythm of Openings - The rhythm of a house refers to the number of windows and doors on a façade. These rhythms can be symmetrical or asymmetrical. New construction should maintain a similar ratio of height to width on its bays.

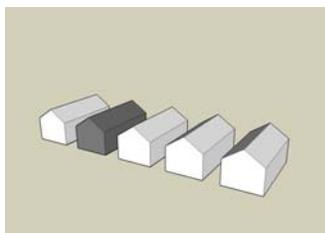


Appropriate

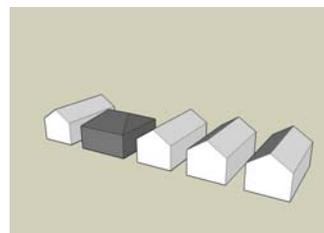


Inappropriate

6. Roof Shapes - Use roof shapes that are visually compatible with other buildings on the street. One should not use roof shapes that are not found in the area.

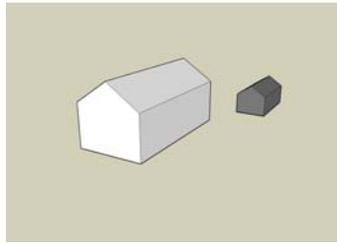


Appropriate

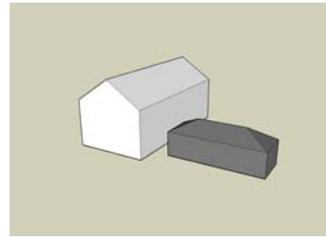


Inappropriate

7. Outbuildings - Construct new outbuildings so that they reflect the character of the original house, taking all of the above into consideration when doing so. Outbuildings must be placed to the rear of the house.



Appropriate



Inappropriate

GUIDELINES FOR ADDITIONS

3.4 Often, homeowners will find a need to complete an addition to their home due to varying circumstances. Additions are certainly acceptable as long as they do not detract from the existing architectural form and design primary structure. Additions should be clearly distinguished from the existing structure. They should be attached to the rear of the home and constructed so that if they are removed from the home the integrity of the original home will be unimpaired. All of the same characteristics that are laid out in the section 3.3 should be taken into consideration when planning an addition to a home.

Questions to ask regarding additions are:

Does the proposed addition maintain significant historic materials and features?

Does the proposed addition maintain the historic character of the building?

Does the proposed addition make a visual distinction between old and new?

Additions will be considered a major work if they are visible from the Public right-of-way.



The historic integrity of this home has been lost due to the additions made to this home. Historic materials are not used and the addition overpowers the original home.



These are examples of existing additions visible from the public right-of-way. Additions of this type are a major work.

GUIDELINES FOR SITE DEVELOPMENT FENCES, WALLS, DRIVEWAYS/PARKING & LANDSCAPING

3.5 Historically in the Beaumont Mill Village, the front yards were open to one another. One should maintain the traditional character of a front yard. Many times fences and/or retaining walls served as property delineation or as a barrier to distinguish between a yard, sidewalk, and street. Using no fence at all is probably the best scenario to ones front yard. Grass is the best option for the front lawn.

3.5.1 Front yard & corner lot fencing should have the following characteristics: (this is a minor work)

- ❖ Respect traditional materials, design and scale
- ❖ Be no taller than 48" in height & be set back 18" from street frontage property line
- ❖ Have a rectangular pattern
- ❖ Wood is the most appropriate material
- ❖ Chain link, split rail and stockade fences are not appropriate in front yards, but may be used in rear yards not visible from public right of ways. Vinyl fencing is inappropriate in all areas
- ❖ Fencing should compliment the building and not obscure significant features of the home
- ❖ Landscaping can be used to soften the look of fencing
- ❖ The show side of a fence will face the public right of way



The fencing in this example is unacceptable in a historic district. Chain link should never be used as fencing in the front of a home.



These wooden fences are more acceptable; however, no front yard fencing is preferred.

3.5.2 Side or Rear yard fencing should have the following characteristics: (this is a minor work)

- ❖ Reach the height of 6' once it passes the main façade of the house
- ❖ Chain link is acceptable in a rear yard fence
- ❖ Solid wood plank fencing can be used in rear yard, if the top is "transparent in character", such as lattice



The fencing in this side and rear yard is acceptable.

3.5.3 Retaining Walls should have the following characteristics: (this is a minor work)

- ❖ Constructed to match existing foundations
- ❖ Broken into a series of walls when the overall retaining height is greater than 4'
- ❖ Have drains inserted in the wall to allow moisture to pass through it
- ❖ If possible, contour the site so that the wall is not a necessity
- ❖ Set back retaining wall 18" from property line



Inappropriate Materials are shown on these retaining walls.



3.5.4 Driveways and Parking should have the following characteristics: (this is a minor work)

- ❖ Driveways shall not be wider than 10'
- ❖ Circular driveways or turn-arounds should be avoided
- ❖ Driveways should lead straight from the street to the parking area
- ❖ No paved parking in the front yard
- ❖ Garage and garage doors should not be visually overpowering to the main structure
- ❖ Appropriate materials are concrete, brick, and gravel
- ❖ Concrete may be installed in narrow double strips



This driveway is acceptable.

3.5.5 Carports and Garages

- ❖ Carports should be constructed from wood if possible
- ❖ Details should be compatible with the style of the homes architecture

3.5.6 Landscaping - Mature trees 12" or larger should not be removed unless the tree is dying, dead, diseased, or poses a safety hazard to the public. Historic patterns of landscaping should be respected. The best replacement trees for large canopy include Red Maple, London Plan or Willow Oak. The two best replacement trees for a small canopy are native dogwoods and crepe myrtles. Minor work with City arborist review.

GUIDELINES FOR DEMOLITION OR RELOCATION

3.6 Demolition should be a last resort option. Once a home is demolished the community loses a part of its history and character. Removal of a structure without a replacement should be permitted in only the most extreme of circumstances and when all other options have been exhausted.

Homes should not be demolished, unless they are so unsound that rehabilitation is not possible. Questions that may be asked by the HARB when one is considering demolishing a building are:

- ❖ How much is the cost of demolition versus cost of renovation?
- ❖ Has the property been professionally studied by an architect, engineer or contractor for its suitability for rehabilitation?
- ❖ Has the property value been estimated in its current condition versus after demolition and/or after renovation?
- ❖ Could the owner have any negotiations to lease or rent the property?

Homes that have sat on a street for many years make up the context of that street and neighborhood. It is not recommended to relocate a home, unless the home is threatened by encroachment. Moving a building into a district would be considered if it is compatible with the district.

GUIDELINES FOR ALTERATIONS AND/OR MAINTENANCE

3.7 This section will cover exterior elements visible from the public right of way. General care should be taken for each of these elements. Recommended upkeep and alteration guidelines are in the following section.

3.7.1 Doors (major work if original door is existing, minor work if original door has been replaced)

A door is the gap that forms the entrance to your home. It protects us from the outside and welcomes friends to your home. A door can be extremely important to the overall character of ones home.

Maintenance

Doors should be painted to keep the door looking fresh as well as to protect the materials of the door.

Configuration of new doors should be avoided.

Screen and storm doors shall not detract from the character of the house. They should be designed to be compatible with the original doors. (minor work)

Alteration

After looking at the options of replacing or repairing a door and it's deemed that the door is so deteriorated that it cannot be replaced, then a replacement is in order. The following should be considered:

- Applicants must provide photo documentation of the deteriorated condition.
- Replacement should be in the same configurations, material, size and lite pattern.

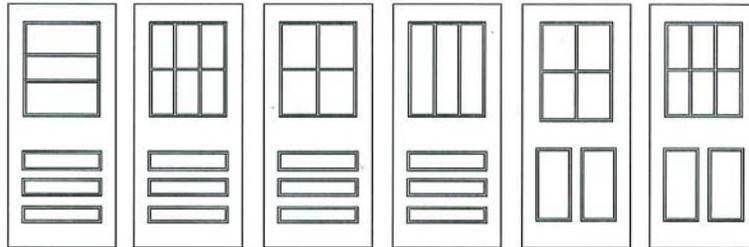


Shown to the left is an example of an inappropriate door. The one on the right is acceptable.



ORIGINAL WOODEN DOOR TYPES FOUND IN BEAUMONT VILLAGE

FOLK VICTORIAN DOORS 1890-1910



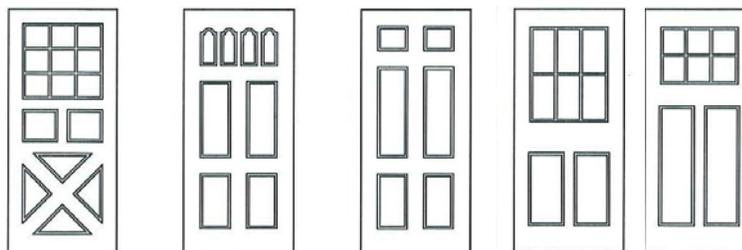
House Type #1 #3 #1 #3 & 8 #1 #1 & 2

ARTS AND CRAFTS DOOR 1930



House Type #9

COLONIAL REVIVAL DOOR 1942



House Type #10 & 15 #10 & 11 #10 - 15 #10 #11 & 14

3.7.2 Windows (major work if original windows are still existing, minor work if original windows have been replaced)

Windows are another significant character defining feature of any home.

Maintenance

Wood windows were constructed so that individual pieces could be taken apart and repaired as needed. Therefore, many original windows could be repaired for much less than replacing a window.

Always try to repair windows first.

- If the window is deteriorated beyond repair replace the window with like for like materials

Common maintenance items:

- Keep fresh paint on windows
- Repair broken glass

The additions of storm windows should be accomplished without compromising the original window appearance. (storm windows are a minor work)

Alteration

If it's determined that the windows are in such deteriorated condition that they must be replaced, you should select a new window with extreme care. Make sure the following details should be compatible when selecting a new window.

- Size of window
- Shape and size of sash
- Window pane size and configuration
- Muntin and Mullion profile shape
- Location of meeting rail

Wood and aluminum clad wood windows are the most appropriate replacement materials. Other window materials will be evaluated by the HARB.



An original window configuration of the windows in some of the homes in Beaumont would be described as a six over six window, shown here on the left.

The windows below are replacement windows that are not of the original configuration.



3.7.3 Shutters (this is a minor work)

Shutters were not a common element seen in the Beaumont Mill Village. However, there is photo evidence that the houses built around 1940 were designed with shutters. So, unless you have physical or documentary evidence that they existed, shutters should not be mounted.

Maintenance

Shutters should be kept clean and painted

Appropriate Materials:

- wood
- hardiboard



The shutters above are not tall enough to fit the proportion of the window.

The one shutter on the right is unacceptable because of the location of the shutter, it does not appear to be operable and it is not attached to the casement of the window.

Alteration

If it is determined that shutters are appropriate, they should:

- Be or appear to be operable
- Measure the full height and one-half the window width
- Attached to the casing of the window, not the exterior wall finish



Photos taken in the 1950's showing shutters that were on the houses during this time period.

3.7.4 Awnings (this is a minor work)

Awnings were added to many of the homes in Beaumont in the 1940's and 1950's. Therefore, those materials are considered to be historic to that time period and are a significant feature of those homes today. New awnings should not be added to a home where there isn't significant evidence that they existed.

Maintenance

Awnings should be kept clean and free of mold and mildew.

Alteration

If awnings are replaced they should:

- Follow the lines of the window opening
- Be angled or rectangular canvas awnings
- Should not obscure any significant detailing of the home

Awnings may be retained or removed if an owner wants to restore the homes original appearance.



These awnings are acceptable as they have been installed on this property long enough to be a character defining element of the 1950s.

3.7.5 Roof Pitches and Roofing Materials

(including chimneys & dormers) (major work - chimney removal, dormer additions, changes in roof pitch) (minor work - like for like roofing replacement)

Roof pitches are a highly visible element of the Beaumont Mill Village. They often define a home's architectural style. In Beaumont, common roof types are gable and hipped roofs.

Maintenance

Existing rooftops with non-original materials may remain in its present condition.

Shingles should be maintained and repaired if missing or loose, rather than replaced.

Chimneys are important features as well. The brick on these should be maintained. They should not be covered with stucco or any other material. Chimneys that are no longer in use shall remain intact and uncovered.



The chimney has been removed from each of the examples here. This changes the character of the home and therefore it should not be removed.

Alteration

If the roofing will be replaced, the owner should replace the roofing with a material based on documentation or physical evidence.

Roof additions should be designed to be distinguished from the historic portion of the home. They should also not be easily seen from the public right-of-way.



Metal roofs are not appropriate roofing material for the Beaumont Mill Village. Architectural shingles may be appropriate for the earlier houses, but the c. 1940 houses were originally roofed with asphalt shingles.

3.7.6 Exterior Siding (major work - replacement if original siding is existing) (minor work - replacement if original siding has been replaced)

Most of the homes in Beaumont were originally wood siding. If this material still exists on the home, it should be retained. Many homes in the area have aluminum or vinyl siding added to them. Some homes have asbestos siding which is original to their design and some asbestos siding was added to earlier homes in the 1950's. Details of the original home have been lost due to the additions of these materials. Artificial siding can trap moisture underneath and decay the original wood. Therefore homes that do not have these materials on them should not consider artificial materials as a replacement to the damaged wood. Repair is the only option.

Maintenance

Wood siding should be kept painted.

Rotten boards should be repaired or replaced as necessary. Replacements should match the original material in size, shape, texture, and material.

Aluminum siding should be kept clean.

Shingle siding should be kept treated with waterproofing, if not painted.



These 2 homes show the original wood shingle siding that has been maintained well.



These homes have had vinyl siding and stucco added to them. These are not acceptable exterior finishes for mill homes. (photos on left)



This is an example of the asbestos siding that is original to many of the homes in the Phifer Dr. area. (photo on right)

Large areas of siding replacement (major work)

Should it become necessary to replace the siding, then the new boards should match the existing boards in width and any characteristics, such as corner boards.

If more than 50% of non original siding will be replaced then the type of replacement siding must match the historic style siding.

Appropriate new material should be:

- Wood
- Cement Fiberboard

Brick veneer is not recommended as an option to replace siding.



3.7.7 Porches (porch enclosures are a major work; columns, handrails, guardrails are a minor work)

Porches are another important design feature on a house. This is the room between the exterior and interior of a space. They often have a lot of ornamental detailing such as post and columns, brackets and balustrades. In the Beaumont Mill Village all of the homes have similar porch detailing. The original post and railings are of a very simplistic design.

Maintenance

Since they are open to the elements, porches often require more maintenance to them than other areas of the home.

Porch steps should be checked regularly for any loose steps. These should be tightened.

Alteration

If the porch is determined to be rebuilt, it should have the same features and materials.

Many of the homes in Beaumont have enclosed porches. This practice is strongly discouraged.

Exterior renovations affecting houses with entry steps having four or more risers will require the addition of handrails and/or guardrails in accordance with the most currently adopted edition of the International Residential Code, and any revisions thereto/or as amended by the state.



These porches have been infilled. This practice is discouraged in the Village.

These porches have been retained. Their columns are still intact and the railing has been maintained well.



3.7.8 Architectural Details (restoration of lost architectural details is a minor work)*

Architectural detailing is another significant character defining feature of the homes in Beaumont. They are items such as the brackets, shingles, moldings, decorative windows, and door trim.

Maintenance

The details of the home shall be maintained. These elements should not be removed from the home. Repairing these items rather than replacing them is the best choice.

Alteration

Historic details of the home that have been lost or are beyond repair should be replaced with new materials that match the size, shape, color and texture of the original.

Photos or original plans will determine what type of architectural detailing was on the home.



Some examples of important character defining architectural details shown in this photo are brackets, porch columns, window trim, shingle siding, porch railing, open rafter tails, and door surround.

***Note:** Restoration of lost architectural details with non original materials is a major work.

3.7.9 Gutters (this is a minor work)

Gutters and downspouts are installed on homes to protect the house from potential water damage.

Maintenance

Gutters should be clean and free of debris so that they will continue to function properly.

Gutter locations should maintain their original locations and appearance. The best locations are on the corners of houses or near porch supports to limit visual disruption.

Alteration

Gutters should not be moved from their original locations.

3.7.10 Foundations

The foundation provides support to the home.

Maintenance

Foundations should be maintained as needed for your home.

- ❖ Deteriorated mortar joints should be repointed using mortar that matches in color and material



Alteration

- ❖ Infill of pier foundations with stucco or other materials is not recommended. A wood lattice is most appropriate and should be placed behind the original piers. It should also allow for significant ventilation.
- ❖ Painting previously unpainted masonry
- ❖ Covering original foundation material with stucco is not appropriate
- ❖ Sand blasting or harsh high pressure water spray is not appropriate.

The foundation on this home originally had only brick piers. It has been infilled, but with an acceptable method.