

DESIGN GUIDELINES
— FOR —
HISTORIC ARROW ROCK, MISSOURI

First Edition

Prepared by

FRIENDS OF ARROW ROCK, INC.
Kathy Borgman, Executive Director
Dr. Thomas B. Hall III, President

BOARD OF TRUSTEES, TOWN OF ARROW ROCK

Tom Beamer, Chairman
Ken Blair
Diana Dickey
Bill Lovin
Linda Moore
Mary Duncan, Clerk

BOARD OF ARCHITECTURAL REVIEW

Barbara True, Co-Chair
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Judy Smith

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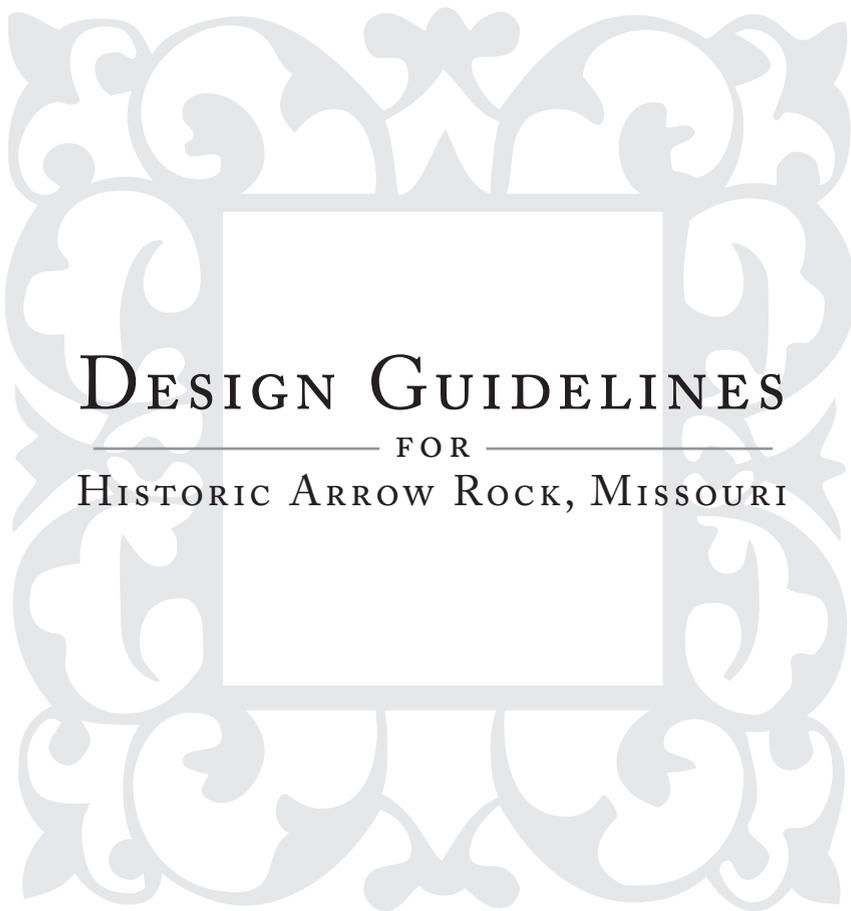
Ellen Beasley

House style illustrations by Judy Walker
Tavern and Lyceum illustrations by John Stoeckley
Photographs by Kathy Borgman and Melissa Kurtz

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Front cover, top to bottom: "Park Place," c. 1890, Aderton House, c. 1850s, Bungalow, c. 1920.

Back cover, top to bottom: Outbuilding, Queen Anne style home, "The Boardwalk."



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FOR
HISTORIC ARROW ROCK, MISSOURI

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Published 2005

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“...The historic resources of Arrow Rock, Missouri...possess geographic and visual unity, which is derived from the scale and placement of its buildings, streets, and open spaces within the district and its surrounding farm complexes. It is also an entity historically, as it illustrated the American frontier experience in the 19th century and represents a time capsule in the Westward Expansion. Area residents feel a sense of place and time, which is linked to their association of buildings, people and events. Proud of a heritage which includes the rise, decline, and revival of a Missouri River town, residents are well adapted to life in a community whose past is truly the basis for its future.”

Arrow Rock Statement of Significance, National Park Service, Landmark Designation



The entire village of Arrow Rock and the State Park comprise a National Historic Landmark. The larger building to the left is the 1834 Huston Tavern that fronts Main Street. *Friends of Arrow Rock (FAR)*



The George Caleb Bingham House, 1837, is listed separately as a National Historic Landmark. *FAR*

LETTER FROM THE BOARD OF ARCHITECTURAL REVIEW (BAR)

Dear Neighbors,

Arrow Rock has received the greatest distinction any historic property can receive in the United States by being designated a National Historic Landmark.

There are 77,000 properties listed on the National Register of Historic Places, our nation's list of cultural resources worthy of preservation. Out of this number, only 3% or approximately 2,300 sites are listed by the Secretary of the Interior as National Historic Landmarks, sites that “possess exceptional value or quality in interpreting the heritage of the United States.”

Arrow Rock possesses *two* National Historic Landmark designations. The first designation includes the entire town and the State Park and notes the significant role Arrow Rock played as a crossing on the Missouri River during the period of the Westward Expansion. The location is associated with both the Lewis & Clark and the Santa Fe Trails. The second Landmark designation is the home of artist George Caleb Bingham, located within the town, but listed separately.

Living in Arrow Rock, therefore, is not just about living in the 21st century, but also about paying attention to its past. It is, in fact, the historic character and charm of Arrow Rock that has brought many of us to live here. A stable economy has been built on history and tourism. The Arrow Rock State Historic Site and Park and the park-like quality of the entire town make this a beautiful and desirable place to live.

The current ambiance of the village is due, in a large part, to the adoption of local historic zoning ordinances in the 1970s. Attention has been given to what is built, how it is built, and how alterations are made to existing structures while meeting the needs of present-day property owners.

These guidelines are designed to build on the 1970s historic zoning ordinances by giving additional information. It is our hope that they will help in maintaining Arrow Rock not only as a National Historic Landmark, but also as a great place to live and visit.

Sincerely,

Your Board of Architectural Review Members*

P.S. You are always welcome at our monthly meetings. Time and location are posted on the bulletin board in the Post Office.

*Your neighbors volunteer their time to serve three-year terms. The Chairman of the Town Board appoints this five-member board with approval by the Town Board.

WHAT GUIDELINES DO

The Arrow Rock Zoning Ordinance creates two districts within the village of Arrow Rock: a historic residential district and a historic commercial district. **Every property owner in the corporate limits of Arrow Rock must apply for a Letter of Approval from the Board of Architectural Review when making any external changes to a property.**

The purpose of these Guidelines is to help you, the property owner, and the Board of Architectural Review determine the alterations, renovations, and new construction that are compatible with the historic character of Arrow Rock as a designated National Historic Landmark. **The statement of significance in the landmark designation defines the Arrow Rock character as one that “preserves many structures having historical and cultural association ... and presents a charming and almost unique picture of mid-19th century frontier village-town architecture and atmosphere of the Mississippi-Missouri Valley region.”**

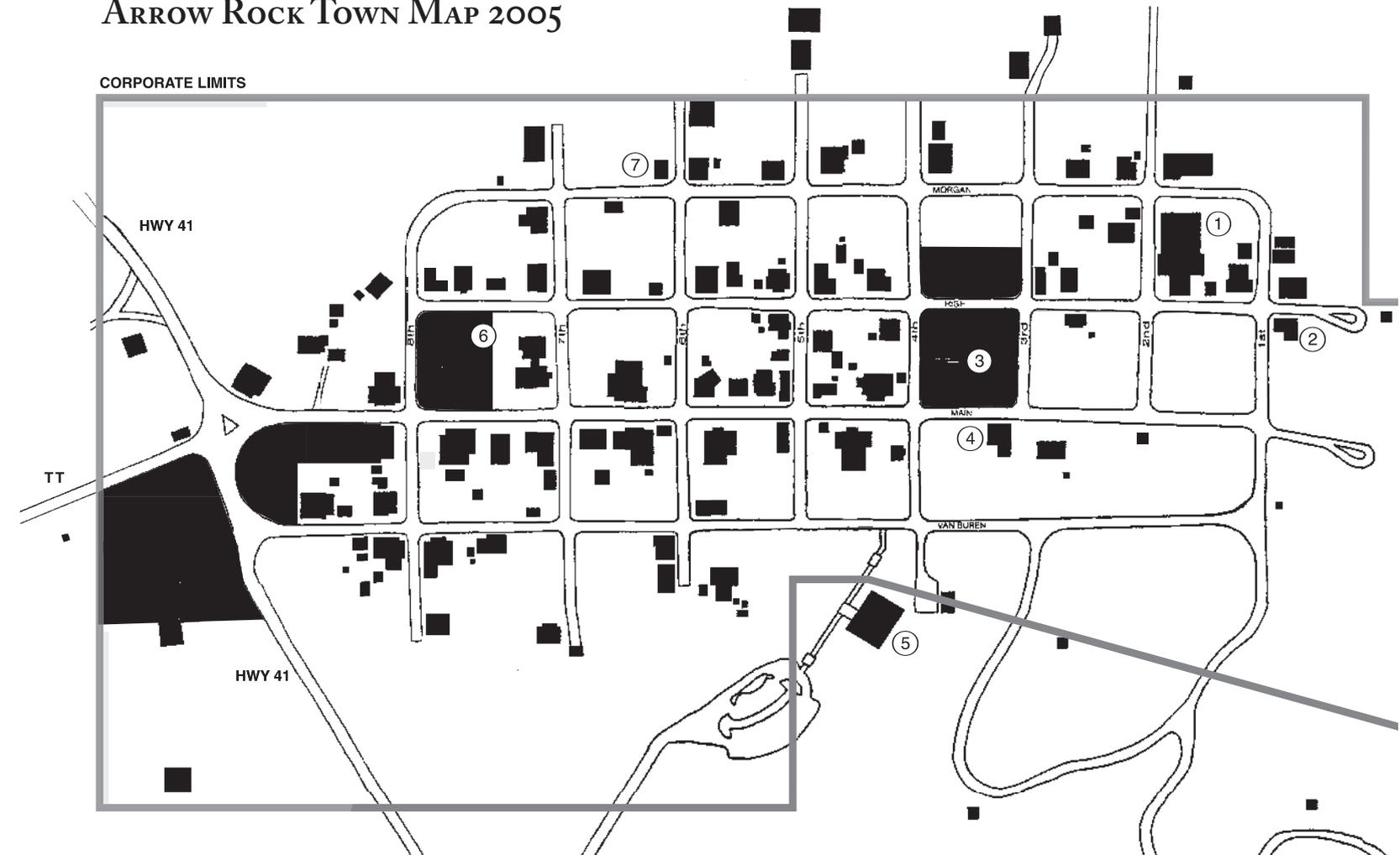
It is important to remember that guidelines are just that—guidelines. Each property is unique and must be considered on an individual basis. What is appropriate for one building or location may not be appropriate for another. For example, a request to enclose a rear porch on an early 19th century home located on a highly visible lot on Main Street would not be viewed the same as enclosing a rear porch on a 1960s home located on a side street. Guidelines provide the criteria to help make these decisions.

Guidelines apply to all aspects of the exterior of your property. While we often associate guidelines with major projects such as additions or new construction, seemingly minor exterior changes to buildings or landscaping projects also have a dramatic effect on the overall character of Arrow Rock.

Arrow Rock’s character is created by a blending of elements: different building types and styles, the placement of buildings on lots, architectural details, the landscape, open spaces, driveways and road surfaces — all these things and more.

Guidelines help us identify what it is about Arrow Rock that gives us the feeling of “stepping back in time.” They help us understand what it is about Arrow Rock that makes it such an appealing town to the thousands who visit annually and to those of us who call it home.

ARROW ROCK TOWN MAP 2005



- | | | |
|--|---|---|
|  Historic Residential |  Historic Commercial |  Arrow Rock State Park |
| ① Lyceum Theatre | ⑤ Arrow Rock State Historic Site and Park Visitor Center | |
| ② George Caleb Bingham House | ⑥ Stolberg-Jackson Schoolhouse Community Center | |
| ③ Boardwalk | ⑦ African American Masonic Lodge Hall | |
| ④ Huston Tavern | | |

HISTORIC OVERVIEW OF ARROW ROCK

By Michael Dickey, Site Administrator, Arrow Rock State Historic Site

For generations, the Arrow Rock bluff was a significant landmark on the Missouri River for Native Americans, explorers, and early westward travelers. This flint-bearing, high limestone bluff first appeared on a 1732 French map as “pierre á fleche,” literally translated as “rock of arrows.” Archaeological evidence shows that for nearly 12,000 years indigenous cultures used the Arrow Rock bluff as a manufacturing site for flint tools and weapons.

Following the War of 1812 and the subsequent peace treaties with Indians in 1815, large numbers of immigrants from Kentucky, Tennessee, and Virginia began pouring into the fertile “Boone’s Lick Country,” so named for the salt spring or “lick” across the river.

In the 1820s, the earliest travelers on what became the Santa Fe Trail crossed the river on the Arrow Rock ferry and filled their water barrels with fresh water at “the Big Spring” before heading west. In 1829, the town of Arrow Rock was founded on the bluff above the ferry crossing. Originally named Philadelphia, the town’s name was changed in 1833 to coincide with the better-known landmark name, Arrow Rock.

Many citizens prominent in state and national affairs were closely associated with Arrow Rock including Dr. John Sappington of quinine fame and George Caleb Bingham, Missouri’s pre-eminent artist of the mid-1800s. Three 19th century Missouri governors also came from Arrow Rock.

When the Civil War began, Arrow Rock had reached its peak population of 1,000. The region had a decidedly southern character evidenced in its culture, politics and architecture. One-third of Saline County’s population were enslaved African Americans. The Civil War precipitated an economic decline from which Arrow Rock never fully recovered. Steamboats and river commerce gave way to railroads that bypassed the town. Two fires devastated the business district, and the population dwindled to 400 by 1910. Today, 45 full-time and 33 part-time residents call Arrow Rock home.

While the village is small, don’t be fooled by its size. Arrow Rock remains a vital community. The restoration of the Huston Tavern in 1923 marked the beginning of historic preservation in the state of Missouri and set the stage for Arrow Rock’s future. In 1963, the entire town was designated a National Historic Landmark because of its association with the Westward Expansion. In 1968, the home of artist George Caleb Bingham was listed separately as a National Historic Landmark. Arrow Rock is also a certified site on the Lewis and Clark and the Santa Fe Trails.

Residents participate in a variety of organizations that sponsor Arrow Rock activities and projects: The Friends of Arrow Rock, founded in 1959, maintain thirteen historic structures; the Lyceum Theatre, Missouri’s oldest regional professional theatre, presents Broadway-caliber plays; the Historic Arrow Rock Council sponsors one of Missouri’s oldest heritage craft festivals; a Merchant’s Association continues to provide hospitality and services to the traveler; and an elected Town Board runs the affairs of the village.



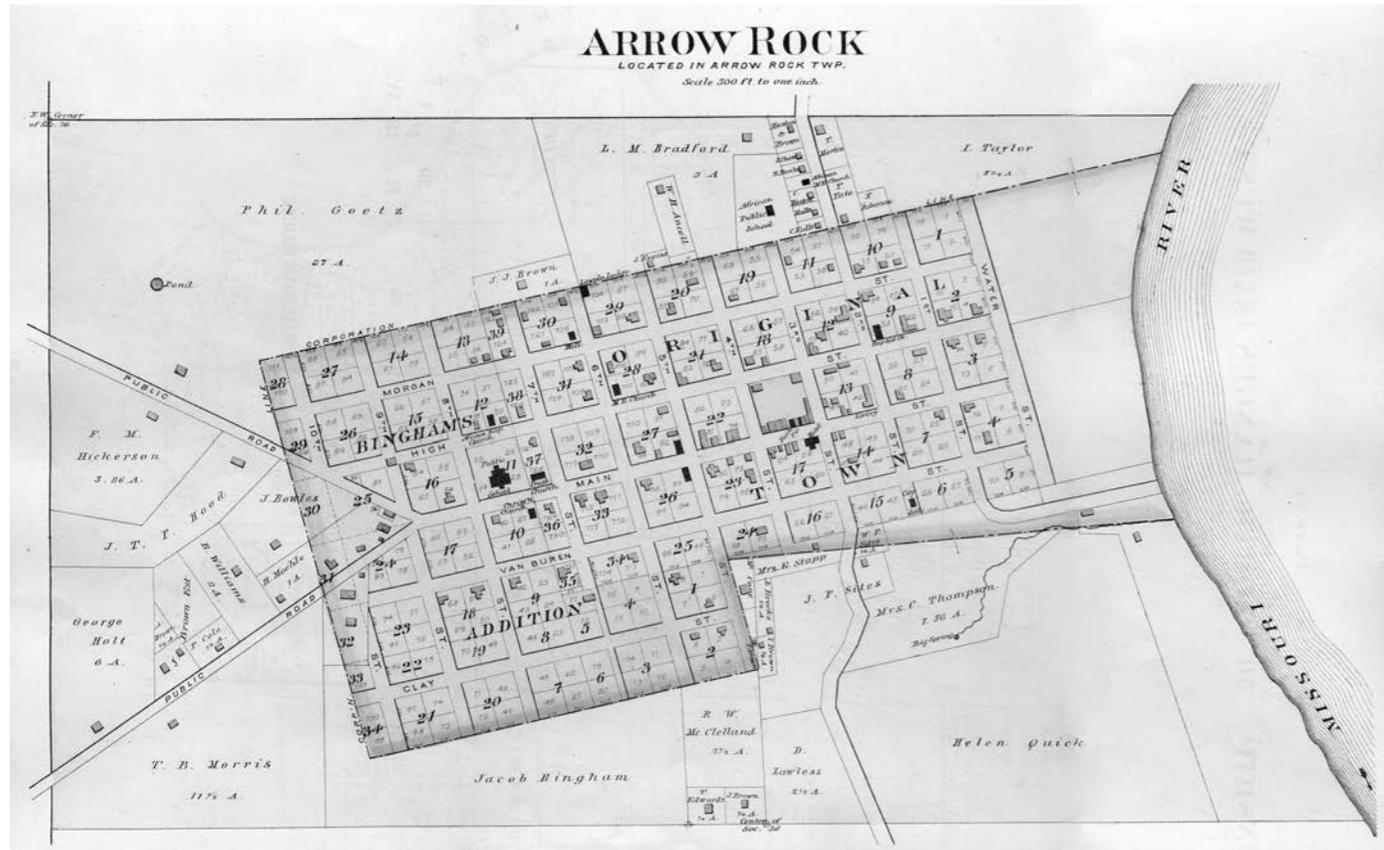
By the mid-19th century, Arrow Rock was one of the busiest trade centers on the lower Missouri River. Few photos have been found showing the Arrow Rock river landing and warehouses such as this one dated c. 1868. *Mark Gardner Collection*



“Park Place,” home of the Kuhn family, c.1890. Located on the east end of Main Street, it was typical of small, middle-class homes common in Arrow Rock in the 19th century. No longer standing. *Missouri Department of Natural Resources (MDNR)*



T. B. Morris “Cash Supply House” on Main Street, c. 1890. *FAR*



Plat map of Arrow Rock in 1896. Thirty-six years earlier, the number of buildings in town was almost double what is shown on this map. *FAR*



Arrow Rock's Heritage Craft Festival keeps 19th century tradition alive as craftsmen fill "The Boardwalk" during this annual fall event. *FAR*



The Arrow Rock Lyceum Theatre, founded in 1960, is Missouri's oldest regional professional theatre. The 1872 Baptist Church is now the lobby for a new 408-seat theatre. *FAR*

THE VILLAGE SCENE IN ARROW ROCK

Many factors contribute to the village of Arrow Rock that we see today, not the least of which is the town plan that was laid out in 1829 when Arrow Rock was founded. The nearly sixty-acre original town was platted in a grid pattern with one-acre square blocks, four lots to each block, the lots measuring 105 x 105 feet and streets 49.6 feet wide. Today, First Street forms the eastern boundary, but early plat maps of 1876, 1896, and 1916 show a Commons or Water Street parallel to the bluff. It is unclear if the street ever existed because there is no evidence of it today.

Prior to the Civil War, supplies, merchandise, people, and animals followed the route of the Santa Fe Trail from the Missouri River through Main Street, Arrow Rock's primary east-west artery. Consequently, commercial businesses were concentrated on the river end of town on both sides of Main Street while churches and other institutional buildings were scattered throughout the community.

Most property in Arrow Rock was devoted to residential use, which in the 19th century meant that many back and side yards contained a multitude of outbuildings, animals, and activities. Frequently, these included a garden, various animals (most certainly chickens, a milk cow, and possibly a horse, with the attendant shelter for each), a cistern or well, an outhouse, a separate kitchen, a smokehouse, and, in a few instances, a slave house.

To accommodate all these uses and activities, many property owners acquired multiple lots, their property extending the full depth of a block. This distinctive ownership pattern had a major impact not only on the functioning and visual appearance of Arrow Rock in the 19th century, but also on the Arrow Rock that we see today. Over the years, as these backyard activities became outdated and outbuildings were removed, Arrow Rock's landscape gradually acquired the park-like quality that characterizes the village in the 21st century.

A historic property consists of all its cultural resources — landscapes, buildings, archaeological sites and collections.

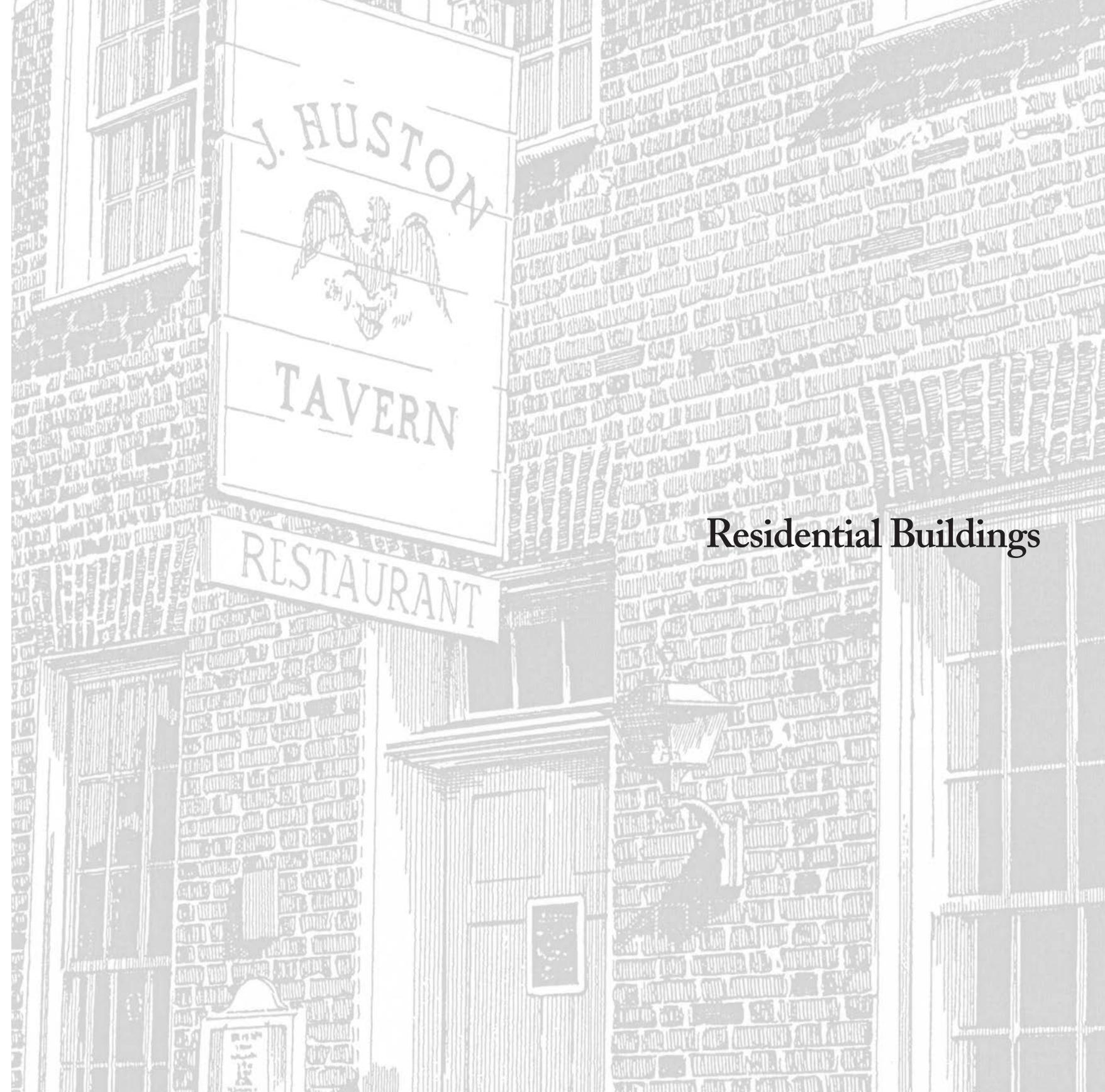
National Park Service Web Site



This c. 1920 photograph, taken shortly after this bungalow was built, shows a gazebo-like trellis built over the cistern to the right of the house and a barn in the background. *FAR*



The John P. Sites House, 1907, when the Edwards family occupied it. *FAR*



Residential Buildings

RESIDENTIAL BUILDINGS: HISTORIC STYLES AND TYPES

The residential architecture of Arrow Rock is represented by a wide variety of building types and styles reflecting a time span of over 150 years.

The earliest homes in Arrow Rock were built of logs, at first exposed, and then covered with clapboard siding. Native limestone was used for foundations, chimneys, and walkways, as well as for the distinctive gutters constructed on Main Street. In 1834, Joseph Huston began construction of a two-story brick structure known today as the Old Tavern or the Huston Tavern. It is believed that this Federal style building, built of bricks manufactured by Huston's slaves, was patterned after a tavern in Huston's home of Albemarle County, Virginia.

Other structures were built in the traditional Federal style in Arrow Rock including the home of artist George Caleb Bingham. Greek Revival buildings were also popular prior to the Civil War.

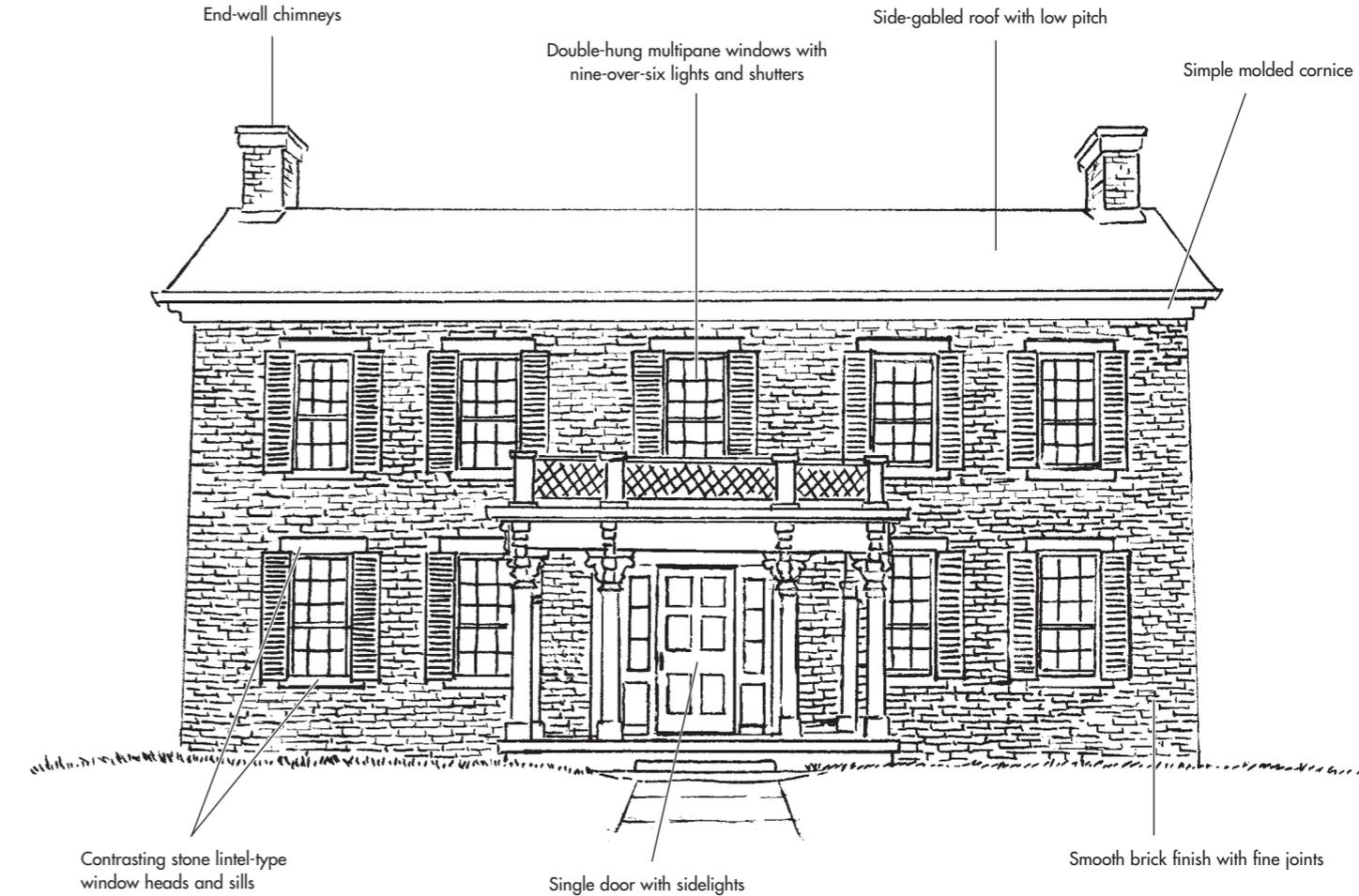
Although the architecture, like the history of Arrow Rock, tends to be identified primarily with the pre-1860 period, there are numerous examples of later building styles and forms dating from the late 19th and early 20th centuries. These include Italianate, Queen Anne, Bungalow, and Foursquare.

As in most communities, classifying residential buildings in Arrow Rock can be tricky. Some buildings, when built, borrowed architectural elements from more than one style and period while other buildings experienced later additions and alterations that changed or "updated" their original appearance. In addition, many residences in Arrow Rock are "vernacular" which means that they exhibit little, if any, architectural detailing and are defined by form and function rather than style.

The drawings that follow represent specific buildings in Arrow Rock.

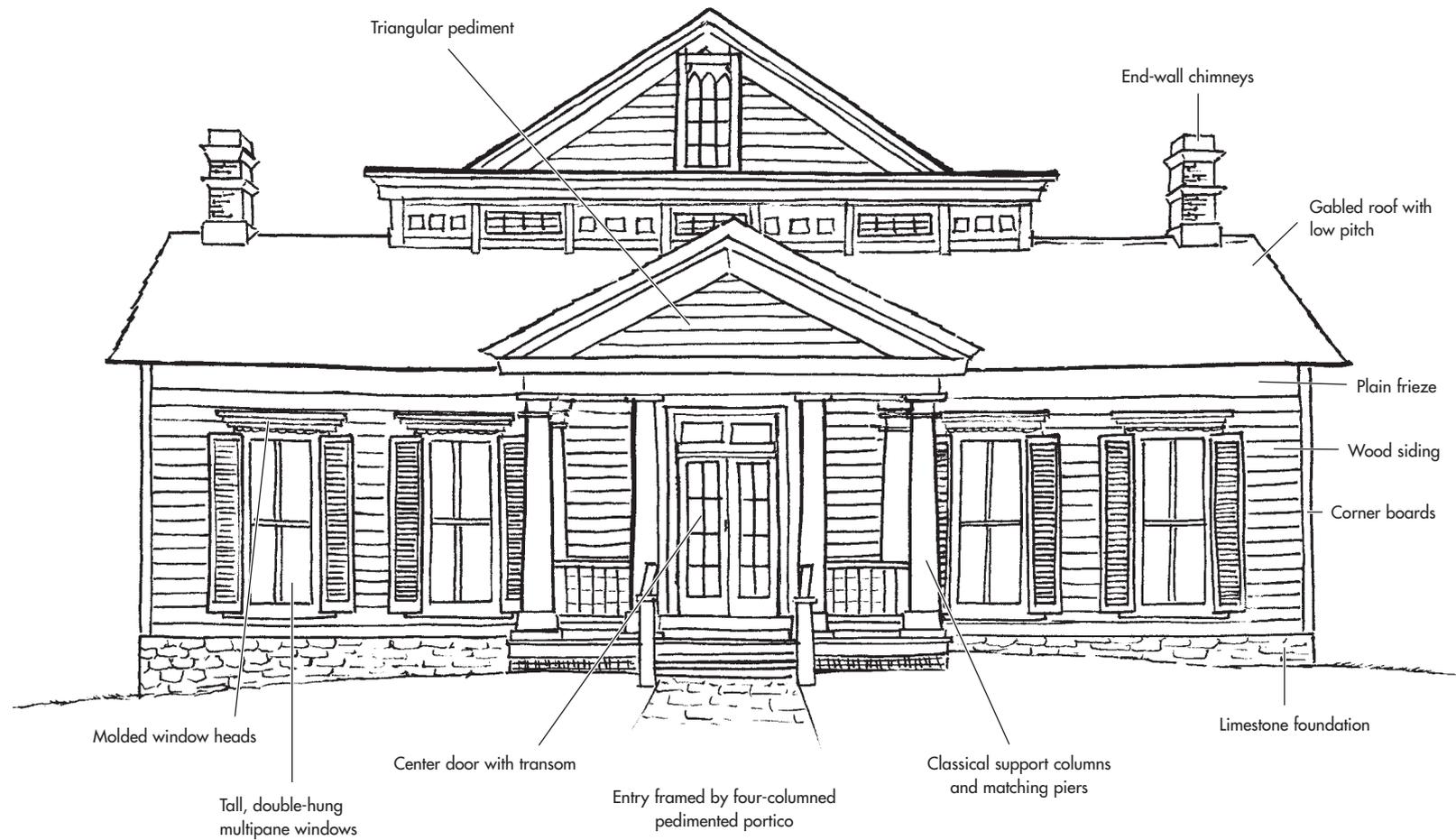
Federal

Two-story version with attached porch of later date



Symmetrically balanced facade with center door

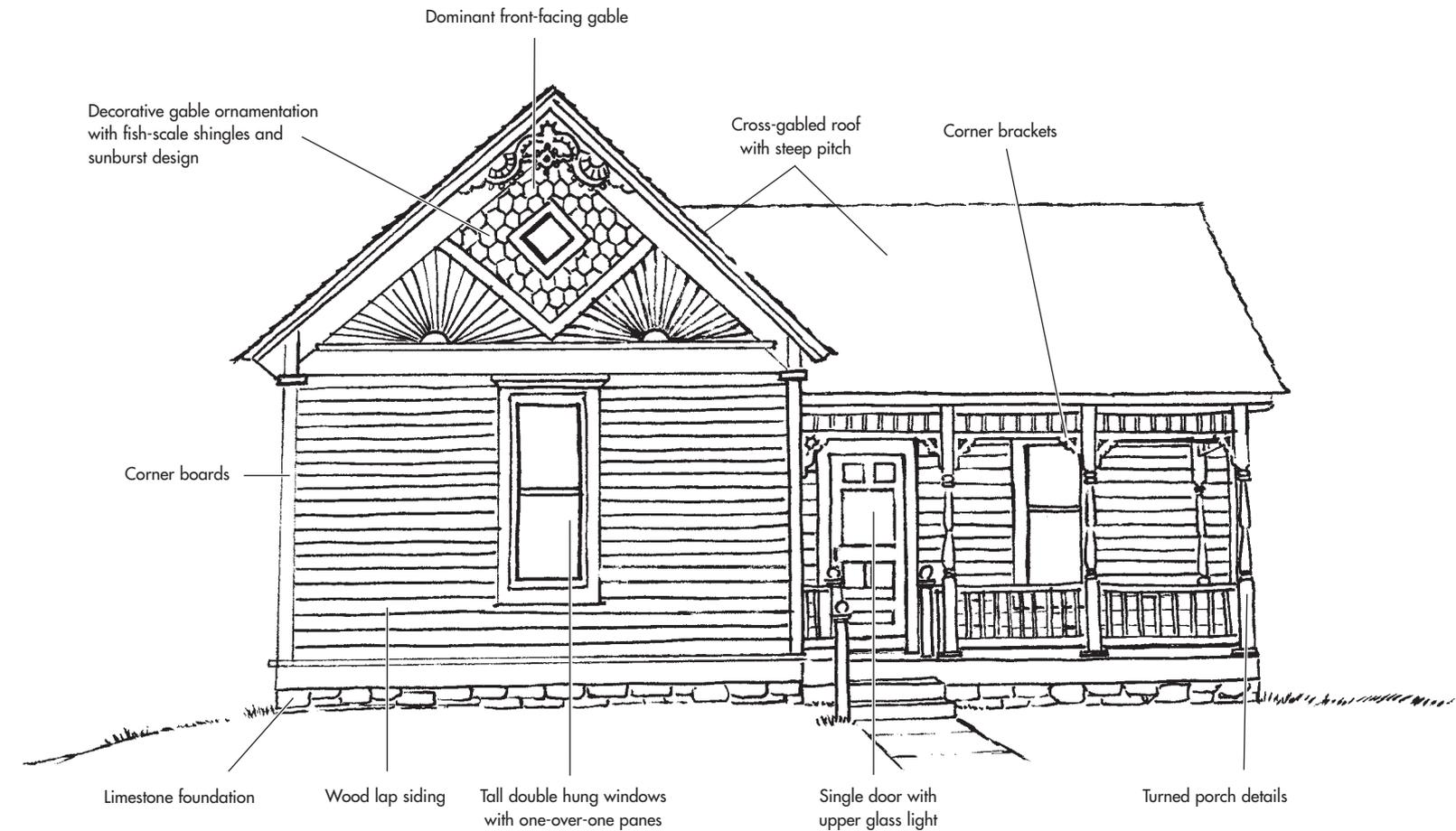
Greek Revival
One-story with later rear, upper story addition



Symmetrically balanced facade with center door

NOTE: The window openings are original, but the windows have been changed. Originally the windows were probably nine-over-six.

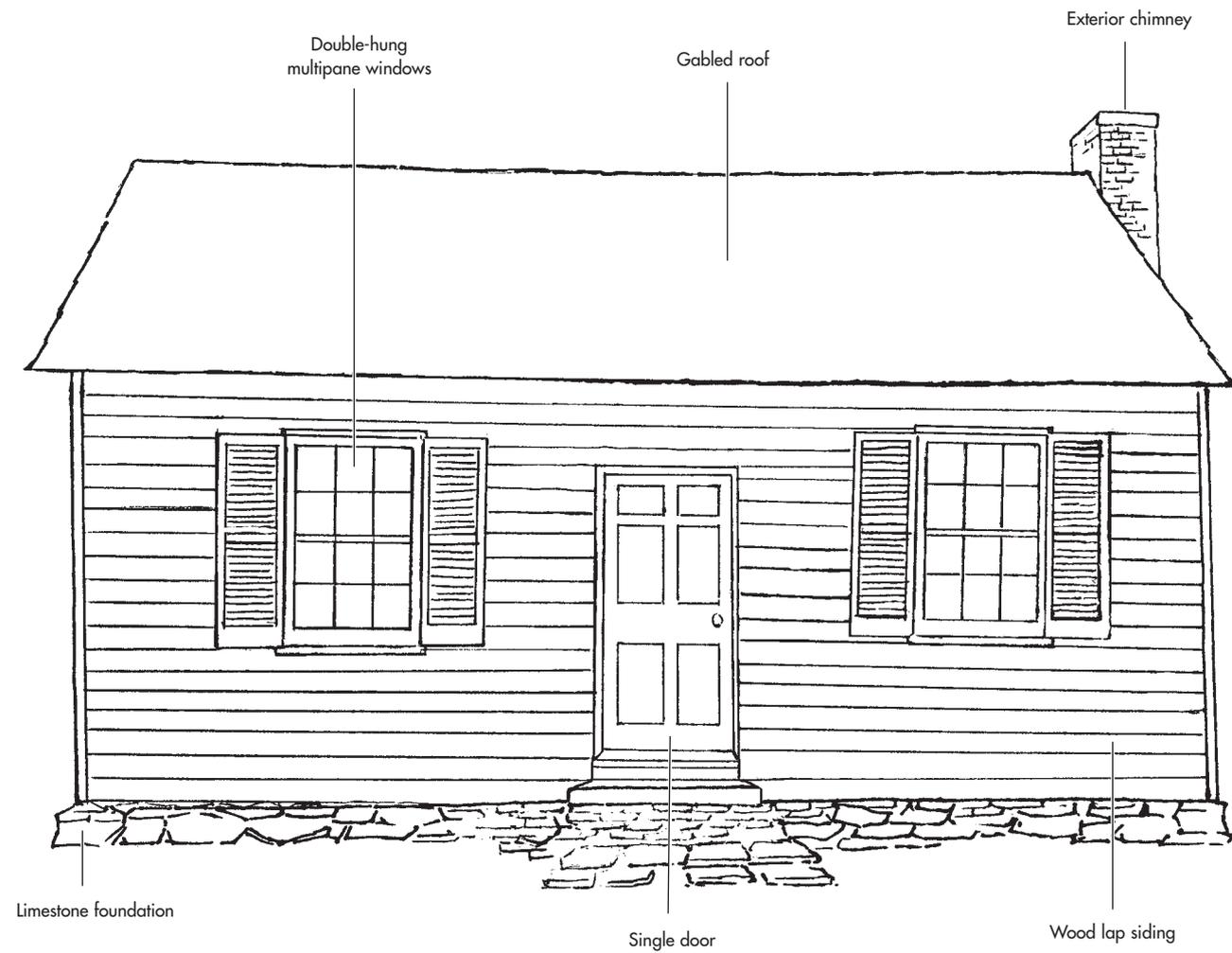
Queen Anne Cottage



Asymmetrical facade with inset porch



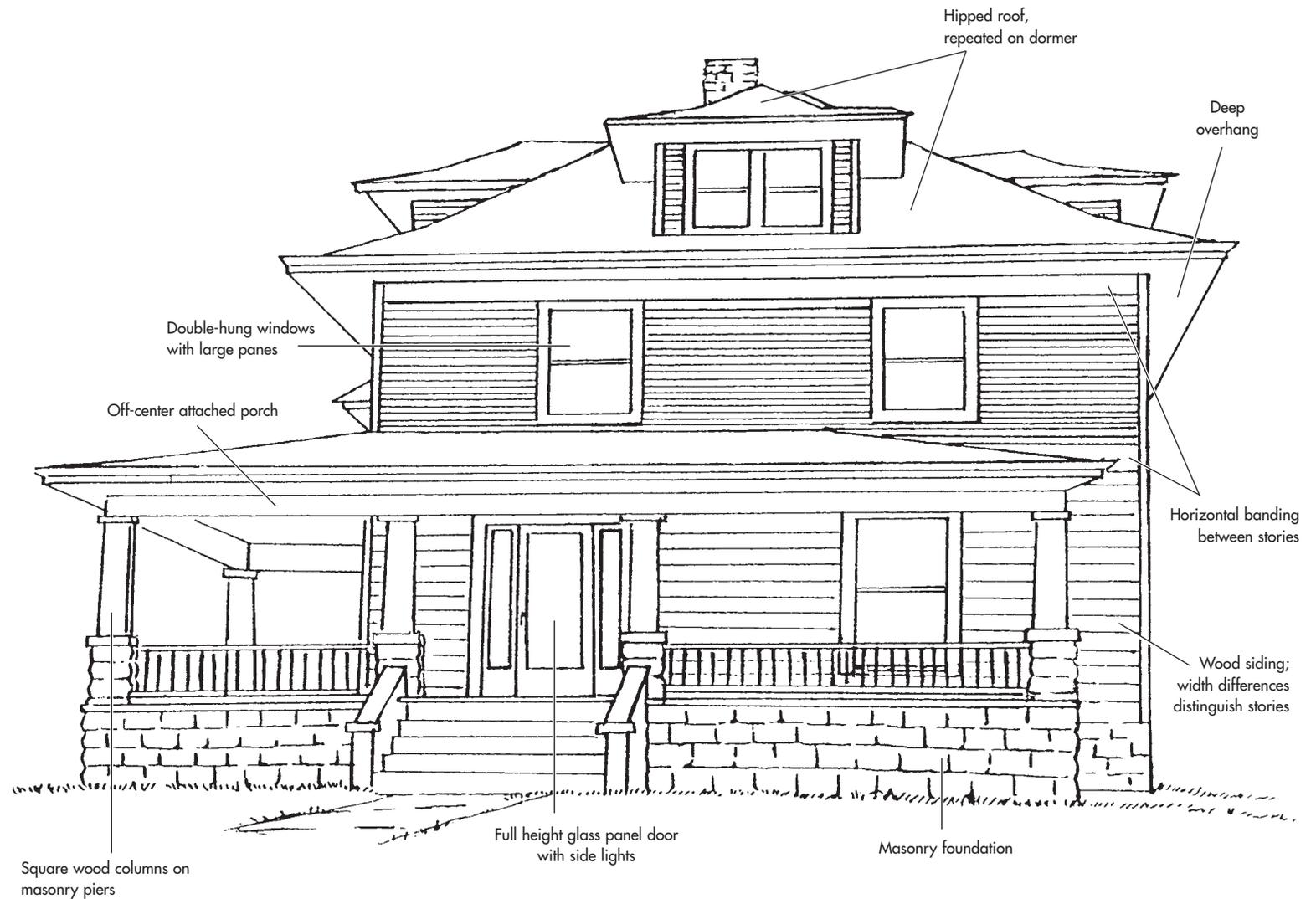
Vernacular
One-story example



Plain facade with minimal detailing



Foursquare



Off-center entrance on front facade



The Academy Boarding House, c.1830s, is a two-story log house covered with clapboard siding and features an exterior stone chimney on one end and a brick chimney on the other. *FAR*



While various styles of porches have come and gone on this house, it retains strong Italianate features such as the brackets below the eaves and corner quoins that look like blocks of stone. *FAR*



The popular Bungalow style of the early 20th century is represented in Arrow Rock by this house on Main Street. The style is characterized by exposed rafters, dormers and a broad front porch. Note the new addition that carries out these same features. *FAR*

GENERAL FEATURES OF RESIDENTIAL BUILDINGS

The following features typify historic residential properties in Arrow Rock, irrespective of style or period:

- ❖ Buildings are one to two stories and built of brick or wood.
- ❖ Front entrances are oriented to the primary street and are usually centrally placed on front façades.
- ❖ Window openings are vertical.
- ❖ Porches are common.
- ❖ All residential structures in Arrow Rock have a front yard.
- ❖ Setbacks are defined on a block-by-block basis.
- ❖ Houses on east-west streets (the primary streets in town) are predominately oriented to Main Street.
- ❖ Most properties are highly visible from all sides.
- ❖ Outbuildings are also highly visible.
- ❖ Older garages are unattached.



Because houses are predominately oriented to Main Street and because most lots extend the full depth of a block, most properties like this one are highly visible from all sides. *FAR*

MAINTENANCE: THE KEY TO LANDMARK PRESERVATION

- ✦ **Maintain original building materials.**
- ✦ **Repair with like materials.**
- ✦ **Replace only when original materials cannot be repaired.**

These statements, consistent with the Secretary of the Interior's Standards, are the mantra of the Arrow Rock Design Guidelines. Arrow Rock's uniqueness is described by words like old, historic, genuine, authentic, and original. By maintaining the original building materials, or substituting with like materials, the property owner maintains the historic integrity and value of the property.

Our goal is to maintain the qualities and characteristics that make Arrow Rock a National Historic Landmark, a great place to visit, and a great place to live.

See Appendix A: The Secretary of the Interior's Standards for Rehabilitation.

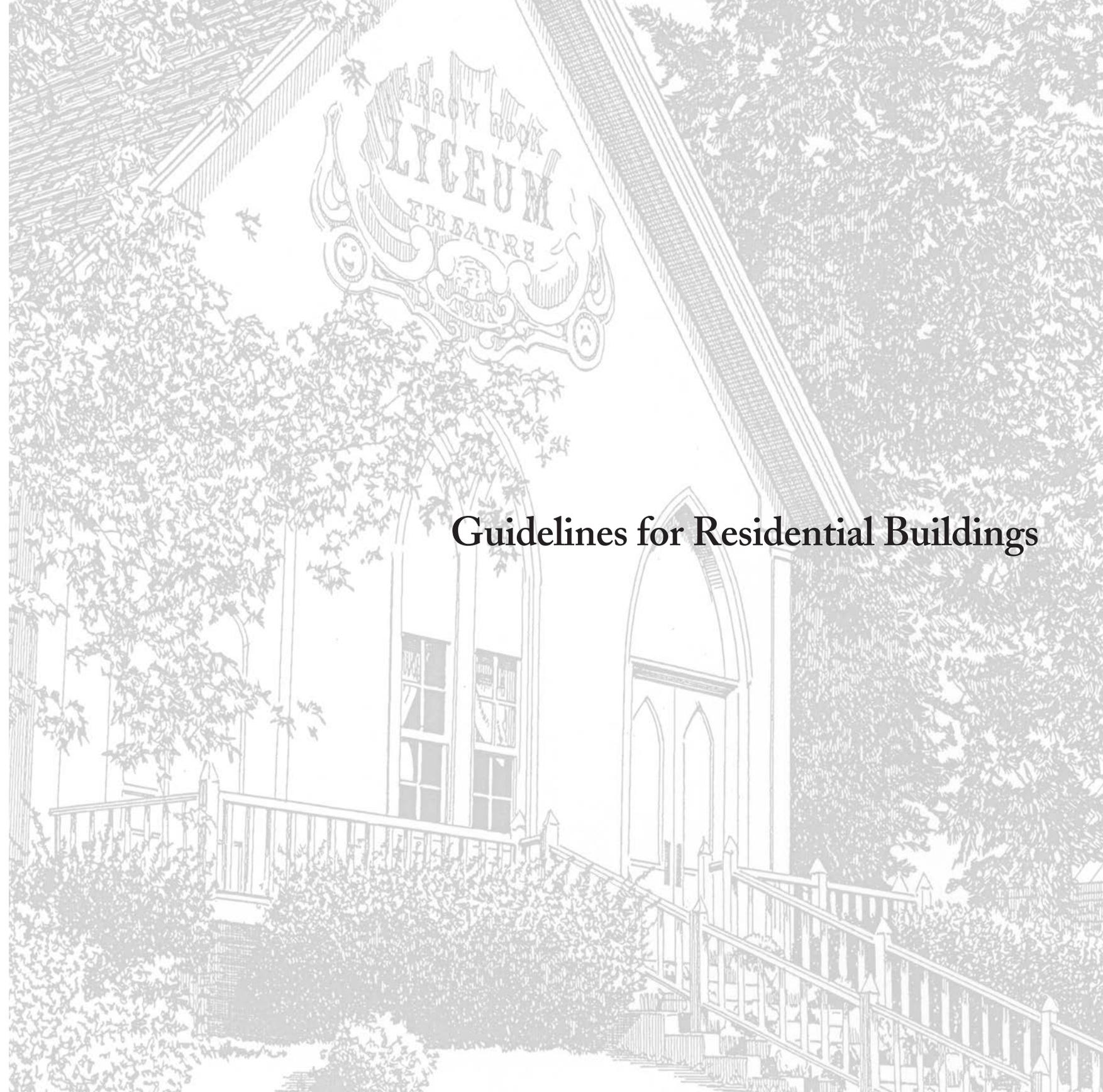
For a historic district to maintain its integrity the majority of its components must be substantially unchanged since the period of significance. A district loses its integrity if it contains so many alterations or new intrusions that it no longer conveys the sense of a historic environment.

National Park Service Web Site



Regular, on-going maintenance is the key to preserving the historic buildings and qualities that make Arrow Rock a National Historic Landmark. *FAR*

Guidelines for Residential Buildings



MATERIALS

Painted wood lap siding and brick are the predominant historic materials for building facades in Arrow Rock.

✿ **Maintain original primary building materials.**

✿ **When necessary, repair or replace original materials with like materials.**

Replace original materials *only* if they cannot be repaired.

✿ **Apply replacement materials to match the original.**

If replacing lap siding, the lap width should match the original. Replacement brick should match the color, size, and texture of the original brick. When laying replacement brick, the original bond pattern, mortar joints, and mortar color and texture should also be duplicated.*

✿ **Application for synthetic siding will be considered on a case-by-case basis.**

* See National Park Service Preservation Brief #2, *Repointing Mortar Joints in Historic Masonry Buildings*.



New replacement boards

Original boards

Lap siding is a predominant historic building material in Arrow Rock. When replaced it should match existing widths. The photo shows an example of lap siding with some of the boards replaced.



Replaced brick

Original brick

Brick is a predominant historic building material in Arrow Rock. When replaced, attention should be given to match the color, pattern, and mortar joints.

A Special Note on Synthetic Siding in Arrow Rock:

No issue surrounding our historic zoning ordinances has caused more discussion and concern than the use of synthetic siding. Beginning in the 1970s, synthetic siding has been applied to both historic buildings and new construction. In 2001, Arrow Rock became a “threatened” National Historic Landmark due, in part, to the continued application of synthetic siding to historic structures. The issue was not about a particular building, but rather, about the growing accumulation of historic buildings that have been altered by synthetic siding. Concerned about the threatened Landmark status, the Board of Architectural Review developed guidelines for the use of synthetic siding in Arrow Rock, as follows (next page):

Synthetic Siding *(continued)*

The more historically or architecturally significant a building is and the more visible it is from a public right-of-way, the more concerned the Board will be that its historic integrity and character not be compromised with the application of synthetic siding.

In most cases, the application of synthetic siding to a historic building is not acceptable.

The Board encourages the removal of synthetic siding that has been applied to a building and repairing or restoring the underlying historic fabric.

The Board finds the application of synthetic siding to a historic building unacceptable for the following reasons:

- ✿ Synthetic sidings are different materials from original materials used in Arrow Rock construction. Their application *will* alter the appearance of a building. It is our goal to preserve and maintain that which is original.
- ✿ New siding is often applied over the old, which alters the depth and dimensions of the walls. This is especially noticeable around doors and windows.
- ✿ It is difficult to install siding without covering or removing decorative details that are critical to retaining the character of the house and neighborhood.

In those rare instances when the BAR may allow synthetic siding, the following requirements must be met:

- ✿ Synthetic siding width must match the original wood siding.
- ✿ Original decorative details cannot be removed or covered.
- ✿ Corner boards must be applied.
- ✿ Siding means siding only, i.e., wall surfaces. Window frames, doorframes, and soffits cannot be covered. Their original depth should be maintained, which might be difficult, unless the new siding covers the existing siding extremely tightly. Most likely there will be a dimension change that will necessitate modifying the adjacent trim.
- ✿ A sample of the product must be provided. The Board of Architectural Review must approve both the color and the “graining” of the proposed synthetic siding so it matches the original wood siding as closely as possible.
- ✿ Synthetic siding must be placed over original siding. Original siding should not be removed.

NOTE: The BAR suggests homeowners give consideration to these additional factors regarding synthetic siding:

- Siding is often applied to “fix” a structural problem or leaking. Since synthetic siding does not breathe, moisture can be trapped inside and accelerate damage to the building unbeknownst to the homeowner. Trapped moisture can also lead to growth of fungi and molds.
- If a fire occurs, synthetic siding can create unsuspected hazards. For example, aluminum siding retains and intensifies heat while vinyl siding melts and emits poisonous gases.
- Synthetic siding is not maintenance-free. Seams around windows and doors require routine caulking, colors fade, and piecemeal replacement is not satisfactory. Synthetic siding may also warp under extreme heat. This is unusual, as most is designed not to do this, but it does happen.

ROOFS

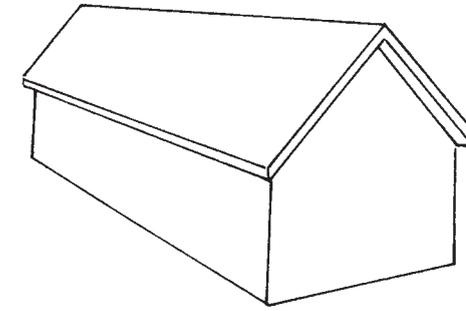
The roofline is a predominant feature of any building. Therefore, its preservation is important. In Arrow Rock, the rooflines of historic residential structures are gabled, cross-gabled, or hipped. Traditional roofing materials in Arrow Rock are wood shingle and standing-seam metal.

- ✦ **Maintain the shape and pitch of the original roof.**
- ✦ **Maintain the overhang that gives a building its sense of depth.**
- ✦ **If possible, maintain original roof materials that are in good condition.**
- ✦ **When roofing materials need to be repaired or replaced, use materials that are historically appropriate to the building style and period. Attention should be paid to color, texture, and material.**

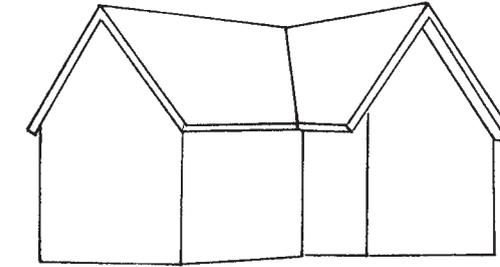
Composition shingles in earth tones and matte finish or simulated shake shingles that provide a shadow line (architectural shingles) are acceptable substitutes for wood shingles. Metal roof materials should have a matte finish and low-profile seams. Single membrane rubber materials are acceptable for flat surfaces that are not visible from the ground level perspective.

- ✦ **Corrugated metal roofs are not acceptable.**
- ✦ **Acceptable flashing materials are copper and baked-on enamel finish in a non-reflective color such as brown.**
- ✦ **Maintain original guttering systems when possible.**
If replacement is necessary, half round gutters are appropriate for most buildings. Modern seamless gutters in a color that blends with the structure are acceptable.
- ✦ **Skylights, solar panels, and roof vents that are not highly visible will be considered.**

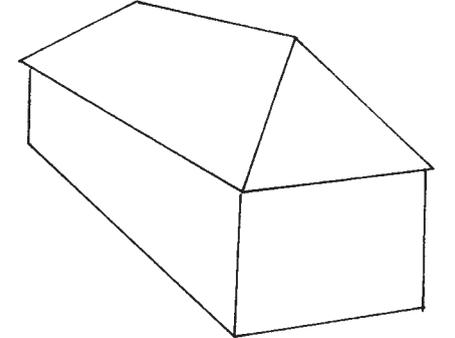
NOTE: Samples of proposed roofing, flashing, and gutter materials must be provided to the BAR.



Gable roof



Cross-gabled roof



Hip roof



Wood shingles



Architectural shingles



Composition shingles



Standing-seam metal roofs with low profile seams

FOUNDATIONS

Rough limestone is the most common foundation material found on 19th century buildings in Arrow Rock. There are a few brick examples. Concrete foundations are found on later buildings.

- ❖ **Maintain original foundation materials.**
- ❖ **When necessary, repair or replace original materials with like materials.**
Replace original materials *only* if they cannot be repaired.
- ❖ **Concrete blocks or concrete are acceptable if faced with limestone, brick, simulated stone or rusticated concrete that matches the existing foundation.**
- ❖ **Lattice painted a compatible color may be used to fill an open foundation pier system.**
- ❖ **Window wells and covers should be as unobtrusive as possible. Consider placing a drain in the base or using a slightly raised cover instead of a bubble cover.**

NOTE: Most foundation problems are caused by moisture. To help control moisture:

- Provide for drainage away from a building.
- Keep vegetation away from the foundation.
- Where there is a crawl space, provide an adequate ventilation system so air can circulate.
- Serious problems can be corrected with a perimeter drainage system installed at footing level and/or waterproofing. Professional assistance may be needed.



Rough limestone is the most common material found on 19th century foundations in Arrow Rock. *FAR*



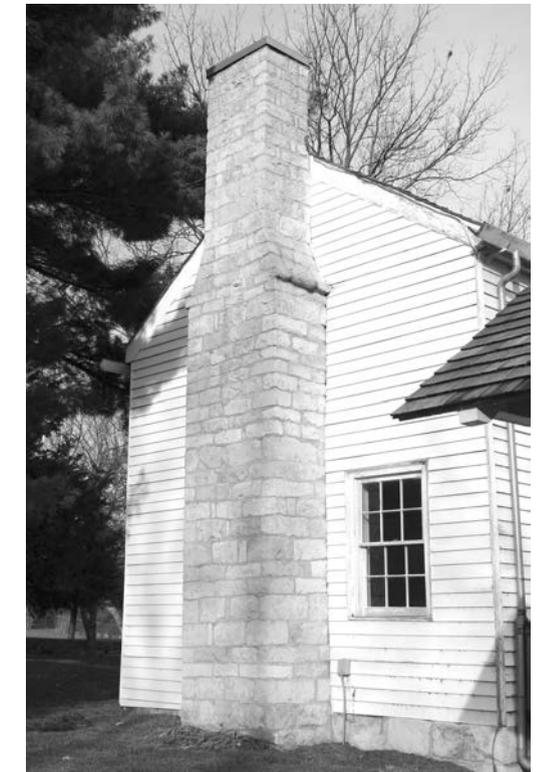
Lattice may be used to fill an open foundation. *FAR*

CHIMNEYS

Stone and brick chimneys can be seen on large and small houses in Arrow Rock. They were essential to 19th century living and have always been a part of Arrow Rock's architectural landscape.*

- ❖ **Maintain existing chimneys, whether interior or exterior.**
Removal of original chimneys is not acceptable.
- ❖ **When necessary, repair or replace original materials with like materials.**
Replace original materials *only* if they cannot be repaired.
- ❖ **Spark guards and chimney caps should be low profile.**

* See National Park Service Preservation Brief #2, *Repointing Mortar Joints in Historic Masonry Buildings*.



Chimneys have always been part of Arrow Rock's architectural landscape and should be maintained. *FAR*

COLORS

A number of colors and color combinations are seen in Arrow Rock from traditional white used on Greek Revival homes to the use of a contrasting color scheme of two or more colors on Queen Anne houses. Paint manufacturers often provide color charts for different architectural styles and periods.

- ❖ **Colors for exterior painted wood surfaces and bricks must be approved by the BAR.**
Paint samples or chips must be provided.

NOTE: Generally, wood surfaces should be painted and masonry surfaces left unpainted.

“Proper maintenance is a major issue in taking care of your property. One method that I recommend to everyone is based on inspections performed on a regular basis. Do this quarterly or at least twice a year—so you’re monitoring conditions. Look at all the parts of the building, all the systems, and visually evaluate the condition of those parts. Then identify what needs to be done.”

Merrill Ann Wilson, AIA.
Preserving Your National Historic Landmark, Conference Proceedings, 1994.



Paint colors have a major impact on the appearance of a building as illustrated by two very different yet both appropriate color schemes for this c.1839 house. An early restoration used a two-color scheme of white with dark shutters. At a later date, the house was painted a three-color scheme of dark gray with white trim and black shutters. Roof color should also be considered when selecting a color scheme. *FAR*

ARCHITECTURAL DETAILS

The architectural details on residential structures in Arrow Rock contribute to the character and texture of the historic district. With few exceptions, wood has been the preferred material for details. In most cases, architectural details reflect the style or type and period of a residence at the time it was built. There are also examples of architectural details added to a building at a later date that have acquired historic significance in their own right.

- ❖ **Maintain original architectural details and those that have assumed historical significance.**
For example, a house may have been built 150 years ago, but had a porch added 80 years ago. The porch, while not original, may have gained historical significance.
- ❖ **When repair or replacement is necessary, duplicate architectural details and materials.**
Replace original or historically significant details *only* if they cannot be repaired.
- ❖ **Substitute materials will be considered only if they duplicate the visual appearance of the original or historically significant details.**
- ❖ **Adding inappropriate decorative or false “historic” features that change the character of a building is not allowed.***

* See Secretary of the Interior’s Standards #3.



This typical Queen Anne house exhibits a variety of Victorian features. *EAR*

PORCHES

Most houses in Arrow Rock have porches. The exceptions are early Federal style and small vernacular houses. Porches became a common architectural element with Greek Revival houses that often featured porches with classical details such as solid square columns and the trademark triangular pediment. Porches with turned columns, decorative trim, and railings were part of the popular Victorian-era Queen Anne houses built in Arrow Rock. During the 1910–1930 period, “wrap-around” porches were added to several Federal style houses on Main Street. These porches have been on the houses long enough to have assumed historic significance in their own right.*

- ❖ **Maintain original or historically significant porch including all details.**
- ❖ **If repairs are necessary, save details such as columns, railings and other decorative elements for re-use or duplication.**
- ❖ **Replace materials and details *only* if they cannot be repaired.**
Original or historically significant materials should be replaced with like materials, which, in most instances, means using wood.
- ❖ **Porch reconstruction should follow the design of the original or historically significant porch.**
If evidence of a historic porch no longer exists, a new porch may be considered if documentation exists for the missing porch or for porches on similar houses.
- ❖ **Enclosing or screening-in front porches is not allowed.**
The BAR may give consideration to the enclosure of side or rear porches.

* See Secretary of the Interior’s Standards #4.



Several 19th century homes on Main Street exhibit the addition of large wrap-around porches popular in the early 20th century. These porches have assumed historic significance in their own right. *EAR*

OPENINGS: DOORS AND STORM DOORS

Primary or front door openings on residential structures in Arrow Rock are usually single openings placed flush with the building and centered on the facade. Specific doorway and door treatments are defined by the style or type and period of the house. Sidelights and transoms frame many doors on Greek Revival houses. The most common doors are solid wood-panel doors or wood doors with upper glass lights, the latter typical of later 19th-century Victorian houses.

- ❖ **Maintain original primary door(s), and original size, shape, and placement of door opening(s), sidelights, and transoms.**
- ❖ **If replacement of a door is necessary, select a wood door that is as close as possible to the original door and appropriate to the house style or type and period.**

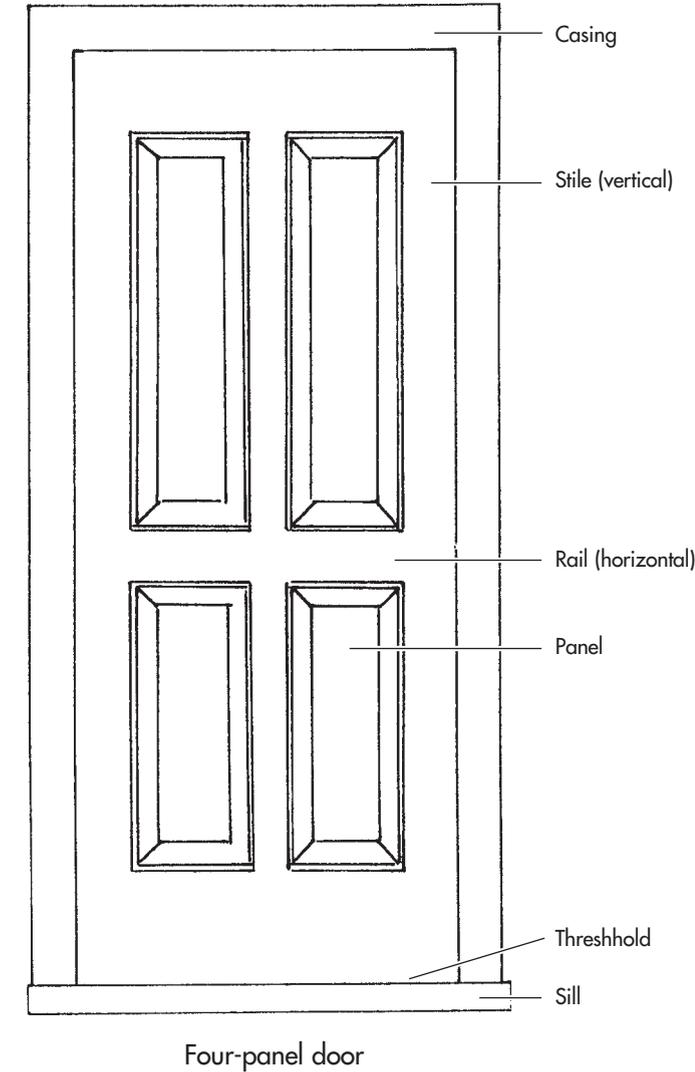
A paneled metal or fiberglass door that is painted or has a baked-on color that blends with the house is an acceptable substitute for doors not visible from the front of the building.

- ❖ **Flush, flat doors are not acceptable.**
- ❖ **Use wood screen/storm doors.**

Metal storm doors, painted or with a baked-on color that blends with the house and matches the primary door as closely as possible, and does not obscure the primary door, are acceptable.

- ❖ **Shiny aluminum storm doors are not acceptable.**

NOTE: Standard wood screen/storm doors can be purchased.



Use wood screen and storm doors.

OPENINGS: WINDOWS, STORM WINDOWS, AND SHUTTERS

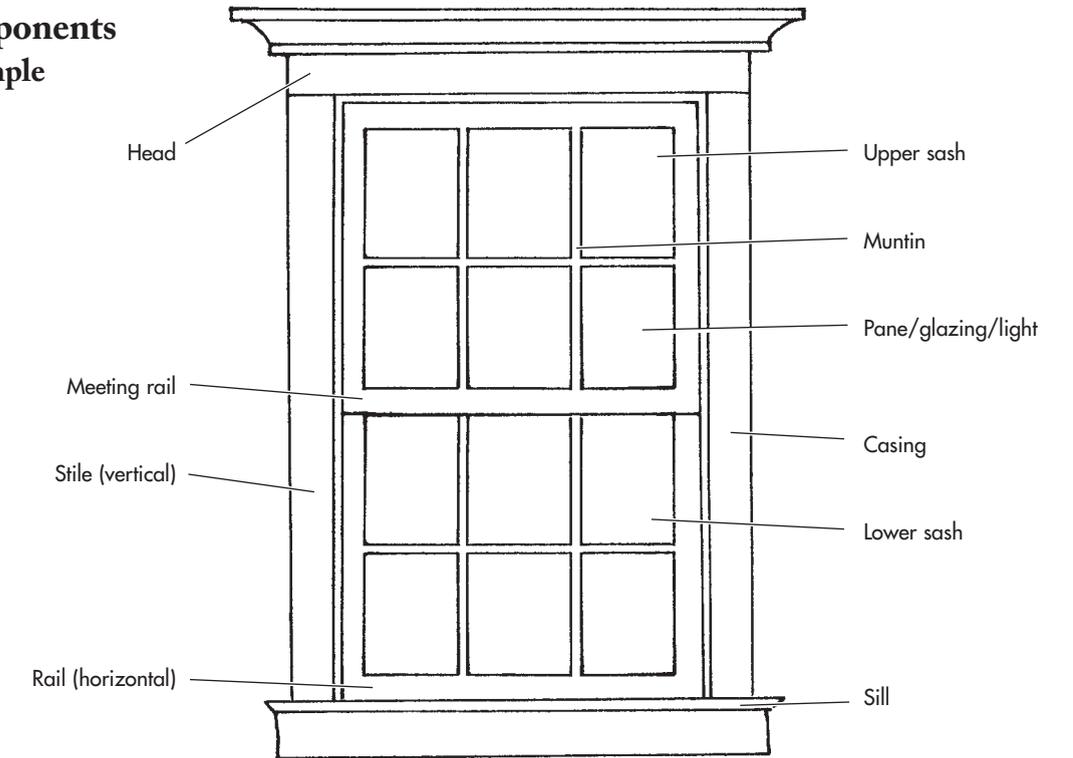
Windows in historic Arrow Rock residential structures are long and narrow. Most are double-hung wood sashes which means that they have two balanced sashes, one sliding over the other vertically. The sashes are divided into panes. The number of panes determines if a window is one-over-one, two-over-two, six-over-six, or nine-over-six, all of which are common in Arrow Rock.

Preserving windows—their component parts, window openings and arrangement—is very important because these provide basic character-defining features for all buildings.

- ❖ **Maintain original size, shape, and placement of window openings.**
Altering any of these elements is not acceptable.
- ❖ **Maintain original trim that frames window openings.**
In most instances, the trim material is wood.
- ❖ **Maintain original number and arrangement of windowpanes.**
- ❖ **If original windows must be replaced, wood frames and sashes are preferred. Wood frames and sashes must be retained on the front of the structure.**
Metal windows painted or with baked-on color and with identical pane dividers are acceptable substitutes on side and rear facades if they duplicate original windows. Picture windows and the horizontal division of windowpanes are not acceptable treatments.
- ❖ **Maintain wood screen/storm windows.**
Metal screen/storm windows, painted or with baked-on color that blends with the house, are acceptable substitutes. Shiny aluminum storm windows are not acceptable.*
- ❖ **Maintain existing wood shutters.**
Replacement shutters must match the opening size and look like they are operable even if they are not. Shutters may be added if appropriate to the house style or type and period. Substitute materials will be considered only if they duplicate the visual appearance of the original.

* NOTE: Existing aluminum storm window frames can be painted.

Window Components Six-over-six example



The number of panes are used to identify the kind of window. This is a one-over-one window.



Six-over-six window



Nine-over-six window

OUTBUILDINGS

Outbuildings have always been an integral part of Arrow Rock's character. They evidence an earlier era when most properties had several support structures such as a kitchen, privy, smokehouse, barn, carriage house, and shed. Families living in town frequently kept a variety of animals including chickens, hogs, goats, horses, and cattle (at least a milk cow). Outbuildings in Arrow Rock were built of wood, either lap siding or vertical board and batten. With time, their functions became obsolete. Many disappeared, but others were adapted for new uses such as garden sheds and garages.

- ❖ **Maintain original outbuildings and materials.**
- ❖ **When necessary, repair or replace original materials with like materials.**
Replace original materials *only* if they cannot be repaired.
- ❖ **Paint to blend with primary structure.**
- ❖ **On outbuildings adapted as garages, install single wood garage doors, paneled and painted to blend with other buildings on the property.**
- ❖ **The BAR must approve the demolition of an outbuilding.**

NOTE: The BAR encourages the preservation of restorable outbuildings and will consider moving a historic outbuilding only as a last resort when the final remaining option is the building's demolition.



Outbuildings have always been an integral part of Arrow Rock. They are a significant addition to the setting and should be preserved. *FAR*

SITE DETAILS REQUIRING BOARD APPROVAL

The cultural landscape—the setting—of a National Historic Landmark district like Arrow Rock is as important as the buildings. Site details, such as fences, retaining walls and sidewalks, are critical to maintaining the historic integrity of the district. Therefore, the following site details require Board review and approval.

FENCES

Well into the 20th century, most Arrow Rock properties were fenced, wood pickets being the most popular fencing for front yards. Enclosure fences defined the backyards, especially if animals were kept on the property. A replica of an elaborate wood fence and gate graces the Aderton House sidewalk line on Main Street. Today, modern privacy fences are the most common fences found in Arrow Rock.

- ❖ **Painted vertical wood picket fences or decorative twisted wire fences are appropriate for front and side yards.**

The height of the fence should complement the primary structure and not exceed 42 inches in height.

- ❖ **Horizontal board, split rail, and wood privacy fences may not be used in front yard areas but are acceptable to enclose backyard areas.**

Privacy fencing should not exceed six feet in height.

- ❖ **Modern plastic fences are not acceptable on Main Street or other highly visible locations.**
- ❖ **Chain link fences are not acceptable except for small dog pens in backyard areas.**

NOTE: The BAR will consider every application for fencing on a case-by-case basis. Applications for a fence should include a sample of the proposed fencing, height specification, and a sketch showing its placement on the property.

Back or rear yard is defined as the yard area that begins at the back building line of the primary structure on the lot. Front and side yards are the yard areas that run from that line to the primary street.



This wood picket fence provides a nice backyard enclosure. *FAR*



This privacy fence also doubles as a trellis for the garden. *FAR*

RETAINING WALLS

Native limestone is most commonly used for retaining walls in Arrow Rock, some of which date from the 19th century, and for edging flowerbeds and walkways.

- ❖ **Maintain stone retaining walls.**
- ❖ **When necessary, repair or replace with like materials.**
- ❖ **New retaining walls should be built of native stone or brick.**

If a retaining wall is so high that it will require engineering (i.e., a poured, reinforced, engineered wall) then a structural wall faced with stone or brick is acceptable. Modern edging treatments such as plastic strips or landscape timbers are not acceptable.



The lower portion of this retaining wall on Main Street shows portions of the original work done in the mid-19th century. *FAR*



This new retaining wall has used native limestone. *FAR*

SIDEWALKS AND RAMPS

Sidewalk materials include stone, brick, wood planking, packed earth, and concrete.

- ❖ **Maintain existing sidewalk.**
- ❖ **When necessary, repair or replace with like materials.**
- ❖ **When installing a new sidewalk, use material appropriate to the area and align with adjoining sidewalks if the latter exist.**
- ❖ **The BAR must approve a major repair, replacement or new installation of a sidewalk.**
- ❖ **Accessibility ramps, temporary or permanent, will be considered on a case-by-case basis and must be approved by the BAR.**

NOTE: Property owners are encouraged to maintain their sidewalks so they do not become safety hazards.



Three of Arrow Rock's prominent sidewalk materials—stone, brick, and concrete—are within a stride of each other. *FAR*

DRIVEWAY AND PARKING AREA SURFACING

Arrow Rock's character was established long before the advent of the automobile. Generally, residents have made a conscious effort over the years to keep motorized vehicles from negatively impacting the village.

- ❖ **Place off-street parking and automobile-related activities as unobtrusively as possible to the interior rear of a property.**
Front yard areas may not be used.
- ❖ **Keep ground surfacing to a minimum.**
Brown creek gravel and asphalt with brown gravel are preferred materials. (Brown creek gravel does not produce dust.) Limestone gravel is an acceptable substitute.
- ❖ **Excessive expanses of paved areas are not allowed anywhere on a property.**

NOTE: The BAR gives major consideration to driveway and parking surfacing. Placement of these features is more difficult in Arrow Rock than in many places for two reasons: (1) there is no alley system in which to locate automobile-related uses; and (2) many properties extend the full depth of a block thereby making both front and back sides highly visible.



New garage and gravel driveway are to the rear of this Main Street residential property. *FAR*

OUTDOOR LIVING AMENITIES (PATIOS, POOLS, ETC.)

Patios, swimming pools, water gardens, water features, gazebos, and children's play equipment are expressions of contemporary living. Because they are usually permanent in nature and because of the role they play in the setting, they are best situated to the rear of a property. Attention should be given to scale and mass in relationship to the primary structures on the property. Appropriate surfacing materials for ground level surfaces are brick and flagstone. Concrete slabs are discouraged.

❖ *Site Detail Suggestions*

BAR approval is *not* required for the following site details. However, if you wish to show your plans to the BAR, members are happy to comment and make suggestions that may be helpful.

Landscaping

In the 19th century, Arrow Rock residents and visitors saw a landscape that was filled not only with more people but also with more outbuildings, animals, gardens, and all the other paraphernalia of everyday life. The landscape that we see today is one that retains historic elements of Arrow Rock's past and reflects the changes that the village has experienced over the years.

Arrow Rock's landscape is characterized by the random planting of now mature trees, large grassy lawns, and open natural areas. Foundation plantings, which did not become popular until the late 19th-century, are minimal. Shrubs and bushes grow naturally and are not formally or symmetrically trimmed. The words simple and informal probably best describe the Arrow Rock landscape of today.

- ❖ The BAR suggests that the most appropriate and successful new landscape elements are indigenous trees and plants that are randomly placed and not planted in formal patterns.*
- ❖ Removal of mature trees is strongly discouraged unless diseased or being in danger of falling and damaging a building or a foundation.
- ❖ The Board discourages the use of large landscaping stones not native to the area and excessive yard decorations that detract from a simple, natural landscape.

* See Appendix C.



Simple and informal details of light fixture, hitching post, and flower bed edged with limestone add to this new construction on Main Street. *Photo courtesy of Darlene Mueller*

❖ Site Detail Suggestions (continued)

BAR approval is *not* required for the following site details. However, if you wish to show your plans to the BAR, members are happy to comment and make suggestions that may be helpful.

Lighting

A lighting fixture, whether attached to a building or placed in the yard, is an important accessory to a historic structure. It may be possible to purchase a late-19th or early-20th century fixture appropriate for a building of that period. However, if a period fixture is not practical, the best solution is a simple, understated new fixture with softened lines. Fixtures attached to a building should not interfere with architectural details.



Simple yard lights and fixtures attached to the house are appropriate finishing touches. *FAR*



A more elaborate fixture may be used on a larger house with decorative architectural features. *FAR*

❖ Site Detail Suggestions (continued)

Temporary Structures

Temporary, unattached structures include such things as summer pools, clotheslines, glider swings, and seasonal lawn furniture. Even though these items are not permanent, location is an important consideration. The best practice is to place them where they are least visible from the public view.

Small Satellite Dishes, Utility Installations, and Service Facilities

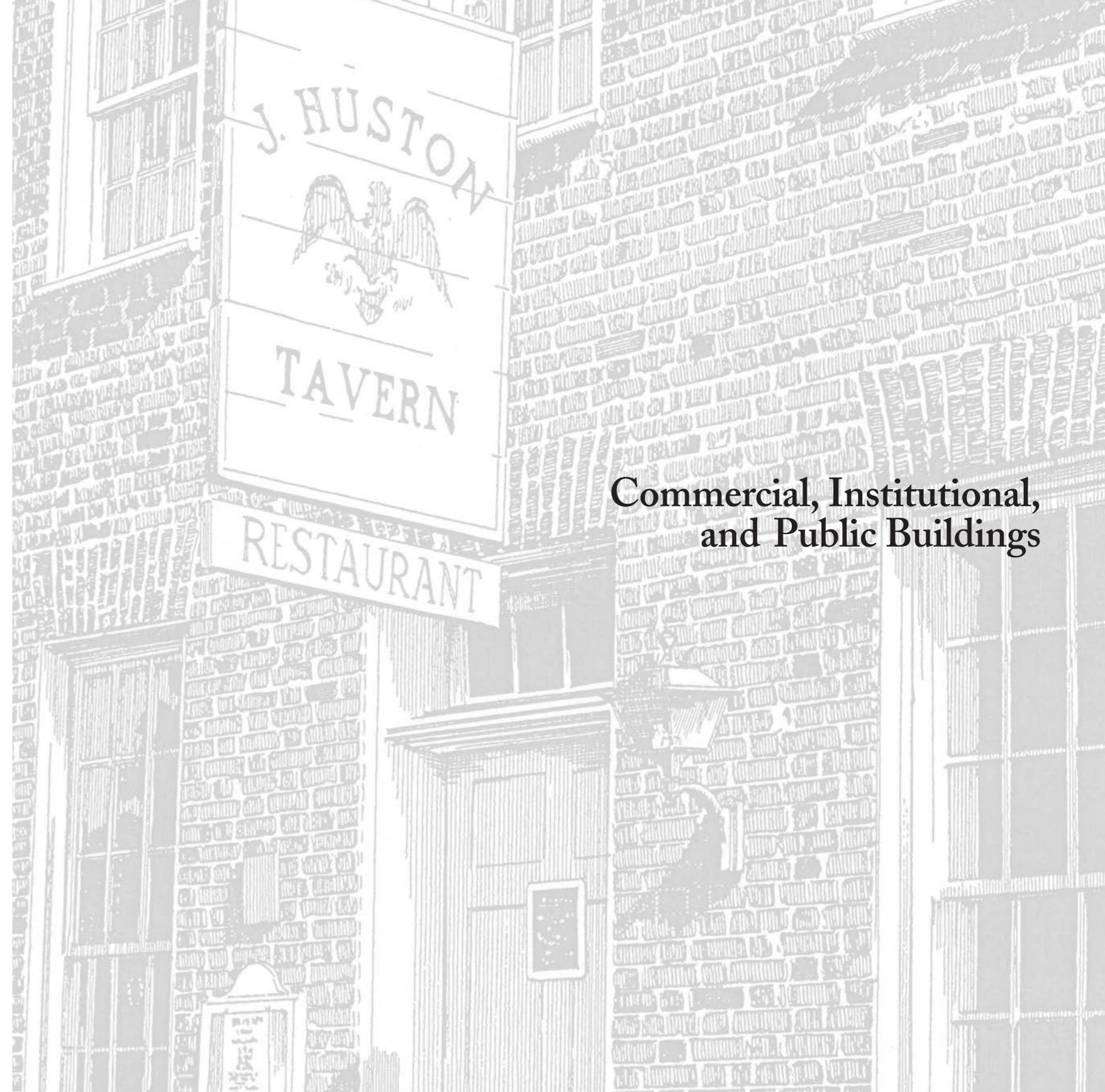
Contemporary living in Arrow Rock means that modern conveniences and service facilities such as small satellite dishes, air conditioners, propane tanks, and trashcans have to be accommodated. At the same time, protecting the historic quality of the village needs to be another consideration. The best practice is to place small satellite dishes, utility installations and service facilities out of the public view as much as possible and to screen them with approved fencing (see page 42). Plantings may also be used as screens.



A simple picket fence may be used to screen utility services such as this air conditioner unit. *FAR*



The historic 1850s limestone gutters on Main Street are one of Arrow Rock's unique features. This view looking west suggests the rich combination of materials, textures, and surfaces that contribute to the character of the village. *FAR*



Commercial, Institutional, and Public Buildings

COMMERCIAL BUILDINGS AND “THE BOARDWALK”

Commercial activities in Arrow Rock have always concentrated on the lower end of Main Street nearest the river with a scant scattering of commercial structures throughout the village—the same pattern seen today. Although extant historic commercial structures are built almost exclusively of brick, documentary photographs show that wood was also used for commercial buildings.

The predominant commercial area in Arrow Rock is a one-block row of brick buildings on the east end of Main Street now known as “The Boardwalk.” The original two-story buildings were destroyed by fire in 1901 and rebuilt as the one-story structures seen today. Retail shops, offices, and the local post office now occupy the buildings, and “The Boardwalk” serves as the commercial core of Arrow Rock.



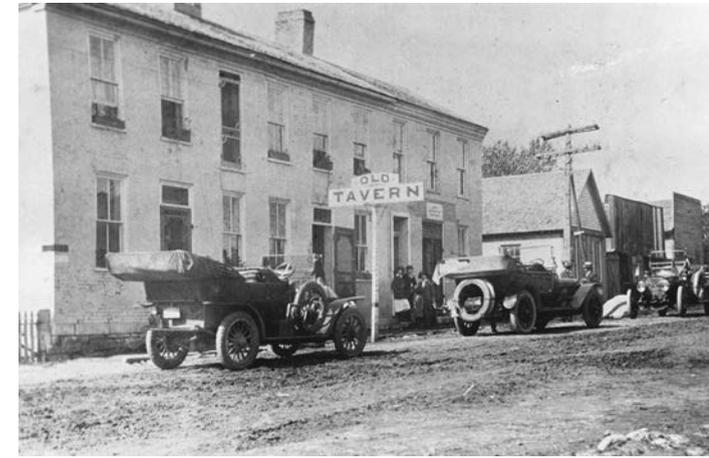
“The Boardwalk,” looking east, pre-1901 fire. *MDNR*



The same view, c.1946. *MDNR*



“The Boardwalk” as it appears today. *FAR*



The Tavern, looking west, c.1917, showing wood structures including false front buildings. *MDNR*



This c.1890 two-story frame building was the African American I.O.O.F. Lodge Hall. It was photographed c.1917 on its original location on Main Street, just across from the Tavern. Moved to the north side of Arrow Rock, it later burned. *FAR*



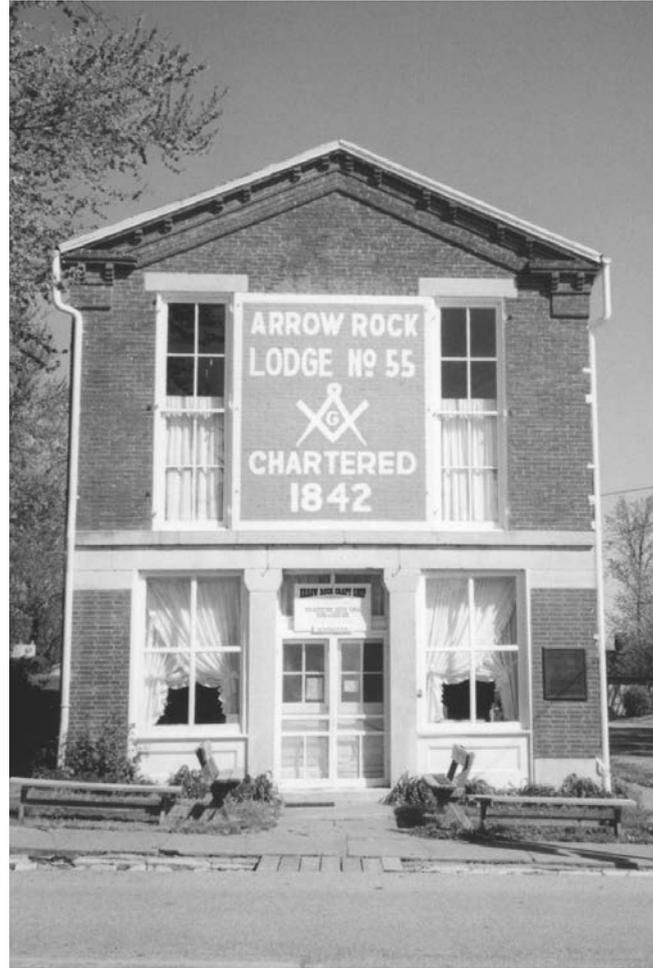
Sites Gun Shop and House. John Sites opened his gun shop, which was one of the businesses not located on Main Street, in the mid-19th century and lived next door. The Sites Gun Shop and Huston Tavern are early commercial buildings that have been restored to their 19th century appearance and opened as historic sites. *FAR*

INSTITUTIONAL AND PUBLIC BUILDINGS

The Arrow Rock landscape is dotted with institutional and public buildings of historic and architectural distinction. Five wood churches have been preserved. Two of these have active congregations. Two are historic sites. The fifth, which is the largest, is an 1872 Gothic Revival structure adapted for use as the Lyceum Theatre, a complex including a new 408-seat summer theatre and an extensive separate scene shop.

Three Lodge Halls, all exhibiting Greek Revival features, have been restored. The brick I.O.O.F. and Masonic Lodge Halls, both built in 1868, sit opposite each other on Main Street. The smaller Brown Lodge Hall constructed of wood in 1881 by African American Masons was restored in 2002 and will house an exhibit about African American life in Arrow Rock (see page 60).

Prior to integration in the 1950s and consolidation in the 1960s, Arrow Rock had two public schools. The former schoolhouse for white children is now the Stolberg-Jackson Community Center. Built of brick, it was the largest building in town. After a disastrous fire, the original structure was rebuilt in 1928. The building that was the “African School,” as listed in the 1896 Saline County Atlas, was also destroyed by fire at least two times. The existing school building on Morgan Street, which was probably built in the 1940s, has been adapted as a private residence.



Masonic Lodge Hall, 1868. *FAR*



The Federated Church, formerly the Methodist Church, built in 1849 with later alterations. It is an active congregation. *FAR*



The Arrow Rock Schoolhouse, rebuilt in 1928, is now the Stolberg-Jackson Community Center. *FAR*

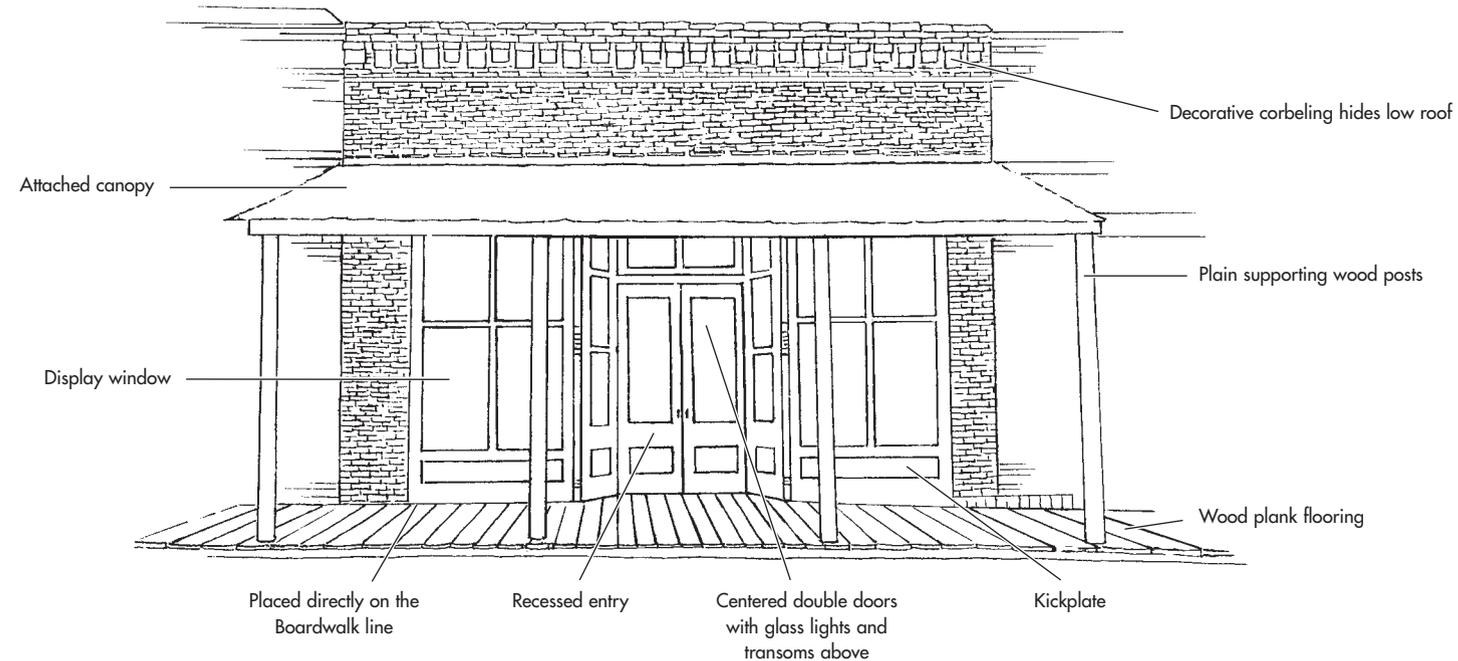
GUIDELINES FOR COMMERCIAL, INSTITUTIONAL AND PUBLIC BUILDINGS

Although uses differ, the same general guidelines apply to buildings on “The Boardwalk,” other commercial buildings, and institutional and public buildings.

- ❖ **Maintain the original historic building.**
- ❖ **Maintain architectural features and details.**
- ❖ **When necessary, repair or replace with like materials.**
Replace original or historically significant materials and details *only* if they cannot be repaired.
- ❖ **Maintain size, shape, and placement of openings.**
- ❖ **Where applicable, maintain canopies, wood plank boardwalk, and sidewalks.**
- ❖ **When introducing an adaptive use, maintain the character of the original building.**
Adaptive uses that will alter the character of the building and surroundings are not acceptable.*

* See Appendix A: Secretary of the Interior’s Standards #1 and #2.

Architectural Details of “The Boardwalk”



GUIDELINES FOR PARKING

- ❖ **Place parking and other services where they will have minimal visual impact on the surrounding area.**
Parking areas in front yards are not allowed.



Limited off-street parking is found behind the Main Street commercial buildings. *FAR*



This c.1865 home is a bed and breakfast. There have been minimal changes to the building and on-street parking is available. *FAR*

GUIDELINES FOR RESIDENTIAL BUILDINGS ADAPTED FOR COMMERCIAL USE

Throughout the village, historic residential structures have been adapted for cottage industries such as bed and breakfasts, restaurants, and antique shops. If you are considering adapting a residence for a use other than residential, follow these guidelines:

- ❖ **Check the zoning ordinance for a listing of businesses that can be operated in a residence.**
This does not mean, however, that every residential building is suitable for every allowable use. Requests will be handled on a case-by-case basis.
- ❖ **Maintain the residential character of the building.**
Adaptive uses that will alter the character of the building and surroundings are not acceptable.
- ❖ **Guidelines for existing residential buildings, including those that pertain to setting and site details, also apply to residential structures that are adapted for commercial uses.**

SIGNS

The BAR must approve the design, use and placement of signs.

- ❖ **Signs mounted directly on a building must be in proportion to the building on which they will be placed.**
- ❖ **Sign types that will be considered are freestanding signs, flush-mounted wall signs, projecting signs, and window signs painted on glass.**
When determining the most appropriate sign type, consideration should be given to the building, its location, and sign content.
- ❖ **The shape, letter style, and color of the sign should be in keeping with the period of the building.***
- ❖ **Signs that hide building features are not allowed.**
- ❖ **Neon signs and temporary large signs on wheels are not allowed.**

* See page 11 of National Park Service Preservation Brief #25, *New Signs and Historic Buildings*.

The Board of Architectural Review is composed of individuals who are interested in and knowledgeable about historic preservation. You are encouraged to meet with them during their monthly meetings to ask questions or discuss plans when you are in the early stages of your project. However, a decision will be made only when a written request for a Letter of Approval is submitted.



Window sign, painted on glass



Flush-mounted sign



Free-standing sign



Hanging sign



Hanging sign

ARCHAEOLOGY STATEMENT

Because of Arrow Rock's rich history, much of the town can yield archaeological information helpful to interpreting our past — information that cannot be found any other way. Yet, investigating archaeological resources is usually bypassed due to cost and time. While our ordinance does not require that an archaeological study be conducted prior to a project, a little forethought could provide valuable information.

If you are about to embark on a project that will disturb the terrain on your property, we encourage you to contact the staff at the Arrow Rock State Historic Site and Park or the Friends of Arrow Rock who can help you (1) identify whether a particular location might yield archaeological evidence and, if there is that possibility, (2) arrange to be on hand to record excavation work and collect sample artifacts. Such voluntary action between property owners and appropriate staffs can add significantly to knowledge about Arrow Rock's history and enhance our status as a National Historic Landmark.

Block 30 on the north side of Arrow Rock was the site of a pre-Civil War pottery factory. In 1881, when the factory was no longer operating, land was sold to construct the African American Masonic Lodge and homes for African American families. Dr. Timothy Baumann, archaeologist, University of Missouri-St. Louis, has conducted several field schools yielding information about both the pottery and the African American community.



Left, 1881 lodge hall before restoration. FAR

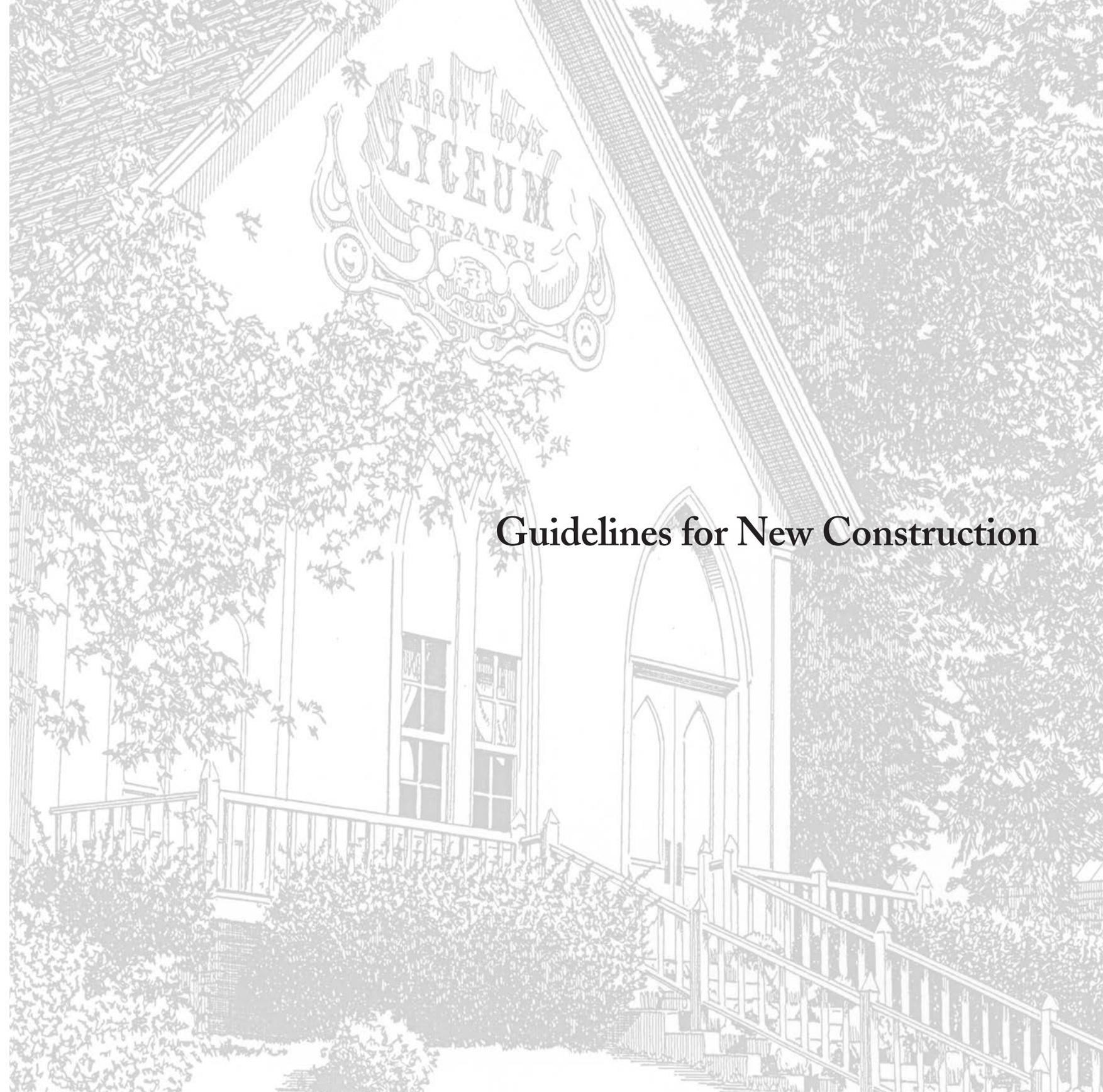


Center, Volunteer and student crew uncover part of the pottery kiln next to the lodge. FAR



Right, Archaeology field school in front of restored lodge hall, 2001. FAR

Guidelines for New Construction



NEW CONSTRUCTION IN ARROW ROCK

Arrow Rock is an ever-changing community in which new construction and other changes have been and will continue to be inserted and accommodated in the landscape. The purpose of these guidelines is to help property owners design new structures that sit harmoniously in the village and maintain the historic quality that makes Arrow Rock a National Historic Landmark district.*

The BAR must approve applications for all new construction and related projects. These include:

- ❖ **Primary buildings for residential, commercial, or institutional uses.**
- ❖ **Outbuildings such as garages, carports, and storage sheds.**
- ❖ **Additions to existing buildings such as porches and rooms.**
- ❖ **Structures that are moved into the historic district.**
- ❖ **All demolitions.**

Setting is a critical element of the National Historic Landmark district. **If attention is given to size, shape, materials, color, texture, proportions, and placement on a lot, a new building can complement and preserve the historic character of Arrow Rock. Attention should also be given to the traditional building types and styles in the village.**

The Board of Architectural Review strongly recommends that property owners request a consultation with the BAR while a new construction project is still in the conceptual stage and well before plans are finalized. A decision will be made only when a formal written application for a Letter of Approval is submitted.

Guidelines for existing residential, commercial and institutional buildings, specifically those that pertain to color, setting and site details, also apply to new construction.

* See Secretary of the Interior's Standards #9 and #10.



Samuel McMahan's dry goods store, c.1898. This building was destroyed in the fire of 1901. *MDNR*



Utilizing the historic photograph and adapting other building styles in Arrow Rock, a new two-story addition was successfully added to the commercial row of buildings on "The Boardwalk," across from the Tavern. *FAR*

PRIMARY BUILDINGS

- ❖ **Orient the building according to historic precedent for the block and lot, and maintain the historic spacing between buildings for the block and area.**
- ❖ **Conform to the setback of other buildings on the block and to the traditional setback for the building type.**
All residential structures in Arrow Rock have a front yard although yard size is not the same in every block. Institutional and public buildings also have a front yard or public space between the building entrance and the street. Historic commercial structures are usually placed directly on the sidewalk line.
- ❖ **Size, scale, mass, and roofline should be compatible with surrounding structures.**
- ❖ **Emphasize the front entrance.**
- ❖ **Use building materials that match historic building materials.**
Wood with lap siding or brick is the preferred material. Synthetic siding that matches or closely approximates historic siding in the district may be considered as a substitute material.
- ❖ **Design windows and doors that are appropriate to the building type and compatible in proportion, shape, location, and size with windows and doors of those in the area.**
- ❖ **Place garages, sheds, and other outbuildings to the rear or side.**
- ❖ **Maintain major landscape features such as mature trees.**

Refer to the section on “Site Details” concerning fences, walls, sidewalks, ramps, driveways, and parking areas. (pages 42–46).



The size, scale, and mass of this new home fit the overall scale of Arrow Rock. *FAR*



This new construction is nestled in an existing natural wooded area. *FAR*

OUTBUILDINGS

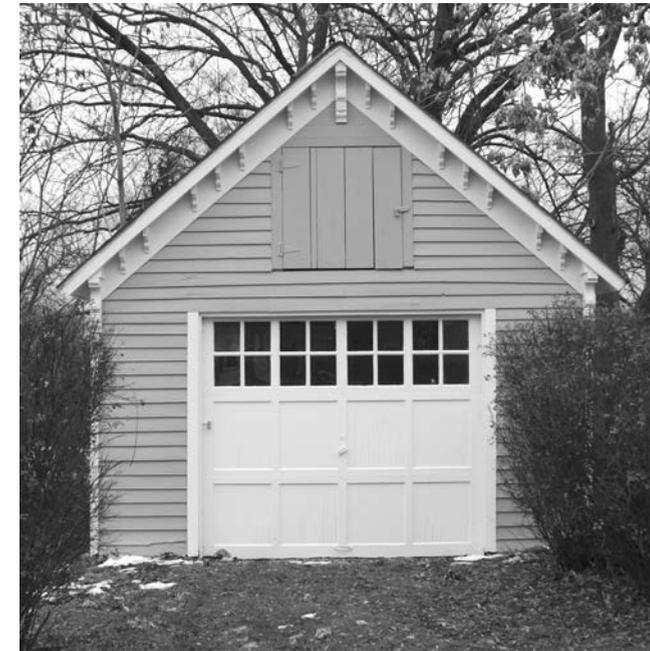
- ❖ **Outbuildings must be smaller than the primary structure.**
- ❖ **Use a steep pitched roof or shed style roof.**
- ❖ **Use the same building materials as on the primary structure.**
Synthetic siding that matches or closely approximates building materials of the primary structure may be considered as a substitute material.
- ❖ **Keep details simple and compatible with the primary structure.**
- ❖ **Paint to blend with the primary structure.**
- ❖ **Large metal sheds or pole barns are not acceptable.**

GARAGES

Arrow Rock's character was established long before the advent of the automobile. The BAR considers it important that garages and driveways do not dominate the village landscape.

- ❖ **Garages must be proportionate in size and scale to the primary building.**
- ❖ **Detached garages are the preferred treatment.**
In rare instances, an attached garage set back from the façade of the primary building may be considered.
- ❖ **Use a steep pitched roof.**
Steep pitched roofs are more in keeping with the earliest garages built in Arrow Rock and will help retain the character of an earlier time period.
- ❖ **Use the same building materials as on the primary structure.**
Synthetic siding that matches or closely approximates building materials of the primary structure may be considered as a substitute material.
- ❖ **Entrance should be placed to rear or side.**
- ❖ **Paneled or flush garage doors painted to blend with the primary building are acceptable.**
- ❖ **Fiberglass doors with horizontal detail, doors with glass lights, and undivided double garage doors are unacceptable.**

Refer to the section on "Site Details" concerning fences, retaining walls, sidewalks, and driveways (see pages 42–46).



This is an example of an early one-car garage in Arrow Rock. Steep pitched roofs are a feature of these garages and outbuildings. *FAR*



This new small garden shed continues the tradition of outbuildings built of the same materials as primary structures vs. commercially built metal storage barns or sheds. *FAR*



This 1950s detached two-car garage with recessed side entrance fits well into the Arrow Rock landscape. *FAR*

ADDITIONS TO EXISTING BUILDINGS

The most common additions made to existing buildings are rooms and porches.* The following guidelines apply to all additions:

- ❖ **Place additions to the rear.**
Side additions that do not compete with the primary structure and are not highly visible from the public view may be considered. Additions on the front side of a structure or highly visible from the public view are not acceptable.
- ❖ **Additions must be smaller than the primary structure.**
- ❖ **Keep additions simple and appropriate in shape, materials, color, and detail.**
- ❖ **Decks are not encouraged and will be considered on a case-by-case basis.**

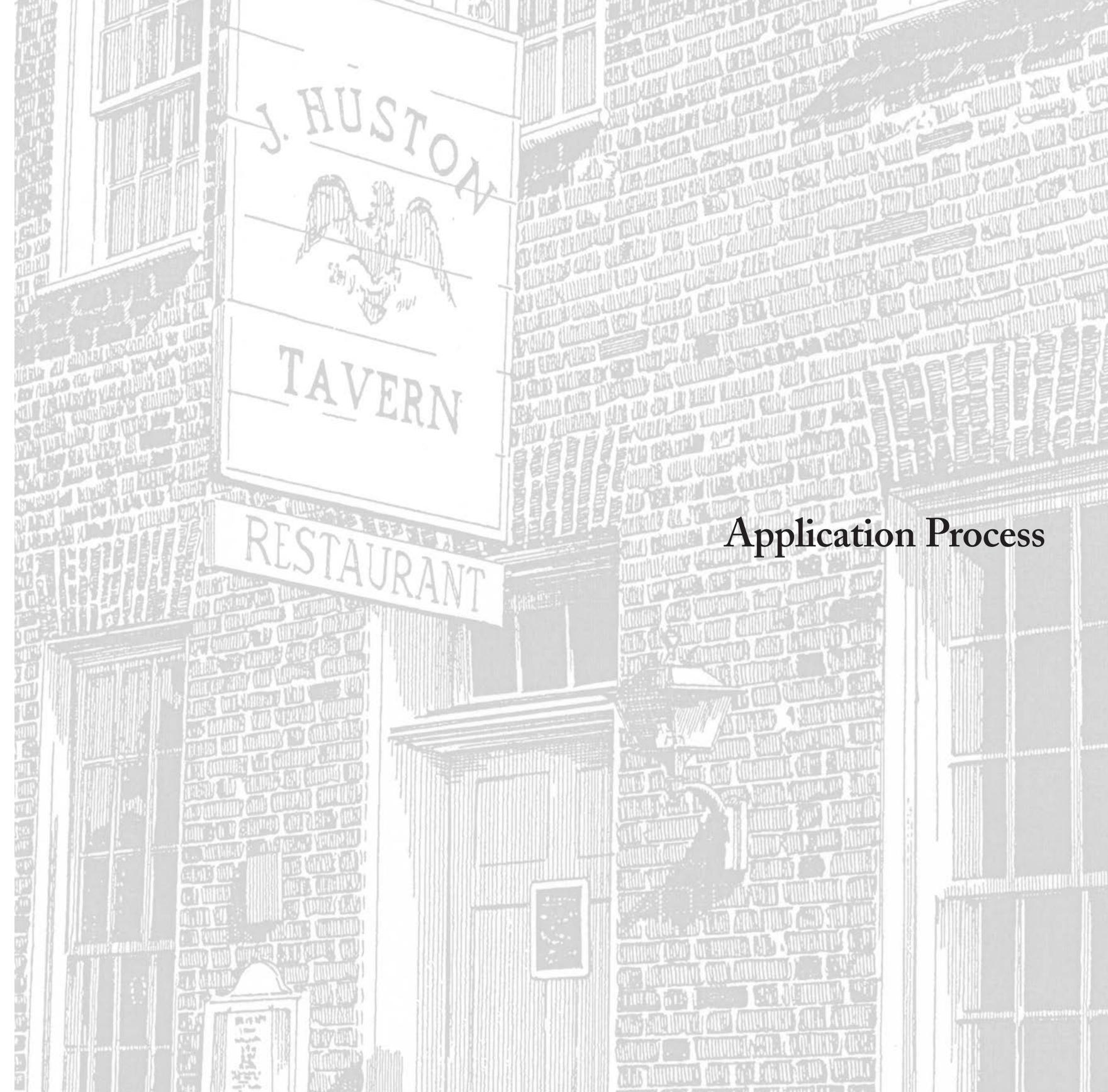
* See Secretary of the Interior's Standards #9 and #10.



The compatible rear addition (left) does not disturb the Main Street facade (right) of this Queen Anne house. *FAR*

Mobile homes, modular homes, metal buildings, pole barns, concrete block buildings, and pre-fabricated buildings are not allowed.

Any building moved into Arrow Rock will be treated as new construction and is subject to the same criteria.



Application Process

APPLYING FOR A LETTER OF APPROVAL: FREQUENTLY ASKED QUESTIONS

Q: When making changes to a property, who needs to apply for a Letter of Approval from the Board of Architectural Review and the Town Board?

A: Every property owner in the corporate limits of Arrow Rock must apply for a Letter of Approval from the BAR and Town Board when making any external changes to a property. The Arrow Rock zoning ordinances designate all property in the corporate limits as either historic residential or historic commercial. The National Historic Landmark boundaries for Arrow Rock include the corporate limits of the town and the State Park.

Q: What changes to my property require a Letter of Approval?

A: A Letter of Approval is required for:

- *Any* alteration or exterior change of an existing building, such as the alteration or replacement of doors, windows, or roofing.
- Color changes.
- Installations of or modifications to fences, decks, sidewalks, ramps, driveways, and outdoor amenities.
- Demolition of any structure, including garages and outbuildings.
- Construction of a new building or addition, including garages and outbuildings.

Q: What changes to my property do *not* need a Letter of Approval?

A: A Letter of Approval is *not required* for:

- Any *interior* work in your building.
- Landscaping, lighting, small utility installations, small satellite dishes, service facilities, and temporary structures.
- Regular maintenance.

Q: How and when is the application made?

A: Application for a Letter of Approval is made to the Board of Architectural Review in the form of a written request. **The written request and two sets of the information listed below should be given or mailed to the Chairman of the BAR by the third Monday of the month, which is a week before the regularly scheduled meeting.** Meeting time and place is posted in the Post Office. (One set is filed with the BAR, the other with the City Clerk). The Chairman will immediately confirm if the application is complete. If not complete, the applicant will be notified so that all information can be provided by the meeting time the following week.

The BAR meets once a month on the fourth Monday of the month. Names and addresses of the BAR Chairman and Board members and time and place of meetings are posted in the Post Office. All meetings are open to the public. The Town Board will act on the Board of Architectural Review's recommendation at its regular meeting on the first Monday of the month.

Applicants are encouraged to attend the regular meeting of the BAR when their application is discussed so they can answer questions. For larger projects or projects requiring information from consultants such as contractors or architects, it is preferable to meet with the BAR early in the planning stage. Members of the BAR can offer advice and suggestions that will facilitate the approval process.

Q: What do I need to include in my written request?

A: For smaller projects such as material changes (provide two sets):

- Indicate types of materials to be used.
- Include a written description or photograph of architectural details, if applicable.
- Provide paint chips if applicable.
- For signs, give size, style of sign and lettering, and location including clearance height.
- Provide the name, address, and phone number of the person who will be completing the project.

The Town of Arrow Rock requires all contractors to purchase an annual license from the City Clerk.

Q: What do I need to include in my written request? (continued)**A: For new construction or additions (provide two sets): ***

- Plans drawn to scale, including the following:
 - Two-dimensional drawings of all four elevations including accurate roof pitch.
 - Site plan showing the exact location of the new or altered construction on existing lot indicating distances to property lines and other buildings on lot and location of fences, sidewalks, driveways, decks, and patios.
 - Indicate location of demolition if applicable.
 - Indicate types of materials to be used.
 - Provide paint chips if applicable.
 - Include a written description or photograph of architectural details, if applicable.
 - If signs are part of new construction, give size, colors, style of sign and lettering, and location including clearance height.
 - Provide the name, address, and phone number of the person who will be completing the project.
- The Town of Arrow Rock requires all contractors to purchase an annual license from the City Clerk.

Lack of sufficient information provided for the regularly scheduled meeting of the BAR may delay approval of your project.

* NOTE: It is not required that these plans and drawings be professionally drawn, but they do need to be drawn to scale.

Q: When will I know if my project is approved?

A: Following the regular Town Board meeting on the first Monday of the month, the City Clerk will send you a Letter of Approval or a Letter of Denial. Reasons for denial will be provided in writing.

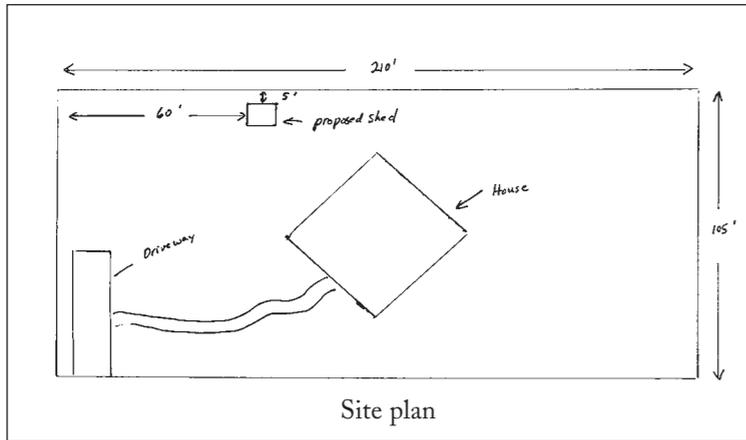
Q: What are my options if I am denied a Letter of Approval?

A: You may submit a revised application, or you may appeal the decision through an independent Board of Adjustment. It takes a vote of four of the five members of the Board of Adjustment to overturn a previous ruling.

Q: What happens if I am issued a notice to remove a violation?

A: If the Town Board determines you are in violation of the zoning ordinance, you will receive a letter stating so. You have 10 days to remove the violation unless such time is extended upon written application. If it is not removed, a penalty may be assessed as provided by the Village Code of Ordinances. The Town Board may seek a court order to remove the violation, and/or have a monetary penalty attached as taxes due on the property.

SAMPLE APPLICATION



Site plan

Chairman
Board of Architectural Review
Arrow Rock, Missouri

Dear Members of the BAR,

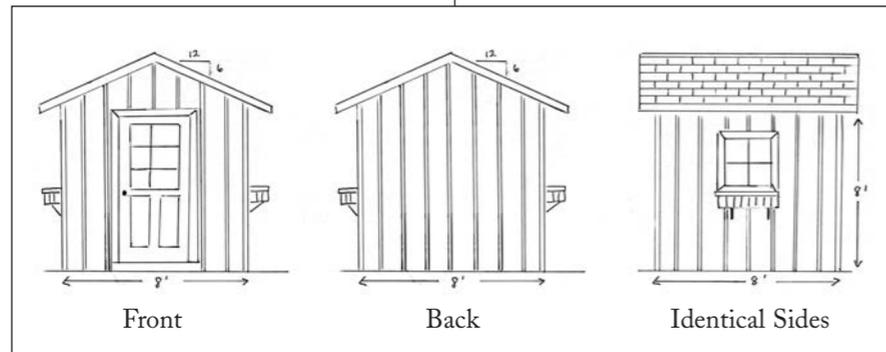
We would like to request a Letter of Approval to construct a garden shed on our property at [insert address]. Two sets of plans, drawn to scale, are enclosed. They include front and side elevations as well as a plan showing the location of the garden shed on the lot. Both side elevations are the same. The back elevation will be the same as the front except it will be solid board and batten with no door or window.

The structure will be made of wood, board and batten, painted white. The door will be Carriage House Red, same as house (color chip attached) and the roof will be composition shingle, Chateau Green, same as house. There will be a small flower box under each window on each side. The foundation will consist of five 12" concrete piers with gravel crawlspace.

[Name of Contractor] [Address, City, State, Zip] [phone number] will build the shed. We will paint it ourselves.

Thank you for your consideration of this project.

Signed, [Applicant]



Front

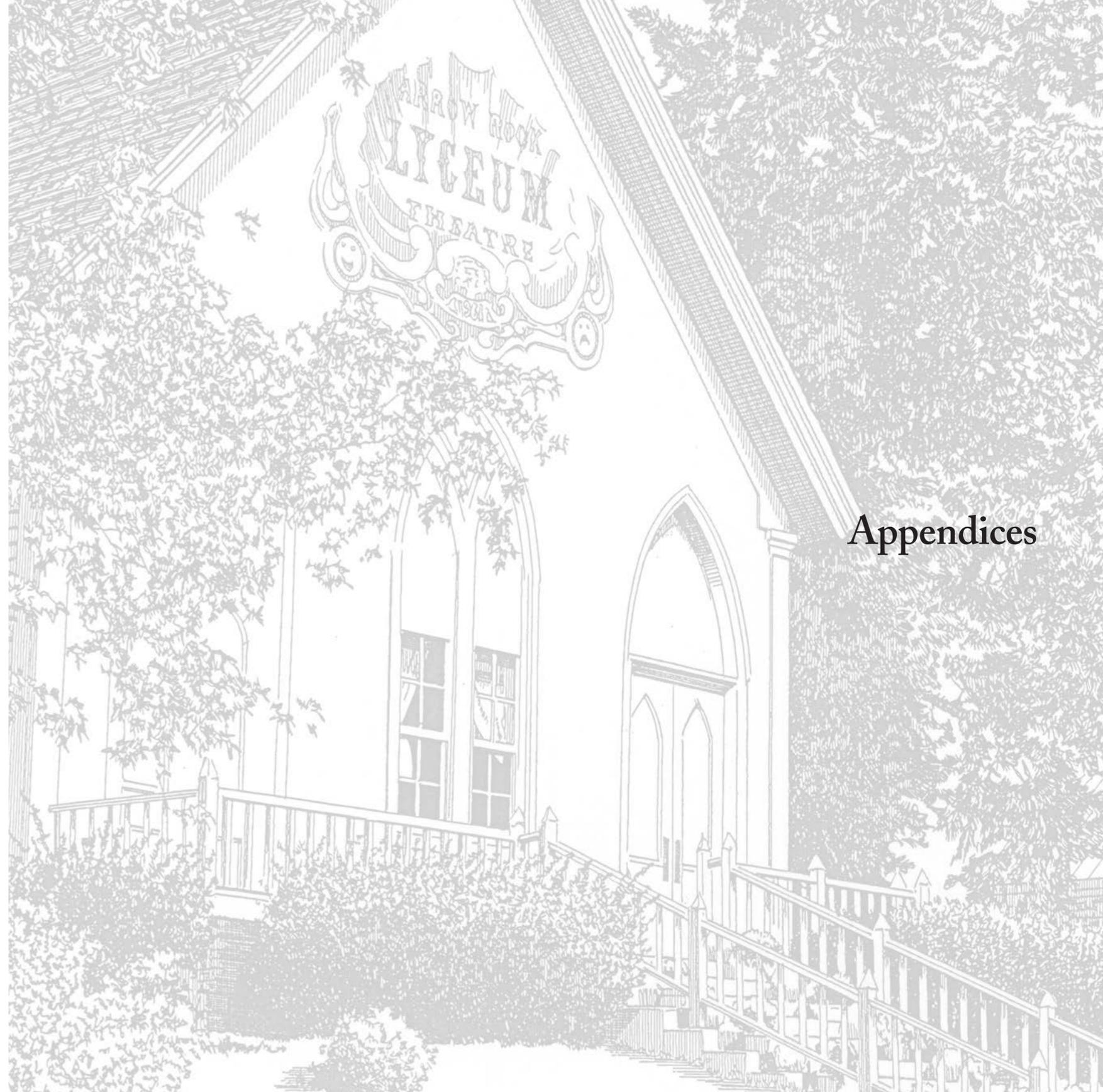
Back

Identical Sides

The documents shown above represent an application for a Letter of Approval for construction of a small garden shed in the Arrow Rock Historic District.

- ❖ A letter outlines the project and details the materials and colors to be used as well as the name, address, and phone number of the contractor.
- ❖ A site plan shows the exact location of the proposed project as it relates to property lines and existing structures.
- ❖ A two-dimensional drawing shows all elevations including accurate roof pitch.

NOTE: Plans do not need to be professionally drawn, but they do need to be drawn to scale.



Appendices

APPENDIX A

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

It is the intent of the Board of Architectural Review to maintain the historic character of the village of Arrow Rock and to follow the Secretary of the Interior's Standards for Rehabilitation. If issues arise that are not directly addressed in the Arrow Rock Guidelines, the BAR will follow the Secretary's Standards in reaching a decision.

The Secretary's Standards:

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 site 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 construction techniques or examples of craftsmanship that characterize a historic 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 archaeological 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 alterations, 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.

APPENDIX B

GLOSSARY OF TERMS

Based on definitions from the National Park Service.

Association

In considering the integrity of a property, association is the direct link between an important historic event or person and a historic property. A property retains association if it is the place where the event or activity occurred and is sufficiently intact to convey that relationship to an observer. For example, a Revolutionary War battlefield whose natural and manmade elements have remained intact since the 18th century will retain its quality of association with the battle.

Character defining features

Those details that provide a distinguishing quality to a property, such as fish-scale shingles on a Victorian home.

Cultural landscape

A geographic area that includes the built environment as well as the natural environment. Cultural landscape includes vegetation and topography, water features such as ponds, streams, and fountains; circulation features such as roads, paths, steps, and walls; buildings; and furnishings including fences, benches, lights and sculptural objects. Most historic properties have a cultural landscape component that is integral to the significance of the resource. Imagine a residential district without sidewalks, lawns and trees or a plantation with buildings but no adjacent lands.

Design

In considering the integrity of a property, design is the combination of elements that create the form, plan, space, structure, and style of a property. It includes such elements as proportion, scale, ornamentation, and materials.

Feeling

In considering the integrity of a property, feeling is a property's expression of the aesthetic or historic sense of a particular period of time. For example, a rural historic district retaining original design, materials, workmanship, and setting will relate the feeling of agricultural life in the 19th century.

Integrity

Historic integrity is the ability of a property to convey its significance. Seven aspects or qualities, in various combinations, define integrity: location, design, setting, materials, workmanship, feeling, and association.

Location

In considering the integrity of a property, location is the place where the historic property was constructed or the place where an historic event occurred. The actual location of a historic property, complemented by its setting, is particularly important in recapturing the sense of historic events and persons.

Materials

In considering the integrity of a property, materials are the physical elements that were combined or deposited during a particular period of time in a particular pattern to form a historic property.

Period of significance

The span of time when a property gained significance. For Arrow Rock's National Historic Landmark designation, the period of significance is the mid-1800s.

Setting

In considering the integrity of a property, setting is the physical environment of the property. While location refers to the specific place where a property was built, setting refers to how it is situated and its relationship to surrounding features and open space. The physical features that constitute the setting can be either natural (such as the crest of a hill or a gentle slope) or manmade (such as paths or fences). The setting should be considered within individual properties and also between properties. This is especially important in a historic district or village like Arrow Rock.

Workmanship

In considering the integrity of a property, workmanship is the evidence of the artisans' labor and skill in constructing or altering a building, structure, object, or site during any given time in history.

APPENDIX C**NATIVE MISSOURI TREES**

The following is a listing of native Missouri trees for planting in a landscape setting. The information is from *Trees of Missouri* by Don Kurz of the Missouri Department of Conservation, P. O. Box 180, Jefferson City, MO 65102.

Large, 70 feet plus –

Pecan, black walnut, shellbark hickory, shagbark hickory, sugarberry, hackberry, American beech, white ash, green ash, sweet gum, tulip tree, black gum, short-leaf pine, sycamore, white oak, swamp white oak, Southern red oak, shingle oak, bur oak, cherrybark oak, pin oak, willow oak, Northern red oak, Shumard's oak, and bald cypress

Medium, 30 to 70 feet –

Red maple, sugar maple, river birch, Bitternut hickory, Northern catalpa, yellowwood, Kentucky coffee tree, cucumber magnolia, quaking aspen, swamp white oak, Southern red oak, shingle oak, black oak, soapberry, American basswood

Small trees, 13 to 30 feet –

Ohio buckeye, red buckeye, service berry, devil's walking stick, pawpaw, musclewood, Eastern redbud, fringe tree, dogwoods, smoketree, hawthorns, wahoo, Ozark witch hazel, Eastern witch hazel, possum haw, American holly, winterberry, red cedar, crab apples, wild plums, Carolina buckthorn, red-berried elder, blaternut, arrow woods

Helpful web sites about native plants and trees of Missouri:

<http://www.conservation.state.mo.us>

<http://www.muextension.missouri.edu>

APPENDIX D

RESOURCES

The Arrow Rock State Historic Site and the Friends of Arrow Rock have extensive photograph files of the village. In addition, the following publications that include photographs and a history of Arrow Rock are available in their libraries as well as other volumes that relate to historic preservation:

- Blumenson, John J. *Identifying American Architecture: A Pictorial Guide to Styles and Terms, 1600–1945*. American Association for State and Local History. 1995.
- Dickey, Michael. *Arrow Rock: Crossroads of the Missouri Frontier*. Friends of Arrow Rock. 2004.
- Fisher, Virginia, James and Pat Kennedy, David Perkins. *Arrow Rock Places*. Historic Arrow Rock Council. 1988.
- Hamilton, Jean Tyree. *Arrow Rock: Where Wheels Started West*. Friends of Arrow Rock. 1963.
- Harper, Linda, and Richard Forry. “Historic Inventory of Arrow Rock.” Unpublished. 1979.
- Kurz, Don. *Trees of Missouri*. Missouri Department of Conservation. 2003.
- McAlester, Lee, and Virginia McAlester. *A Field Guide to American Houses*. Random House. 1984.
- Poppeliers, John C., S. Allen Chambers, Jr. and Nancy B. Swartz. *What Style Is It?* John Wiley & Sons. 1995.
- Schwin III, Lawrence. *Old House Colors*. Sterling Publishing Com., Inc. 1990.
- van Ravenswaay, Charles. “Arrow Rock, The Story of a Town, Its People, and Its Tavern.” Reprinted from the *Missouri Historical Society Bulletin*. April, 1959.

The National Park Service publishes a series of *Preservation Briefs* and *Tech Notes* dealing with specific items ranging from repairing wood windows to solving paint problems. These may be accessed on the Internet. You may also obtain information about National Historic Landmarks and the National Register of Historic Places from the National Park Service site.

NATIONAL PARK SERVICE WEB SITES:

<http://www2.cr.nps.gov/>

<http://www2.cr.nps.gov/tps/briefs/presbhom.htm>

<http://www2.cr.nps.gov/tps/technotes/tnhome.htm>

Secretary of the Interior’s Standards for Rehabilitation:

<http://www2.cr.nps.gov/tps/tax/rhb/stand.htm>