

Frequently Asked Questions



W Third Street in 2002.

Design Guidelines. . .

. Do not require that owners return a building to its original appearance (although this is encouraged for some commercial buildings in the E. Second Street Historic District).

. Do not apply to interior work. However, owners are encouraged to retain historic interior features including trim, moldings, doors, and tin ceilings.

General Principles:

. Gather as much information as possible during the initial planning phase of the project.

. It is better to maintain than to repair.

. Damaged historic features should usually be repaired rather than replaced.

. If repair isn't possible, replacement features should match the historic originals as closely as possible.

. Consider the reversibility of any changes.

Who must use the design guidelines?

Design review is conducted by the Heritage Preservation Commission (HPC) only for heritage preservation sites or for properties within local historic districts, and only for exterior work requiring a building permit. A map of local districts and a list of individually designated heritage preservation sites is found in the Appendix.

What about painting?

The Commission recommends that property owners consider historically appropriate color schemes and use good quality paint and stain.

How does a property owner use the guidelines?

1. First, it is important that property owners and their contractors and suppliers review the guidelines before applying for a building permit. HPC staff is available to review the guidelines with applicants at all stages of the project.

Next:

2. Review the illustrations of Hastings building types and styles and compare them to the building, especially noting features such as rooflines, windows, porches, entries, and trim.

3. Compare maintenance or alteration plans to applicable residential or commercial guidelines.

4. Determine if the plans are compatible with the guidelines. Call the HPC at 480-2384 with questions.

5. Complete an application for a Certificate of Approval, including drawings and photographs and product specifications as required. See the Appendix for a design review application and instructions.

How long does it take to get a Certificate of Approval for a designated property?

Call the HPC for information about the review process applicable to your project. Certain applications can be approved by staff. The length of the review process can depend on the scale and complexity of the project, and on the completeness of the building permit application.

Except for work such as re-roofing and exterior cleaning, most applications will be reviewed at monthly HPC meetings. In some cases, review may be completed between regular meetings.