SELECTED BIBLIOGRAPHY


GLOSSARY

Adaptive use. Using a building for a function other than its original or historic use, including treatments or changes that can be either sensitive or insensitive in application.

Americans with Disabilities Act (ADA). A federal law passed in 1990 that requires "places of public accommodation" (that includes historic buildings open to the public) to be made accessible to the physically disabled.

Association for Preservation Technology (APT). An international organization that is involved in researching and practicing conservation techniques and treatments to historic resources. The APT Bulletin and APT Communiqué are published and an annual conference and training courses are held.

Cartouche. A decorative element characterized by an oval form surrounded by scroll-like elements and frequently containing an inscription.

Consoles. Decorative elements found on door surrounds or pedimented windows that appear as vertical supports.

Corinthian columns. Classical columns that contain foliated capitals.

Environmental Impact Statement (EIS). A report reviewed by the Environmental Protection Agency for the effects of a Federal project, such as highway projects, that require the removal or destruction of a historic resource.

Fanlight. A semi-circular decorative window often found above entrances and represents a Colonial Revival stylistic element in Carnegie libraries.

Fascia boards. A horizontal element that runs along a cornice or between the primary wall surface and roof, typically used to attach gutters.

Fenestration. A term used to describe the arrangement of exterior windows and their placement, particularly their design expression.

Festoon. A decorative element that appears as a draped garland or reef.

Frieze. A component between the architrave and cornice that can contain reliefs or ornamentation. It can also be plain, articulated as a horizontal band.

High style. A building designed by an architect that includes elements and features associated to a specific, or academic, design tradition.

HVAC. Heating, ventilating, and air conditioning systems.

Integrity. A building's resemblance to its original period, especially the amount of existing historic elements, features and materials. Also, the extent of changes made to a resource over time.
Investment Tax Credit (ITC). A tax credit available to investors and owners of historic properties planning rehabilitation projects. Applies to income producing properties and includes a twenty-five percent credit for qualified projects.

Keystone. A trapezoidal stone place at the apex of an arch, often projecting from the wall surface or distinguished from surrounding masonry units (or vousoirs).

National Register of Historic Places. A listing of historic resources (i.e., buildings, structures, sites, objects, and landscape features) managed by the National Park Service. All nominations are submitted by State Historic Preservation Offices (SHPO).

National Trust for Historic Preservation. A non-profit organization chartered by Congress that encourages, through publications and activities, participation in historic preservation.

Pilaster. A rectilinear form that is attached to a wall surface and intended to represent a pier or classical column. A decorative element in Carnegie libraries reflecting ancient Greek architecture.

Palladian window. A type of window that includes three vertical rectangular windows surmounted by a fanlight above the center window. Named after Andrea Palladio (1508-80).

Quoins. Rectangular masonry forms that accentuate a building’s principle corners primarily through their level of rustication or projection from the primary wall surface.

Rehabilitation. The process of making a building usable, or continuing its use, by repairing or replacing deteriorated features or elements. It allows a contemporary use while preserving a resource’s historic character.

Renovation. Changing a historic building by removing most, if not all, of its original features and elements and replacing them with new and contemporary materials. The building appears as new and non-historic it its appearance. Often synonymous with 'gutting a building' and represents high degree of intervention.

Repointing. Removing (or raking) deteriorated mortar between individual masonry units and replacing with new mortar to protect the masonry from natural elements.

Restoration. Returning a building to its original appearance by recovering or replacing missing elements or features with those of its historic period. Making a building appear as it did originally, often incorporating period fixtures and furnishings.

Rowlock A kind of brick coursing where the brick's small end is placed in a vertical position.

Rusticated. The spacing, or size of joints, between masonry units and the visual effect it creates.

Standards for Rehabilitation. Ten standards that are intended to help guide work or treatments to historic resources towards their preservation. They are also used to
determine the "appropriateness" of individual projects, and qualify them for grants and tax credits.

**State Historic Preservation Office (SHPO).** A state agency that administers the Historic Preservation Program and plan as required by the National Historic Preservation Act of 1966. In Georgia, the office is within the Department of Natural Resources.

**String course.** A horizontal band that separates two areas of space on a building's exterior, usually composed of a secondary masonry material.

**Transom window.** A horizontal, rectangular window placed above an entrance door or above regular sash windows.

**Vernacular.** A term used to describe buildings that were either not designed by an architect or do not reflect established and academic design traditions—primarily based on a building tradition rather than stylistic traditions. They may also incorporate many stylistic elements and building traditions that reflect local preferences.

**Voussoir.** Individual blocks that structurally or decoratively compose the semi-circular are of an arch, located in the area termed the "haunch."

**Water table.** A horizontal area on the first level that separates the basement area from the first floor and serves to dispel water from the wall surface.
Secretary of the Interior's Standards for Rehabilitation.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its size and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and constructions techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alteration, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.