

DRAFT | 12.01.2019

HERITAGE PRESERVATION OVERLAY DISTRICT  
RESOURCE GUIDE

2019



# HERITAGE PRESERVATION OVERLAY DISTRICT RESOURCE GUIDE

2019

## **The Herndon Town Council**

Mayor Lisa Merkel  
Vice Mayor Sheila A. Olem  
Councilmember Jennifer K. Baker  
Councilmember Cesar del Aguila  
Councilmember Pradip Dhakal  
Councilmember Signe Friedrichs  
Councilmember Bill McKenna

## **The Herndon Department of Community Development**

### **The Herndon Heritage Preservation Review Board**

Chairman Robert B. Walker  
Vice Chair Leslie Blaker-Glass  
Board Member Eric Boll  
Board Member Eric Fielding  
Board Member Mike McFarlane  
Board Member/Architect Matthew Ossolinski  
Board Member/Architect Hiren Shah

## **Commonwealth Preservation Group**

## **Work Program Architects**



# TABLE OF CONTENTS

<b>SECTION 1</b>	
<b>RESOURCE GUIDE</b>	<b>2</b>
<hr/>	
Herndon	2
Virginia Department of Historic Resources (DHR)	3
National Park Service (NPS)	4
Educational Resources and Studies	4
Design	5
Materials	6
Suppliers	6
Preservation Briefs	6

# Section 1

## Resource Guide

---

### Herndon

#### [Community Development Department's Heritage Preservation Page](#)

Find general information here about Herndon's preservation planning efforts, including the Heritage District Map, Herndon Heritage District Happenings Newsletter, and a link to the Heritage Preservation Review Board page. Other links include the Herndon Downtown Pattern Book and Zoning Ordinance.

#### [Heritage Preservation Review Board](#)

This page provides information on the HPRB, including the board's agenda, meeting schedule, members, and responsibilities. This is also where the public can comment on public hearing items and watch public hearings online.

#### [Herndon Downtown Pattern Book: A Guide for Downtown Development](#)

Access the Herndon Downtown Pattern Book, which serves as Herndon's Downtown Master Plan and provided recommendations for growth and change within the downtown commercial district.

#### [Herndon Heritage Preservation Handbook](#)

The Herndon Heritage Preservation Handbook can be accessed online. The document is a searchable PDF for easy navigation.

#### [Herndon Heritage Preservation Overlay District Process Guide](#)

The Herndon Heritage Preservation Overlay District Process guide details the official process for submitting HPOD-related applications and procedures for reviewing those applications.

#### [Historic District Inventory](#)

This is the up-to-date inventory of all properties within the Heritage Preservation Overlay District.

#### [Herndon Forms and Fees](#)

Download-able forms and a listing of fees for submitting applications to the Town of Herndon.

## Virginia Department of Historic Resources (DHR)

### [Certified Local Government](#)

Herndon is a Certified Local Government (CLG), which provides a means for communities to strengthen their local preservation programs by establishing a partnership with the State Historic Preservation Office (SHPO). Benefits include access to grant funding for preservation programs.

### [Historic Resource Commission – CLG Training Workshops](#)

DHR offers Historic Resource Commission/CLG Training Workshops each year throughout the state. (Note: This link is for the 2019 training sessions.)

### [Rehabilitation Tax Credits](#)

Find out more about the financial incentives available for historic resources. DHR administers both the state and federal rehabilitation tax credit programs.

### [Classic Commonwealth: Virginia Architecture from the Colonial Era to 1940](#)

This publication was created to aid in identifying architectural resources in Virginia, providing a brief overview of the historic and architectural development.

### [New Dominion Virginia, Architectural Style Guide](#)

Created to aid in historic resource surveys and the Virginia Cultural Resources Information System (VCRIS) database, the New Dominion Style Guide provides an updated list of styles that emerged after World War II (1946 to present day). This resource is particularly useful in identifying recent past resources.

### [A Handbook and Resource Guide for Owners of Virginia's Historic Houses](#)

This resource provides homeowners with best preservation practices when project planning a historic home renovation.

### [How to Research your Historic Virginia Property](#)

This document outlines the different types of sources available when researching the history of a property, including city directories, deeds, plats,

---

## National Park Service (NPS)

### [Technical Preservation Services](#)

This division of NPS is responsible for historic preservation at the federal level, by developing guidance on the preservation and rehabilitation of historic buildings and administering the Federal Historic Preservation Tax Incentives Program.

### [The Secretary of the Interior's Standards](#)

The Secretary of the Interior has four sets of standards for the treatment of historic properties: Preservation, Rehabilitation, Restoration, and Reconstruction. Find out more about each approach.

### [Tax Incentives](#)

The Federal Historic Preservation Tax Incentives program is administered by NPS in partnership with the Internal Revenue Service and State Historic Preservation Offices (in Virginia, DHR). This program provides a 20% income tax credit for the rehabilitation of eligible income-producing properties.

### [How to Preserve](#)

TPS provides technical assistance and guidance through Preservation Briefs and Preservation Tech Notes, which are both available on this page. These documents are often referenced to inform best preservation practices and appropriate treatment of historic materials.

### [Working on the Past in Local Historic Districts](#)

This resource provides an overview of the local historic district designation process, from adopting a preservation ordinance to developing district design guidelines.

### [Sustainability](#)

This site provides information on the intersection between historic preservation and sustainability, including treatments to increase energy efficiency in historic building and information on new sustainable technology that is appropriate for use in historic preservation projects.

## Educational Resources and Studies

### General:

#### [Resources for Preservation Commissions](#)

From the National Alliance of Preservation Commissions, this site provides a number of resources to help support the work of local design review boards including preservation plans, technical assistance, and a professional network directory.

#### [Virginia Preservation Toolkit](#)

This site, created in partnership between the Tusculum Institute at Sweet Briar College and the Virginia Department of Historic Resources, works to provide well-researched data regarding energy efficiency, community advocacy, and economic benefits of historic preservation.

#### [Preserving the Past, Building the Future: HRTC at Work in Virginia](#)

This study, completed by VCU's L. Douglas Wilder School of Government and Public Affairs, provides an analysis of the Historic Rehabilitation Tax Credit program.

#### [Virginia Historic Rehabilitation Tax Credits](#)

This report breaks down the impact of the 94 approved HRTC projects in 2014 to put a dollar amount to the actual investment and extrapolates the data to speak to the resultant job creation and economic output.

### Economics:

VCU Economic Impact Studies:

- [Phase I: Economic Impact of Historic Rehabilitation Tax Credit Programs in Virginia](#)
- [Phase II: 30 Years of Impact: How the Main Street Program Has Revitalized Virginia Communities](#)
- [Phase III: The Economic Impact of Heritage Tourism in Virginia](#)

Preservation Virginia paired with the Center for Urban and Regional Analysis (CURA) at Virginia Commonwealth University to conduct three studies to gauge the impact of preservation on Virginia's economy. The resulting reports put dollar amounts to the impact these preservation-based programs have had on the state of Virginia.



[Older, Smaller, Better: Measuring how the character of buildings and blocks influences urban vitality](#) by the National Trust for Historic Preservation's Preservation Green Lab

This May 2014 report asserts that neighborhoods with smaller, older buildings support more positive economic and social activity than areas featuring larger, newer buildings. The report provides tips for other communities to realize the benefits of their historic resources by implementing recommendations informed by the case studies.

**Sustainability:**

[Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings](#) by Technical Preservation Services, National Park Service

This document offers guidance on how to sensitively make historic buildings more sustainable in a way, while preserving their historic character and meeting The Secretary of the Interior's Standards for Rehabilitation. The guidance also features illustrated examples of both appropriate and inappropriate treatments.

[Saving Energy in Historic Buildings: Balancing Efficiency and Value](#) by John H. Cluver and Brad Randall – published in APT Bulletin: Journal of Preservation Technology (41:1, 2010)

This article identifies the benefits of energy modeling and life-cycle costing as a means to increase energy efficiency in historic buildings in an appropriate way.

[The Greenest Building: Quantifying the Environmental Value of Building Reuse](#) by the National Trust for Historic Preservation's Preservation Green Lab

This study provides a comprehensive analysis of the potential environmental impact reductions associated with building reuse by utilizing a Life Cycle Analysis (LCA) methodology to compare the environmental impacts of building reuse and renovation versus new construction.

[8 Ways to Green Your Historic House](#) by the National Trust for Historic Preservation, Preservation Tips and Tools

A list of eight ways to increase the energy efficiency of your historic home - without replacing the historic windows!

[6 Low-Cost, Energy-Saving Tips for Homeowners](#) by the National Trust for Historic Preservation, Preservation Tips and Tools

Tips for saving energy in your historic home by taking advantage of the existing features of historic buildings.

**Design References:**

[A Field Guide to American Houses](#) by Virginia Savage McAlester

A comprehensive guide to domestic American architecture, including illustrations and descriptions of house styles.

[Traditional Construction Patterns: Design & Detail Rules of Thumb](#) by Stephen Mouzon

A well-illustrated reference guide to traditional construction details.

[Get Your House Right: Architectural Elements to Use & Avoid](#) by Marianne Cusato and Ben Penetreat

A guide to the details of traditional architecture, including aesthetics of form and appropriateness to a neighborhood.

---

### Hiring Experienced Craftsmen and Contractors:

[Historic Trades Directory](#) This directory is provided by DHR as a service to those in the state of Virginia seeking professionals with historic preservation experience. The directory is not all inclusive, nor does inclusion serve as an endorsement for those listed.

[Hire Our Craftsman](#) Preservation Virginia has an in-house craftsman that can be hired for specialized historic projects.

[Traditional Building Magazine Buying Guide](#) An organized list of companies, services, and products geared towards restoration and renovation.

### [Rehab It Right! Property Owner's Guide](#)

- [Advice For Homeowners](#)
- [Historic Windows and Doors](#)

A property owner's guide to planning a project, hiring a contractor or architect, and restoring historic windows and doors, produced by Utah Heritage Foundation

### References by Resource Type, Feature, and Material:

General:

[Preservation Brief No. 3 – Improving Energy Efficiency in Historic Buildings](#)

[Preservation Brief No. 6 – Dangers of Abrasive Cleaning to Historic Buildings](#)

[Preservation Brief No. 14 – New Exterior Additions to Historic Buildings: Preservation Concerns](#)

[Preservation Brief No. 16 – The Use of Substitute Materials on Historic Building Exteriors](#)

[Preservation Brief No. 17 – Architectural Character: Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character](#)

[Preservation Brief No. 35 – Understanding Old Buildings: The Process of Architectural Investigation](#)

[Preservation Brief No. 37 – Appropriate Methods of Reducing Lead Paint Hazards in Historic Housing](#)

[Preservation Brief No. 39 – Holding the Line: Controlling Unwanted Moisture in Historic Buildings](#)

[Preservation Brief No. 47 – Maintaining the Exterior of Small and Medium Size Historic Buildings](#)

---

### Suppliers

Windows and doors:

[Andersen](#)  
[Jeld-Wen](#)  
[Marvin](#)  
[Pella](#)

Window Restoration Specialists:

[Double Hung](#)  
[Gepetto](#)  
[Karnage Creations](#)  
[Museum Resources](#)  
[Mozer Works, Inc.](#)  
[Renew Restoration, Inc.](#)  
[Shenandoah Restorations](#)  
[The Craftsman Group](#)

Metal Shingles and Installers:

[Alpha Rain](#)  
[Berridge](#)  
[Best Buy Metal Roofing](#)  
[The Durable Slate Company](#)  
[Fine Metal Roof Tech](#)  
[Roof Menders](#)  
[Heather and Little](#)  
[W.F. Norman](#)

[Planning Successful Rehabilitation Projects: Codes and Regulatory Requirements for Rehabilitating Historic Buildings](#)

[Planning Successful Rehabilitation Projects: Energy Efficiency, Sustainability, and Green Building Practices in Historic Buildings](#)

[Planning Successful Rehabilitation Projects: Evaluating Substitute Materials in Historic Buildings](#)

[Interpreting the Standards Bulletin No. 21: Adding New Openings on Secondary Elevations](#)

[Interpreting the Standards Bulletin No. 22: Adding New Entrances to Historic Buildings](#)

[Interpreting the Standards Bulletin No. 26: Entrance Treatments](#)

[Interpreting the Standards Bulletin No. 33: Alterations to Rear Elevations](#)

[Interpreting the Standards Bulletin No. 38: Alterations without Historical Basis](#)

[Interpreting the Standards Bulletin No. 39: Changes to Historic Site](#)

[Interpreting the Standards Bulletin No. 41: Incompatible Alterations to the Setting and Environment of a Historic Property](#)

[Interpreting the Standards Bulletin No. 50: Reusing Special Use Structures](#)

[Interpreting the Standards Bulletin No 52: Incorporating Solar Panels in a Rehabilitation Project](#)

[Interpreting the Standards Bulletin No. 56: Alterations without Historical Basis](#)

Roofs:

[Preservation Brief No. 4](#) – Roofing for Historic Buildings

[Preservation Brief No. 19](#) – The Repair and Replacement of Historic Wooden Shingle Roofs

[Preservation Brief No. 29](#) – The Repair, Replacement, and Maintenance of Historic Slate Roofs

[Preservation Brief No. 30](#) – The Preservation and Repair of Historic Clay Tile Roofs

Exterior Wood:

[Preservation Brief No. 8](#) – Aluminum and Vinyl Siding on Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings

[Preservation Brief No. 10](#) – Exterior Paint Problems on Historic Woodwork

[Preservation Brief No. 45](#) – Preserving Historic Wood Porches

[Interpreting the Standards Bulletin No. 4: Inappropriate Replacement Doors](#)

[Interpreting the Standards Bulletin No. 9: Inappropriate Porch Alterations](#)

[Preservation Tech Notes: Exterior Woodwork, No. 1 – Proper Painting and Surface Preparation](#)

[APT Practice Points 03](#) – Basics for Wood Inspection: Considerations for Historic Preservation

[APT Practice Points 14](#) – Wood Preservatives and Pressure-treated Wood: Considerations for Historic Preservation Projects

[Vinyl is Not Final](#) by Katrina L. Klingman – published in Kansas Preservation newsletter (July-August 2003, Vol. 25, No. 4)

This article addresses potential problems that can be caused by installing replacement siding.

---

Masonry:

[Preservation Brief No. 1](#) – Cleaning and Water-Repellent Treatments for Historic Masonry Buildings

[Preservation Brief No. 2](#) – Repointing Masonry Joints in Historic Masonry Buildings

[Preservation Brief No. 22](#) – The Preservation and Repair of Historic Stucco

Windows:

[Preservation Brief No. 9](#) – The Repair of Historic Wood Windows

[Preservation Brief No. 13](#) – The Repair and Thermal Upgrading of Historic Steel Windows

[Preservation Brief No. 44](#) – The Use of Awnings on Historic Buildings: Repair, Replacement, and New Design

[Planning Successful Rehabilitation Projects: Documentation Requirements for Proposed Window Replacement](#)

[Planning Successful Rehabilitation Projects: Evaluating Historic Windows for Repair or Replacement](#)

[Planning Successful Rehabilitation Projects: Replacement Windows that Meet the Standards](#)

[Interpreting the Standards Bulletin No. 14: New Openings in Secondary Elevations or Introducing New Windows in Blank Walls](#)

[Interpreting the Standards Bulletin No. 23: Selecting New Windows to Replace Non-Historic Windows](#)

[Why Say No to Vinyl Windows by the Albany Oregon Landmarks Advisory Commission](#) This brochure provides a brief overview of the inaccuracies of claims about the benefits of vinyl windows.

[What Replacement Windows Can't Replace: The Real Cost of Removing Historic Windows](#) by Walter Sedovic and Jill H. Gotthelf – published in APT Bulletin: Journal of Preservation Technology (36:4, 2005). This article examines a variety of topics that should be considered before replacing historic windows.

[An Analysis of the Thermal Performance of Repaired and Replacement Windows](#) by Robert Score and Bradford S. Carpenter – published in APT Bulletin: Journal of Preservation Technology (40:2, 2009). This article compares the thermal performance of restored steel windows to modern aluminum replacement windows.

[A Comparative Study of the Cumulative Energy Use of Historical Versus Contemporary Windows](#) by Frank Shirley, AIA, Fred Gamble, PhD, and Jarod Galvin, RA, LEED AP, funded by the Boston Society of Architects. This study provides a comparison between two window types installed in a single house, reporting on the thermal performance of the window systems and cost effectiveness of retrofits versus replacement.

[The Effects of Energy Efficiency Treatments on Historic Windows](#) by Larry Kinney and Amy Ellsworth from the Center for Resource Conservation

[Thermal Performance of Traditional Windows](#) by Dr. Paul Baker for Historic Scotland. This report provides comparisons on the thermal performance of traditional windows with various upgrade options.

[Top Ten Reasons To Restore or Repair Windows](#) by the Window Preservation Alliance (WPA). A brief summary of the benefits of historic window restoration.

[13 Things You Should Know About Retrofitting Historic Windows](#) by the National Trust for Historic Preservation, Preservation Tips and Tools. This article outlines the performance of retrofitted historic windows in comparison to new replacement windows. Spoiler alert: Retrofits for historic windows perform comparably to new replacement windows, and almost every retrofit option offers a better return on investment (at a fraction of the cost).

[Saving Windows, Saving Money: Evaluating the Energy Performance of Window Retrofit and Replacement](#) by the National Trust for Historic Preservation's Preservation Green Lab. This study analyzes existing research on available window improvement options, comparing relative energy, carbon, and cost savings, to demonstrate that inexpensive retrofit strategies can yield the same increase in energy performance as replacement.

Commercial Building Concerns:

[Preservation Brief No. 11](#) – Rehabilitating Historic Storefronts

[Preservation Brief No. 12](#) – The Preservation of Historic Pigmented Structural Glass (Vitrolite and Carrara Glass)

[Preservation Brief No. 25](#) – The Preservation of Historic Signs

[Preservation Brief No. 32](#) – Making Historic Properties Accessible

[Preservation Brief No. 46](#) – The Preservation and Reuse of Historic Gas Stations

[Interpreting the Standards Bulletin No. 2: New Infill for Historic Garage Openings](#)

[Interpreting the Standards Bulletin No. 13: Repair/ Replacement of Missing or Altered Storefronts](#)

[Interpreting the Standards Bulletin No. 16: New Infill for Historic Loading Door Openings](#)

[Interpreting the Standards Bulletin No. 27: Adding Awnings to Historic Storefronts and Entrances](#)

[Interpreting the Standards Bulletin No. 29: Adding Vehicular Entrances and Garage Doors to Historic Buildings](#)

[Interpreting the Standards Bulletin No. 30: New Entries on Mill Buildings](#)

[Interpreting the Standards Bulletin No. 42: Industrial Bridges in Mill Complexes](#)

[Interpreting the Standards Bulletin No. 43: Converting Fire Escapes to Balconies in Mill Complexes](#)

[Interpreting the Standards Bulletin No. 48: Replacement of Missing or Altered Storefronts](#)

[Interpreting the Standards Bulletin No. 49: Designing Compatible Replacement Storefronts](#)

[Interpreting the Standards Bulletin No. 55: Retaining Industrial Character in Historic Buildings](#)

New Additions and New Construction:

[Preservation Brief No. 14](#) – New Exterior Additions to Historic Buildings: Preservation Concerns

[Planning Successful Rehabilitation Projects: New Additions to Historic Buildings](#)

[Planning Successful Rehabilitation Projects: New Construction within the Boundaries of Historic Properties](#)

[Interpreting the Standards Bulletin No. 3: New Additions to Mid-Size Historic Buildings](#)

[Interpreting the Standards Bulletin No. 10: Exterior Stair/ Elevator Tower Additions](#)

[Interpreting the Standards Bulletin No. 18: New Additions to Mid-Size Historic Buildings](#)

[Interpreting the Standards Bulletin No. 34: Completing Never-Built Portions of a Historic Building](#)

[Interpreting the Standards Bulletin No. 36: Rooftop Additions](#)

[Interpreting the Standards Bulletin No. 37: Rear Additions to Historic Houses](#)

[Interpreting the Standards Bulletin No. 47: Rooftop Additions on Mid-Size Historic Buildings](#)

[Interpreting the Standards Bulletin No. 53: Designing New Additions to Provide Accessibility](#)

Preservation Briefs: [All](#)

Planning Successful Rehabilitation Projects: [All](#)

Interpreting the Standards Bulletins: [All](#)

Preservation Tech Notes: [All](#)

APT Practice Points: [All](#)

HERITAGE PRESERVATION  
OVERLAY DISTRICT  
RESOURCE GUIDE  
2019

TOWN OF  
**Herndon**  
VIRGINIA