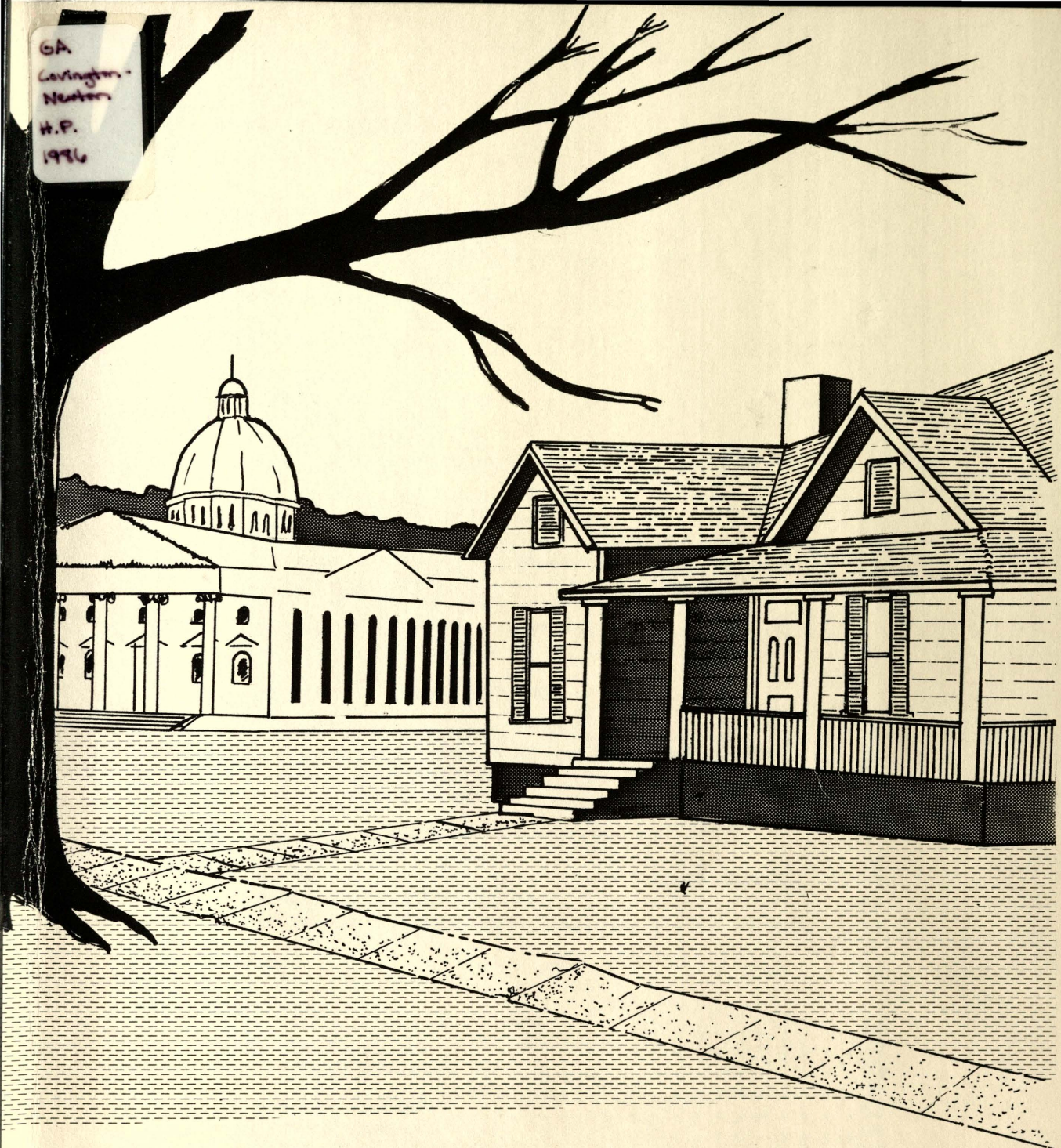


GA
Cornington -
Newton
H.P.
1986



OXFORD HISTORIC PRESERVATION STUDY

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Preface

The Oxford Preservation Study was undertaken by a team of graduate students in the Master of Historic Preservation program at the University of Georgia. These students undertook the study as an assigned project for HP 705, Historic Preservation Planning. Professors John Waters and Allen Stovall were the instructors for this course.

The Oxford Shrine Historic Society was the local sponsor of this study and offered invaluable assistance to the study team as did numerous residents of Oxford, college faculty, and the library staff at Oxford College. The study team is grateful for the assistance of all who provided information and hopes that the Oxford Preservation Study will be useful in planning the future growth of Oxford in a way that will preserve the town's historic resources.

- Carolyn Edge
- Bonnie Flanagan
- Kitty Houston
- John Lassiter, Graphics Coordinator
- Dan Latham
- Janice Maddox
- Griffith Polatty
- John Vinson, Report Coordinator

John C. Waters
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Studies in Historic
Preservation

March 2, 1986

Preface

The Oxford Preservation Study was undertaken by a team of graduate students in the Master of Historic Preservation program at the University of Georgia. These students undertook the study as an assigned project for HP 702, Historic Preservation Planning. Professors John Waters and Allen Howell were the instructor for this course.

- Carolyn Edge
- Bonnie Farnagan
- Kitty Houston
- John Lister, Graphics Coordinator
- Dan Latham
- Jessie Maddox
- Griffith Polatty
- John Vinson, Report Coordinator

Introduction

Oxford is fortunate in having many historic resources which contribute to the environmental quality of the community -- fine examples of period architecture, tree-lined avenues, and a physical plan which largely preserves the original city plan. These features -- individual buildings, historic neighborhoods, street patterns, open spaces, focal points -- all give the citizens of Oxford a sense of identification with their community as well as a sense of continuity. It is these features which give Oxford a unique sense of place.

This study, undertaken by eight graduate students, has a four-fold purpose:

- 1 - to identify and evaluate those historic resources that contribute to the character of Oxford.
- 2 - to provide city officials with data which will be useful in planning for changes and new development, while protecting valuable historic resources.
- 3 - to increase awareness, within the public and private sectors of the community, of the value of historic resources and the need to preserve them.
- 4 - to recommend strategies which will protect and enhance the historic resources of Oxford as well as the quality-of-life afforded its citizens.

John C. Waters
Coordinator for Graduate
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March 21, 1986

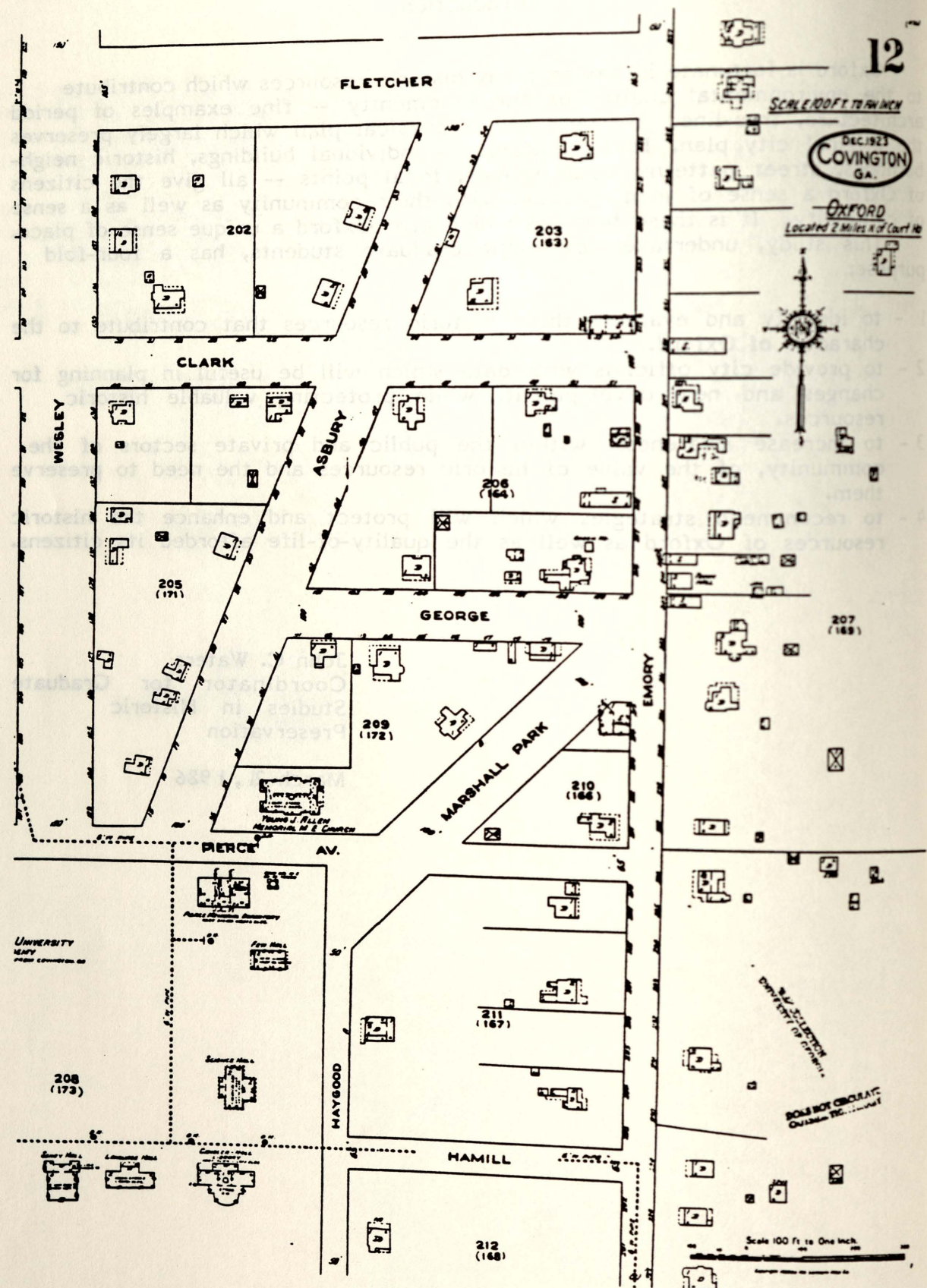


Fig. 1. Sanborn Map of Oxford, Georgia.

Methodology

by Kitty Houston and Dan Latham

The study of Oxford's historic resources began with an initial trip to the town and the gathering of background information. The McIntosh Trail Area Planning and Development Commission, state archives, Oxford College archives, University of Georgia's Special Collection, and Science Library were consulted for historic and present-day maps. A survey form appropriate for the town was developed. Fig. 2

Individual assignments were made to analyze the town's development, history, visual features, land use patterns, traffic problems, existing preservation ordinance, and attitudes toward preservation.

Because of time and travel constraints, the survey emphasized the architectural integrity rather than the historical significance of all the buildings studies. After a windshield survey, teams were assigned quarter-sections of the town's buildings. The team photographed buildings and developed an architectural inventory which included an assessment of physical condition, style or form, alterations, landscaping and any endangering elements, i.e. traffic, zoning, and physical deterioration. Building integrity was assessed based on the type, degree, and timing of alterations. The less a building had been changed from its historic appearance of fifty years or more ago, the greater its degree of integrity.

After the visual portion of the architectural surveys was completed, additional information was used to determine the classifications. Sanborn insurance maps from 1916 to 1923 (Fig. 1) were used. U.S. Department of Agriculture aerial photos from 1940 and 1950 helped establish approximate age of buildings. Assessor's records and interviews provided more information.

The survey forms were reviewed and National Register criteria (App A) were used as guidelines to classify the buildings in one of three ways:

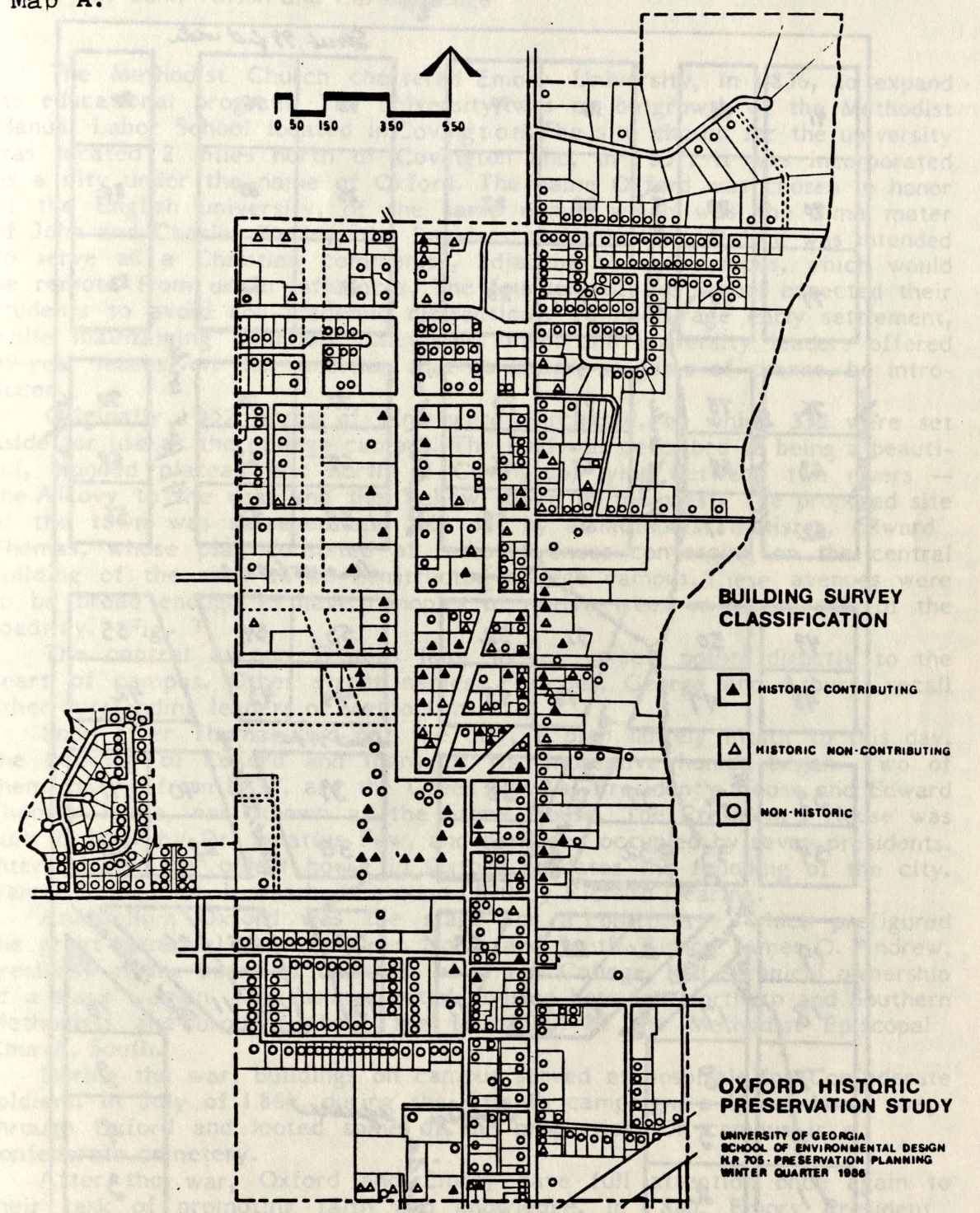
1. Historic contributing - a building fifty years or older with a high degree of integrity; the building exists essentially intact as it was built or may have alterations to the historic portion of the building, thereby illustrating historical evolution.
2. Historic noncontributing - a building fifty years or older with major alterations that have compromised the integrity of the historic form, design, materials or workmanship. With careful research and documentation, buildings in this category may be restored and become eligible for National Register listing.
3. Nonhistoric - a building less than fifty years old, not old enough to be called historic and therefore not contributing to the character or feeling of the historic area. However, those buildings between 40 and 50 years of age may soon meet the criteria for historic buildings. This classification may also include historic buildings so altered that the historical architectural character of the building is irretrievably lost.

These classifications were recorded on a Building Survey Classification Map (Map A). The architectural survey information and the data developed from the individual assignments were the basis of the recommendations developed as a part of this study.

OXFORD HISTORIC RESOURCE SURVEY					ST. ADDRESS
CLASSIFICATION <input type="checkbox"/> H, intact <input type="checkbox"/> H, few changes <input type="checkbox"/> H, major "probably" <input type="checkbox"/> 40 - 50 yrs <input type="checkbox"/> MH <input type="checkbox"/> I	CONDITION <input type="checkbox"/> excellent <input type="checkbox"/> good <input type="checkbox"/> fair <input type="checkbox"/> poor INTEGRITY	CONSTRUCTION DATE ARCH / BLDG SOURCE	STYLE / FORM _____		CURRENT OWNER, address
ALTERATIONS & DATES _____ _____ _____				CITY PAX NO.	
SIGNIFICANCE _____ _____					ZONED
ENDANGERED BY <input type="checkbox"/> ownership <input type="checkbox"/> deterioration <input type="checkbox"/> zoning <input type="checkbox"/> development <input type="checkbox"/> other				BLDG. NAME	
STORIES	PLAN <input type="checkbox"/> symm. <input type="checkbox"/> asymm. SHAPE <input type="checkbox"/> square <input type="checkbox"/> rect. <input type="checkbox"/> other	BLDG. MATERIAL <input type="checkbox"/> clapboard <input type="checkbox"/> asphalt shingles <input type="checkbox"/> brick bond; <input type="checkbox"/> other	ROOF SHAPE <input type="checkbox"/> end gable <input type="checkbox"/> front " <input type="checkbox"/> hip <input type="checkbox"/> other		ROOF MATERIAL <input type="checkbox"/> metal shingle <input type="checkbox"/> metal standing seam <input type="checkbox"/> asphalt shingle <input type="checkbox"/> other
BAYS	DOORWAY <input type="checkbox"/> transom <input type="checkbox"/> sidelights <input type="checkbox"/> fanlight <input type="checkbox"/> other	PORCHES <input type="checkbox"/> 1 s portico <input type="checkbox"/> 2 s portico <input type="checkbox"/> wraparound <input type="checkbox"/> shed <input type="checkbox"/> other	WINDOWS _____	ARCH. FEATURES _____	HISTORIC USE
CHIMNEYS	No. interior _____ No. exterior _____ Material _____	OUTBLDGS / SIGNIFICANT L.S. FEATURES _____			
REMARKS _____					Surveyors _____ Date _____

Fig. 2. Oxford Historic Resource Survey Form.

Map A.



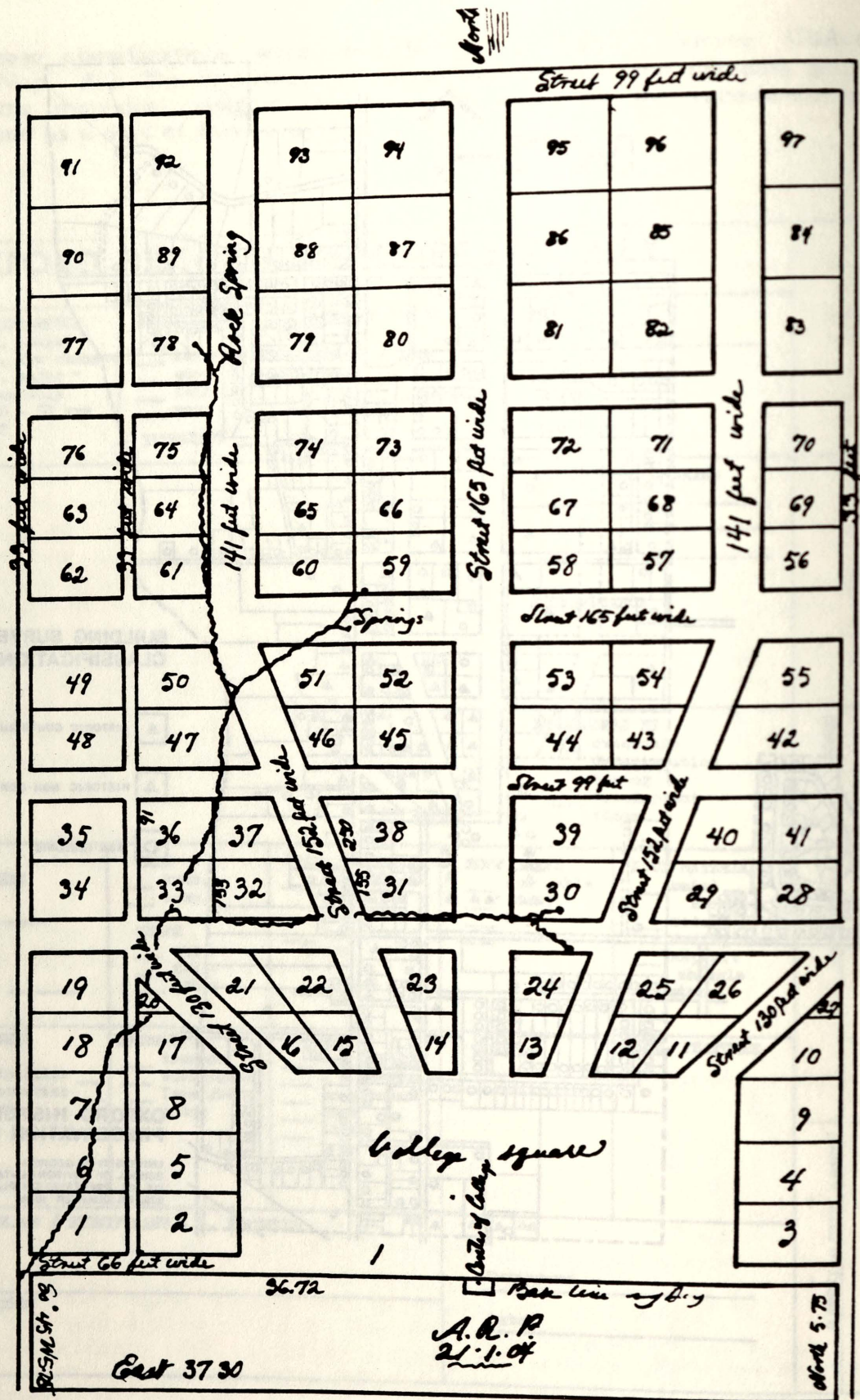


Fig. 3. Original Plan of the Town of Oxford, Georgia by Edward Lloyd Thomas, 1837.

History by John Vinson and Carolyn Edge

The Methodist Church chartered Emory University, in 1836, to expand its educational program. The university was an outgrowth of the Methodist Manual Labor School located in Covington. The site chosen for the university was located 2 miles north of Covington and, in 1837, it was incorporated as a city under the name of Oxford. The name Oxford was chosen in honor of the English university, of the same name, which was the alma mater of John and Charles Wesley, the founders of Methodism. Oxford was intended to serve as a Christian community, adjacent to the campus, which would be remote from urban influences. The founders of the school expected their students to avoid non-academic distractions. To encourage early settlement, while maintaining Methodist standards, town and university leaders offered 99-year leases, on the condition that no liquor, or game of chance, be introduced.

Originally 1452 acres of land were purchased, of which 330 were set aside for use as the college campus. The land was described as being a beautiful, wooded plateau just north of Covington, lying between two rivers -- the Alcovy to the east and the Yellow River to the west. The proposed site of the town was surveyed and laid out by a Methodist minister, Edward Thomas, whose plan consisted of radial avenues converging on the central building of the soon to be constructed college campus. These avenues were to be broad enough to have canopies of native trees on either side of the roadway. Fig. 3

The central avenue Thomas laid, Wesley street, points directly to the heart of campus. Other street names, Fletcher, George and Asbury, recall other outstanding leaders of Methodism.

Soon after Thomas laid out the city, a plan largely intact to this day, the building of Oxford and many of its impressive homes began. Two of them, dating from 1837, are the Greek Revival President's House and Edward Thomas' home, now known as the Stone House. The President's House was built in 1837 by Dr. Ignatius Few, and has been occupied by seven presidents. Interestingly, the oldest house in Oxford predates the founding of the city. Named Orna Villa, it was built around 1820 by Richard Dearing.

Antebellum Oxford was the stage for a controversy which prefigured the great sectional clash between North and South. Bishop James O. Andrew, president of the board of trustees of Emory College, had technical ownership of a slave woman. This issue created division between Northern and Southern Methodists and brought about the formation of the Methodist Episcopal Church, South.

During the war, buildings on campus served as hospitals for Confederate soldiers. In July of 1864, during the Atlanta campaign, a Union force swept through Oxford and looted some of the properties. On campus is a confederate cemetery.

After the war, Oxford and Emory gave full attention once again to their task of promoting faith and knowledge. In 1880, Emory President Atticus Haygood delivered a sermon in Oxford urging reconciliation between North and South. A New York City businessman, George I. Seney, happened to read a published copy of the address and decided to provide a substantial endowment to Emory.

His contribution provided for, among other projects, construction of Seney Hall, now the administration hall of Emory-at-Oxford. Another reminder of the Haygood years is the former president's home built in 1894.

Things continued pretty much without change until 1919 when Emory College financed by Asa Candler, moved to Atlanta to become the College of Arts and Sciences of Emory University. The campus at Oxford became the junior college of Emory, in 1929, taking the name Oxford College of Emory University.

The years during and after World War II brought changes to Oxford. Many people, attracted to the city's relaxed pace of life, moved there and commuted to jobs not related to the college. A minor building boom took place after the war which filled in lots between the older structures of Oxford.

Oxford has had many impressive citizens. They include: Ignatius A. Few (1789-1845), lawyer, Methodist preacher, and son of a prominent Georgia family, who sought to establish a first-class Methodist college. He helped make that aim a reality as Emory's first president. Dr. Issac S. Hopkins (1841-1914) was president of Emory College from 1884 through 1889. He envisioned a strong curriculum of technical education, but Emory Trustees did not go along with that idea, so he turned to the State Board of Regents who established the Georgia Institute of Technology, with Dr. Hopkins as the first President.

Rev. Edward Lloyd Thomas (1785-1852), who laid out Oxford, also surveyed the boundary between Georgia and Alabama. He laid out a number of other towns, including Columbus, Georgia. On the crest of a hill on Wesley Street he built a beautiful antebellum home, which was later to be the home of Mr. and Mrs. Bonnell H. Stone, whose name it now takes. It is presently occupied by Dr. and Mrs. Jack Atkinson and family.

Bonnell H. Stone (1887-1935) was a leader in Georgia in the conservation movement. On his tombstone in the Oxford Cemetery is the outline of a fir tree and the inscription "Father of Forestry in Georgia." The Stone family was prominent in the town and the college. Mr. George W. W. Stone was a professor, an officer of the college, and more than once a secret benefactor of the college. His son, George W. Stone, Jr. (1885-1939), though suffering blindness from age 6, graduated from Emory College and served three terms as mayor of Oxford. He was a successful farmer and broom manufacturer. His brother, Harry H. Stone (1861-1932), was a professor at Oxford College, and the new school in Oxford was named the Palmer-Stone in recognition of his advancement in education in Newton County, and especially in Oxford. He was the father of Susanne Stone Eady, the widow of Virgil Y.C. Eady and Miss Emmaline Stone.

Also buried in the old cemetery is James C. Andrew, the first native Georgian elevated to Bishop in the Methodist Church, and founder of the Methodist Episcopal Church South. Kitty Andrew Sledd, famous as Bishop Andrew's slave, is buried near her master's plot, and his ownership of her led to a split in the northern and southern branches of the Methodist Church.

Atticus G. Haygood (1839-1896), after graduating from Emory, became a minister, and later a bishop. He is considered one of the leaders in the "New South Movement." The third Bishop to be buried in the cemetery is Warren A. Candler (1878-1941), brother of Asa G. Candler, Coca Cola founder. He became the first Chancellor of the University, and the Theology School of Emory University is named for him.

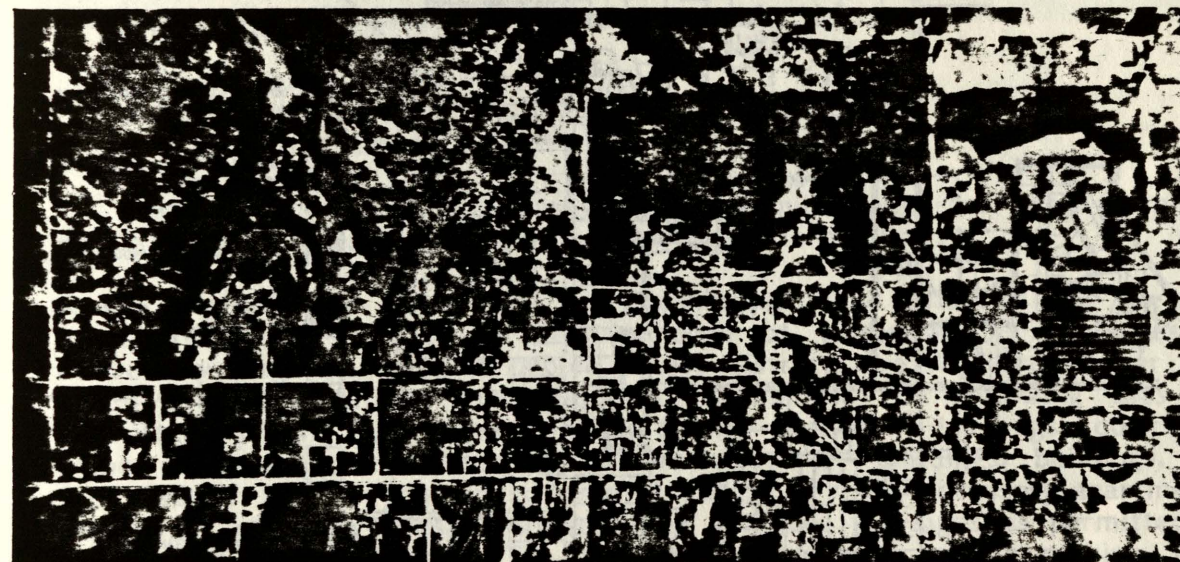
Some of the prominent doctors buried in the cemetery are Dr. Sara Branham Matthews (1861-1962), Dr. Charles Dowman (1882-1931), and Dr. Stewart Roberts (1878-1941).

The story of Oxford would not be complete without the story of

Alexander Means (1801-1883), Dr. Means was a pioneer in scientific education, a minister, teacher and scientist. He was one of the founders of Emory College and became its fourth President.

Today Oxford College and the City of Oxford share a proud heritage. Within recent years there has been growing concern and interest in protection of historic buildings, recognizing that these buildings symbolize the heritage of Oxford. One of the manifestations of this concern was the organization of the Oxford Historical Shrine Society on March 11, 1974. The primary focus of their efforts to date has been the restoration of the historic and antebellum church in which Atticus Haygood preached his famous 1880 sermon. Contributions to this effort were made by the U.S. Naval Construction Battalion Reserves, the Mobil Corporation, Mrs. Graham Davis, as well as area organizations including the Amity Club, Lion's Club, the Young in Heart, Scouts, and the Daughters of the American Revolution. It is this church which serves as the focal point of Oxford's annual fourth of July celebration which is co-sponsored by the Oxford Historical Shrine Society. The Oxford City Council, the Lion's Club, and Oxford College.

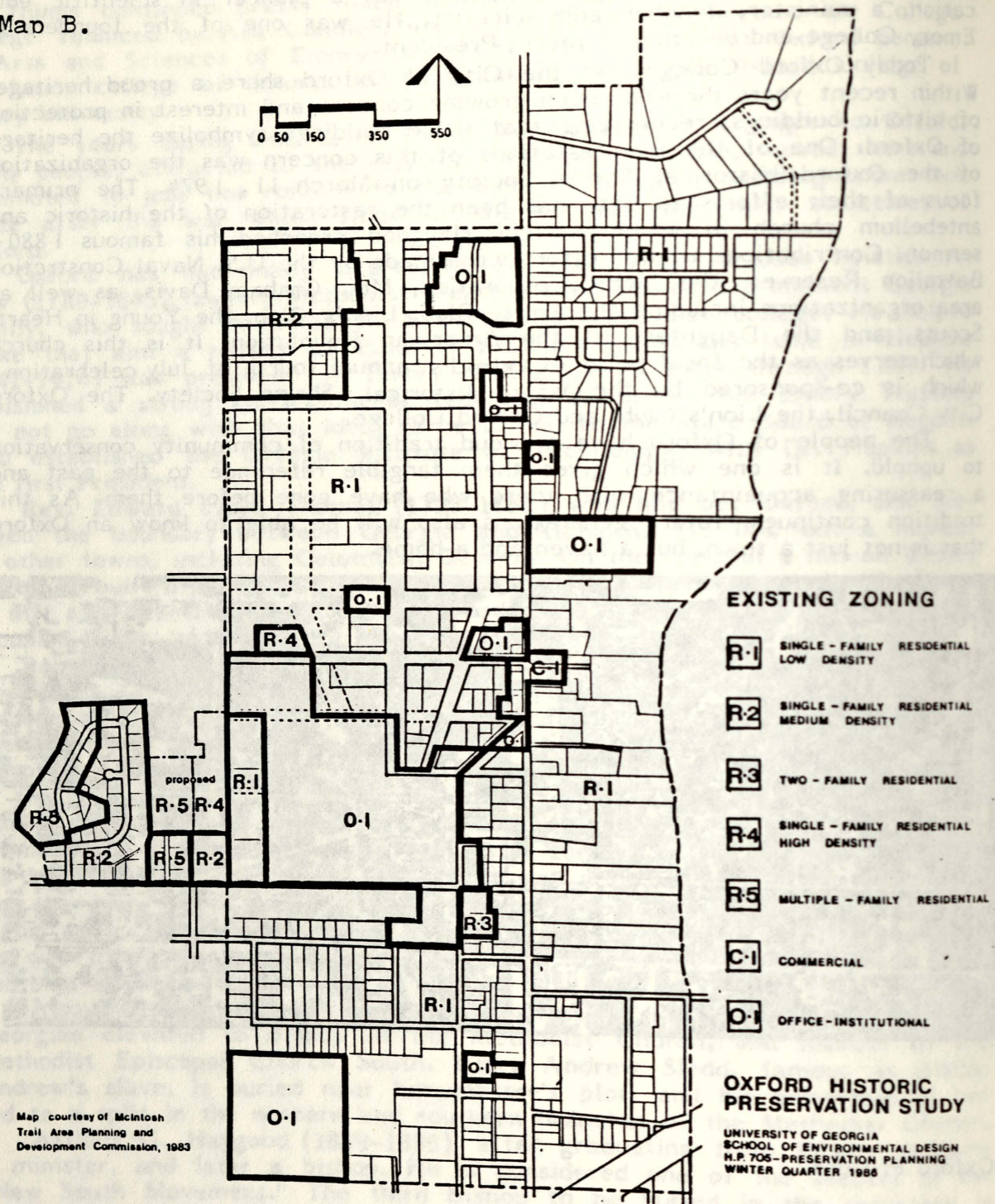
The people of Oxford have a proud tradition of community conservation to uphold. It is one which gives them tangible reference to the past and a reassuring acquaintance with those who have gone before them. As this tradition continues, future generations also will be able to know an Oxford that is not just a town, but a haven and a home.



Oxford Present

In the context of historic preservation, growth and change may be either positive or negative. Public awareness of both the positive and negative aspects of growth can lead to a community consensus which generates municipal policy. This segment of the Oxford Preservation Study presents those factors which need to be considered in the development of a community preservation plan.

Map B.



Existing Zoning

by Janice Maddox

The town of Oxford adopted its official zoning ordinance on December 19, 1983. The ordinance was prepared by the McIntosh Trail Area Planning and Development Commission.

Zoning is implemented in order to regulate land use, for the health, welfare, and well-being of its citizens. To facilitate the implementation of the zoning regulations, the city was divided into eight districts. The location of the various districts is illustrated in the Existing Zoning Map. In addition to the other categories of zoning, the city has an "overlay" Historic District which applies additional standards to specific areas which may lie within any of these districts. (See Historic Resources section for reference to the Oxford Preservation Ordinance.)

The historic buildings of the town's existing Historic District, as well as those not previously included, are illustrated in the Buildings Survey Classification Map. See Map A. In comparing this map with the Existing Zoning Map, it is apparent that Oxford's historical buildings are in three of the town's zoning districts. The eighth "overlay" Historic District is not defined by separate boundaries, but lies within two of the other districts. Therefore, this comparison deals with only seven zoning districts. The three districts in which historic buildings are located include:

- 1 Single-Family Residential (R-1)
- 2 Commercial (C-1)
- 3 Office-Institutional (O-1)

Each of these districts has different requirements for uses permitted within its boundaries. Summaries of these regulations follow:

1 Single-Family Residential (R-1) zoning districts establish and preserve quiet, relatively low-density neighborhoods of single-family residences as desired by large numbers of people. These districts are free from other uses which are incompatible with single-family homes. The following uses are permitted within this district: single-family detached dwellings; customary home occupations; churches and related accessory buildings; buildings, facilities, or land for the distribution of utility services; accessory apartments, and other accessory uses. The latter use provides for signs as permitted by the Oxford Sign Ordinance. The district also regulates on-site parking, floor area, lot area and width, setback from center line of street, as well as side lot lines, building height, and lot coverage by building. Fig. 4

2 Commercial (C-1) zoning districts are to establish and maintain a compact business district that is convenient and attractive for retail activities, business transactions, and services needs of Oxford and nearby surrounding areas. The uses permitted within this district include those types customarily associated with a commercial district, as well as single-family detached dwellings, and two-family duplex dwellings, and accessory uses. This district also is subject to the additional requirements enumerated for the preceding district. Fig. 5

3 Office-Institutional (O-1) zoning districts are to establish and maintain districts for office-oriented public and business activities. The development

standards are intended to promote the formation and continuance of a stable, compatible environment to protect the limited character of the district. The standards also aim to reduce traffic congestion, provide adequate off-street parking, and avoid the development of "strip" office areas. The uses permitted within this district are wide-ranging, and allow for some types of residential uses. This district is also subject to the additional requirements applicable to the preceding two districts.

The area of the R-1 District is the largest district within the developed areas. This district also contains the greatest number of historic buildings.



Fig. 4. Residential Example.

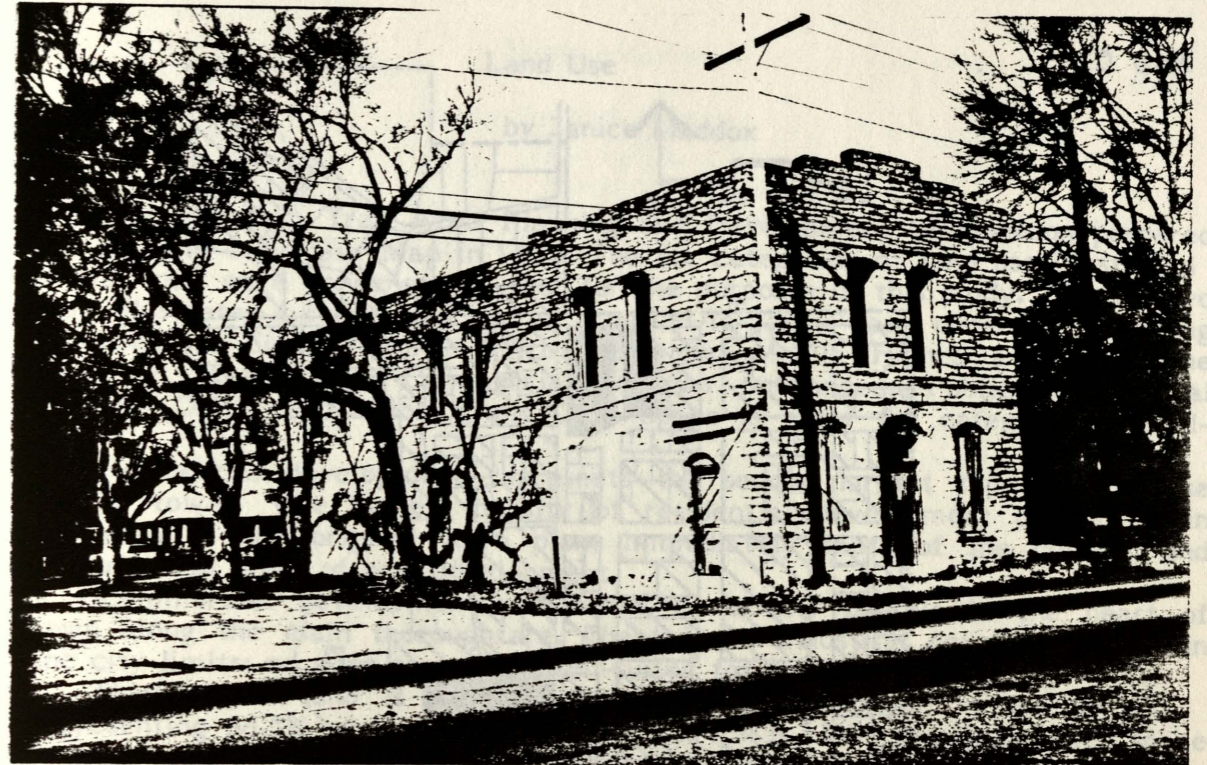
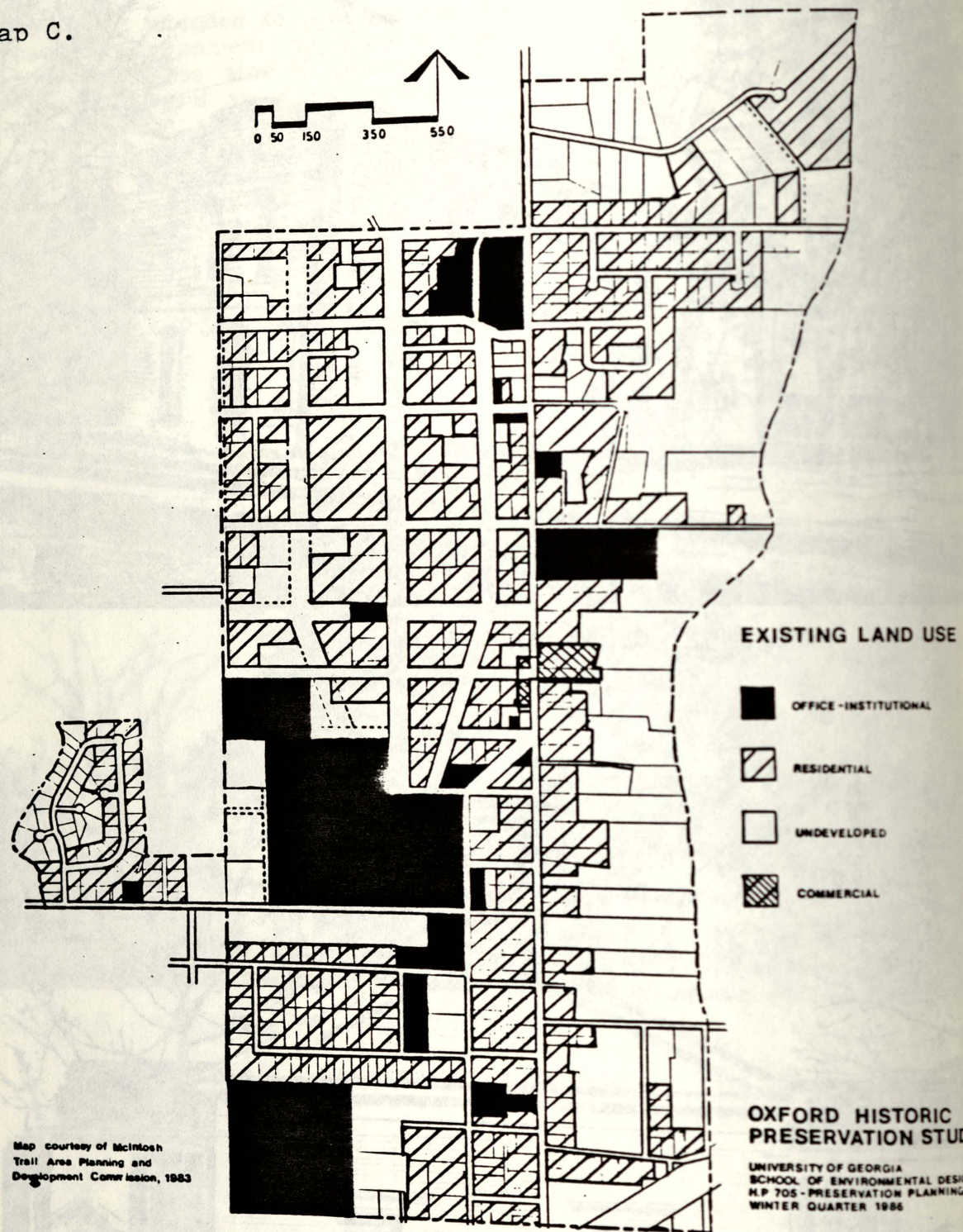


Fig. 5. Commercial Example.



Fig. 6. Office-Institutional Example.

Map C.



Map courtesy of McIntosh Trail Area Planning and Development Commission, 1983

Land Use

by Janice Maddox

The McIntosh Trail Area Planning and Development Commission prepared the Existing Land Use Map in 1983. The six categories of land use illustrated in this map were condensed to four for the purposes of this study. The revised map illustrates current land use on a parcel-to-parcel basis under the following categories: Single-family, Multi-family and Mobile Homes are under one category, Residential; Commercial remains unchanged; Public Institutional is under Office Institutional; and Open Space is under the category, Undeveloped.

Residential development represents the second largest type of land use in the town. The highest density of residential development occurs within the area of the original town plan, immediately south of the college, and in peripheral areas of new development.

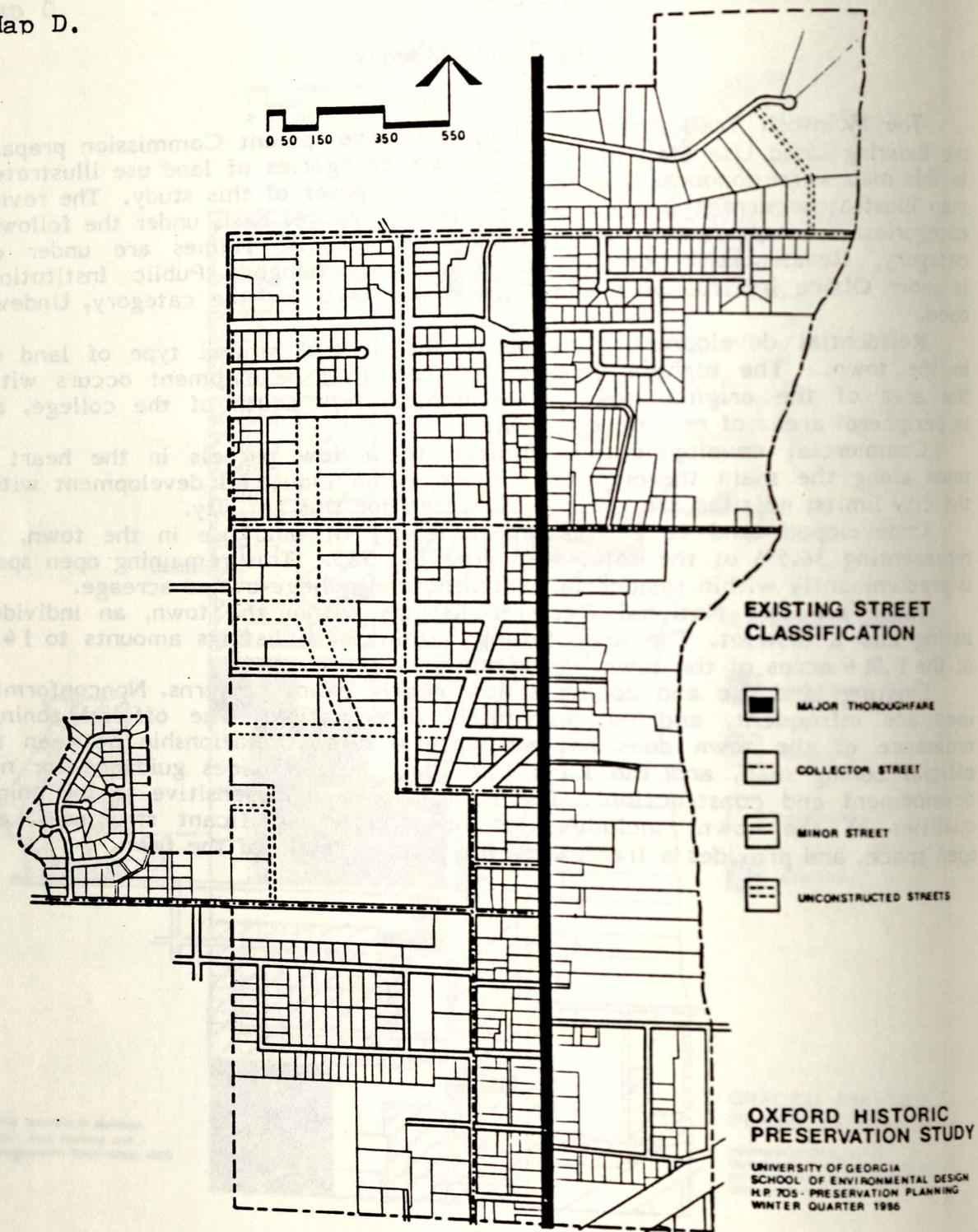
Commercial development is limited to a few parcels in the heart of town along the main thoroughfare. There is no industrial development within the city limits; no sites are really well-suited for this activity.

Undeveloped land is the largest category of land use in the town, representing 36.5% of the total land area in 1983. This remaining open space is predominantly within residential districts, and college-owned acreage.

There are two National Register listings within the town, an individual listing and a district. The area falling within these listings amounts to 147.8 of the 1,016 acres of the town. See Map C.

Existing land use and zoning follow nearly exact patterns. Nonconforming uses are infrequent, and not extremely incompatible. The official zoning ordinance of the town does not advocate a direct relationship between the official zoning map, and the Land Use Plan but, provides guidance for new development and construction. The Land Use Plan is sensitive to the unique qualities of the town, including its historically significant structures, and open space, and provides a framework for future growth of the town.

Map D.



Transportation

By Griffith Polatty

In February, 1983, the McIntosh Trail Area Planning and Development Commission (APDC) conducted a major thoroughfare plan for Oxford, Georgia. A summary of their findings are as follows.

The Study Area

Oxford's southern boundary line is contiguous with the city limits of Covington and development in Oxford is continuous over its municipal boundary. Several major traffic generators that affect Oxford's traffic patterns are located in Covington. Proximity to relatively high density residential areas in Covington also has a significant impact on Oxford's traffic network. Due to the close proximity of Oxford to Covington, the thoroughfare study area, where necessary, was extended beyond the Oxford city limits to include portions of the City of Covington and unincorporated Newton County.

The APDC considered several factors as traffic indicators in its classification of streets. These factors included population, development trends, major trip attractors, and the town's relationship with the surrounding area. Land use and zoning were also examined in the 1983 study.

Classification of Streets

Each street in Oxford performs a definite primary transportation function. This function varies from providing an uninterrupted travel-way for vehicles and pedestrians to serving primarily as an access to private and public property. Oxford's streets are classified according to their present function using the classification criteria contained in the Subdivision Regulations of the Town of Oxford. Street functions on the Major Thoroughfare Plan Map include: Map D

1. Major Thoroughfares - These serve primarily as major thoroughfares for travel through and within town.
2. Collector Streets - These function as feeders to major streets, for the collection of traffic from minor streets and provide circulation around the boundaries of residential neighborhoods.
3. Minor Streets - These provide access to adjoining properties.

Population

During the 1960s and the 1970s the Atlanta metropolitan area experienced significant growth. As the population of the Atlanta area grew, the mobility afforded by the automobile and the interstate system made outlying communities, as well as the unincorporated areas between them, increasingly attractive for those who desired the numerous advantages offered by these locations. These advantages included large-lot single-family homes, lower taxes, access to the interstate system, and the delights (as compared to the city) of small town, or rural, life. Within Oxford, the growth generated by Atlanta occurred on the periphery of the history area of the city, generally on the north and to the west.

Development Trends

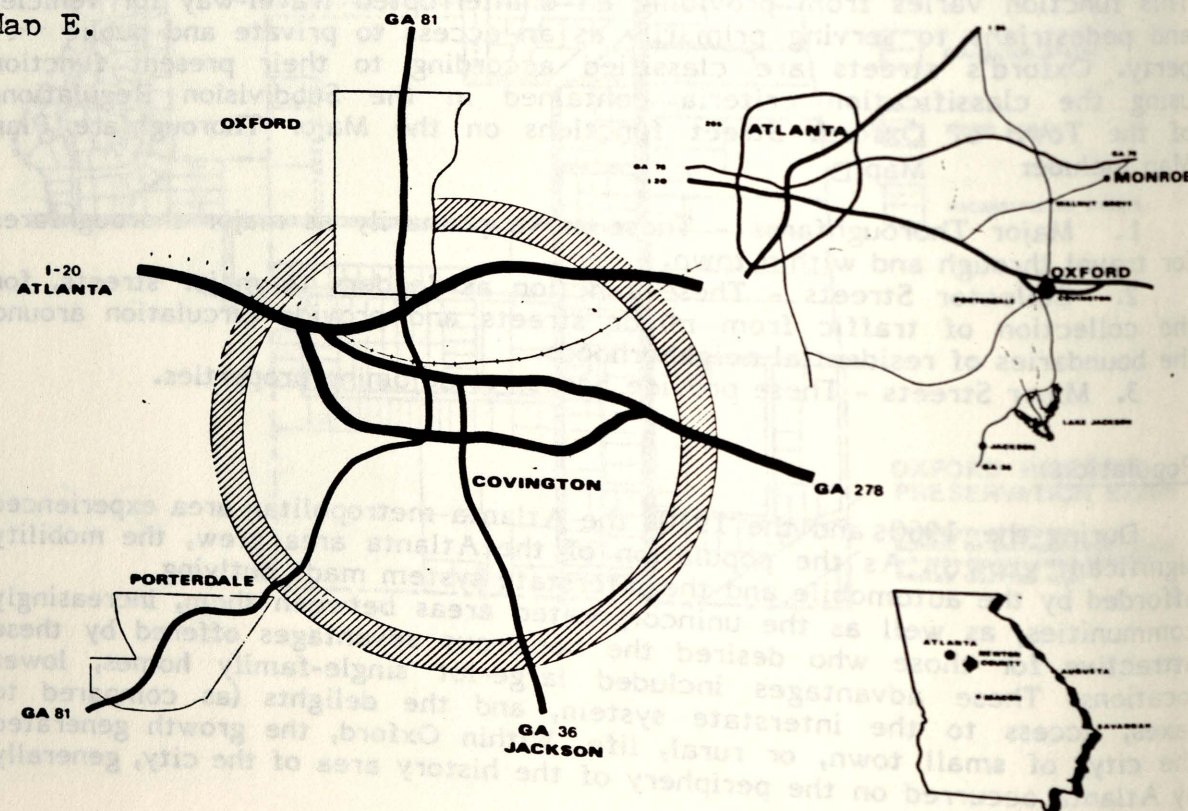
The Town of Oxford is an outstanding example of early town planning in Georgia. Oxford was founded in 1837 and, at that time, its streets were laid out in a radial arrangement centered on Oxford College. Most of the streets platted in the original plan materialized, with the exception of a portion of Coke Street and streets west of Coke. While there is no documentation as to why the full plan was not executed, topographic irregularities would appear to be a major factor in the failure to realize the original plan.

In recent times, the street system and lot patterns of the town have deviated from their historical precedents in an attempt to accommodate twentieth century lifestyles. Lots platted in Oxford today are smaller in size than those of the historic period. Development on Oxford's western boundary is for higher density use than it has been in the past. At the same time, new residential units continue to develop in unincorporated areas of the county west of Oxford. This high density development trend is expected to persist.

Relationship With Surrounding Area

Interstate 20 forms a barrier to transportation between Covington and the new developments west of Oxford, with the only connection between Oxford and Covington being the Emory Street bridge. The I-20 interchange at U.S. 278 and Newton Plaza affect Oxford's traffic flow because persons traveling south toward Covington or west toward Atlanta use Emory Street as an access route. See Map E.

Map E.



Major Trip Generators

Oxford's transportation system delivers visitors to the major trip generators, i.e., frequently visited spots, in Oxford and adjacent areas. The following locations have been identified as major trip generators:

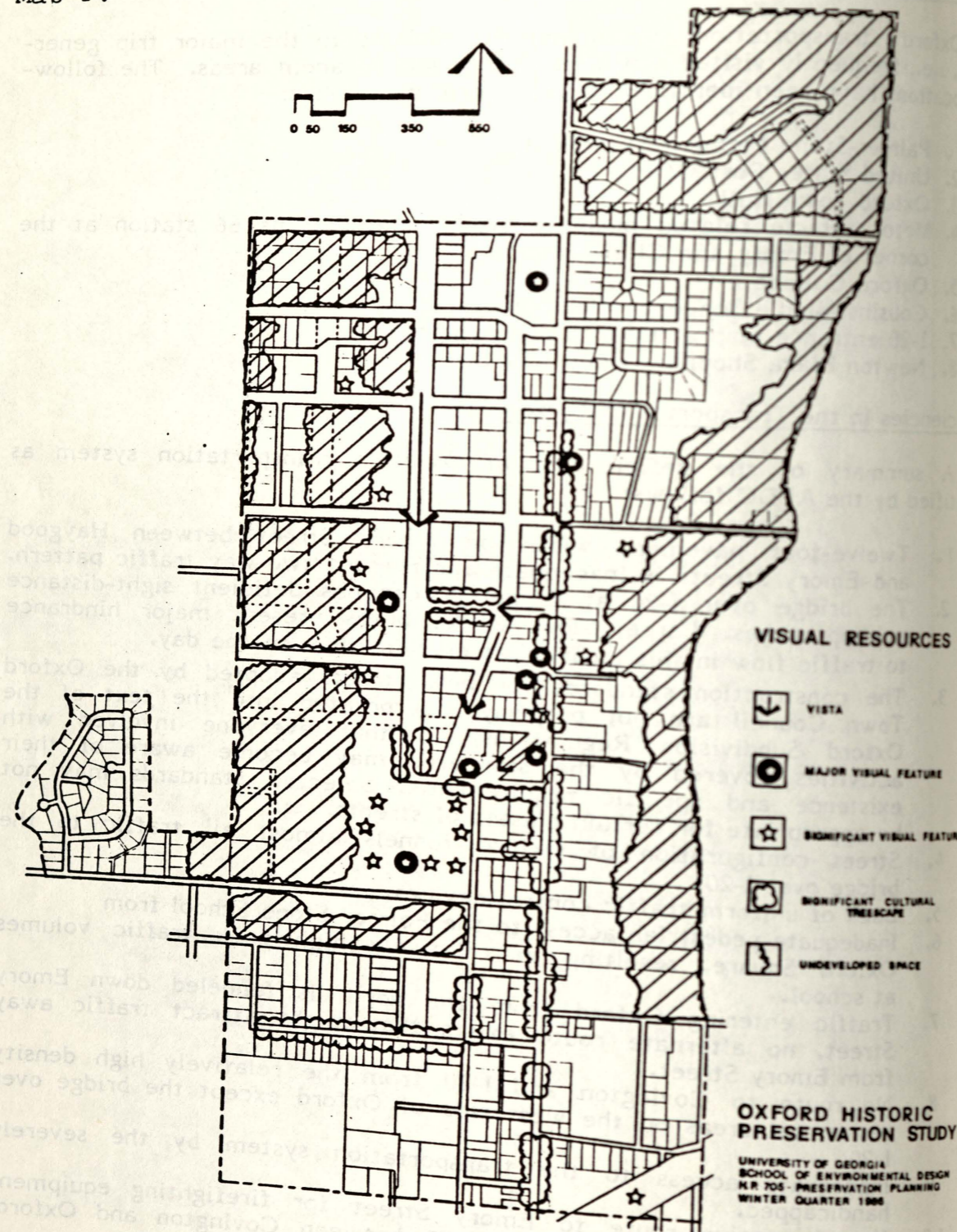
1. Palmer-Stone Elementary School
2. United States Post Office
3. Oxford Town Hall
4. Motor vehicle related business around the Phillips 66 station at the corner of Emory and Clark Streets
5. Oxford College
6. Cousins Middle School in Covington
7. I-20 entrance ramp at US 278 in Covington
8. Newton Plaza Shopping Center in Covington

Deficiencies in the Transportation System

A summary of the deficiencies in Oxford's transportation system as identified by the APDC follows:

1. Twelve-foot pavement width on Moore Street between Haygood and Emory Streets is inadequate for present two-way traffic pattern.
2. The bridge over I-20 at Geiger Street has deficient sight-distance at approaches. Large, slow school buses present major hindrance to traffic flow in this location at certain times of the day.
3. The construction standards for new streets adopted by the Oxford Town Council are not properly incorporated into the text of the Oxford Subdivision Regulations, so that everyone involved with activities covered by the standards may become aware of their existence and specific requirements. Selected standards may not be appropriate for certain classes of streets.
4. Street configuration of Oxford funnels almost all traffic to the bridge over I-20.
5. Lack of uniform traffic control devices.
6. Inadequate pedestrian access to the Palmer-Stone School from Oxford Square, resulting in relatively high peak traffic volumes at school.
7. Traffic entering Oxford from the north is funneled down Emory Street, no alternate route exists that might attract traffic away from Emory Street.
8. No route to Covington and I-20 from the relatively high density residential areas on the west side of Oxford except the bridge over I-20.
9. Inadequate access to the transportation system by the severely handicapped.
10. No alternative route to Emory Street for firefighting equipment to cross railroad tracks and I-20 between Covington and Oxford.

Map F.



Visual Resource Analysis

by John Lassiter

Oxford lies on a beautiful, wooded plateau between the Alcovy and Yellow Rivers. On this site, E.L. Thomas laid out the town according to a Baroque radial plan. From the outset the college was the focus of the town. This is reflected by the town plan with its five, wide, principal north-south streets which converge on the campus. The intent of Thomas' plan was to create a town with a feeling of spaciousness with vistas opening onto the campus.

Oxford's rich visual appeal immediately impresses the modern visitor. Contributing to this appeal are its architecture - historic structures and imposing building. Oxford's natural elements - grand vistas and mature treescapes also contribute to the town's visual appeal. Oxford provides a rich and varied mix of visual stimuli that make the town visually distinct and unique.

As a component of the preservation study, the visual source analysis identified Oxford's visual elements and examined each of these individually. Five categories were chosen. They are: "Vistas", "Major Visual Features", "Significant Visual Features", "Significant Cultural Treescapes", and "Undeveloped Space". (See Map F) Each of these will be further explained.

A "Vista" is a distant view. Often vistas have an architectural focus, as do Oxford's. The primary vistas in Oxford are those looking toward Sevey Hall and Old Emory Church. Sevey Hall visually dominates the college campus and much of the town. The vista toward Sevey Hall is particularly visible down Wesley Street, Asbury Street, and Whatcoat Street. It is especially prominent from the entire length of Wesley Street. Another of Oxford vistas is that of Old Emory Church viewed down Fletcher Street. Here, street trees effectively frame the vista and make it even more powerful. Fig. 8

"Major Visual Features" are visually arresting and immediately catch the visitors attention. These are visually significant due to either sheer size or proximity to a major street. There are eight "major visual features" in Oxford (Map F).

"Significant Visual Features" are visually significant but not quite as visually arresting as "Major Visual Features." There are sixteen "significant visual features" in Oxford (Map F).

One of Oxford's chief visual assets is its street trees. These are reflected in the "Significant Cultural Treescapes" category (Map F), on which masses of street trees are noted. These trees are particularly noticeable along Emory Street where an almost continuous canopy exists. These grand old oaks greatly contribute to Oxford's character and should be preserved.

A large percentage of the land area within Oxford's city limits is undeveloped. This is reflected in the "Undeveloped Space" category. The undeveloped area in Oxford consists of forest and open space. These greatly contribute to Oxford's inherent quality of spaciousness.

The two primary goals of E.L. Thomas' plan - vistas opening onto the college campus and a quality of spaciousness - have been maintained through the years. Oxford has retained its visual integrity well.



Fig. 7. Vista Towards Seney Hall.

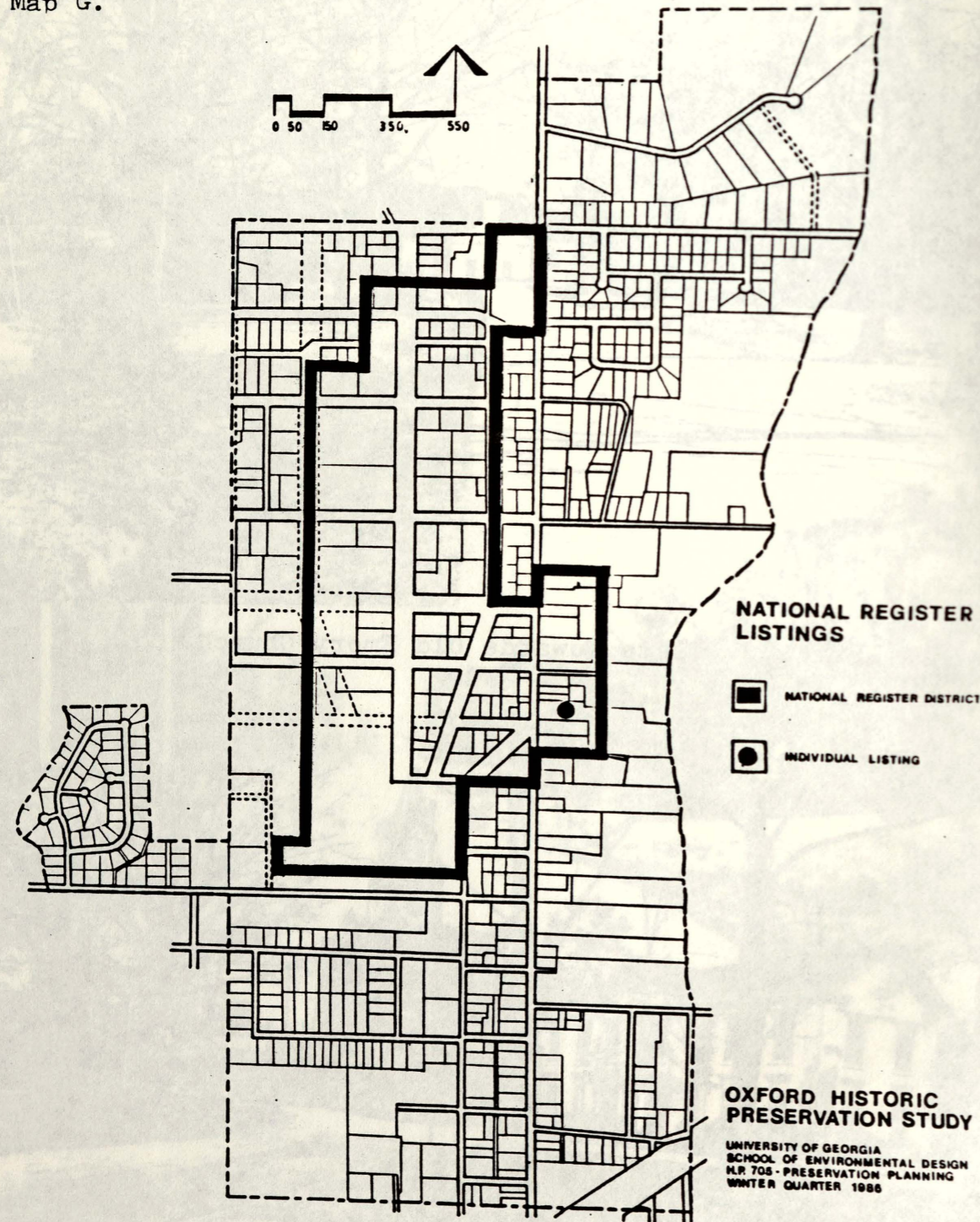


Fig. 8. Vista Towards Old Emory Church.

Fig. 9. Oxford College



Map G.



What are Historic Resources? by Bonnie Flanagan

As defined by the National Register of Historic Places, a historic resource is a district, site, building, structure or object significant in American history, architecture, archeology, and culture. Historic resources reflect the unique character, history, and culture of a particular community. They lend a sense of place and identity to residents.

A district is a geographically definable area, urban or rural, possessing a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united by past events or aesthetically by plan or physical development. A district may also comprise individual elements separated geographically, but linked by association or history.

A site is the location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined, or vanished, where the location itself maintains a historical or archeological value regardless of the value of any existing structures.

A building is a structure created to shelter any form of human activity, such as a house, barn, church, hotel, or similar structure. Buildings may refer to a historically related complex, such as a courthouse and jail or a house and a barn.

A structure is a work made up of interdependent and interrelated parts in a definite pattern or organization. Constructed by man, it is often an engineering project large in scale.

An object is a material thing of functional, aesthetic cultural, historical, or scientific value that may be, by nature or design, movable yet related to a specific setting or environment.

Why are Historic Resources Important?

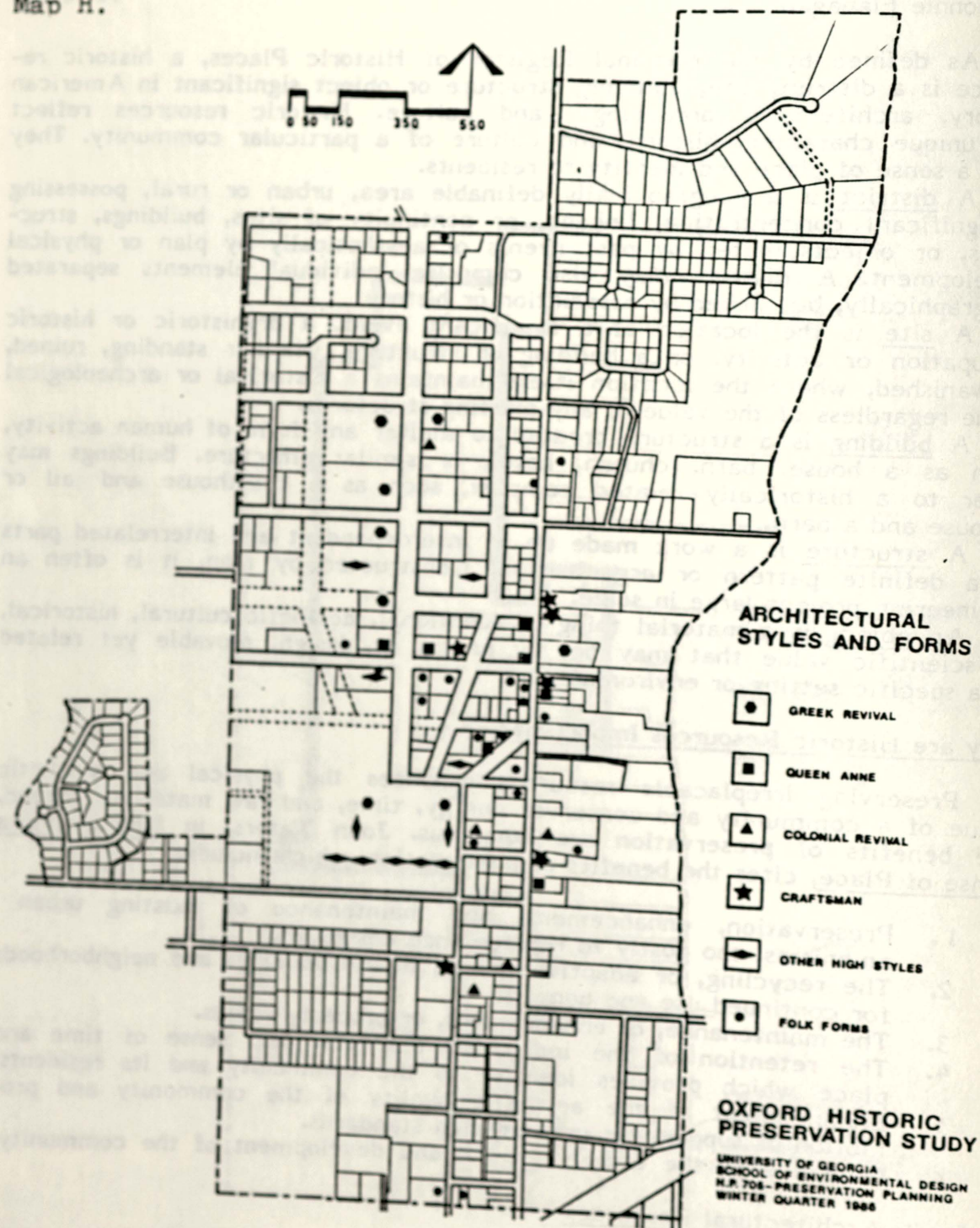
Preserving irreplaceable resources enhances the physical and aesthetic value of a community and conserves energy, time, and raw materials. Indeed, the benefits of preservation are numerous. John Waters, in Maintaining a Sense of Place, cites the benefits of preservation, which include:

1. Preservation, enhancement, and maintenance of existing urban amenities, too costly to replace once destroyed.
2. The recycling, or adaptive re-use, of old buildings and neighborhoods for continued use and benefit.
3. The maintenance, or enhancement, or property values.
4. The retention of the indigenous character and sense of time and place which provides identity to the community and its residents.
5. Enhancement of the aesthetic quality of the community and promotion of support for urban design standards.
6. Guidance of the orderly growth and development of the community.

Oxford's Architectural Resources

From the survey conducted as a part of the Oxford Preservation Study, an inventory - or list - of those historic buildings which appeared to meet the National Register criteria was developed. These buildings were classified as high style or folk form. Following the inventory summary, developed as

Map H.



a part of this study, is a discussion defining high style and folk form architecture as well as the various components of these building classifications which were identified in this study.

Inventory Summary

Oxford's historic buildings are concentrated along streets which developed according to the E.L. Thomas plan of 1837. With the exception of the eastern radials which never developed per the original plan, presumably because of topographical difficulties, the development of historic Oxford adhered to the 1837 plan. Oxford's historic buildings, rich and varied, include a variety of architectural styles and forms. The following inventory categorizes Oxford's historic buildings according to style and form: Map H

Greek Revival	8
Craftsman	6
Queen Anne	6
Colonial Revival	5
Other High Styles:	11
a. Neoclassical	4
b. Victorian Gothic	3
c. Early Classical Revival	2
d. Italianate	1
e. Beaux Arts	1
Folk Forms:	21
a. Gable Front and Wing	4
b. Pyramidal	4
c. Folk Victorian	3
d. Gable Front	5
e. Masonry Vernacular	2
f. Double Pen	1
g. Shotgun	1
h. Side Gable Mass Plan	1

Architectural Analysis

Identifying buildings in Oxford according to their architectural styles or forms was an important aspect of the research team's field work. Architectural designs not only reflect the time period during which they were constructed, they also express the tastes of Oxford's residents and the building materials available during that particular time. With the founding of the town dating from 1837, Oxford offers a variety of styles which were popular across the country for the next hundred years. Historic architectural designs in Oxford begin with the Greek Revival style and extend into the early twentieth century with the Craftsman style. Oxford has representative examples of both high styles and folk forms. A building is a High Style if it fits the description of that style accurately and is easily identified as a representative of that style. Folk forms evolved from traditional building methods but without the influence of their high style counterparts. Identification and classification of folk forms are based on the buildings' floor plans. Although folk form houses lack the architectural detail and exuberance represented in the high styles, they are, nonetheless, important elements in the built environment.

High Styles:

Greek Revival (1820-1860)

This style is characterized by classical columns, entablatures, pediments, and doorways with rectangular transoms and sidelights. Although the most prominent feature of the Greek Revival style is the colossal temple front with columns, many of the vernacular adaptations of the style were built without the columned facade, substituting instead smaller entry porch columns. Taking its inspiration from the classic temple form of ancient Greece, this style is symmetrical in design. Fig. 10

Queen Anne (1880-1900)

The asymmetrical composition of this style incorporates a variety of surface materials and ornamentation, producing a decoratively rich effect. Architectural elements include turrets, towers, roof cresting, projecting pavilions, and wrap-around porches. Wood shingles were commonly used to create a textured wall surface. Also characteristic of this style are steeply pitched roofs with multiple intersecting cross roofs or gables. Fig. 11

Craftsman (1900-1940)

The Craftsman cottage, constructed for the first time at the turn of the century, was typically a single story house with gently pitched broad gables. Exposed rafter ends and triangular brackets below the roofline were key elements of this style. The Craftsman, originally designed and executed in California, quickly became the nation's most popular and fashionable cottage. Other distinctive elements of this style include rubble chimneys, wood shingle exteriors, and tapered porch posts on brick piers. Front gabled, low porches with wide eaves gave this style a sweeping appearance. Fig. 13

Colonial Revival (1870-1920)

The Colonial Revival style combines elements from a variety of Colonial styles with contemporary designs. Details from the Georgian and Federal styles are freely combined, many times producing a building which illustrates an eclectic mixture of elements. The facade is usually symmetrical and the entrance is usually accentuated with either a decorative pediment, fanlight or sidelights. Side porches and roof dormers are other common architectural elements. Fig. 12

Neoclassical (1900-1920)

The revival of interest in classical styles grew out of the Columbian Exposition held in Chicago in 1893. Full-height entry porches were supported by classical columns which resembled those of the Greek Revival style. A classical pediment or gabled roof surmounted the porch. Symmetrically arranged, buildings of this design were usually of monumental proportions. Fig. 14



Fig. 10. Greek Revival.



Fig. 11. Queen Anne.



Fig. 12. Colonial Revival.

Fig. 13. Craftsman.

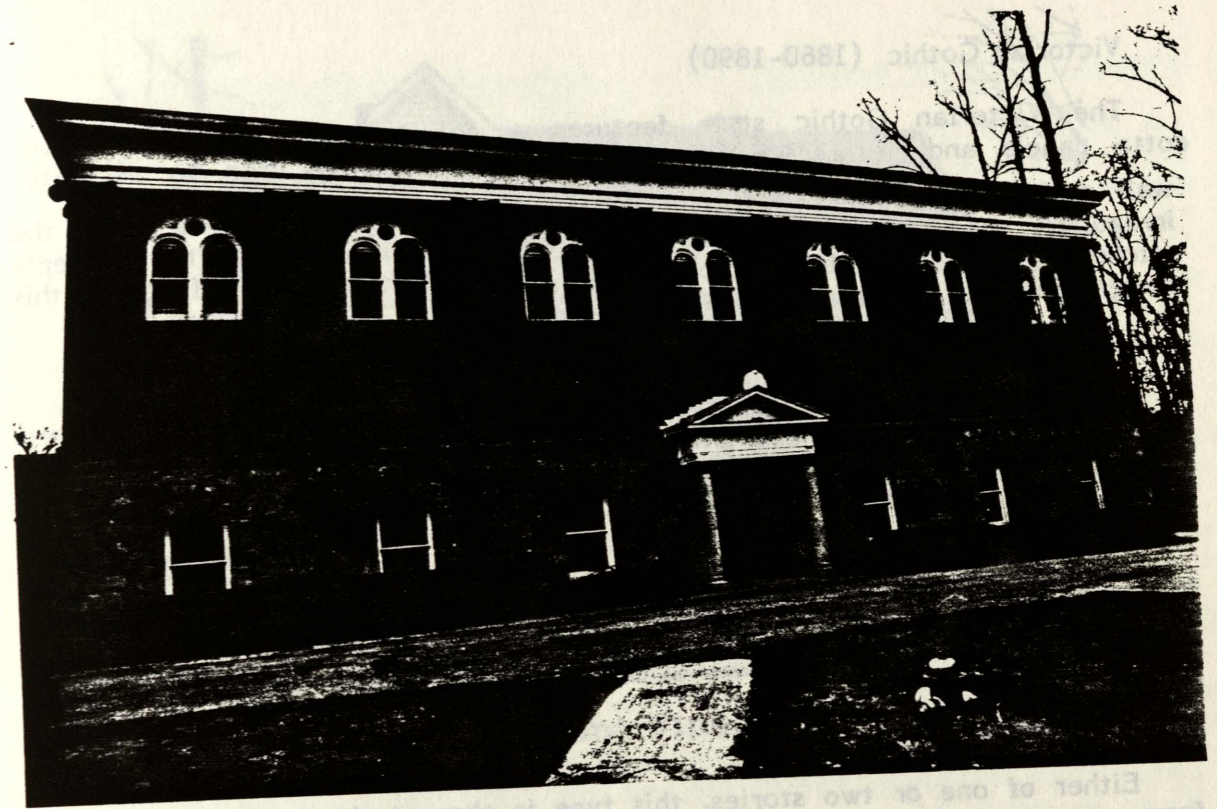


Fig. 14. Neoclassical.

Fig. 15. Victorian Gothic.



Victorian Gothic (1860-1890)

The Victorian Gothic style features a polychromatic exterior. Terra cotta panels and decorative brick bonds are frequently used to decorate wall surfaces. Pointed-arch windows reflect the Gothic influence while the irregularly massed plan of the style expresses the Victorian tradition. Steeply pitched roofs with multiple cross gables lend a "picturesque" effect to this design. Fig. 15

In addition to these high styles, there are a number of others in Oxford which serve as isolated examples. Due to the eclectic nature of Oxford's architectural resources, styles which are represented by only one or two examples have been omitted from the above description.

Folk Forms

Gable Front and Wing

Either of one or two stories, this type is characterized by a front gable form compounded with an additional side wing which created a common L-shaped floor plan. A shed-roofed porch was typically built at the junction of the wings. Fig. 16

Pyramidal

This form describes the roof shape which covers buildings with square floor plans. While this roof form requires more complex roof framing, it needs fewer long-spanning rafters and is cheaper to build. One and two story examples are common.

Gable Front

Characterized by its gable front roof, this house type is a simple form, usually two-story, with a steeply pitched roof. Gable front houses are narrow in width, being well-suited for narrow lots.

Folk Victorian

This form uses decorative elements such as scroll-saw work, turned balustrades, and shingles on a folk-form house type. A vernacular adaptation to the Queen Anne style, this type often lacks the irregular massing of the Queen Anne while applying decorative elements commonly used in houses of its high style counterpart. Fig. 17

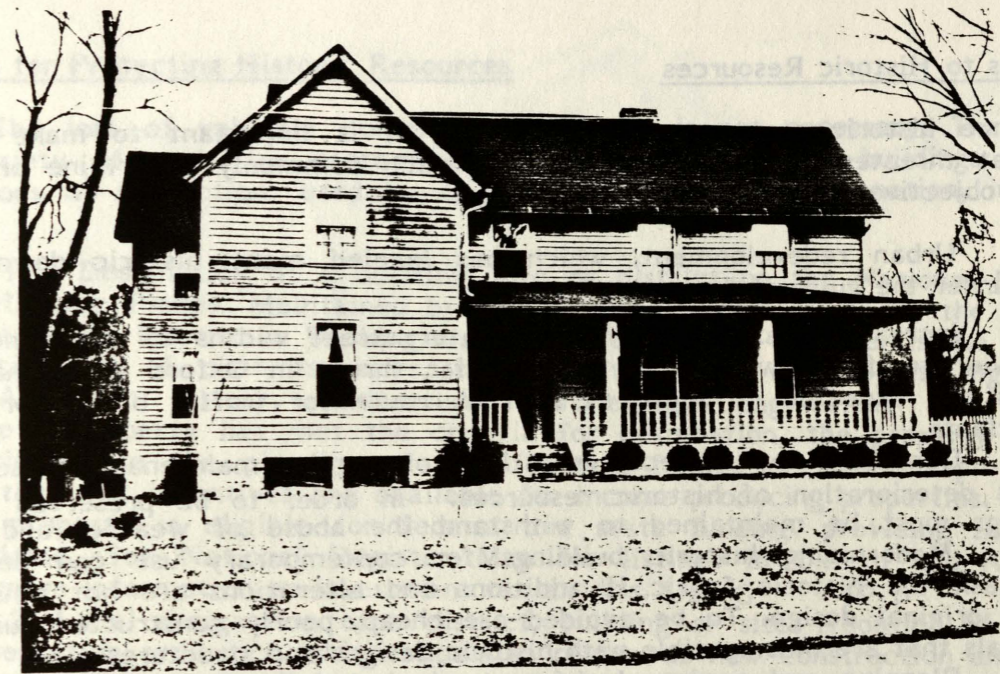
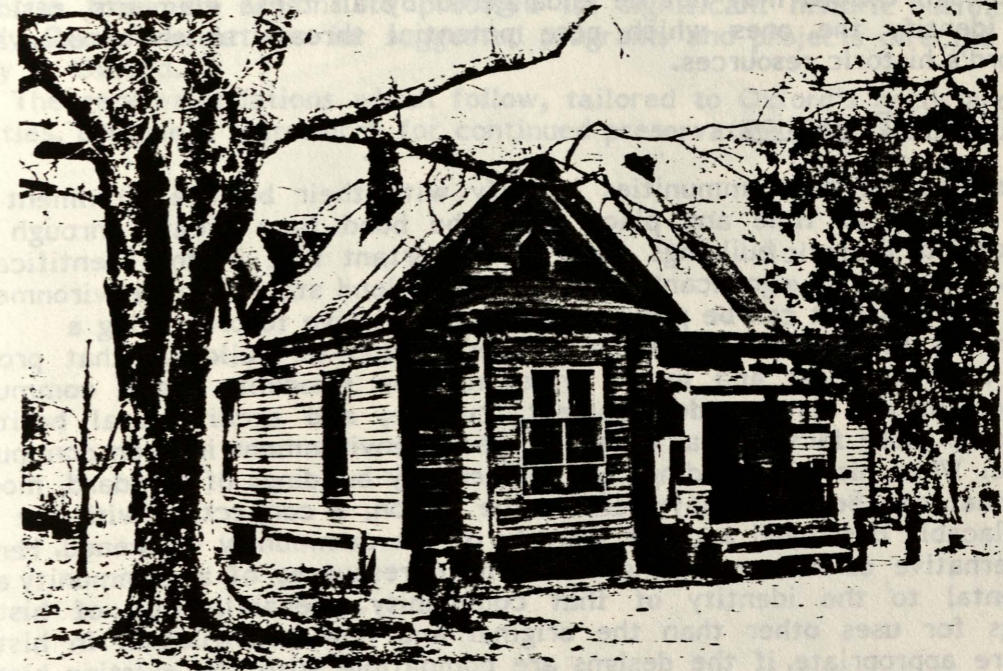


Fig. 16. Front Gable and Wing.

Fig. 17. Folk Victorian.



Threats to Historic Resources

Once historic resources are identified, it is important to make note of what threatens them. Some problems which commonly undermine preservation objectives across the country include:

1. Urban redevelopment, which has leveled many historic downtown areas under the guise of "progress."
 2. Increased traffic demanding greater street widths to accommodate a heavier traffic flow. This is a particular threat in Oxford where narrow streets are expected to serve as a truck route for traffic bound for I-20 and Atlanta.
 3. Demolition by neglect, or a lack of regular maintenance practices, causes deterioration of historic resources. In order to be preserved buildings must be maintained to withstand the abuse of weather and use.
 4. Modernizing historic buildings for contemporary use can destroy and mask the historic fabric if additions and alterations are not sensitive to the original design. To be avoided are cheap, poorly constructed building materials that are incompatible with historic designs and structures.
 5. Planning and zoning decisions posing a threat to the preservation of a community's historic resources. Zoning often does not consider the original use and character of an area when planning for future development. Zoning decisions insensitive to historic areas can directly threaten the continued existence of important resources. Also, zoning that is too restrictive can severely restrict adaptive reuse possibilities.
 6. Fire, which has caused the destruction of many historic areas, business and residential, across the country.
 7. Non-profit organizations, especially universities and churches, dis-regarding historic buildings with the attitude that any destruction they may induce is justified by their "cause."
- Although Oxford may not be endangered by all these elements, residents should identify the ones which pose potential threats to the preservation of Oxford's historic resources.

Alternative to Protection

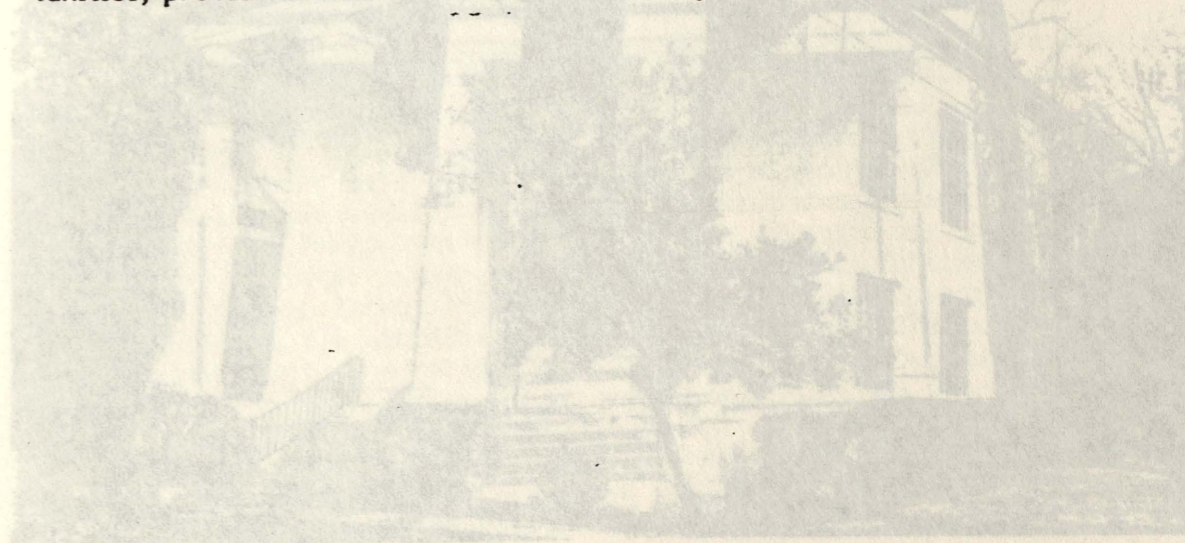
Residents of all communities identify with their built environment and derive a sense of time and place from the bond they create through this identification. Historic buildings serve an important role in the identification process. The loss of significant buildings which lend stability to environmental factors is a loss that can be prevented. The alternative to protecting a community's historic resources is the destruction of buildings that provide a link with the past and instill pride in town residents. Each community is unique in its history, development, culture, and architectural heritage. The loss of those factors that create a special environment in each community is tragic. When historic buildings are replaced by buildings of standard, modern design that can be found anywhere in the nation, a connection with the past is irreplaceably destroyed and the identity of the community weakened. Hence, the alternative of not protecting the historic resources of a community are detrimental to the identity of that community. Rehabilitation of historic buildings for uses other than the original and new construction in historic areas are appropriate, if the designs are compatible with the existing historic fabric.

Tools for Protecting Historic Resources

The loss of valuable community resources is not necessary. There are a variety of tools for protecting a community's historic buildings. These methods of protection, used by communities throughout the nation, include:

1. Designation of a building, site or district on the National Register of Historic Places. Maintained by the National Park Service for the Department of the Interior in Washington, D.C., the National Register is the nation's official list of districts, sites, building, structures, and objects significant in American history, architecture, archeology, engineering and culture. Once a property has met the criteria for designation, the property will be considered in the planning of any federally-funded or licensed project. In addition, tax incentives are available for income producing properties. Finally, the property is eligible for federal and state funding, providing funds are available. See National Register Map for listings in Oxford and Appendix for more information on investment tax credits. Map G App. B
2. Local designation of a district, building or site. Adoption of a local preservation ordinance which stipulates review of new construction and alterations within a locally designated district offers the greatest protection of a community's historic resources. If a local designation ordinance meets the criteria of the Department of the Interior, that community may qualify as a certified local government. Although Oxford currently has a local ordinance, it does not conform to these guidelines. See Appendix for a copy of Oxford's preservation ordinance and a model ordinance which meets the same guidelines that apply to properties listed on the National Register. Suggested Design Guidelines are included in Appendix C. See Study Recommendations for local district and building designations. Map J
3. Preservation efforts by private citizens and organizations have also been effective in protecting a community's historic resources. A community benefits from its actions to preserve its significant historic buildings. See Study Recommendations for suggested programs and projects directed specifically at Oxford.

The recommendations which follow, tailored to Oxford's needs and opportunities, provide a framework for continued preservation efforts.



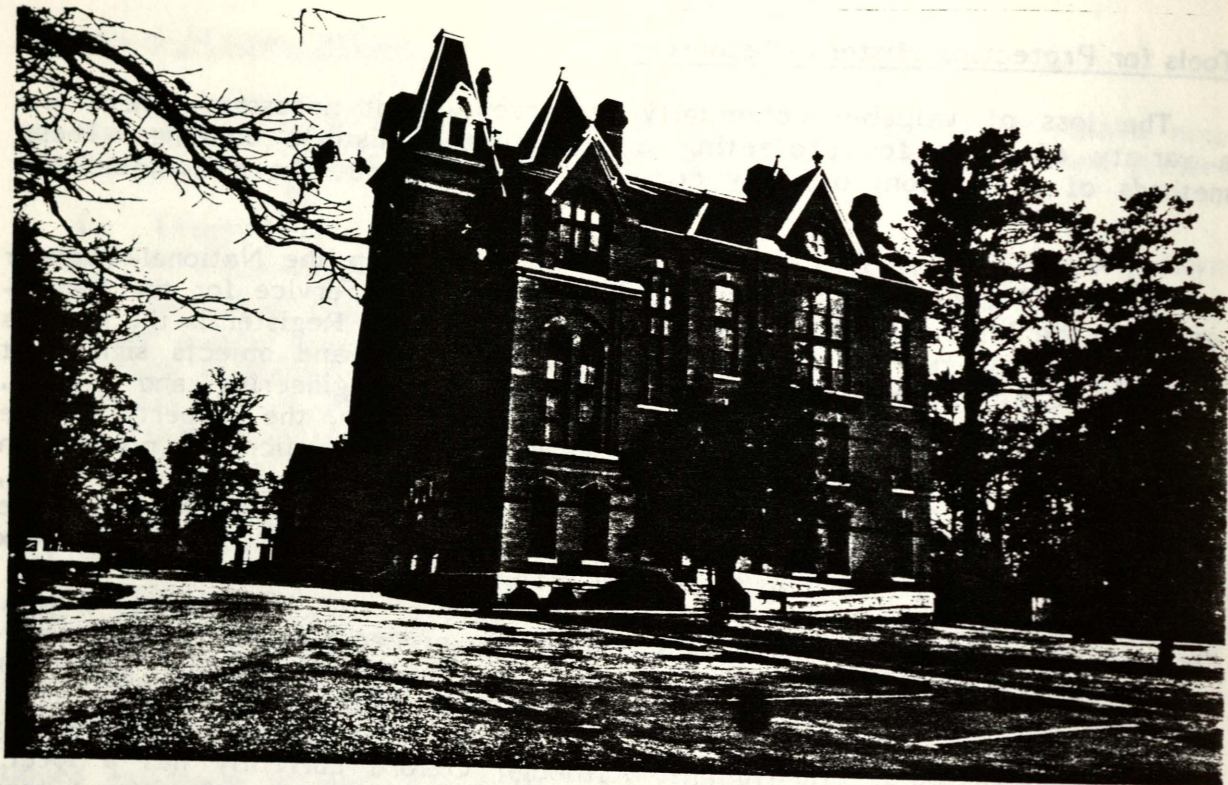


Fig. 18. Seney Hall.

Fig. 19. Few Hall.

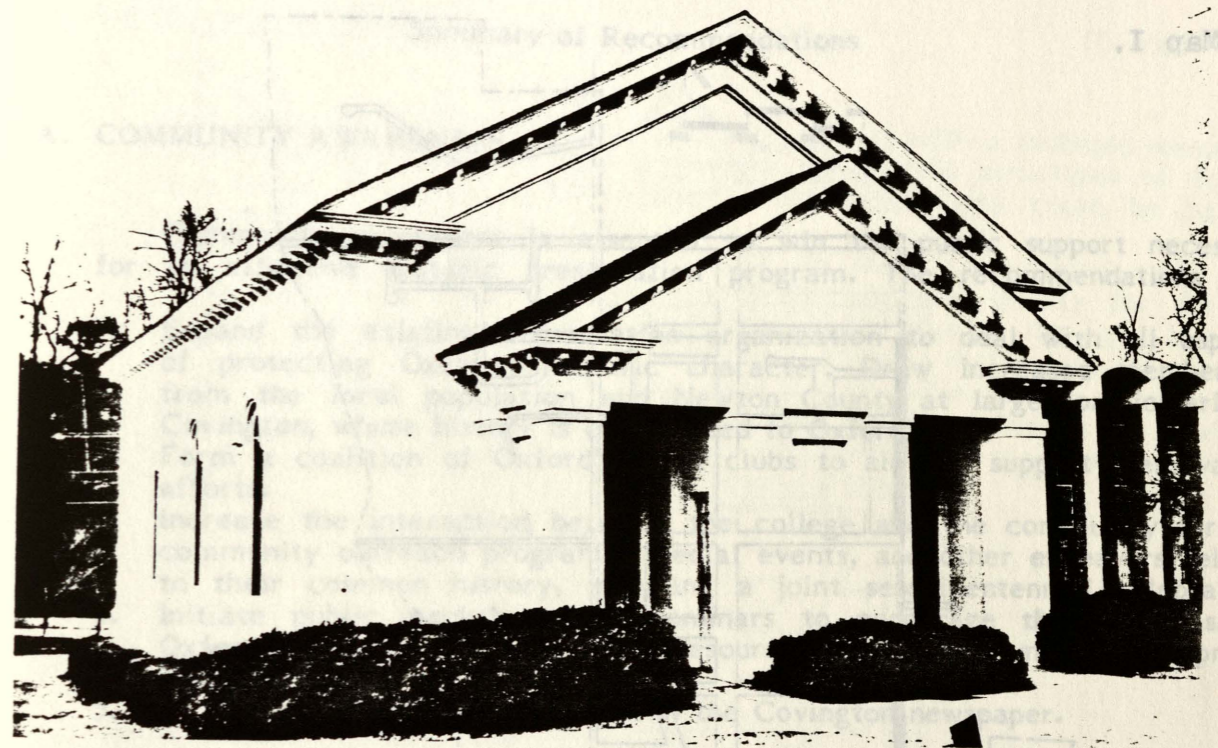
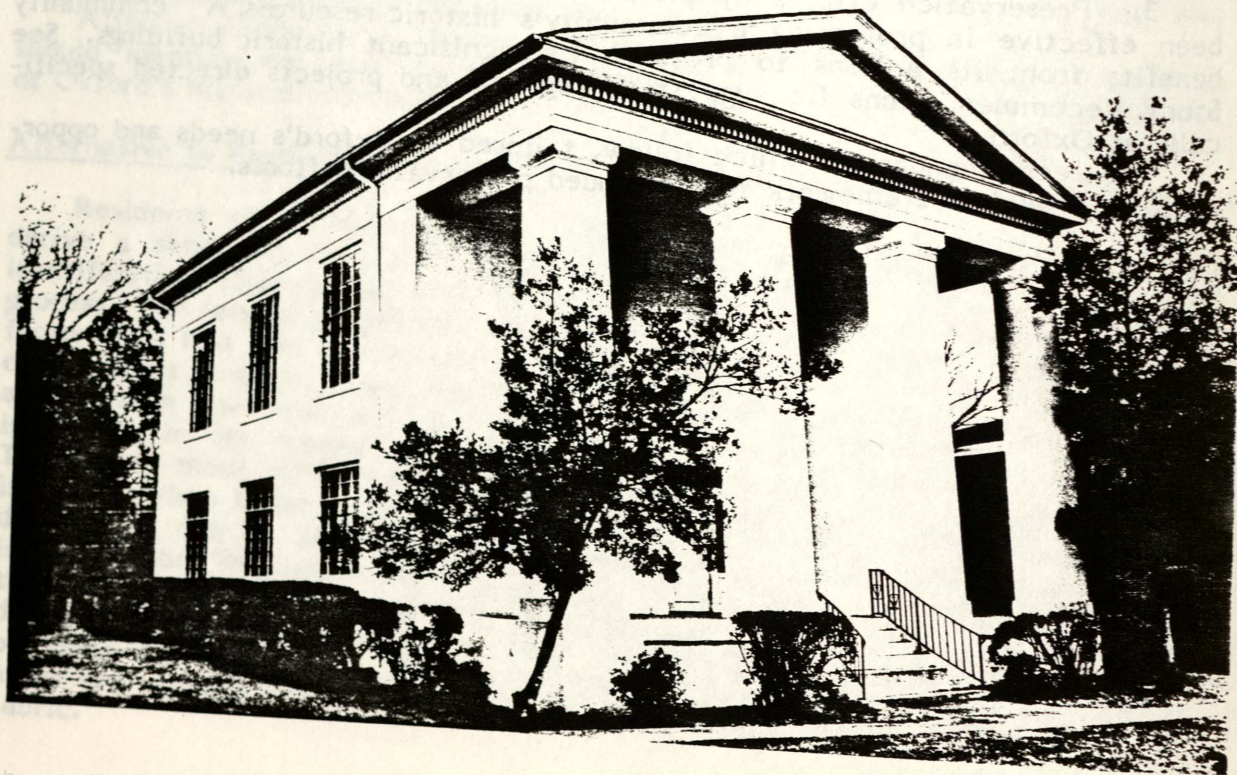
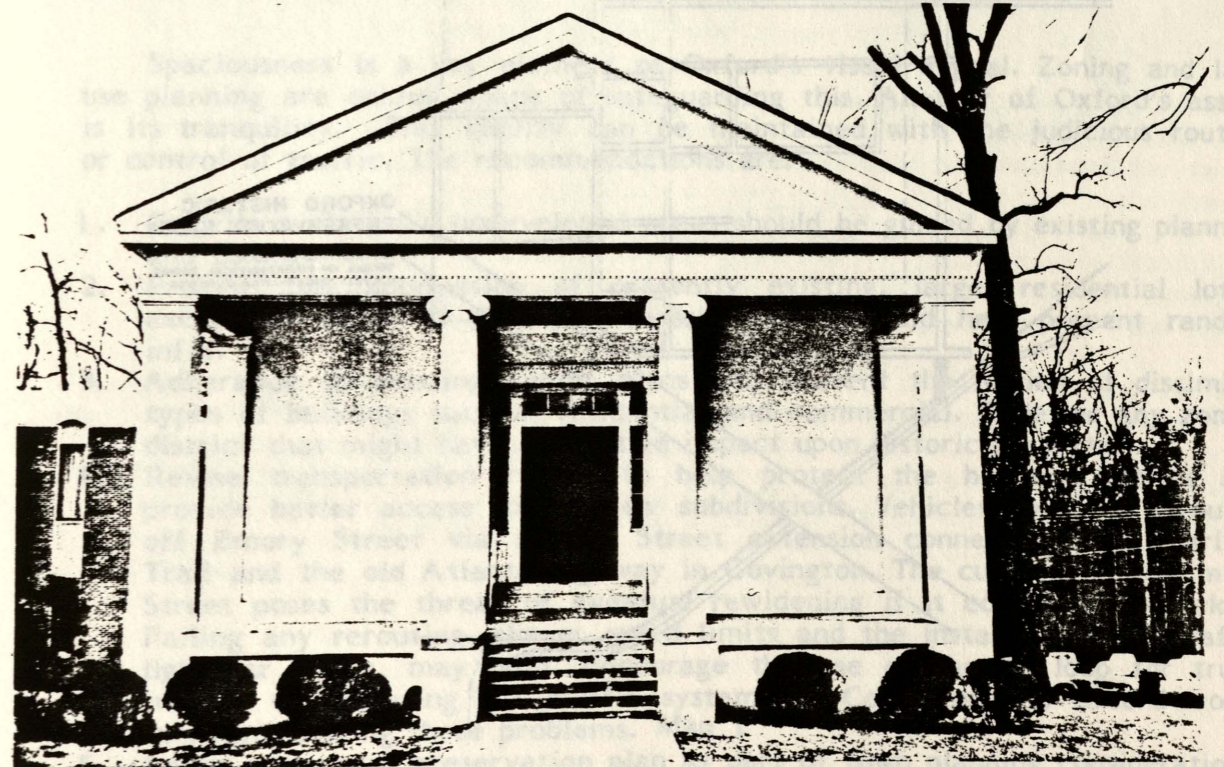
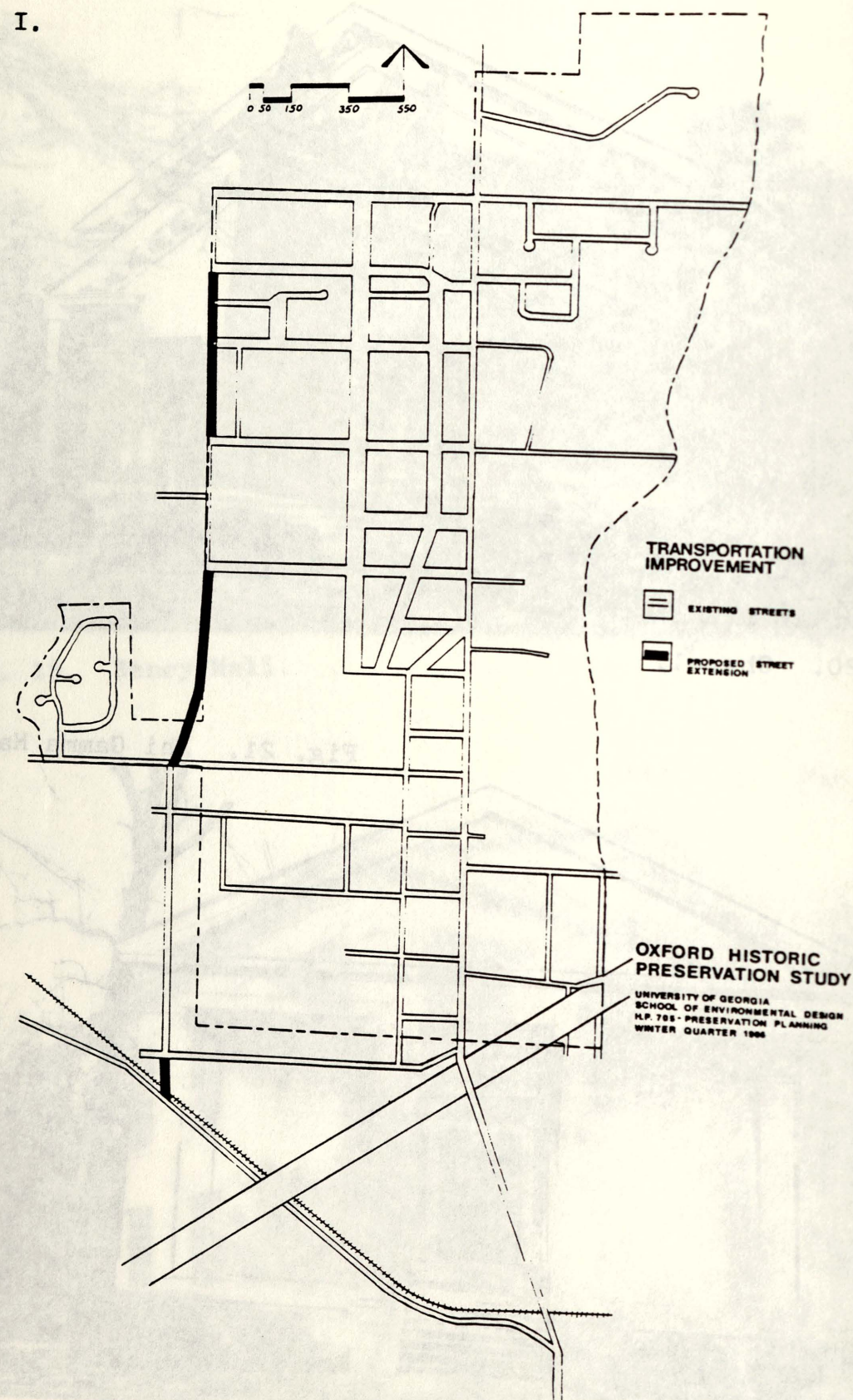


Fig. 20. Chapel.

Fig. 21. Phi Gamma Hall.



Map I.



Summary of Recommendations

A. COMMUNITY AWARENESS

Community awareness is essential to win the public support necessary for an effective historic preservation program. The recommendations are:

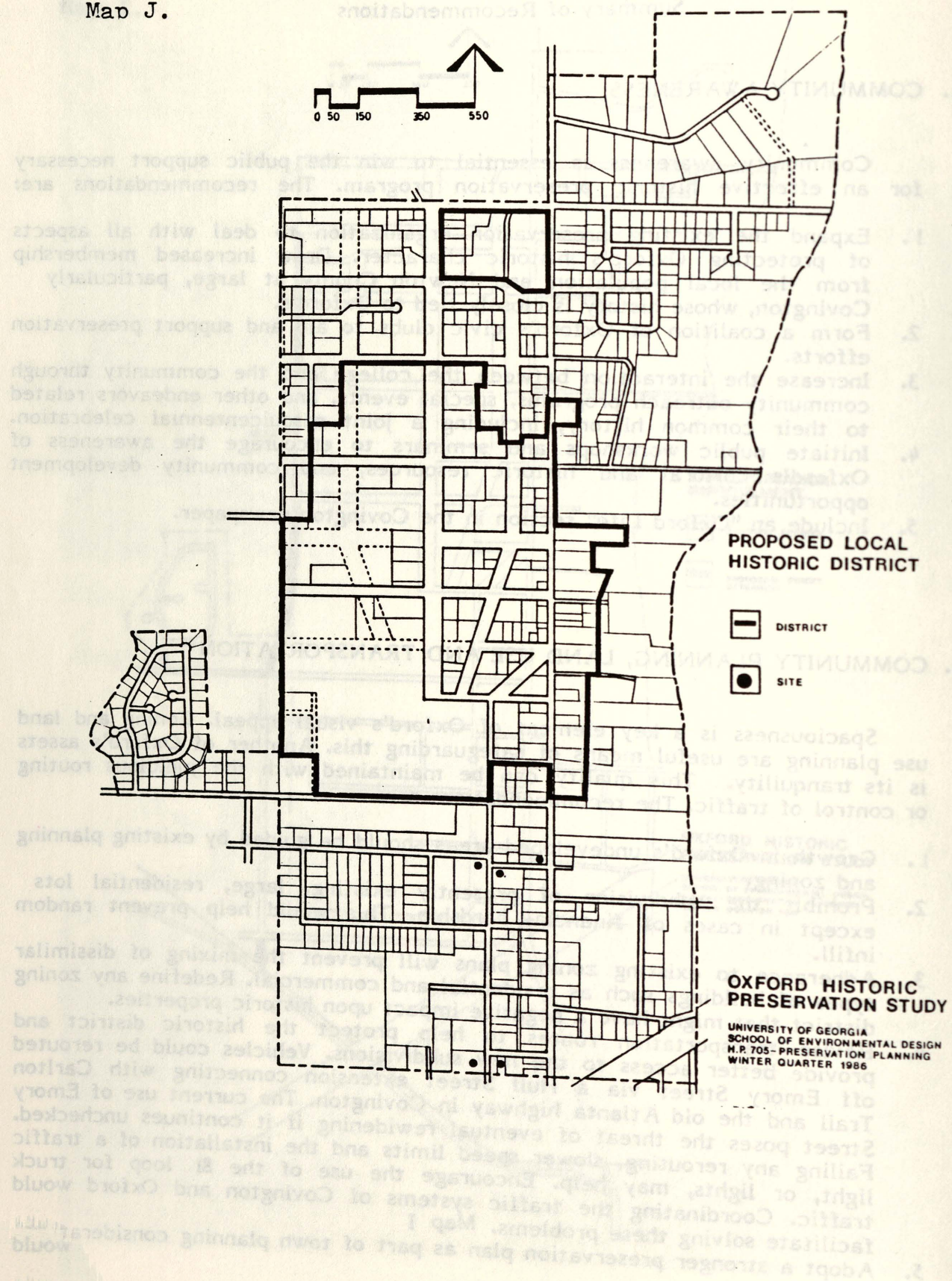
1. Expand the existing preservation organization to deal with all aspects of protecting Oxford's historic character. Draw increased membership from the local population and Newton County at large, particularly Covington, whose history is closely tied to Oxford's.
2. Form a coalition of Oxford's civic clubs to aid and support preservation efforts.
3. Increase the interaction between the college and the community through community outreach programs, special events, and other endeavors related to their common history, including a joint sesquicentennial celebration.
4. Initiate public workshops and seminars to encourage the awareness of Oxford's cultural and historic resources, and community development opportunities.
5. Include an "Oxford Life" section in the Covington newspaper.

B. COMMUNITY PLANNING, LAND USE AND TRANSPORTATION

Spaciousness is a key element of Oxford's visual appeal. Zoning and land use planning are useful means of safeguarding this. Another of Oxford's assets is its tranquility. This quality can be maintained with the judicious routing or control of traffic. The recommendations are:

1. Growth in Oxford's undeveloped areas should be guided by existing planning and zoning.
2. Prohibit the subdivision of presently existing, large, residential lots except in cases of financial hardship. This would help prevent random infill.
3. Adherence to existing zoning plans will prevent the mixing of dissimilar types of buildings such as residential and commercial. Redefine any zoning district that might have a negative impact upon historic properties.
4. Revise transportation routes to help protect the historic district and provide better access to the new subdivisions. Vehicles could be rerouted off Emory Street via a Hull Street extension connecting with Carlton Trail and the old Atlanta highway in Covington. The current use of Emory Street poses the threat of eventual widening if it continues unchecked. Failing any rerouting, slower speed limits and the installation of a traffic light, or lights, may help. Encourage the use of the 81 loop for truck traffic. Coordinating the traffic systems of Covington and Oxford would facilitate solving these problems. Map I
5. Adopt a stronger preservation plan as part of town planning considerations.

Map J.



C. PRESERVATION OPPORTUNITIES

1. Supplement the existing National Register district with a multiple resource nomination that would include a number of historic structures of equal significance to those already listed. That supplement could be based on this survey's inventory.
2. Revise the local preservation ordinance so that it conforms with the Georgia Historic Preservation Act of 1980 and will qualify for the certified local government program, which would provide the legal framework for effective preservation measures. A local district based on the Proposed Local Historic District Map, and including the college, is suggested.
3. Investigate the potential for developing the old Post Office and barber shop as Tax Act projects. Substantial tax credits are available for the restoration of properties that will be income producing.

D. COMMUNITY ENHANCEMENT

These suggestions are projects that civic groups could undertake under the supervision of the Planning Commission:

1. Develop an appropriate entrance sign to give the Oxford visitor an immediate feeling of arrival into the town. The sign could feature a town logo, possibly the Yarborough Oak, and direct visitors to Oxford's cultural amenities.
2. Conduct a tree planting program along the principal historic streets. The historic species and planting locations would be used. The ultimate goal is to make Oxford one visual entity. Eventually the entire town would have street trees. Establish a tree ordinance to protect the trees.
3. Relocate or bury utilities along Emory and other principle streets.
4. Before suburban infill destroys the opportunity, consider the feasibility of extending the uncompleted historic streets to terminate at the college, thereby realizing the Baroque plan as originally conceived in the 1837 plan.
5. An existing historic building might be adapted as a community center for public meetings, to house locally significant documents and collections, and to provide display areas for local artists and for traveling exhibitions.
6. To provide recreational spaces, a public park might be realized on public or institutional land, such as unused right of ways. Bike paths and pedestrian ways would afford more intimate access to Oxford's cultural amenities.



Fig. 22. Haygood Street Treescape.

Recommendation Implementation Plan by Kitty Houston

After gathering all pertinent information, the study team decided on four categories of recommendations. They are Community Awareness; Preservation Program Opportunities; Land Use, Planning and Zoning; and Community Enhancement. Beneath each heading are specific suggestions.

Community Awareness

Without community awareness and support, there can be no effective historic preservation in Oxford. Winning public support is a difficult, time consuming process, but one that is vital. Unfortunately, there are no shortcuts.

The Oxford Historic Shrine Society must redirect its goals and make a commitment to become the formal advocacy group for Oxford. To do this, the Society must actively recruit new members from as many sectors of the community as possible. Membership could be solicited from surrounding communities as well, particularly Covington, which has close historical ties with Oxford, and from Newton county at large.

The Society must then develop a formal, well organized and structured educational program. Public workshops and seminars will be planned to encourage awareness of Oxford's cultural and historic resources and its community development opportunities.

This educational program can be sponsored solely by the Society or, preferably, in conjunction with the mayor and town council, Women's Club, Oxford Historic Cemetery Foundation, American Association of Retired Persons, Amity, the Scouts, the churches of Oxford, and the Lions Club. The North Georgia Conference of the United Methodist could also be approached to be a sponsor since the church has a vested interest in the town's history. Because of the need for increased interaction between the college and Oxford, college sponsorship is strongly recommended. Society faculty members and administrative personnel can lobby from within for such sponsorship. Society members can work to persuade college administration and alumni that interaction would be beneficial to both the college and the town. The college could participate in the educational program and offer coordinated outreach courses. It can also hold special events related to shared community and college history, as their sesquicentennial celebration.

The greater the number and variety of sponsors, the more effective the educational program will be because sponsorship assures a "collective endorsement and an immediate identification with the program." Once the sponsors are enlisted, a steering committee, composed of one member from each sponsoring group, will be responsible for publicizing the program and encouraging public participation.

The Society will assume leadership and be responsible for the organization and content of the program. Society members will contribute an "Oxford Life" section to the Covington paper on a regularly scheduled basis. Columns should cover as broad a range of topics as possible - to interest as many readers as possible. Interviews with longtime residents, recording

*Waters, p. 41.

their remembrances and knowledge, which would otherwise be lost, can be used. Most people, regardless of their perception of preservation, have some memory, some soft spot, for images from the past. These columns will aim to rekindle those memories and utilize them for the support of preservation.

The educational program can be paced according to the public's acceptance of the program. A tree planting program could be initiated during this initial phase. It would be a good pilot project for the coalition of civic groups, would publicize the program, and be tangible evidence of cooperative community effort. The tree program will be explained more fully in a later section. Once the public responds to the tree project and the seminars and workshops, implementation of measures to enhance community development and historic preservation can begin.

Community Planning, Land Use and Transportation

The basic framework for future growth is in place with the land use plan developed by the McIntosh Trail Area Planning and Development Commission and the Oxford Planning Commission. Growth in undeveloped areas should be guided by this plan. Subdivision of presently existing, large residential lots should, however, be prohibited to prevent random infill. Allowance can be made for cases of financial hardship. Adherence to existing zoning will prevent the mixing of dissimilar types of buildings such as residential and commercial. Any zoning district that has a negative impact on historic properties should be redefined.

A major threat to the character of the town is from heavy through traffic, poor local traffic patterns, and poor access to the new developments. Transportation routes need to be revised to help protect the historic district and provide better access to new subdivisions. Vehicles could be rerouted off Emory Street via a Hull Street extension connecting with Carlton Trail and the old Atlanta highway in Covington. The current use of Emory Street (historically 33' wide) poses the threat of the eventual widening if it continues unchecked. Failing any rerouting, lower speed limits and the installation of a traffic light, or lights, may help. Truck traffic should be encouraged to use the Highway 81 loop. Coordinating the traffic systems of Covington and Oxford would facilitate solving these problems. Lack of cooperation will insure that the problems will increase.

Preservation Opportunities

Oxford's zoning has been carefully prepared. A major inadequacy, however, is the preservation ordinance. A revised ordinance, conforming to the Georgia Historic Preservation Act of 1980, will qualify Oxford for the certified local government program and give Oxford the legal framework necessary for effective preservation measures. The suggested local preservation district is shown on the map. The district was drawn to include the heaviest concentration of historic contributing dwellings (see methodology section for use of term). Inclusion of the college in the district is strongly recommended.

The existing National Register district can be supplemented with a number of historic buildings of equal significance to those already listed. This survey's inventory can be used as a basis for that supplement.

The old stone post office and the stone barber shop have considerable potential as Tax Act projects. Substantial tax credits are available for the restoration of properties that will be income producing. The quality restorations of these two buildings would be an asset to Emory Street and could serve as inspiration for the upgrading and reclamation of other historic properties in town. The term quality restoration refers to following the Secretary of the Interior's Standards, which are basically common sense measures keeping the structure as close to its historic appearance as possible, and using appropriate materials and methods.

Community Enhancement

When public awareness is established and community development and preservation measures are in place, there are a number of projects that could be sponsored and supervised by the planning board, but implemented through the use of services and funds furnished by the various civic groups.

The tree program, as already mentioned, would be a beginning. An overall plan needs to be developed with the ultimate goal of unifying Oxford visually. Planting could be done in stages. Trees missing from the historic allees should be replaced with identical species in their appropriate historic locations. Faster growing species could be planted in the newer sections, but a design scheme should be followed. A tree ordinance needs to be established to protect these resources. See Appendix G

Something as simple as appropriate entrance signs to the town would give visitors a sense of arrival and could direct them to Oxford's cultural amenities. A town logo, possibly the Yarborough oak, could be used on the signs. Burying or relocating utility lines along the back of properties on Emory and other major streets would improve Oxford's visual appeal.

The feasibility of extending the uncompleted historic streets to terminate at the college could be explored. Oxford has no recreational spaces and perhaps the old rights of way could be used as a park with bike paths and pedestrian ways. An historic building, probably Old Church, could be adapted as a community center for public meetings, to house locally significant documents and collections and to provide display areas for local artists and traveling exhibits. Tied in with the park, the area could become the focal point for community activities and, ultimately, a cultural center for Newton county.



Fig. 23. Sample Logo, White Oak Silhouette.

SUMMARY

CRITERIA FOR EVALUATION

The hope of the study team is that these recommendations will serve as a springboard for discussion in Oxford and a guideline for action. The study team has given them careful thought, and believes they are the minimum steps necessary for an effective preservation program.

Certainly the people of Oxford will be able to improve upon them as time goes on. Given the heritage of Oxford and the quality of its people, a great potential for community enhancement exists. But it is crucial to consider that potential, by itself, in no way guarantees results.

In instances too numerous to mention, citizens of historic communities have awakened to discover much of their past irretrievably lost. It wasn't that they didn't care. It wasn't that they could not have effectively organized. The problem, usually, was that threats to historic resources developed slowly and subtly -- not raising alarm. People saw no reason to act until it was too late.

One alarm this study wants to raise is this: Lack of decision and action toward protecting historic resources is the same as deciding that they should expire. The status quo is no shield against undesirable change. Only concerted community effort can restrain such change and foster development which proceeds in harmony with the past.

SUMMARY

The hope of this study team is that these recommendations will serve as a springboard for discussion in other communities. The study team has given them careful thought and they are the minimum steps necessary for an effective program. Certainly the people of the community must be involved in the process. Given the time goes on. Given the time goes on, it is crucial to consider that potential for development. In instances too many historic communities have awakened to the fact that it wasn't that they didn't care, they were organized. The problem, usually, was not raised until it was too late. One alarm this study team is the lack of decision and action toward protecting historic resources is the time as being that they should expire. The status quo is no shield against undesirable change. Only concerted community effort can restrain such change and foster development which proceeds in harmony with the past.

APPENDIX A

NATIONAL REGISTER OF HISTORIC PLACES

CRITERIA FOR EVALUATION

The quality of significance in American history, architecture, archaeology, engineering and culture is present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, materials, workmanship, feeling, and association, and:

- A. that are associated with events that have made a significant contribution to the broad patterns of our history; or
- B. that are associated with the lives of persons significant in our past; or
- C. that embody the distinctive characteristics of a type, period, or method of construction or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
- D. that have yielded, or may be likely to yield, information important in prehistory or history.

APPENDIX B

HISTORIC PRESERVATION FACT SHEET

GEORGIA DEPARTMENT OF NATURAL RESOURCES
HISTORIC PRESERVATION SECTION/270 WASHINGTON ST. S.W. ROOM 701/ATLANTA GA. 30334/404-656-2840

FACT SHEET NO. 1

HISTORIC PRESERVATION TAX INCENTIVES

With the passage of the Economic Recovery Tax Act of 1981, provisions of the federal tax code to encourage the rehabilitation of historic structures were strengthened. This legislation offers owners and long-term lessees of income-producing "certified historic structures" a tax credit for rehabilitation work that meets the Secretary of the Interior's Standards for Rehabilitation.

The provisions of the Economic Recovery Tax Act of 1981 were effective as of January 1, 1982. The law provides a 25% Investment Tax Credit for rehabilitations of historic commercial, industrial, and rental residential buildings combined with a 15 year accelerated cost recovery period for the cost of the rehabilitation of the historic building. Historic buildings with certified rehabilitations are allowed half of the value of the Investment Tax Credit for depreciation purposes. 12½% of the rehabilitation cost (half the value of the 25% credit) is subtracted to determine the amount for depreciation, leaving 87½% of the rehabilitation cost to depreciate. Rehabilitations of "certified historic structures" which were completed before December 31, 1982 may qualify for depreciation of the entire amount of rehabilitation expenses.

To qualify for the Investment Tax Credit, a building must be substantially rehabilitated; the cost of the rehabilitation must exceed the adjusted basis of the building (cost of the property, minus the value of the land, minus any depreciation taken) or \$5,000, whichever is greater. The substantial rehabilitation test must be met and the project completed within a two year period or, for large phased projects where architectural plans and specifications are completed before rehabilitation begins, within a five year period. Lessees with a lease of at least 15 years from the time the project is completed, can qualify for the Investment Tax Credit.

To qualify for the 25% Investment Tax Credit under the Economic Recovery Tax Act of 1981, a property must be designated a "certified historic structure." A "certified historic structure" is an income-producing property that:

- is individually listed in the National Register of Historic Places; or,
- contributes to the significance of a National Register historic district;
or,
- contributes to the significance of a locally designated historic district that has been approved by the Secretary of the Interior.

Completion of a two-part application process is necessary to qualify for the 25% Investment Tax Credit. Part One (which is not required for properties individually listed in the National Register) is used to certify a building's significance by determining its contribution to a historic district. It consists of a short description of the building, a statement of the building's significance, a map locating the building within the historic district boundaries, and photographs. In the Part Two application, the rehabilitation work should be fully described. This application is required for all buildings seeking the 25% Investment Tax Credit. Sketches of existing and proposed floor plans, and photographs of exterior facades and representative interior spaces and details must accompany the Part Two application.

When complete documentation is received, the Historic Preservation Section of the Georgia Department of Natural Resources reviews applications to determine if the building contributes to the historic district and if the rehabilitation meets the Secretary of the Interior's Standards for Rehabilitation. The 25% Investment Tax Credit is for rehabilitations that respect architectural features and historic building materials, and the Secretary's Standards are ten broad standards used to guide rehabilitation work in a manner that is sensitive to the character of the historic building. Once this review is completed, usually within 45 days, the Historic Preservation Section makes recommendations and forwards the application(s) to the National Park Service, U.S. Department of the Interior, where Part One and Part Two certifications are issued.

Because the Secretary of the Interior's Standards for Rehabilitation serve as the basis for certification by the National Park Service and projects not meeting the Standards cannot be certified, applicants are encouraged to have their plans certified before rehabilitation work begins. Owners who undertake rehabilitation projects without preliminary certification from the National Park Service prior to beginning construction do so at their own risk and without the assurance that the tax credit will be received.

Copies of the applications and specific information on this program are available from the:

Historic Preservation Section
Department of Natural Resources
270 Washington Street, S.W.
Atlanta, Georgia 30334
(404) 656-2840

Regional preservation planners located in certain Area Planning and Development Commissions also have information on the program and can assist interested individuals with applications.

April, 1983

APPENDIX C

RECOMMENDED DESIGN GUIDELINES FOR NEW CONSTRUCTION IN OXFORD

Large lots and numerous open spaces characterize the town of Oxford. When possible, new construction should be concentrated outside Oxford's historic district in an effort to preserve the unique spatial character of the town and the architectural integrity of individual buildings and district(s). While it may not be possible to entirely prevent new construction in historic areas, infill should be visually compatible with existing construction. The following design guidelines suggest recommendations for alteration and construction in historic Oxford, while providing flexible standards to meet local design needs.

Height: The height of new buildings should be visually compatible with buildings in the area, within 10% of the height of adjacent buildings.

Setback: New construction should be sensitive to the established spatial arrangement of the town, with a mandatory minimum setback of 75 feet.

Scale: The size of a building and how its mass relates to open spaces, window and door openings, and porches and balconies determines a building's scale. The scale of new construction should be visually compatible with adjacent buildings.

Proportion: The relationships of the width of a building to the height of its front facade and the width of window and door openings to their height, respectively, should be visually compatible.

Rhythm: The relationships of solids to voids and of entrances to porch projections in the elevation of new buildings should be compatible to buildings and open spaces to which they are visually related.

Directional Expression: The verticality or horizontality of a building determines its directional expression. The directional character of new construction and alterations should be compatible with adjacent buildings and landscape features.

Relationship of Materials, Texture, and Color: Within Oxford's historic district, the relationship of the materials, texture, and color of a building's facade should be visually compatible to the predominant materials of adjacent buildings.

Roof Shapes: Alterations and new construction should have roof shapes visually compatible with buildings in the area.

Landscape Features: Preservation of Oxford's oak and pecan groves should be retained as essential landscape elements. Retention of Oxford's large residential lots, which create visual open spaces and contribute to the town's unique spatial quality, is also recommended.

Walls of Continuity: Physical elements such as fences and brick walls, which create continuity in Oxford's landscape and strengthen the relationship between buildings and natural landscape features, should be preserved.

b. Physical development in Oxford's district should further be guided by the Secretary of The Interior's Standards for Rehabilitation. A copy of these standards is available from the McIntosh Trail APDC or the State Historic Preservation Office.

Height: The height of new buildings should be visually compatible with buildings in the area, within 10% of the height of adjacent buildings.

Setback: New construction should be sensitive to the established spatial arrangement of the town, with a mandatory minimum setback of 25 feet.

Scale: The size of a building and how its mass relates to open spaces, window and door openings, and porches and balconies determines a building's scale. The scale of new construction should be visually compatible with adjacent buildings.

Proportion: The relationships of the width of a building to the height of its front facade and the width of window and door openings to their height, respectively, should be visually compatible.

Ratio: The relationships of solids to voids and of entrances to porch projections in the elevation of new buildings should be compatible to buildings and open spaces to which they are visually related.

Directional Expression: The verticality or horizontality of a building determines its directional expression. The directional character of new construction and alterations should be compatible with adjacent buildings and landscape features.

Relationship of Materials, Texture, and Color: Within Oxford's historic district, the relationship of the materials, texture, and color of a building's facade should be visually compatible to the predominant materials of adjacent buildings.

Roof Shape: Alterations and new construction should have roof shapes visually compatible with buildings in the area.

Landscape Features: Preservation of Oxford's oak and pecan groves should be retained as essential landscape elements. Retention of Oxford's large residential lots, which create visual open spaces and contribute to the town's unique spatial quality, is also recommended.

WHAT IS A CERTIFIED LOCAL GOVERNMENT?

A certified local government as defined under the National Historic Preservation Amendments Act of 1980 is an incorporated city, town, or county which has enacted an historic district or landmark ordinance, enforces that ordinance through a local preservation commission, and has met the minimum standards for certified local governments as determined by the State Historic Preservation Office.

Certification of a local government by the State Historic Preservation Office will give communities the opportunity to review all National Register nominations located within the boundaries of the local government before the nominations are forwarded to the state office.

Certified local governments will also be eligible for part of a mandated pass-through fund which is no less than 10% of the annual federal allocation to the State Historic Preservation Office. This money may be used in a variety of ways by the certified local government within prescribed guidelines.

In order to become a certified local government, a city, town, or county must show that:

- A) Enforces appropriate state or local legislation for the designation and protection of historic properties.
- B) Has established an adequate historic preservation review commission by state or local legislation.
- C) Maintains a system for survey and inventory of historic properties that furthers the purpose of the National Historic Preservation Act.
- D) Provides for adequate public participation in the local historic preservation program including the process for recommending properties for nomination to the National Register of Historic Places.
- E) Satisfactorily performs the responsibilities delegated to it under this act.

Georgia's procedures for certifying local governments will be developed through the Certified Local Government Project, a special project co-sponsored by the Georgia State Historic Preservation Office and the Atlanta Urban Design Commission.

For more information contact:

Pratt Cassity
c/o Atlanta Urban Design Commission
10 Park Place, South
Atlanta, Georgia 30303
404/528-0393

APPENDIX D

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In order to become a certified local government, a city, town, or county must show that it:

- A) Enforces appropriate state or local legislation for the designation and protection of historic properties.,
- B) Has established an adequate and qualified historic preservation review commission by state or local legislation.
- C) Maintains a system for survey and inventory of historic properties that furthers the purpose of the National Historic Preservation Act.
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For more information contact:

Pratt Cassity
c/o Atlanta Urban Design Commission
10 Park Place, South
Atlanta, Georgia 30303
404/658-6093

APPENDIX D
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B) Has established an adequate and qualified historic preservation review commission by state or local legislation.

C) Maintains a system for survey and inventory of historic properties that furthers the purpose of the National Historic Preservation Act.

D) Provides for adequate public participation in the local historic preservation program including the process for recommending properties for nomination to the National Register of Historic Places.

E) Satisfactorily performs the responsibilities delegated to it under this act.

Georgia's procedures for certifying local governments will be developed through the Certified Local Government Project, a special project co-sponsored by the Georgia State Historic Preservation Office and the Atlanta Urban Design Commission.

For more information contact:
Patt Casey
c/o Atlanta Urban Design Commission
10 Park Place, South
Atlanta, Georgia 30303
404/525-6033

APPENDIX E

ARTICLE 13

(H) HISTORIC DISTRICTS - In effect Feb. 1986

Section 1301. Purpose.

The (H) Historic District is an "overlay district," which applies additional standards to specific areas which may lie within any of the districts referred to in Articles 5 through 12. In each zoning district located within the boundaries of the H district, both the regulations of that district and the regulations of the H district apply.

The purpose of the Historic district is to promote the education, cultural, economic, and general welfare of the Town of Oxford as authorized by the Georgia Historic Preservation Act, No. 1402 (Georgia Laws 1980, pp. 1723 et seq.; Georgia Code Chapters 23 through 26A, A Uniform Procedure for the Preservation of Historical Sites and Structures, and for the Repeal of All Ordinances in Conflict), which empowers counties and municipalities to enact and create ordinances concerning historic sites and structures.

The regulations set forth for the H district are intended to protect and preserve the historic and architecturally worthy buildings, sites, structures, monuments, streetscapes, and neighborhoods within the H district.

Section 1302. Features Which Make Land Suitable for Inclusion Within The Historic (H) District.

Areas containing structures, sites, or buildings that are significant in American History, architecture, archaeology, and culture are desirable for inclusion within the boundaries of the H District.

Section 1303. Boundaries of the Historic (H) District.

The boundaries of the H District are established by the Historic Preservation Commission. The following specific reference materials are used, in addition to the general guidelines contained in Section 1302, to fix the boundaries of the H district:

- A. The original 1838 plat of the town of Oxford drawn by surveyor Edward Lloyd Thomas for the Methodist Church, for which the Town is now one of a number of international Methodist Historic Shrines;
- B. The boundaries of the Oxford Historic District as presently registered with the National Register of Historic Places.

Before the Historic Preservation Commission may designate a parcel of property to be included within the H district, the owners of such property must be informed of and must agree to the proposal to include their property within the boundaries of the H district, through the following process:

- A. When the Historic Preservation Commission proposes to include a parcel of property in the H district, the Mayor and Council will notify property owners within the proposed boundary in writing within thirty (30) days of such proposal.
- B. Property owners within the proposed boundaries must be notified in writing by the Mayor and Council of Oxford that they will be required to make written application to the Mayor and Council if they desire to be governed by the Historic Preservation Commission. No property owners will be governed by the Historic Preservation Commission unless they make written application so stating their desires.
- C. Any property owner within the proposed H District boundary who has requested that his property be governed by the Historic Preservation Commission but decides later that he wants these restrictions removed, must make a written application to the Mayor and Council of Oxford in order to have his property excluded.
- D. Landowners wishing to have their property within the Historic District must make written application to the Historic Preservation Commission.

The locations of the boundaries of the H district are shown on the Official Map, Section 1401 of this Ordinance.

Section 1304. Certificate of Appropriateness Required.

A developer or other person wishing to engage in any of the following activities within the Historic District must first apply to the Historic Preservation Commission for a certificate of appropriateness:

- A. The demolition of any building classified as historic. (See Section 1306.)
- B. The moving or relocation of any historic building.
- C. Any material change in the exterior appearance of existing historic buildings by additions, reconstructions, rehabilitation, alteration, or any maintenance involving material changes.
- D. Any new construction of a principal building or accessory building or structure subject to view from a public street.
- E. Changes in existing walls, fences, steps, or paving, as well as new walls or fences, if along a public street or alley right-of-way.
- F. Material change in the exterior appearance of existing contemporary buildings (see Section 1306) by additions, reconstruction, alterations, rehabilitation, or maintenance involving material change, if building is subject to view from a public street.
- G. The erection or display on any building, lot, or structure of any sign or conspicuous appurtenant fixture.

Where an activity requires a building permit (see Section 404), the building permit will not be issued until after a certificate of appropriateness has been obtained by the applicant--as well as other requirements for the building permit satisfied.

No forms are needed to apply for a certificate of appropriateness. A written request should be submitted to the Historic Preservation Commission at least ten (10) days before the meeting of the Commission at which the application is to be considered. Sketches, drawings, photographs, descriptions, and other information showing the proposed exterior alterations, additions, changes, or new construction should be included.

Owners of any property likely to be materially affected by the application for a certificate of appropriateness may be notified and granted opportunity to be heard. If it is deemed necessary, the Historic Preservation Commission may hold a public hearing concerning an application for a certificate of appropriateness.

The Historic Preservation Commission will make a decision on the application within thirty (30) days after the submission of the application, stating in writing the reasons for its decision. Failure of the Commission to notify the applicant of approval or rejection within thirty (30) days after the application is submitted constitutes approval of the application, and a certificate of appropriateness must be issued.

If the application is denied, the applicant will need to meet with the Historic Preservation Commission to determine what modifications to his plan are necessary before a certificate may be issued. After those changes are made, he may resubmit the application.

Section 1305. Appealing an Action of the Historic Preservation Commission.

If the Historic Preservation Commission executes an action which a developer, another interested party, or a group of citizens believes has adversely affected them, that action may be appealed by the adversely affected party.

The Mayor and Council of Oxford has jurisdiction for hearing appeals concerning actions of the Historic Preservation Commission. Applications for appeal may be obtained from the Town Clerk. The completed application may be turned into the Town Clerk, who will transmit it to the Mayor and Council.

The Mayor and Council may decide to hold a public hearing on the appeal, although such a hearing is not required. Publication of a notice of the hearing in a newspaper is not required for an appeal of an action of the Historic Preservation Commission.

The Mayor and Council will make a decision concerning the appeal and record the decision in the minutes for that meeting. Appeals of actions of the Historic Preservation Commission are limited to the Mayor and Council of Oxford. Such appeals may not be made to the Georgia judicial system.

Section 1306. Development Standards for Historic (H) Districts.

As stated in Section 1301, the Historic District applies additional development standards to specific areas which may lie within any of the districts referred to in Articles 5 through 12. In each zoning district located within the boundaries of the H district, both the development standards for that district and the standards of the H district apply.

Classification of Buildings and Structures: Within the H District, all buildings and structures are classified and designated by the Historic Preservation Commission. Buildings and Structures classified as historic are designated on the Official Map (Section 1401 of this Ordinance). The Historic Preservation Commission will periodically review classifications of structures and buildings within the H District and may amend classifications when appropriate (see Section 408 for amendment procedure). Buildings and structures within the H District are divided into two (2) classes as follows.

- A. Historic: Those buildings and structures possessing identifiable historic or architectural merit of a degree that warrants their preservation are classified as Historic.
- B. Contemporary: Buildings and structures other than those classified as Historic are considered to be Contemporary.

Preservation of Historic Buildings: A building or structure classified as historic can be moved, reconstructed, altered, or maintained only in a manner that preserves the historical and architectural integrity of the building or structure. This standard also applies to portions of buildings and structures as well as related elements including but not limited to walls, fences, light fixtures, steps, paving, and signs.

Protective Maintenance of Historic Buildings: Buildings classified as historic must be maintained according to the requirements of the Building Code of the Town of Oxford. Notices from the Mayor and Council to owners of unsafe historic buildings will follow the same procedures that are used for notification on any building in the Town of Oxford.

Construction or Modification of Contemporary Buildings: The construction of new buildings or structures as well as the moving, reconstruction, demolishing, alteration, repair materially affecting the exterior, or major maintenance of any existing contemporary building or related element must generally be of a design, form, mass, configuration, building material, texture, and location on the site that will be compatible with other buildings and structures in the Historic District; it is especially important that the contemporary building be compatible with buildings designated as historic and with streets and buildings to which the contemporary building is visually related.

ORDINANCE NO. 1306
TOWN OF OXFORD
HISTORIC PRESERVATION COMMISSION
PROVIDE FOR DESIGNATION OF HISTORIC
DISTRICTS TO PROVIDE FOR BALANCE OF
CONSERVATION AND FOR OTHER

Section I
Purpose

Whereas the Commission has determined that the
historic and architectural heritage of the Town of Oxford is
of great value and that the preservation of the historic
buildings and structures of the Town of Oxford is in the
best interests of the Town of Oxford and the health, safety and general welfare
of the citizens of the Town of Oxford and that the preservation of the historic
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Section II
Creation of an Historic Preservation Commission

A. Creation of the Commission.

A Model Preservation Ordinance

The following model has been developed for use by local governmental jurisdictions. As provided by the GHPA, cities, counties, or cities and counties jointly, may establish local preservation commissions. Where the term (jurisdiction) occurs, simply insert the name of the city or county establishing the ordinance. Note the several options included which present an opportunity to articulate local preservation policy.

HISTORIC PRESERVATION COMMISSION ORDINANCE

AN ORDINANCE TO ESTABLISH AN HISTORIC PRESERVATION COMMISSION IN THE (JURISDICTION); TO PROVIDE FOR DESIGNATION OF HISTORIC PROPERTIES OR HISTORIC DISTRICTS; TO PROVIDE FOR ISSUANCE OF CERTIFICATES OF APPROPRIATENESS; TO PROVIDE FOR AN APPEALS PROCEDURE; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER PURPOSES.

BE IT ORDAINED BY THE (MAYOR AND COUNCIL OR COUNTY COMMISSIONERS) OF THE (JURISDICTION)

Section I

Purpose

In support and furtherance of its findings and determination that the historical, cultural, and aesthetic heritage of the (jurisdiction) is among its most valued and important assets and that the preservation of this heritage is essential to the promotion of the health, prosperity and general welfare of the people;

In order to stimulate revitalization of the business districts and historic neighborhoods and to protect and enhance local historical and aesthetic attractions to tourists and thereby promote and stimulate business;

In order to enhance the opportunities for federal tax relief or property owners under relevant provisions of the Economic Recovery Tax Act of 1981 allowing tax investment credits for rehabilitation of certified historic structures (26 U.S.C.A., Section 191)

The (Mayor and Council/County Commissioners) of the (jurisdiction) hereby declare it to be the purpose and intent of this Ordinance to establish a uniform procedure for use in providing for the protection, enhancement, perpetuation, and use of places, districts, sites, buildings, structures, and works of art having a special historical, cultural, or aesthetic interest or value, in accordance with the provisions of the Ordinance.

Section II

Creation of an Historic Preservation Commission

A. Creation of the Commission.

The title of the Commission shall be the "(Jurisdiction) Historic Preservation Commission." Commission members shall be appointed by (jurisdiction) officials, and will have only advisory authority in recommending landmark and historic district designation.

B. Commission Position within the (Jurisdiction) Government.

"The (Jurisdiction) Historic Preservation Commission" shall be considered a part of the planning functions of the (jurisdiction).

C. Commission Members: Number, Appointment, Terms, and Compensation.

The Historic Preservation Commission shall consist of three (3) members appointed by the (Mayor/County Commission Chairman) and ratified by the (City Council/County Commission), who shall be residents of the (jurisdiction), who have demonstrated special interest, experience, or education in history, architecture, or the preservation of historic resources. Members shall serve three-year terms. Members may not serve more than two (2) consecutive terms. In order to achieve staggered terms, initial appointments shall be: one (1) member for one (1) year; one (1) member for two (2) years; and one (1) member for three (3) years. Members do not receive a salary, although they may be reimbursed for expenses.

OPTION:

The Historic Preservation Commission shall consist of five (5) members. Initial appointments shall be: two (2) members for one (1) year; two (2) members for two (2); and one (1) member for three (3) years.

D. Statement of the Commission's Powers.

The (Jurisdiction) Historic Preservation Commission shall be authorized to:

1. Prepare an inventory of all property within its respective historic preservation jurisdiction having the potential for designation as historic property;
2. Recommend to the (City Council/County Commission) specific places, districts, sites, buildings, structures, or works of art to be designated by ordinance as historic properties or historic districts;
3. Review applications for Certificates of Appropriateness, and grant or deny same in accordance with the provisions of this Ordinance;
4. Recommend to the (City Council/County Commission) that the designation of any place, district, site, building, structure, or work of art as an historic property or as an historic district be revoked or removed;
5. Restore or preserve any historic properties acquired by the (City/County);
6. Promote the acquisition by the (City/County) of facade easements and conservation easements in accordance with the provisions of the "Facade and Conservation Easements Act of 1976" (Georgia Laws 1976, p. 1181);

7. Conduct an educational program on historic properties located within its historic preservation jurisdiction;
8. Make such investigations and studies of matters relating to historic preservation as the local governing body or the Commission itself may, from time to time, deem necessary or appropriate for the purposes of preserving historic resources;
9. Seek out state and federal funds for historic preservation, and make recommendations to the (City/County) concerning the most appropriate uses of any funds acquired;
10. Submit to the Historic Preservation Section of the Department of Natural Resources a list of historic properties or historic districts designated;
11. Perform, historic preservation activities as the official agency of (City/County) historic preservation program;
12. Employ persons, if necessary, to carry out the responsibilities of the Commission;
13. Receive donations, grants, funds, or gifts of historic property, and to acquire and sell historic properties. The Commission shall not obligate the (City/County) without prior consent;
14. Review and make comments to the State Historic Preservation Office concerning the nomination of properties within its jurisdiction to the National Register of Historic Places.

E. Commission's Power to Adopt Rules of Procedure.

The Commission shall adopt rules for the transaction of its business and consideration of applications; shall provide for the time and place of regular meetings, and for the calling of special meetings. The Commission shall have the flexibility to adopt rules of procedure without amendment to this Ordinance. A quorum shall consist of a majority of the members. The latest edition of Roberts' Rules of Order shall determine the order of business at all meetings.

F. Commission's Authority to Receive Funding from Various Sources.

The Commission shall have the authority to accept donations and shall insure that these funds do not displace appropriated governmental funds.

G. Records of Commission Meetings.

A public record shall be kept of the Commission's resolutions, proceedings, and actions.

Section III

Designation of Historic Districts and Landmarks

A. Preliminary Research by the Commission

- (1) Commission's Mandate to Conduct a Survey of Local Historical Resources: The Commission shall have the authority to compile and collect information and conduct surveys of historic resources within the (jurisdiction).
- (2) Commission's Power to Recommend Districts and Buildings to (City Council/County Commission) for Designation: The Commission shall present to the (City Council/County Commission) nominations for historic districts and local landmarks.
- (3) Preparation of a Report on Proposed Designations: The Commission shall prepare formal reports when nominating historic districts or local landmarks. These reports shall be used to educate the community and to provide a permanent record of the designation. The report will follow guidelines for nominating structures to the National Register of Historic Places (National Preservation Act of 1966), and shall consist of two (2) parts: a) a physical description, and b) a description of historic significance. This report will be submitted to the Historic Preservation Section of the Department of Natural Resources.

B. Designation of an Historic District

- (1) Criteria for Selection of Historic Districts: An Historic District is a geographically definable area, which contains structures, sites, works of art, or a combination thereof, which:
 - a) have special character or special historic/aesthetic value or interest;
 - b) represent one or more periods or styles of architecture typical of one or more eras in the history of the municipality, county, state, or region;
 - c) cause such area, by reason of such factors, to constitute a visibly perceptible section of the municipality or county.
- (2) Boundaries of an Historic District: Boundaries of an Historic District shall be specified on tax maps; these boundaries will be included in the separate ordinances designating local districts. Boundaries specified in legal notices shall coincide with the boundaries finally designated. Districts shall be shown on the Official Zoning Map or, in the absence of zoning, on an official map designated as a public record.
- (3) Evaluation of Properties within Historic Districts: Individual properties within historic districts shall be classified as:
 - a) Historic (more than 50 years old);
 - b) Non-Historic (less than 50 years old, yet possessing architectural character);
 - c) Intrusions (structures less than 50 years old which do not contribute to the historical character of the district).
- (4) Affirmation of Existing Zoning: This Historic Preservation Ordinance is not a Use Ordinance, and local zoning laws, where they exist, remain in effect until modified.

C. Designation of a Landmark.

- (1) Criteria for Selection of Landmarks: An historic landmark is a structure, site, work of art, including the adjacent area necessary for the proper appreciation or use thereof, deemed worthy of preservation by reason of value to the (jurisdiction), State of Georgia, or local region, for one or more of the following reasons:
 - a) it is an outstanding example of a structure representative of its era;
 - b) it is one of the few remaining examples of past architectural style;
 - c) it is a place or structure associated with an event or person of historic or cultural significance to the (jurisdiction) State of Georgia, or the region.
- (2) Boundary Description: Boundaries shall be clearly defined for individual properties on tax maps and located on the Official Zoning Map, or, in the absence of zoning, on an official map designated as a public record.

D. General Matters Affecting Designation of Both Historic Districts and Landmarks.

- (1) Application for Designation of Historic District or Landmark:
 - a) Historic District -- An historical society, neighborhood association, or group of property owners may apply for designation.
 - b) Landmark Structure -- An historical society or property owner may apply for designation.
- (2) Required Public Hearings: The Commission and the local governing body shall hold a Public Hearing on the proposed ordinance for designation. Notice of the hearing shall be published in at least three (3) consecutive issues in the legal organ of the (jurisdiction), and written notice of the hearing shall be mailed by the Commission to all owners and occupants of such properties. All such notices shall be published or mailed not less than ten (10) nor more than twenty (20) days prior to date set for the Public Hearing. A letter sent via the United States Mail to the last-known owner of the property shall constitute legal notification under this Ordinance.
- (3) Notification of Property Owners of Proposed Designation: Any ordinance designating any property or district as Historic shall describe each property to be designated, set forth the name(s) of the owner(s) of the designated property or properties, and require that a Certificate of Appropriateness be obtained from the Historic Preservation Commission prior to any material change in appearance of the designated property.
- (4) Requirements Regarding District Boundaries: Any ordinance designating any property or district as Historic shall require that the designated property or district be shown on the Official Zoning Map, or other designated map in the absence of zoning, of the (jurisdiction) and kept as a public record to provide notice of such designation.
- (5) Notification of Historic Preservation Section: Prior to designating any property or district as Historic, the Commission must submit a report on the historic, cultural, architectural, or aesthetic significance of each place, district, site, building/structure, or work of

art, to the Historic Preservation Section of the Department of Natural Resources; thirty (30) days will be allowed to prepare written comments.

- (6) Ordinance for Designation Announcement: A decision to accept or deny the ordinance for designation shall be made within fifteen (15) days following the Public Hearing, and shall be in the form of a resolution to the (City Council/County Commission).
- (7) Notification of Adoption of Ordinance for Designation: Within thirty (30) days immediately following the adoption of the ordinance for designation, the owners and occupants of each designated historic property, and the owners and occupants of each structure, site, or work of art located within a designated historic district shall be given written notification of such designation by the (City Council/County Commission); which notice shall apprise said owners and occupants of the necessity of obtaining a Certificate of Appropriateness prior to undertaking any material change in appearance of the historic property designated or within the historic district designated.
- (8) Notification of Other Agencies Regarding Designation: The Commission shall notify all necessary agencies within the (jurisdiction) of the ordinance for designation, including the local historical organization.
- (9) Moratorium on Applications for Alteration or Demolition while Ordinance for Designation is Pending: If an ordinance for designation is being considered, the Commission shall have the power to freeze the status of the involved property.
- (10) Authority to Amend or Rescind Designation: The Commission has the authority to amend and/or rescind the designation if necessary

Section IV

Application to Preservation Commission for Certificate of Appropriateness

A. Approval of Alterations or New Construction in Historic Districts or Involving Landmarks.

After the designation by ordinance of an historic property or of an historic district, no material change in the appearance of such historic property, or of a structure, site, or work of art within such historic district, shall be made or be permitted to be made by the owner or occupant thereof, unless or until application for a Certificate of Appropriateness has been submitted to and approved by the Commission.

B. Approval of New Construction within Designated Districts.

The Commission shall issue Certificates of Appropriateness to new structures constructed within designated historic districts. These structures shall conform in design, scale, building materials, setback, and landscaping to the character of the district specified in the Commission's Design Guidelines.

C. Guidelines and Criteria for Certificates of Appropriateness.

When considering applications for Certificates of Appropriateness to existing buildings, the Secretary of the Interior's "Standards of Rehabilitation" shall be used as a guideline along with any other criteria adopted by the Commission.

D. Submission of Plans to Commission.

An application for Certificate of Appropriateness shall be accompanied by such drawings, photographs, or plans, as may be required by the Commission.

E. Acceptable Commission Reaction to Application for Certificate of Appropriateness.

- (1) The Commission shall approve the Application and issue a Certificate of Appropriateness if it finds that the proposed material change(s) in the appearance would have not a substantial adverse effect on the aesthetic, historic, or architectural significance and value of the historic property or the historic district. In making this determination, the Commission shall consider, in addition to any other pertinent factors, the historical and architectural value and significance, architectural style, general design arrangement, texture, and material of the architectural features involved, and the relationship thereof to the exterior architectural style, and pertinent features of the other structures in the immediate neighborhood.
- (2) The Commission shall deny a Certificate of Appropriateness if it finds that the proposed material change(s) in appearance would have substantial adverse effects on the aesthetic, historic, or architectural significance and value of the historic property or the historic district.

F. Public Hearings on Applications for Certificates of Appropriateness, Notices, and Right to be Heard.

At least seven (7) days prior to review of a Certificate of Appropriateness, the Commission shall take such as may reasonably be required to inform the owners of any property likely to be affected by reason of the application, and shall give applicant and such owners an opportunity to be heard. In cases where the Commission deems it necessary, it may hold a public hearing concerning the application.

G. Interior Alterations.

In its review of applications for Certificates of Appropriateness, the Commission shall not consider interior arrangement or use having no effect on exterior architectural features.

H. Technical Advice.

When dealing with difficult technical questions, the Commission shall have the power to seek expert advice.

I. Deadline for Approval or Rejection of Application for Certificate of Appropriateness.

(1) The Commission shall approve or reject an application for a Certificate of Appropriateness within not more than forty-five (45) days after the filing thereof by the owner or occupant of an historic property, or of a structure, site, or work of art located within an historic district. Evidence of approval shall be by a Certificate of Appropriateness issued by the Commission.

(2) Failure of the Commission to act within said forty-five (45) days shall constitute approval, and no other evidence of approval shall be needed.

J. Necessary Actions to be Taken by Commission upon Rejection of Application for Certificate of Appropriateness.

(1) In the event the Commission rejects an application, it shall state its reasons for doing so, and shall transmit a record of such actions and reasons, in writing, to the applicant. The Commission may suggest alternative courses of action it thinks proper if it disapproves of the application submitted. The applicant, if he or she so desires, may make modifications to the plans and may resubmit the application at any time after doing so.

(2) In cases where the application covers a material change in the appearance of a structure which would require the issuance of a building permit, the rejection of the application for a Certificate of Appropriateness by the Commission shall be binding upon the building inspector or other administrative officer charged with issuing building permits and, in such a case, no building permit shall be issued.

K. Undue Hardship.

Where, by reason of unusual circumstances, the strict application of any provision of this Ordinance would result in the exceptional practical difficulty or undue hardship upon any owner of a specific property, the Commission, in passing upon applications, shall have the power to vary or modify strict adherence to said provisions, or to interpret the meaning of said provisions, so as to relieve such difficulty or hardship; provided such variances, modifications, or intent of said provisions, so that the architectural or historical integrity, or character of the property, shall be conserved and substantial justice done. In granting variances, the Commission may impose such reasonable and additional stipulations and conditions as will, in its judgment, best fulfill the purpose of this Ordinance. An undue hardship shall be a situation not of the person's own making, which is: a) a problem unique to a specific property, or b) in order to comply with this Ordinance, the person will conflict with another Ordinance of the (City/County).

L. Requirement of Conformance with Certificate of Appropriateness.

Work not in accordance with an issued Certificate of Appropriateness shall be halted before it is completed.

M. Certificate of Appropriateness Void if Construction not Commenced.

A Certificate of Appropriateness shall become void unless construction is commenced within six (6) months of date of issuance. Certificates of Appropriateness shall be issued for a period of eighteen (18) months and are renewable.

N. Recording of Applications for Certificate of Appropriateness.

The Commission shall keep a public record of all applications for Certificates of Appropriateness, and of all the Commission's proceedings in connection with said application.

O. Acquisition of Property.

The Commission may, where such action is authorized by the local governing body, and is reasonably necessary or appropriate for the preservation of a unique historic property, enter into negotiations with the owner for the acquisition by gift, purchase, exchange, or otherwise, of the property or any interest herein.

P. Appeals

Any person adversely affected by any determination made by the Commission relative to the issuance or denial of a Certificate of Appropriateness may appeal such determination to the (City Council/County Commission); the appeal must be applied for within fifteen (15) days after notification is sent. The (City/County) may approve, modify, or reject the determination made by the Commission, if the governing body finds that the Commission abused its discretion in reaching its decision. Appeals from decisions of the (City/County) made pursuant to the Georgia Historic Preservation Act may be taken to the Superior Court of the County, in the manner provided by law, for appeals from conviction for municipal or county ordinance violations.

Section V

Demolition or Relocation Applications

A. Authority to Comment on Demolition Permit Applications.

The Commission shall have the authority to comment on any request for a permit to demolish or relocate a structure within an historic district, or classified as an historic landmark.

B. Actions Acceptable in Reaction to Application for Demolition or Relocation Permit.

The Commission shall have the authority to delay, or merely comment upon, demolition or relocation permits within its jurisdiction.

OPTION:

The Commission shall have the authority to deny demolition or relocation permits within its jurisdiction.

C. Consideration of Pre-Demolition Plans.

A Public Hearing shall be scheduled for each application for demolition. This hearing shall be scheduled prior to the delay period specified.

D. Considerations of Post-Demolition Plans.

The Commission shall not grant demolition permission without reviewing at the same time the plans for the building that would replace the structure.

E. Demolition or Relocation Criteria.

(1) Whenever a property owner shows that a building classified as Historic is incapable of earning an economic return on its value, as appraised by a qualified real estate appraiser, and the Commission fails to approve the issuance of a Certificate of Appropriateness, such building may be demolished; provided, however, that before a demolition permit is issued, notice of proposed demolition shall be given as follows:

- a) for buildings rated Historic - Six (6) months
- b) for buildings rated Non-Historic - Two (2) months
- c) for buildings rated Intrusion - No delay

(2) Notice shall be posted on the premises of the building or structure proposed for demolition in a location clearly visible from the street. In addition, notice shall be published in a newspaper of general local circulation at least three times prior to the date of the permit, and the first notice of which shall be published no more than fifteen (15) days after the application for a permit to demolish is filed. The purpose of this section is to further the purposes of this Ordinance by preserving historic buildings which are important to the education, culture, traditions, and the economic values of the (City/County) and to give the (City's/County's) interested persons, historical societies, or organizations the opportunity to acquire or to arrange for the preservation of such buildings. The Commission may at any time during such stay approve a Certificate of Appropriateness, in which event a permit shall be issued without further delay.

OPTION:

Upon receipt of an application for a Certificate of Appropriateness for demolition or relocation, the Commission shall make a determination,

supported by a written report, whether one or more of the following criteria are met:

(1) The structure is of such interest or quality that it would reasonably meet national, state, or local criteria for designation as an historic or architectural landmark.

(2) The structure is of such unusual or uncommon design texture or materials that it could not be reproduced or be reproduced only with great difficulty and expense.

(3) Retention of the structure would aid substantially in preserving and protecting a structure which meets criterion (1) or (2) hereinabove.

Where the Commission determines that one or more of these criteria are met, no Certificate of Appropriateness shall be issued and the application shall be denied.

Section VI

Maintenance of Historic Property

A. Ordinary Repair.

Ordinary maintenance or repair of any exterior architectural feature in or on an historic property, that does not involve a material change in design, material, or outer appearance thereof, is excluded from review.

B. Conformity to Existing Building Codes.

Nothing in this Ordinance shall be construed as to exempt property owners from complying with existing City or County building codes, nor to prevent any property owner from making any use of his property not prohibited by other statutes, ordinances, or regulations.

Section VII

Penalty Provisions

Violations of any provisions of this Ordinance shall be punished in the same manner as provided by charter or local law for punishment of violations or other validly-enacted ordinances of the (City/County).

Section VIII

Severability

In the event that any section, subsection, sentence, clause, or phrase of this Ordinance shall be declared or adjudged invalid or unconstitutional,

such adjudication shall in no manner affect the other sections, sentences, clauses, or phrases of this Ordinance, which shall remain in full force and effect, as if the section, subsection, sentence, clause, or phrase so declared or adjudged invalid or unconstitutional were not originally a part thereof.

Section IX

Repealer

All ordinances and parts of ordinances in conflict with this Ordinance are hereby repealed.

Section X

Effective

This Ordinance shall become effective upon its approval by the (jurisdiction).

Section XI

Definitions

(a) "Certificate of Appropriateness" - Means a document evidencing approval by the Historic Preservation Commission of an application to make a material change in the appearance of a designated historic property or of a property located within a designated historic district.

(b) "Exterior Architectural Features" - Means the architectural style, general design, and general arrangement of the exterior of a building or other structure, including but not limited to the kind or texture of the building material and the type and style of all windows, doors, signs and other appurtenant architectural fixtures, features, details or elements relative to the foregoing.

(c) "Exterior Environmental Features" - Means all those aspects of the landscape of the development of the site which affect the historical character of the property.

(d) "Historic District" - Means a geographically definable area which contains structures, sites, works of art or a combination thereof which exhibit a special historical, architectural, or environmental character as designated by (Mayor and Council/County Commissioners).

(e) "Historic Property" - Means an individual structure, site, or work of art which exhibits a special historical, architectural, or environmental character as designated by (Mayor and Council/County Commissioners).

(f) "Material Change in Appearance" - Means a change that will affect either the exterior architectural or environmental features of an historic property or any structure, site or work of art within an historic district, and may include any one or more of the following:

- (1) A reconstruction or alteration of the size, shape, or facade of an historic property, including any of its architectural elements or details;
- (2) Demolition of an historic structure;
- (3) Commencement of excavation for construction purposes;
- (4) A change in the location of advertising visible from the public right-of-way;
- (5) The erection, alteration, restoration or removal of any building or other structure within an historic property or district, including walls, fences, steps and pavements, or other appurtenant features.

THEREFORE BE IT RESOLVED, that the (jurisdiction) does hereby ordain, resolve, and enact the foregoing Historic Preservation Commission Ordinance for the (jurisdiction).

Adopted this _____ day of _____, 19 ____.

Date of Implementation: _____ day of _____, 19 ____.

APPROVED:

Mayor or Chairman,
County Commissioners

ATTEST:

Clerk

Source: John Waters', Maintaining a Sense of Place

APPENDIX G

Street Trees Recommended by University of Georgia Cooperative Extension Service:

Goldenrain, Koelruteria-paniculata
Japanese zelkova, Zelkova-serrate
Sawtooth oak, Quercus-acutisimma
Sycamore, Platanus-occidentalis
Tulip poplar, Liriodendron-tulipifera
Water oak, Quercus-nigra
Willow oak, Quercus-phellos

Not Recommended:

Boxelder
Chinaberry
Empress tree
Siberian elm
Mimosa
Tree-of-heaven

APPENDIX H

Glossary of Architectural Terms

Alla - Rows of trees, lining a street or boulevard.
Balustrade - A railing and its supporting upright posts (balustrades)
Column - A vertical support with three parts: base, shaft, and capital.
Cornice - A molded projection which crowns the top of a wall or the roof of a house where the roof meets the wall.
Dormer - A structure projecting from a sloping roof.
Eave - The part of the roof which projects beyond the wall.
Entablature - Located at the top of a column, it consists of a capital, a frieze, and a cornice.
Facade - The primary wall or face of a building.
Fanlight - A semi-circular window over a door.
Gable - Section of a roof which rises to a peak.
Pediment - The triangular top of a classical portico.
Sidelight - A narrow window set in a wall.
Transom - A window above a door.
Turret - A small tower, usually at a corner of a building.
Vista - A view.

University of Georgia Historic Preservation Program
School of Environmental Design
The University of Georgia
Athens, Georgia 30602
(404) 542-1816
Georgia Department of Natural Resources
Historic Preservation Section
State Historic Preservation Office
270 Washington Street, S.W., Room 701
Atlanta, Georgia 30334
(404) 536-2840
Washington, D.C. 20032
1222 K Street, N.W., Building 6 for rooms and telephone, view plans A - turret
Suite 200,
National Archives of Federal Archives Administration, a view window - transom
Cherokee South Building (800) 878-4000, view plan A - sidelight
456 King St.
Regional Office:
Washington, D.C. 20032
1785 Massachusetts Avenue, N.W.
National Trust for Historic Preservation
a for side gable and new roof such a for law end the for gable
Athens, Georgia 30602
(404) 542-3320
University of Georgia
300 Old College
Institute of Community and Area Development and Area Development
Atlanta, Georgia 30309
(404) 521-9880
below the cornice.
Georgia Institute of Technology, view plan A - entablature
222-750 - setting the window
Franklin, GA 30086 the view plan A - eave
P.O. Drawer A
Metropolitan Atlanta Rapid Transit Authority, view plan A - dormer
Atlanta, Georgia 30303
(404) 638-6093
of Atlanta Urban Design Commission, view plan A - cornice
1000 Peachtree Street, N.E., Room 1000
Atlanta, Georgia 30309
Certified Local Government Project

APPENDIX H

Sources of Assistance

- Certified Local Government Project
c/o Atlanta Urban Design Commission
10 Park Place South
Atlanta, Georgia 30303 (404) 658-6093
- McIntosh Trail Area Planning and Development Commission
P.O. Drawer A
Barnesville, GA 30204 (404) 358-3647 or
532-7261
- Georgia Trust for Historic Preservation
1516 Peachtree Street, N.W.
Atlanta, Georgia 30309 (404) 881-9980
- Institute of Community and Area Development
300 Old College
University of Georgia
Athens, Georgia 30602 (404) 542-3350
- National Trust for Historic Preservation
1785 Massachusetts Avenue, N.W.
Washington, D.C. 20036 (202) 673-4000
Regional Office:
456 King St.
Charleston, South Carolina 29403 (803) 724-4711
- National Alliance of Preservation Commissions
Suite 500,
1522 K Street, N.W.
Washington, D.C. 20052
- State Historic Preservation Office
Historic Preservation Section
Georgia Department of Natural Resources
270 Washington Street, S.W. Room 701
Atlanta, Georgia 30334 (404) 656-2840
- University of Georgia Historic Preservation Program
School of Environmental Design
The University of Georgia
Athens, Georgia 30602 (404) 542-1816

Glossary of Architectural Terms

- Alle - Rows of trees, lining a street or boulevard.
- Balustrade - A railing and its supporting upright posts (balusters).
- Column - A vertical support with three parts: Base, Shaft, and Capital.
- Cornice - A molded projection which crowns or tops a wall. It is usually at the top of a house where the wall meets the roof. Also the upper part of an entablature.
- Dormer - A structure projecting from a sloping roof, usually housing a window.
- Eaves - the part of the roof that extends beyond the wall of the house, and contains the gutter.
- Entablature - Located at the point where the wall meets the roof, a decorative band which includes a projecting cornice, and a frieze and architrave below the cornice.
- Facade - The primary wall or face of a building.
- Fanlight - A semicircular window over a door.
- Gable - Section of the end wall of a house between the sloping sides of a gable roof.
- Pediment - The triangular shape formed when slopes of a gable roof are connected at their base by entablature or molding.
- Sidelight - A narrow vertical window usually found on both sides of a door.
- Transom - Window above a door or small window above a larger window.
- Turret - A small tower, usually at the corner of a building.
- Vista - A scenic view.

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by Carolyn Edge

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Dr. Clayton Adams

Dr. Jack Atkinson

Robert Cline

Dr. John Forney

Dr. A.W. Jackson

Dr. Hoyt Oliver

Lee Payne

Mr. & Mrs. James Watterson