



*Guidelines for Applications (as of June 2020)  
for a Certificate of Appropriateness  
for Buildings in the Greenport Historic District*



*Andrew J. Wiggins' House  
Greenport Historic District  
Courtesy of Roselle Borrelli*

*Historic Preservation Commission  
Village of Greenport, New York*

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## I. THE FORMATION OF THE GREENPORT HISTORIC DISTRICT

### BOUNDARIES OF THE HISTORIC DISTRICT<sup>1</sup>

The Greenport Village Historic District consists of a dense concentration of (primarily wood frame) residential and commercial structures radiating out in a fan shape from the village's Main Street waterfront business district (on the south). This large district comprises Greenport's historic eighteenth-century core and surrounding areas of nineteenth and early twentieth century development. The Greenport Village Historic District represents the largest, most intact concentration of historic resources in the village. There are 264 buildings within the 80-acre Greenport Village Historic District, with 254 contributing historic structures and ten non-contributing structures. Additional Greenport buildings listed in the National Register of Historic Places appear in an appendix to this document.

### HISTORIC DISTRICT MAP

A map of Greenport's historic district is available in the Appendix to this document and on the Village website at <http://villageofgreenport.org/files/Zoning-Map-06-29-09-D-size.pdf>

## II. PURPOSE OF THE GREENPORT HISTORIC PRESERVATION COMMISSION

### BACKGROUND

The Board of Trustees of the Village of Greenport has determined that the Village of Greenport includes sites, structures, buildings and districts of special historic significance due to their maritime character, antiquity or uniqueness of architectural construction, design or waterfront location that are of particular significance to the heritage of the Village, town, county and state. Further, the trustees have deemed that the conservation, protection, appearance and preservation of these historic sites, structures, buildings and districts is necessary to promote the economic, cultural, educational and general welfare of the public. Therefore, Chapter 76 of the Village of Greenport Code outlines procedures to (1) identify, preserve and enhance the landmarks and historic districts which represent distinctive elements of Greenport's historic, maritime, architectural and cultural heritage, (2) foster civic pride in the accomplishments of the past, (3) protect and enhance Greenport's attractiveness to residents and visitors, thereby supporting and stimulating the economy of the Village, (4) provide for architectural review so as to prevent such design and appearances as are incompatible with the historic or architectural characteristics of a landmark or historic district and (5) ensure the harmonious, orderly and efficient growth and development of the Village, consistent with its historic integrity. The Historic Preservation Commission is responsible for overseeing these processes. Enforcement of the decisions of the Commission is the responsibility of the Building Department.

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<sup>1</sup> The Greenport Village Historic District was listed on the [National Register of Historic Places](#) in 1984. Portions of the content on this page were adapted from a copy of the original nomination document.

### CRITERIA FOR REQUIRED REVIEW

The architectural character and general composition of the **exterior of a structure**, including but not limited to the kind, color and texture of the building material and the type, design and character of all windows, doors, light fixtures, signs and appurtenant elements are subject to review by the Historic Preservation Commission. Both the streetscape and areas of the property that are not visible from the street are subject to review.

Owners must complete an application requesting a Certificate of Appropriateness which may be obtained at Village Hall or on the Village website for an architectural review to ensure that the proposed design and appearance are not incompatible with the historic or architectural characteristics of a landmark or historic district as defined in Chapter 76 of the Village code.. Where a building permit is required, a Certificate of Appropriateness must be obtained prior to carrying out any exterior alterations, restoration, reconstruction, demolition, new construction or moving of a landmark or property within the historic district

### CERTIFICATE OF APPROPRIATENESS

A Certificate of Appropriateness is a certificate issued by the Greenport Historic Preservation Commission authorizing an alteration, removal or demolition of a landmark or of a structure within an historic district or construction of a new structure in the district.

### CRITERIA FOR APPROVAL

According to Chapter, 76, Commission members are to be guided by several principles when considering whether to issue a Certificate of Appropriateness for changes to the external features of any structure which is a landmark or which is located within the historic district. These principals are as follows:

1. Properties which contribute to the character of the historic district shall be retained, with their historic features altered as little as possible.
2. Any alteration of an existing property shall be compatible with its historic character or with the character of the surrounding historic district.
3. New construction shall be comparable with the historic district in which it is located.

## III. HISTORIC PRESERVATION COMMISSION REVIEW PROCESS

### COMMISSION MEMBERS

The Commission is comprised of five residents of the Village of Greenport who have been appointed by the Mayor and approved by the Village Board of Trustees.

### PREPARING FOR AN HPC APPLICATION REVIEW

In brief, a completed application and supporting materials must be submitted to Village Hall followed by attendance at a meeting of the Historic Preservation Commission during which the application will be reviewed. After review and at the meeting, the members of the Historic Preservation Commission may approve the application and issue a Certificate of Appropriateness or request additional information and another presentation prior to voting on the application.

Applicants should plan to attend or have a representative attend the Historic Preservation Commission meeting at which the application is considered to describe the project, provide samples of proposed materials and answer Board Members' questions. Attendance is highly recommended to facilitate the review process; the application may be deferred to a future meeting if the applicant is not available and no prior arrangements are made with Village Hall.

#### STEPS TO OBTAIN A CERTIFICATE OF APPROPRIATENESS

Consult the Application Checklist included in this document for details about the steps necessary to obtain a Certificate of Appropriateness. In summary:

- a. a completed application and the appropriate fees are required
- b. along with a Building Permit, if the proposal requires a permit,
- c. a site plan, photos of adjacent properties to illustrate that the proposed renovations/construction are compatible with the historic or architectural characteristics of the historic district,
- d. details about the proposed materials including specifications, photos and actual samples of the materials.

Typically, most applications are acted on within 30 days from the receipt of a completed application although the process may take longer if the application is incomplete or if Commission members decide that they require additional information before acting on the application. For applications involving major alterations or new construction, the Commission may hold a public hearing to provide the opportunity for the public to present their views on the project. If a public hearing is held, the Commission will approve, deny or approve with modifications the application for a Certificate of Appropriateness within 30 days from the date of the public hearing.

Projects may become more complicated once repair work has begun. If major renovations or repairs become necessary, and the new scope of the project requires an HPC application, then the work should be suspended and an application for the additional work must be submitted to the Historic Preservation Commission.

#### RIGHTS OF HOMEOWNERS

Chapter 76 includes a process available to homeowners who have been denied a Certificate of Appropriateness and who wish to obtain relief from the strict application of the historic preservation criteria on the grounds of economic hardship. Applications for a Certificate of Economic Hardship require that the Commission hold a public hearing to allow proponents and opponents of the application to present their views. The Commission will make a decision on the application for a Certificate of Economic Hardship within 30 days of the conclusion of the hearing.

To establish economic hardship. A homeowner must show that:

1. He or she will suffer significant economic or financial injury if required to comply with the Commission's decision as applied to the property; and the character of the landmark and/or historic district will be preserved and not substantially changed by the proposed alteration; or
2. The property is incapable of earning a reasonable return.

Additional criteria must be satisfied for applications involving demolition or removal of a landmark structure within a historic district. These are as follows:

1. The property is incapable of earning a reasonable return, regardless of whether that return represents the most profitable return possible.
2. The property cannot be adapted for any other use, whether by the current owner or by a purchaser that would result in a reasonable return.
3. Reasonable efforts to find a purchaser interested in acquiring the property for rehabilitation and preservation have been made and have failed.
4. The owner has not created his own hardship through waste and neglect, thereby permitting the structure to fall into a serious state of disrepair

The applicant will be expected to consult in good faith with the Commission, local preservation groups and interested parties in a diligent effort to seek an alternative that will result in the preservation of the property.

#### IV. ARCHITECTURAL STYLES WITHIN THE HISTORIC DISTRICT<sup>2</sup>

##### GREENPORT VERNACULAR (1750-1950)

When Greenport was incorporated in 1838 the common house form was a simple two-story *half house*, so called because the windows flank one side of the door. This vernacular house is a relative of the New England Colonial half house. Hallmarks are a plain façade, low-pitched roof, painted clapboard, doorways with *side lights and transom*, and six-over-six-pane windows.

##### FEDERAL (1780-1840)

Typically, a Federal-style house is a simple square or rectangular box, two or three stories high and two rooms deep with side gable or hipped roofs. Federal-style decoration often showcases geometrical concepts. Federal-style architecture is named as such because it represents the time in which the country was developing its Federal system of government. Common design features include entrance porches known as *porticos* and shuttered windows. Many of the buildings feature three-part windows known as Palladian windows. Large, dramatic symmetrically placed windows were one of the cornerstones of Federal architecture. This type of architecture can also be identified by an elliptical fan light above the front door, decorative moldings double-hung windows, decorative front entry porch, and elegant carving. Classical motifs are used for ornament and typically include dentil molding at the cornice, as well as swags, garlands and urns throughout the exterior.

##### GREEK REVIVAL (1825-1860)

Homes in the Greek Revival style were usually painted white to resemble white marble. This style was fundamentally an expression of America's triumphant sense of destiny and the sense that our newly formed nation was the spiritual descendant of Greece, birthplace of democracy. In Greenport, as in Sag Harbor, the Greek Revival period coincided with the whaling era. Many homes in the Village are enriched with Greek Revival elements. Adaptations of the classic Greek *temple*

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<sup>2</sup> A document titled *GREENPORT HOUSES: A Home Owner's Guide to Historic Preservation* was consulted in the preparation of this section.

*front*, with low-pitched *pediments* facing the street around. Typically *cornices* outline the triangular shape of the pediment. Frequently, an *entablature*, consisting of an *architrave*, a *frieze*, and cornice (in that order from bottom to top), rests on decorative corner posts known as *pilasters*. Small pilasters often frame the doorway, supporting either a simple mantel or an entablature. Further framing the door within these pilasters are frequently slender engaged piers or *colonettes* flanked by *side lights*. Side lights are often leaded, as is the rectangular window, or transom, usually occurring above the door.

#### ITALIANATE (1840-1885)

Inspiration for the original Italianate style was influenced by Italian country homes and Renaissance-era villas. The essential elements of the Italianate mode that flourished in Greenport featured a rectangular two-story house with a low-pitched roof, wide eaves and large brackets, and tall, thin first-floor windows, often arched and invariably two-over-two paned. Another dramatic feature of some Italianate houses is the *cupola*. Cupolas, like porches, were meant to be both picturesque and functional. They were useful to the Greenport seamen who were fortunate enough to possess them. Perched in their cupolas, captains could watch their ships without leaving the privacy of their homes, and their wives could watch and wait for their husbands to return from sea voyages—as the maudlin synonym, *widow's walk* implies.

#### SECOND EMPIRE (1855-1885)

The Second Empire style has its origins during the reign of Napoleon III (1852-1870). The houses were imposing, symmetrical structures with heavy ornamentation such as deep bracketed *cornices*, arched and *pedimented* windows and dormers, and classical moldings. Second Empire buildings are distinguished by their *mansard roofs* which are usually covered with tin plates or multi-colored tiles in the fish-scale pattern. Second Empire chimneys are tall, with decorative caps.

#### QUEEN ANNE (1880-1910)

The Queen Anne style was modeled after Medieval and early Renaissance features of England's rural architecture during the reign of Anne Stuart (1702-1714). Identifying features include steeply pitched roofs of irregular shape and gable height, often with dominant, front-facing gables. Clapboard shingles, brick and stone may all be used on the same exterior, and shingles and clapboard are often arranged in arresting decorative patterns. Conical-roofed towers or polygonal turrets and tall chimneys are juxtaposed with multi-gabled and multi-planed roofs with various shaped dormers, *finials*, and sunbursts in the gable ends. Likewise, many kinds and shapes of windows can be found in the Queen Anne house including oval or diamond-shaped windows, often in stained glass.

#### COLONIAL REVIVAL (1880-1955)

The name of the style reflects the interest in homes built by the early English and Dutch settlers. Colonial Revival is essentially a mixture of styles, all uniquely American. Clapboard and shingle structures are typically two stories with a symmetrical front façade with an accented doorway, and evenly spaced windows on either side of the doorway. Gable roofs are the typical roof form found in Colonial Revival homes followed by gambrel and hip roofs.



### SHINGLE (1880-1900)

The most obvious feature of a Shingle-style home is the generous and continuous use of cedar shingles on the siding as well as the roof. The focus of the Shingle-style aesthetic was complex shapes and forms encased within a smooth surface of wooden shingles meant to unify the irregular outline of the house. Also, unlike preceding styles, the Shingle-style was uniquely American. Shingle-style homes feature wood cladding, asymmetrical facades, gambrel roofs, and welcoming verandas. The Shingle style reached its highest expression in seaside resorts of the northeastern United States in summer destinations such as Newport, Nantucket, Rhode Island, Cape Code, Massachusetts, eastern Long Island and coastal Maine.

### LATE VICTORIAN (1880-1910)

While there are few full-fledged Queen Anne houses in Greenport, the many houses with Queen Anne characteristics attest to the vast popularity of the style. One of the most common adaptations of the Queen Anne style is what might be called Greenport's Late Victorian farmhouse. Possessing the obligatory bay windows, decorative wood shingles, a wrap-around porch with turned or jig-sawn *balusters* and *Queen Anne windows*, the Late Victorian farmhouse is differentiated by its balanced cross-gable construction. The gable front, always situated facing the street, may be adorned with *cathedral windows* and brackets or "gingerbread." These decorative and stately houses usually have three-bayed facades with clapboard siding.

### AMERICAN BUNGALOW (1905-1930)

Although the term, "bungalow" refers to structures built by the British in India, American Bungalow architecture and designs are in the "craftsman" style inspired by the Arts and Crafts movement. The American adaptation of the bungalow is a one-story house of simple construction and modest size, typically featuring wide, gently sloping gables and an open or screened-in front porch with flared *piers*. Large *shed dormers* are common, as are exterior chimneys. Rafters and *ridge beams* frequently extend beyond the walls and roofs. Simple design, sparse decoration, and natural materials were the essential components of the Bungalow style.

## V. GUIDELINES FOR MODIFICATIONS, RENOVATIONS AND NEW CONSTRUCTION<sup>3</sup>

These *Guidelines* were prepared to assist property owners with information when considering exterior repairs, replacements, alterations or new construction of properties within the historic district. Whenever possible, property owners are urged to retain or restore original features of the property. The Historic Preservation Commission will review proposed plans for modification, renovation, repair or new construction on a case-by-case basis. This guide is intended to provide helpful information to facilitate the review process. Each section includes items that are "Recommended"

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<sup>3</sup> Some of the material in this section originally appeared in a document titled *Preservation Applied: Guidelines to Consider; Pitfalls to Avoid* prepared for the Village of Greenport. Additional documents including the *Irvington Historic District Design Guide & Recommendations Village of Irvington, New York, June 5, 2017*, *A Guide to Historic Preservation in the Town of Huntington, The Huntington Historic Preservation Commission, Town of Huntington Long Island, 2018*, *Town of Southold, New York, Landmark Preservation Commission Handbook, August 12, 2008*, and various documents prepared by the Village of Roslyn Historic District Board including *Guidelines for Wood Windows & Doors*, and *Guidelines for Roofing* were also consulted in the preparation of this section.

and “Not Recommended.” Some examples of modern building materials that are appropriate for historic homes appear in an appendix to this document.

### ACCESSORY BUILDINGS—SHEDS, GARAGES, ETC.

Accessory buildings include but may not be limited to garages, barns and sheds. Any changes to accessory building which exist on a property in the historic district are subject to architectural review by the Historic Preservation Commission. Similarly, new construction of accessory buildings on a historic property are subject to the review process as well.

### CHIMNEYS

Chimneys should be maintained at their original height, form and design with original decorative elements intact. If a new chimney must be constructed, it should be compatible with the existing chimney in style and material.

#### Recommended

- If complete replacement is necessary, new materials should match the original with respect to size, shape, texture, pattern, color and any other visual characteristics of the original

#### Not Recommended

- Adding new features that are out of character, scale, materials or detailing

### DECORATIVE DETAILS

Many of the houses in the historic district display richly textured facades. Depending upon the style and historic period, the original structure may include brick, clapboard, fish-scale shingles, sunbursts, brackets, shutters, cupolas, cornices, dormer windows, and weathervanes. these features should be retained or restored to maintain the original character of the house.

### DOORS AND ENTRANCES

Greenport has a rich variety of doorways, from six-paned doors with side lights and transoms to massive Late Victorian double doors. Original doors and hardware should be retained and used when possible. If effective weather stripping can keep out the cold, owners have the option to forego a modern storm door on the front entrance. If a storm door is necessary, a plain door with ample glass that can be removed in warm weather is preferred.

#### Recommended

- Retain door surrounds, trim and details, such as decorative entablatures, moldings, pilasters, sidelights, and transoms
- Retain original hardware
- Align the divisions of the storm door with the divisions of the door, to reveal as much of the historic door as possible
- Consider wood or Fibrex or wood simulated fiberglass if selecting modern materials

### Not Recommended

- Altering the door opening size, dimensions and proportions or constructing a new opening in the front façade is not recommended
- Replacing historic wood doors with metal or vinyl or adding metal finish aluminum storm doors visible from the street is not recommended

### EXTERIOR LIGHTING

Today owners are accustomed to much more exterior illumination, often as a matter of security, than was the case in the early nineteenth and twentieth centuries. Owners should consider reduced landscape lighting by selecting fixtures that send light down towards the ground with no spill light.

### Recommended

- Exterior fixtures that are compatible with the style of the house

### Not Recommended

- Theatrical lighting aimed at the façade of a house or at trees and landscaping
- Blinking or flashing lights
- Lighting that spills over to neighboring properties

### FENCES, GATES, AND WALKWAYS

It is always desirable to consult historic images of the property or documentation of fencing and gates dating from the time of original construction and to use materials commonly found in the historic period, in traditional sizes and spacing.

### Recommended

- Low see-through fences with narrow slats or spindles—either wood or metal—are preferable to fences that completely hide the yard behind
- Fence designs and materials commonly found in the historic period or substitute materials if indistinguishable from historic materials
- Maintain a consistent fence style in public view
- Gates hung so as to swing into the property rather than out to the street
- Gravel, oyster shell, flagstone and brick for entry paths
- Concrete pavers that faithfully replicate the appearance of paving brick may be considered

### Not Recommended

- Chain link fencing
- Imitation wood fencing made of plastic
- Contemporary poured concrete and asphalt walkways
- Pavers that are poor simulations of natural or historic materials

## GUTTERS AND FLASHING

Gutters are typically located near or along the bottom edge of a roof slope to collect rainwater. They may be built-in gutters that are hidden from view or pole gutters, also known as “Yankee” gutters, which are built-in gutters located near the roof edge to capture rainwater and direct it towards a downspout while allowing fallen leaves to blow away. Downspouts are generally mounted to the exterior of a building to conduct a gutter’s water down the face of the building to the ground or to an underground drainage system. Flashing is made of thin sheet metal formed to prevent water from entering a building at joints, intersections and changes of pitch. It is typically installed around chimneys, parapet walls, dormer windows, roof valleys, vents, and intersections of porches, additions or bay windows.

### Recommended

- Retaining original drainage system and appearance, particularly Yankee gutters or built-in gutters
- Installing plain round or rectangular downspouts
- Copper, terne steel, lead, and lead-coated copper flashing

### Not Recommended

- Corrugated downspouts
- Vinyl gutters
- Aluminum flashing

## LANDSCAPING

Owners should consider historically appropriate options when selecting and locating shrubbery and plants, driveways, parking, walkways, fences, walls, lighting and other landscape features. Landscaping should allow for views of historic buildings from the roadside. Modern amenities such as air conditioning systems should not be visible in side or rear yards and/or should be screened from view with traditional materials.

## MODERN FEATURES

Owners may wish to add modern features to homes in the historic district such as skylights, solar panels, outdoor showers, and/or other features such as fire exits and handicapped access exterior stairs or ramps that are not historically accurate. Applications including items such as these will be reviewed on a case-by-case basis, but as a general rule, these features should be relegated to parts of the house that are not visible from the street or, if that is not possible, screened from view by appropriate fencing or shrubbery. Visible external stairs if necessary, are always required to meet the Village safety code, and should reflect the detail and finish of the main structure. Access ramps, if added to the visible sides of a structure should reflect characteristic details of the building. Often ramps can be constructed as landscape terraces to minimize their visual impact.

## PAINT OR STAIN COLORS

When repainting, consider investigating your building’s and/or fence’s original color scheme or consult historic color references for colors commonly used during particular historic periods.

Several companies have developed historic paint palettes to assist owners in choosing appropriate and complimentary colors for the structure and trim. Examples of some companies' historic paint collections appear in an appendix to this document.

### PORCHES, PORTICOS, AND STOOPS

Large wrap-around porches were an integral part of turn-of-the century residential building styles. Many were added to older houses at that time. The original design and decorative trim of porches (brackets, columns, balustrades, railings and steps) should be retained. However, since porches are exposed and vulnerable to decay, they warrant frequent and careful inspection. Small sections may be easily replaced. If massive deterioration has occurred and it is not possible to duplicate the original scale and detail, a replacement porch which complements the style of the house is required.

#### Recommended

- Retain and preserve existing columns, railings and balusters whenever possible
- Replace decorative elements as necessary in the same style as the original
- Modern materials such as Versatex are acceptable if they simulate the look and feel of the original structure

#### Not Recommended

- Replacing railings with a different pattern than the original
- Adding porch ornamentation, columns or brackets where none existed historically

### ROOFING

All the architectural features which give the roof its essential character, such as dormer windows, cupolas, cornices, brackets, patterned shingles, chimneys, cresting, and weathervanes should be preserved. Since these features are subject to the damaging effects of weather, they should be carefully inspected periodically. Original roofing materials, especially with varied and intricate shingling patterns, are also important visually and should be preserved when possible. A cedar-shingle roof, properly flashed, will last fifty years with minimal maintenance. Tin roofs, properly sealed and repainted regularly, will last many decades as well.

If a roof must be replaced, asphalt shingles are an acceptable and less expensive substitute for cedar shingles as well as more recent materials designed to mimic the appearance of traditional materials. The worn roof should be removed before any new roof is installed. Modern additions such as antennae, ventilation fans and solar panels should be inconspicuously placed.

#### Recommended

- Use materials originally on the building or alternates with similar texture, scale, reflectance, color and thickness
- Roofing materials such as fiberglass, metal or recycled rubber shingles that are designed to simulate historic materials and evoke the appearance of wood or slate shingles
- Cedar shingles or wood shakes
- Slate shingles

- Asphalt-based shingles
- Metal including copper, zinc, and tin

#### Not Recommended

- Woven valleys (overlapped shingles) due to their non-traditional appearance
- Imitation materials with grain, color, thickness or sheen noticeably different from the original

#### SIDING

The original sheathing materials on Greenport frame houses are clapboard and cedar shingles. Owners are urged to retain and maintain these materials since their visual texture largely defines the character of the house. To lower the cost of maintenance, some owners choose to cover the original surface with new siding. In the 1930s and 1940s, asbestos shingles were applied to many houses. While the visual effect of clapboard was lost, other important design features and trim (such as brackets at the roof line, projections over and molding surrounding windows and doors) remained. More recent use of aluminum and vinyl siding often involves covering up or removing these architectural details. If vinyl siding is viewed as an economic necessity, owners should choose a company that has material which closely approximates the appearance of the original clapboard and which can be installed without removing or covering up the design features which contribute to the character of the house.

#### Recommended

- Clapboard and cedar shingles
- Modern materials such as Hardie Board and Versatex or other PVC trim boards and molding that simulate the look of historic materials
- Match the structure's original materials in all dimensions (thickness, exposure and profile) and texture
- Retain decorative features and details
- Consider the structure's original color scheme when repainting

#### Not Recommended

- Aluminum siding
- Vinyl siding that does not simulate the look of historic materials

#### SIGNAGE AND AWNINGS

Signage must follow the Village of Greenport's sign regulations which can be found in the Zoning Code on the Villages website at <https://www.ecode360.com/10977728>

Within the historic district, signage and awnings should be compatible in design with the historic character of the residence or storefront and should be installed so that they do not obscure the architectural features of the structure. Size, materials, graphics, legibility of the typeface, color and method of attachment must be consistent with the Zoning Code and in keeping with the historic period of the structure.

### Recommended

- Install signs and awnings in scale with the building as well as the storefront
- Consider the building and surrounding buildings when designing signs and awnings so that the graphics, color and styles are compatible

### Not Recommended

- Choosing signs and awnings that cover or obscure significant architectural features
- Metal strip awnings or plastic

## STREETSCAPES

Owners can gain a new perspective on their house by walking three houses away and viewing it as an element of the streetscape. How do the large elements, the house form, set-back, and lot size, together with the smaller elements the texture of the façade, fences, walkways, and plantings, create a unified streetscape? The rich visual texture in turn-of-the-century Greenport streetscapes was the result of the functional and aesthetic use of the common building materials of the day. Using wood brick, stone and cast iron, craftsmen created ever-varying angles to delight the eye. The charm of present-day Greenport stems from preservation of these original materials.

Owners are encouraged to identify and retain through reasonable maintenance, the original elements on their property and to plan carefully any addition to their house and lot so as to maintain the integrity of the landscape. The Historic Preservation Commission considers the streetscape of the property and of adjacent properties when reviewing proposed plans for modifications to structures in the historic district.

## WINDOWS AND SHUTTERS

The existing windows should be retained; modernizing the living space should minimize altering the original openings, particularly in the front façade. The scale and proportion of the façade is destroyed when entrances and windows are moved, enlarged or reduced.

Greenport houses might have one or several kinds of simple nineteenth century double-hung sash with various sized panes, the most common being six-over-six paned. Original window sashes can be preserved with periodic glazing and painting. If necessary, deteriorated sashes can be replaced with similar ones. Storm windows should be unobtrusive and painted white or the same color as the trim. Operable slatted wood shutters should be retained; marrow metal or plastic shutters, too narrow to cover the windows are not recommended. Plastic or metal-strip awnings also detract from the character of old houses.

### Recommended

- Retain historic materials and consider repairing existing windows
- Match original materials, dimensions glazing and trim when replacing windows
- Wood replacement windows
- Historically appropriate muntin pattern, window configuration exterior profile and size

- Hardware appropriate for the historic period
- Install true or simulated divided-light muntins
- Operable wood shutters with appropriate hardware
- Shutters of the appropriate style for the house and location
- Appropriately sized and shaped shutters for the window opening, fitted to cover the window when closed
- Retaining wood storm frames rather than replacement with aluminum or vinyl
- Painting the storm window frame and or storms door frame to match the trim
- Glass rather than Plexiglas, which can discolor and loose clarity

#### Not Recommended

- Interior snap-in or flat muntins on windows
- Vinyl or aluminum doors or shutters that do not simulate historic materials
- Inappropriately sized or shaped windows, shutters or doors
- Shutters or fixed storm sash screwed or nailed into the window surround
- Triple track exterior aluminum storm sash visible from the street
- Concealing original windows and/or changing opening shape



## VI. APPENDICES

Resources for Historic Preservation

Examples of Modern Building Materials Appropriate for Historic Homes

Greenport Buildings Listed in the National Register of Historic Places

Certificate of Appropriateness Application Checklist

<http://villageofgreenport.org/hpc-forms-applications/HPC-Application-Checklist.pdf>

Frequently Asked Questions (FAQs)

<http://villageofgreenport.org/hpc-forms-applications/FAQs-HPC-Guidelines.pdf>

Application for Certificate of Appropriateness

<http://villageofgreenport.org/hpc-forms-applications/Historic-Preservation-Commission-Application.pdf>

Village of Greenport Zoning Map

<http://villageofgreenport.org/files/Zoning-Map-06-29-09-D-size.pdf>

Village of Greenport Historic District

<http://villageofgreenport.org/files/Historic-District-Map.pdf>

Chapter 76, Preservation of Historic Areas

<https://ecode360.com/10976458>

## RESOURCES FOR HISTORIC PRESERVATION

### GUIDEBOOKS

A Field Guide to American Houses (Revised): The Definitive Guide to Identifying and Understanding America's Domestic Architecture by Virginia Savage McAlester.

Identifying American Architecture: A Pictorial Guide to Styles and Terms, 1600-1945 by John J.G. Blumenson

Remodeling Old Houses Without Destroying Their Character by George Stephen

### WEBSITES

The Old House Guy – Your Ultimate Guide to Old and Historic Homes –  
<https://oldhouseguy.com>

Old House Online - <https://www.oldhouseonline.com>

Traditional Building - <https://www.traditionalbuilding.com>

New York State Historic Preservation Office - <https://parks.ny.gov/shpo/>

National Trust for Historic Preservation - <https://savingplaces.org/preservation-at-home>

### LOCAL HISTORY & HISTORIC PRESERVATION

Sterling Historical Society - <http://www.sterlinghistoricalsociety.org>

Historic Greenport Walking Tour - <https://www.greenportvillage.com/wp-content/uploads/walking-tour.pdf>

Preservation Long Island - <https://preservationlongisland.org/>

## EXAMPLES OF MODERN BUILDING MATERIALS APPROPRIATE FOR HISTORIC HOMES

### PAINT COLORS

Benjamin Moore – Historic Collection - <https://www.benjaminmoore.com/en-us/color-overview/color-palettes/historical-collection>

Sherwin-Williams – America’s Heritage - <https://www.sherwin-williams.com/homeowners/color/find-and-explore-colors/paint-colors-by-collection/exterior-color-schemes/americas-heritage>

PPG Historic Color Collection - <https://www.ppgpaints.com/color/color-collections/historic>

### ROOFING

Slate - Tru-Slate - <http://www.truslate.com/>

Slate-Look Asphalt Shingles - <https://www.gaf.com/en-us/roofing-products/residential-roofing-products/shingles/designer/value-collection/slateline>

Metal Roofs and Clay Tile Look in metal - <https://www.atas.com/products/metal-roofing-systems>

### SHINGLES, SIDING, MOULDINGS AND RAILINGS

Cedar Shake and Shingle Bureau - <http://www.cedarbureau.org/product-types/specialty-and-historic-restoration/>

Hardie Board and Siding - <https://www.jameshardie.com>

Fiber cement materials

Versatex PVC trim boards and moldings - <https://versatex.com>

WindsorONE – Historically accurate primed boards and moldings – <https://windsorone.com/products/moldings/>

Intext Millwork Solutions – Cellular PVC boards, railings, newels and column wraps - <https://www.intextmillwork.com>

### WINDOWS AND DOORS

Anderson Windows Home Styles - <https://www.andersenwindows.com/ideas-and-inspiration/home-style-library/>

Andersen Doors - Wood or Fibrex (wood and thermoplastic polymer blend)

Therma-Tru Doors – Wood simulated fiberglass - <https://www.thermatru.com>

GREENPORT BUILDINGS LISTED IN THE  
NATIONAL REGISTER OF HISTORIC PLACES

Charles and Anna Bates House

August 18, 2017

(#100001490)

126 Center St.

Greenport

Brecknock Hall

April 22, 2005

(#05000331)

North Road near Manhasset Avenue

Greenport

Congregation Tifereth Israel Synagogue

March 22, 2006

(#06000161)

519 Fourth Street

Greenport

Greenport Railroad Station

July 20, 1989

(#89000947)

Third and Wiggins Streets

Greenport

Greenport Village Historic District

September 13, 1984

(#84002973)

Roughly bounded by Stirling Basin, Main, Monsell, 2nd, and Front Streets

Greenport