

# **VIRGINIA MANOR DESIGN GUIDE**

**DRAFT  
FOR PUBLIC REVIEW AND COMMENT  
(NOT FINAL)**

**MT. LEBANON, PA  
Draft: September 4, 2015**



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# Acknowledgements

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## SECTION 1 – INTRODUCTION

### Purpose of this Document

Virginia Manor’s houses and their careful positioning along streets that follow land contours reflect a prominent period of Mt. Lebanon’s history. From its beginnings in the 1930s through 1954, nearly every house was custom-designed by a private architect. This requirement was instituted by the landowner—the Virginia Land Company—led by James Duff. Architectural designs were also required to pass the scrutiny of architect Thomas Benner Garman.<sup>i</sup> Garman believed that houses of all sizes were works of art and that architects must combine practical designs with the beautiful.<sup>ii</sup>

After 1954, houses adopted postwar styles and mixed styles, rather than using the classic architectural styles of the earlier period. Regardless, the scale, massing and positioning of these houses continued to fit into the streetscape pattern that was established in the older parts of the neighborhood. The result was a cohesive neighborhood design that as a whole is unquestionably linked to the historic planning and design concepts established by the Virginia Manor Company and architect Thomas Garman.

For these reasons and more, Virginia Manor is historically significant to Mt. Lebanon. Today, as houses are modified to accommodate modern lifestyles or razed and replaced with new construction, the neighborhood’s historic value has the potential to be threatened. Therefore, action is warranted to preserve Virginia Manor’s most valued authentic features.

This Virginia Manor Design Guide was prepared for use by Virginia Manor residents and their architects, contractors, landscape designers and others, when considering changes or improvements to the exterior of houses and properties in Virginia Manor. Mt. Lebanon Municipality is also expected to use this Design Guide when making permitting decisions and when guiding property owners about modifications to houses and properties in Virginia Manor. This Design Guide also may be used by Mt. Lebanon Municipality as the basis for preparing a historic district ordinance for the neighborhood.

Excerpts from Thomas Garman’s essay “The Conception of a Home by an Architect:”

*“Keep in mind that all homes have personalities. No two people have identical personalities – therefore, no two residences should be the same in design or character.”*

*“Most of us love material things that have aged gracefully, and to age gracefully, anything, be it human or otherwise, must have lived honestly and graciously. A home well designed and well built will age gracefully if it is treated well by those who live within its walls.”*

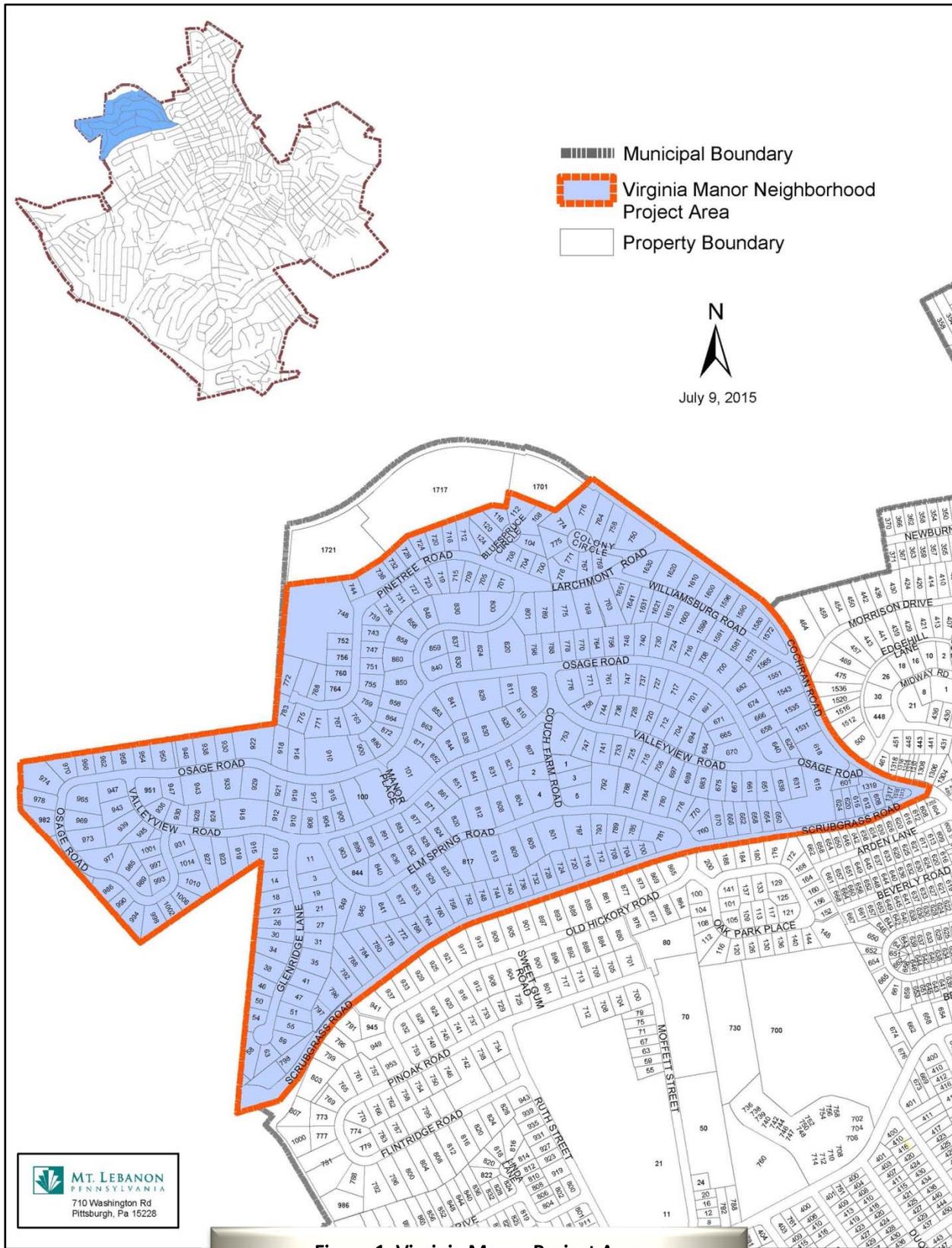
*“...why is it that a small dwelling, even a one-story cottage of two rooms, embowered in trees, should appeal a thousand times more than a stately dwelling, no matter how beautifully set? Is it because there are a thousand persons who live in cottages to one who lives in a mansion? I think it is because of the sense of coziness and intimacy with nature which a small dwelling exhibits.”*

## Applicability of this Design Guide

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This Design Guide applies to the Virginia Manor Plan, located in the northwestern-most area of Mt. Lebanon, west of Cochran Road and north of Scrubgrass Road. The neighborhood is shown in relation to the entire Mt. Lebanon Municipality on Figure 1, *Virginia Manor Project Area*. Properties included in the Virginia Manor neighborhood and subject to this Virginia Manor Design Guide are listed below and shown on Figure 1.

- Houses on the northern side of Scrubgrass Road, 608-798 Scrubgrass Road
- Houses on the western side of Cochran Road, 1313-1319 and 1531-1551 Cochran Road
- Houses on Valleyview Road, 651-951 Valleyview Road
- Houses on Osage Road, 601-1014 Osage Road
- Houses at 100 and 101 Manor Place
- Houses on Couch Farm Road, 1-5 Couch Farm Road
- Houses on Elm Spring Road, 760-849 Elm Spring Road
- Houses on Glen Ridge Lane, 3-63 Glen Ridge Lane
- Houses on Larchmont Road, 763-860 Larchmont Road
- Houses on Williamsburg Road, 1565-1651 Williamsburg Road
- Houses on Colony Circle, 750-771 Colony Circle
- Houses on Bluespruce Circle, 104-124 Bluespruce Circle
- Houses on Pinetree Road, 700-783 Pinetree Road
- Any new houses constructed on properties within the boundaries of the neighborhood.



## Notable Qualities of Virginia Manor

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The Virginia Manor neighborhood of Mt. Lebanon is a historically significant place. It is frequently recognized for its picturesque houses, tree-lined streets and overall appealing atmosphere steeped in an interesting history.

The size and style of houses in Virginia Manor vary from small cottages to large and formal houses. Most of the houses built before 1955 exhibit recognizable architectural styles and details dating to the neighborhood's historically significant period, when architect Thomas Benner Garman conducted architectural oversight. The full gallery of high-quality houses conveys a particular sense of style that contributes to the neighborhood's identity, historic significance and sense of place. The lots were laid out so that roads follow contours of the land, with sensitivity to creating vistas and thoughtful streetscapes. Cared-for landscapes and hardscapes flow along curvilinear streets. Most houses are deeply set back from the street and extra prominent signature houses are purposefully placed on focal point lots.

Amid the unique and diverse housing styles is a visual unity formed by several character-defining features. Most notably, adjacent houses have rhythmic proportion when viewed from the street and many have stone and brick building materials, tile and slate roofs, multi-pane and decorative windows, and distinctive architectural details. Although thoughtfully planned, the neighborhood feels organic, in part because many of the houses were custom-designed, properly proportioned for their architectural style and wisely placed on lots having stone retaining walls and deep front yards with ample room for trees to mature and form a canopy that shades the streets. The result is an outstandingly beautiful area, rich in architecture and stately in appearance.

The recommendations given in this Virginia Manor Design Guide will help foster a respect for the unique physical characteristics of the Virginia Manor neighborhood and the benefits that will be gained from preserving its one-of-a-kind appeal.



## The Rise of Virginia Manor

The early- to mid-20th century was a period of intense growth for communities surrounding the City of Pittsburgh. The Liberty Tunnels opened in 1924, providing easier transportation to and from Pittsburgh, located about five miles northeast of Mt. Lebanon. As automobiles replaced trolleys for transportation needs, a new kind of neighborhood was being designed for the automobile, in a new style with long curving streets. Virginia Manor was among one of the first suburban automobile neighborhoods. Taking advantage of Mt. Lebanon's new popularity as an automobile suburb, Virginia Manor was developed by the Virginia Manor Company led by James Duff (1883-1969), an attorney and community builder and later Pennsylvania Governor (1947-1951) and United States Senator (1951-1957).<sup>iii iv</sup>

Formerly farmland and orchards, the plan for Virginia Manor was initially laid out in 1926 and developed over the next several decades as individuals purchased lots and constructed uniquely designed houses. The first part started to develop in 1926 and is now known as Old Virginia Manor; this portion is located outside of the Virginia Manor neighborhood that is the subject of this Design Guide. The first plan for the neighborhood of Virginia Manor covered by this Design Guide was recorded in 1930 and extensions of the original plan were recorded in 1936 through 1965.<sup>v</sup>

Virginia Manor was different than other neighborhoods that were laid out and developed around the same time. The property deeds sold by the Virginia Manor Company required that houses be designed by private architects and be approved by architect Thomas Benner Garman (1900-1985). Drawing on his English country roots, Garman paid close attention to details and was exacting about each house's architectural design and placement. The first house built in Virginia Manor in 1931 was designed by Garman in a romantic English Cotswold style at 626 Osage Road. Mr. Garman was so invested in the neighborhood that he also designed his own personal residence there, at 631 Osage Road.<sup>vi</sup> He believed that every house, no matter how large or small, has a personality reflective of its owners, and for that reason, no two residences should be the same in design.<sup>vii</sup>

As noted in Virginia Manor deeds regarding oversight by Architect Thomas Garman:

*"The purpose...is to secure the erection of houses of artistic merit on the said plan, and that are in conformity with houses already erected thereon, and shall be absolutely binding and shall be a covenant running with the land."*

*"Once a building is erected on the said premises in accordance with the foregoing restrictions, it is agreed that in the event the said building is burned or destroyed that any building erected in the replacement thereof shall be of a character artistic in appearance equal to the building erected under the same restriction."*



The original Virginia Manor Land Co. office at 601 Osage Road now functions as a house (shown circa 1980 and May 2015).



The oldest houses built in Virginia Manor are shown as part of the first few “Virginia Manor Additions” on Figure 2, *1940 Map of Virginia Manor* (showing a portion of the GM Hopkins Map, Pittsburgh, Volume 9, Plate 20) and Figure 3, *1939 Aerial View of Virginia Manor*. As shown on Figures 2 and 3, not all roads were yet constructed, and not all lots were yet built upon; however, the Virginia Manor Company planned to develop the entire “200 acres of fine land,” as described in the sales ad from Virginia Manor’s early days.

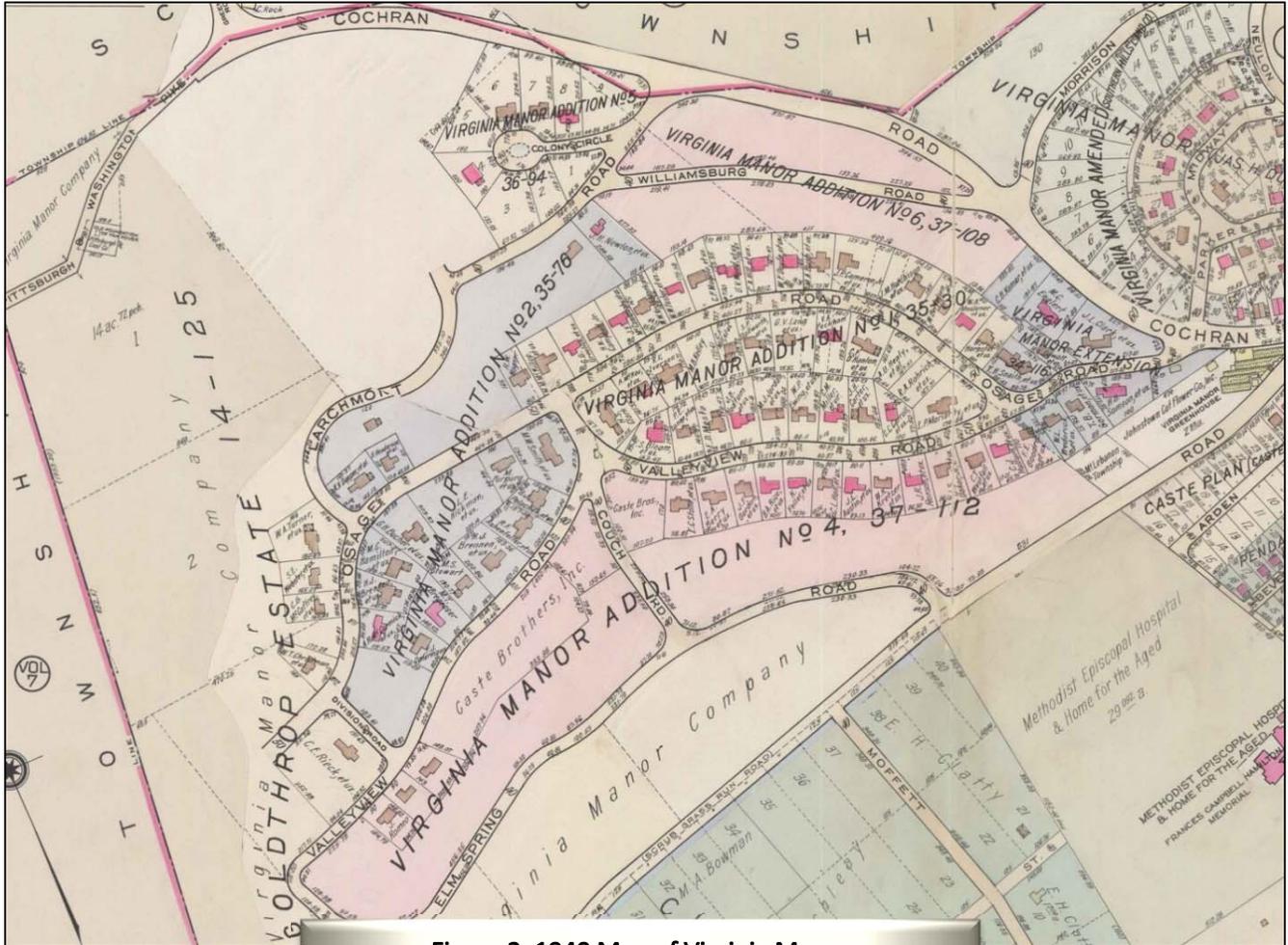


Figure 2, 1940 Map of Virginia Manor

## VIRGINIA MANOR PLAN

### 200 ACRES OF FINE LAND

Laying Along the Cochran Road in Mt. Lebanon and Scott Townships

<p>Fully Improved with Beautiful Drives. Unobstructed View for Miles.</p> <p>15 Minutes Drive to the Downtown Section of Pittsburgh</p>		<p>Restricted &amp; Secluded --but not isolated. No Lot Less Than 60 Feet.</p> <p>An Ideal Location --for a-- Beautiful Home.</p>
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**ALL HOMES BUILT UNDER ARCHITECTURAL SUPERVISION**  
Representatives on Plan at All Times



**Figure 3, 1939 Aerial View of Virginia Manor**

While many houses in the Pittsburgh area and across the nation that were built after World War II (after 1945) were mass-designed and/or pre-fabricated homes, this was not the case in Virginia Manor, which continued to require architectural oversight by Garman for houses that were uniquely designed by architects, even after the war. Thomas Garman's role in reviewing and approving architectural drawings for each uniquely designed house continued until at least 1954 (he served the Virginia Manor Company for 28 years from 1926-1954). After 1954 he continued to work as a private architect in Mt. Lebanon; therefore, there are houses in Virginia Manor built after 1954 that had Garman's architectural oversight as well. Most of the houses built between 1945 and 1955 are stylistically similar to those built before, and generally match the architectural quality of the older houses.

After 1954, houses adopted postwar styles and mixed styles that followed national trends rather than the custom-designed styles of the earlier period. However, houses continued to be carefully placed and appropriately proportioned, upholding Garman's vision of a neighborhood that would age gracefully and be closely allied with its natural surroundings. The houses built in postwar styles and mixed styles after 1954 contribute to the neighborhood's historic significance because their scale, massing, and positioning adhere to the historic planning and design objectives established by Garman and the Virginia Manor Company in the 1930s. The streetscape pattern is a clear extension and continuation of the historic community design pattern established in the older parts of the neighborhood. The houses built after 1954 also represent a particular and distinct aspect of postwar housing, in which the details of house design, mass and scale were strongly influenced by the older, custom-designed houses from which the newer houses served as an extension. Without the post-1954 houses, the physical structure of the neighborhood's historic design concepts would be



## Federal and State Context

Preservation of significant historic resources brings numerous economic, environmental and quality of life benefits to communities across the nation. Support for historic preservation occurs at all levels of government—federal, state and local—and a number of legislative acts at the national and state levels provides a strong legal basis.



The United States government first took an earnest interest in historic preservation in the early 20th century when it realized that protection measures were needed for historic sites of national interest. Federal acts that support preservation included the Antiquities Act of 1906, the National Park Service Organic Act of 1916, the Historic Sites Act of 1935, and the National Historic Preservation Act of 1966, which established the National Register of Historic Places. The National Register of Historic Places is the official list of the United States' districts, sites, buildings, structures, and objects that are significant in American history, architecture, archaeology, engineering, or culture. They are historic places worthy of preservation. **See Appendix B for more information about the Mt. Lebanon National Register Historic District, which includes a portion of Virginia Manor.**

The Tax Reform Act of 1976 was the first in a series of federal tax incentives to assist in preserving and rehabilitating historic structures. The National Park Service (a bureau of the U.S. Department of the Interior) oversees the National Register of Historic Places and administers the Historic Preservation Fund, which distributes money to states to protect and preserve their historic resources.

At the state level, the Pennsylvania Historical and Museum Commission (PHMC) is Pennsylvania's official history agency; its duties and powers are legislated in the Pennsylvania History Code. The PHMC's Bureau for Historic Preservation (BHP) serves as the State Historic Preservation Office (SHPO) and is required to administer Pennsylvania's historic preservation program and manage the National Register of Historic Places for Pennsylvania. The PHMC publishes a Statewide Historic Preservation Plan every five years and offers technical and financial assistance to communities, groups and individuals pursuing preservation projects.

Article 1, Section 27 of the Pennsylvania Constitution makes the Commonwealth trustee for the preservation of the historic values of the environment. It refers to historic resources as having value to Pennsylvania and its citizens.

*Article 1, Section 27 states that the "people have a right to clean air, pure water, and to the preservation of the natural, scenic, historic and esthetic values of the environment. Pennsylvania's public natural resources are the common property of all the people, including generations yet to come. As trustee of these resources, the Commonwealth shall conserve and maintain them for the benefit of all the people."*

## Historic Preservation – Local Context

The U.S. Department of the Interior and the PHMC encourage communities to plan locally and take grassroots actions to preserve their important historic resources. There are a number of national and state policies and programs that provide direction, expertise, and assistance for local efforts.

In 2011, the National Park Service published a *Call to Action*; it recognizes the importance of locally important historic resources and calls on states and local communities to identify their historic assets and proactively plan for their preservation. Following suit, Pennsylvania’s Statewide Historic Preservation Plan (2012-2017) prepared by the PHMC includes as its first goal: INCREASE PRESERVATION PLANNING AT THE LOCAL LEVEL “by assisting communities to recognize, prioritize, and capitalize on the benefits of preservation.” The Statewide Plan recognizes that planning is most successful when conducted at the local level, and the role of state government is to mobilize resources and provide a framework for local preservation efforts.

### *Allegheny County and Mt. Lebanon’s Comprehensive Plans*

The Pennsylvania Municipalities Planning Code (MPC; Act 247) became law in 1968, and gives municipalities the power to plan for and use zoning ordinances to protect historic resources. Authorized by the MPC, a Comprehensive Plan is a document prepared by a community to help plan for future growth and changes in that community. It sets forth goals, objectives and actions to meet local needs and bring about desired changes, or to stop unwanted changes.

Allegheny County’s 2008 Comprehensive Plan “*Allegheny Places*” includes several objectives in its Historic and Cultural Resource Plan to promote and protect historic resources and landscapes in the County.

Approved in 2013, Mt. Lebanon’s Comprehensive Plan “*elevate mt. lebanon*” presents goals to further enhance community character and maintain a high quality community for residents and businesses. Further, “*elevate mt. lebanon*” identifies issues and opportunities related to the maintenance and enhancement of existing community character, including the quality and intensity of design. The public effort to prepare the Mt. Lebanon Comprehensive Plan was led by the Mt. Lebanon Commission, a facilitation & coordination committee, and several advisory groups. A number of public outreach opportunities were also available and are described on page 8 of “*elevate mt. lebanon*.”

This Design Guide furthers the Vitality Goal set forth in the 2013 Mt. Lebanon Comprehensive Plan.

*Vitality Goal: Maintain Mt. Lebanon’s character while accommodating new growth, redevelopment and evolving housing needs.*

*Objective 1: Maintain and enhance the appearance and integrity of the community’s built environment.*

*Action 6: Work with the Historic Preservation Board to establish local historic districts, with emphasis on the parts of the community eligible for National Register of Historic Places designation.*

### *Mt. Lebanon's Zoning Ordinance*

Section 2 of this document presents design guidelines to uphold the historic character of Virginia Manor. In and of themselves, the guidelines are not required to be followed, and they do not replace or override the Mt. Lebanon Zoning Ordinance. Any changes to properties in Mt. Lebanon must comply with zoning requirements, including but not limited to requirements for minimum lot width and lot area, maximum building coverage, maximum building height, and minimum setbacks for front yard, side yards, and rear yards. Virginia Manor is zoned R-1 (single family residential district) by the Mt. Lebanon Zoning Ordinance and Official Map.

The Mt. Lebanon Zoning Ordinance includes Design Guidelines and Standards (part VII), which apply only to new construction across the entire Mt. Lebanon Municipality. Their intent is to “maximize visibility for pedestrians, ensure appropriate building design including entrances, doors and windows, promote sensitive and contextual design of buildings in residential neighborhoods...and ensure its compatibility with the surrounding neighborhood.” Those guidelines and standards do not address modifications to existing houses and are not tailored to any particular neighborhood. In comparison, this Virginia Manor Design Guide was created specifically for Virginia Manor and is relevant for new construction, house additions, and substantial exterior modifications and rehabilitation, which would be visible from any public street in Virginia Manor.

## **Becoming a Mt. Lebanon Local Historic District**

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A portion of Virginia Manor is located in the Mt. Lebanon National Register Historic District (see Appendix B). Listing in the National Register brings benefits such as national recognition and tax incentives for qualifying rehabilitation work on income-producing properties, but it does not offer any protections to a property or stop a potential demolition or major exterior change.

If protections are desired, it is the responsibility of the local governing body (in this case, Mt. Lebanon Municipality) to put them in place. Pennsylvania's State Historic District Act (Act 167) provides the authority. Act 167 authorizes counties, cities, boroughs, incorporated towns and townships to create historic districts within their geographic boundaries “empowering governing bodies of political subdivisions to protect the distinctive historical character of these districts and to regulate the erection, reconstruction, alteration, restoration, demolition or razing of buildings within the historic districts.” Mt. Lebanon's Comprehensive Plan and the Mt. Lebanon Historic Preservation Board Long Range Plan were established independently in recent years, but both expressed the intent to look into creating local historic districts in Mt. Lebanon.

The enactment of a local historic district ordinance covering Virginia Manor is an option. If an ordinance is enacted, this Virginia Manor Design Guide would serve as its basis. To implement the ordinance, Mt. Lebanon Municipality would need to establish a Historic Architectural Review Board (HARB) to serve as an educational and advisory resource to homeowners. When substantial exterior modifications, house additions of a certain size, new construction or demolitions are proposed, the HARB would be tasked with making advisory recommendations to the Commission regarding the issuance of a certificate of appropriateness (COA); the Commission's approval of a COA would be required by the ordinance for these activities to occur. The purpose of issuing a COA is to ensure that major changes in Virginia Manor respect the historic character of the neighborhood.

If an ordinance is not enacted, Mt. Lebanon Municipality intends that this Design Guide serve as a resource to homeowners and its recommendations be voluntarily used by those wishing to preserve the historic character of Virginia Manor.

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## Benefits of Local Historic District Designation

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There are many benefits that stem from designating a neighborhood a local historic district through enactment of a municipal ordinance. The most important of these for Virginia Manor is maintaining its special sense of place, which is not assured unless certain overarching aspects of the neighborhood's design are governed by a review and approval process.

Comparative studies on historic districts converge on a few key findings:<sup>viii</sup>

- Historic district designation typically increases residential property values by 5-35 percent per decade over the values in similar, undesignated neighborhoods.
- Both nationally designated historic districts and locally designated historic districts outperform similar, undesignated neighborhoods, but districts that carry both national and local designations experience the highest relative increases in property values.
- The values of newer properties within designated historic districts increase along with those of older properties.
- Local historic district designation decreases investor uncertainty and insulates property values from wild swings in the housing market. ("This stability is related to investor confidence that, because there are explicit design limits..., home investments in historic districts will not be adversely affected by construction of an inappropriate, out-of-scale building next door."<sup>ix</sup>)

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## An Open and Inclusive Public Process

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As previously noted, a public process was undertaken to prepare the Mt. Lebanon Comprehensive Plan, "*elevate mt. lebanon,*" which provides the foundation for the preparation of this Virginia Manor Design Guide. Around that same time, a group of about 30 Virginia Manor property owners sought help from the Mt. Lebanon Historic Preservation Board in maintaining the character of the neighborhood, which they felt was being threatened by changes that were not sensitive to the existing architecture and landscape. The group expressed that change is inevitable—and important—if Mt. Lebanon and Virginia Manor are to continue attracting young families with modern lifestyles; however, they wanted to be sure that future changes made in Virginia Manor would respect the original architectural styles, scale, and building materials in order to protect the charm and authenticity of the neighborhood.

This turned out to be a good opportunity for the Mt. Lebanon Historic Preservation Board to promote the drafting of guidelines and a potential ordinance that could serve as a template for any Mt. Lebanon neighborhood that might in the future seek help, and the Mt. Lebanon Commission offered its support. This was not the first time homeowners (from various neighborhoods) had asked Mt. Lebanon for a preservation ordinance, but it was the first time since the designation of the Mt. Lebanon National Register Historic District (see Appendix B), which provided the impetus for moving forward.

Virginia Manor residents were invited to a meeting on May 1, 2014, where information was presented on the basics of local historic district designation and the historic character of Virginia Manor. Approximately 75 people attended the meeting, and many signed a petition that was presented to the Mt. Lebanon Commission

to ask for support in moving forward with the process to prepare a preservation ordinance. There were also residents who did not fully support the idea, and their concerns were taken into consideration.

In 2015, Mt. Lebanon sought proposals from professional consultants and selected the firm T&B Planning, Inc. to guide a public process, prepare this Virginia Manor Design Guide, and prepare a draft local historic district ordinance for consideration by the Mt. Lebanon Commission. A Steering Committee was formed to help guide the consultant (see Preface for a list of committee members) and its members served as liaisons between the consultant, Municipal staff, Municipal officials and Virginia Manor residents.

The consultant reviewed background materials, photographed properties in Virginia Manor from the public streets, met with the Steering Committee multiple times, and worked with residents at-large in a series of public meetings. A draft of the Virginia Manor Design Guide's guiding principles was presented publically on August 13, 2015. Comments were received, reviewed and incorporated. A first complete draft of this Design Guide was presented publically on September 10, 2015. **SPACE RESERVED TO DESCRIBE THE PROCESS FROM SEPTEMBER 2015 TO APPROVAL.**



## SECTION 2 – DESIGN GUIDELINES

### How These Design Guidelines Apply

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These guidelines provide overarching direction to retain Virginia Manor’s distinct and historic neighborhood character. The guidelines can be used voluntarily, or may form the basis of a local historic district ordinance enacted by Mt. Lebanon. Whether or not an ordinance pertaining specifically to Virginia Manor is enacted, the guidelines are intended to work in conjunction with the Mt. Lebanon Zoning Ordinance. Compliance with the Zoning Ordinance is mandatory and required by law.

### Potential Threats to Neighborhood Character

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The houses of Virginia Manor represent a wide variety of types, styles, materials and construction periods ranging from the 1930s to the present. Although diverse in many ways, nearly every house is upscale and constructed with an attention to detail, proportion, and positioning that ties back to the historic neighborhood design. Houses built between the 1930s and 1954 were custom-designed by professional architects and the designs were required to be approved by architect Thomas Benner Garman (1900-1985). Garman’s vision was for every house to have artistic merit. Some houses constructed after 1954 were also custom-designed while others adopted postwar styles and mixed styles. Still, the scale and placement of the newer houses continued the historic neighborhood design pattern.

As changes compound, there is a real danger that the entire neighborhood could lose its intrinsic value and become a place that has ceased to be unique. In addition, inappropriate and insensitive changes can, cumulatively and over time, not only damage the historic character of the neighborhood but also reduce its marketability and property values.

Considering the large collection of houses in Virginia Manor that are approaching 100 years of age, change is inevitable. No matter when each house was constructed, every structure will eventually face the need for maintenance and repair. Also, the desire for modern conveniences that were not incorporated into historic house designs of the mid-20th century can push some homeowners into making major structural changes. If not done with care and consideration of the impact that these modifications can have on the neighborhood as a whole, some of the choices made by individual owners can be counterproductive to the overarching goal of preserving the neighborhood’s historic character.

For example, large and visible room additions could be out of scale with the architectural style of the original structure; stone walls could be replaced with concrete block; character-defining slate and tile roofs could be covered by a mass of asphalt shingles; and large canopy trees could be cut down. Further, if a structure falls into a state of serious disrepair or no longer satisfies the contemporary needs of its occupants, there becomes a threat of demolition soon followed by the threat of new construction that may not be considerate of the neighborhood’s historic style.

*IT ALL MATTERS - Every architectural detail contributes to the style of the house. Every house contributes to the character of the street. Streets tie the neighborhood together as a distinct and identifiable place. Detail by detail, house by house, and street by street, every element—no matter how large or small—contributes to the atmosphere of Virginia Manor. Every detail and every house matters.*



## Overcoming the Challenge of a Design Guide

The challenge in developing a design guide or any set of design guidelines is to come up with recommendations that are embraced by the neighborhood’s stakeholders and achieve desired results. Some people view regulated guidelines as an infringement on personal property rights. Those who take this position believe that property owners should have the liberty to do whatever they want with their house or lot with few exceptions. Other people view a design guide as a necessary protective measure. From this viewpoint, regulated guidelines provide an assurance that neighbors will care for their houses and lots in ways that uphold the unique and valued characteristics of the neighborhood, which in turn protects and oftentimes increases property values.

The key to most successful design guides for neighborhoods like Virginia Manor is to focus the guidelines on the most necessary and important items, while not being so overly restrictive that homeowners feel constrained and overburdened. This Virginia Manor Design Guide was written with that intent.

## Why Virginia Manor?

There are many neighborhoods throughout Pennsylvania and across the country that are filled with quality-built houses not subject to design guidelines. So, the question arises - “Why Virginia Manor?” The answer lies in the fact that Virginia Manor has an interesting and unique history that is strongly exhibited in the physical structure of its houses and the way that each house is proportioned and positioned in relation to its neighbor, the street and the landscape. The neighborhood was deliberately planned with concern for **DETAIL, PROPORTION, PLACEMENT and STYLE.**

The considerable thought and attention to detail that went into the original planning and design of Virginia Manor is engrained into its assembly as a place where people enjoy living, visiting, and investing their time and resources. Not only do its residents enjoy the neighborhood’s beauty, but people who live outside of Virginia Manor come to walk the streets and take in the views. The long-established neighborhood character is like no place else, and it is only appropriate to take steps to ensure that its ambiance remains uncompromised in the future. Making changes to properties in Virginia Manor might not seem likely to have dire consequences, but chipping away at historic character, bit by bit when viewed in its whole context, could render the neighborhood shattered of its historic design principles. The quality of design exhibited in house modifications, additions and new construction is the most obvious measure by which Virginia Manor will be judged for its ability to remain historically authentic, unique and treasured for generations to come.

*A COMMON UNDERSTANDING - If all property owners are held to at least a basic set of standards, Virginia Manor will have a great chance of enduring as a special and admired place well into the future. As years pass and other historic neighborhoods undergo unbridled change, Virginia Manor will stand out even more as an exceptional historic place with intrinsic values that are the envy of other communities.*



#### **A Resident's Words**

*"As I walked throughout the Manor this morning I was wondering why we wanted to buy here 22 years ago versus buying elsewhere in Pittsburgh. The large beautiful trees stood out as well as the diversity in housing styles and the mature and well maintained landscaping. It is a beautiful neighborhood to walk in or drive through and breathtakingly beautiful after a snowfall. It is fairytale land. This is why so many people drive into our neighborhood, park their cars, unload the bikes and strollers and walk the streets in Virginia Manor...People come here because it is beautiful and a lovely place to be when the sun dapples through those beautiful trees.*

*"To live here has some drawbacks because most of the houses are old with small closets and boxy rooms and small baths. There were no family rooms back then and maid quarters are a thing of the past. You don't buy here because the house has everything you want for modern living. You buy here for the charm of a quirky house and the beauty of the neighborhood."*

## The Principles of Design for Virginia Manor

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The following Seven Principles of Design will be supported by the use of this Virginia Manor Design Guide. If nothing more is done other than to follow these principles, the character-defining features of Virginia Manor will be maintained.

### Seven Principles of Design

1. House designs will have a recognizable, historically relevant style and display architectural integrity in terms of detailing and exterior material selection.
2. Houses will be positioned in ways that uphold the character of the streetscape, follow the natural and historically designed topographic contours and respect the privacy of their neighbors.
3. Houses will be properly proportioned and compatible with the scale of adjacent and nearby houses.
4. Houses will be constructed and maintained with building materials and a degree of craftsmanship appropriate for the architectural style.
5. Garages and driveways will remain an underplayed component of the houses' architecture in relation to the overall structures.
6. Houses will be accommodating of advancements in sustainability, including energy and water conservation technology.
7. The tree canopy will be maintained and landscaping will be used to reinforce the neighborhood's prestigious identity.

## How to Use This Virginia Manor Design Guide

Design guidelines are presented on the following pages to achieve the Seven Principles of Design for Virginia Manor. Below is a key to the abbreviations used herein to identify which guidelines apply to which houses and which guidelines would likely be considered as part of a historic district ordinance.

**Level A Guidelines (A):** Follow the Level A Guidelines to achieve the Seven Principles of Design for Virginia Manor. If a local historic district ordinance is enacted, all or most of the Level A Guidelines would be required by the ordinance.

**Alternatives (ALT):** Consider the Alternatives if it is not feasible (financially or for other reasons) to follow the Level A Guidelines. If a local historic district ordinance is enacted, the Alternatives would be incorporated for flexibility.

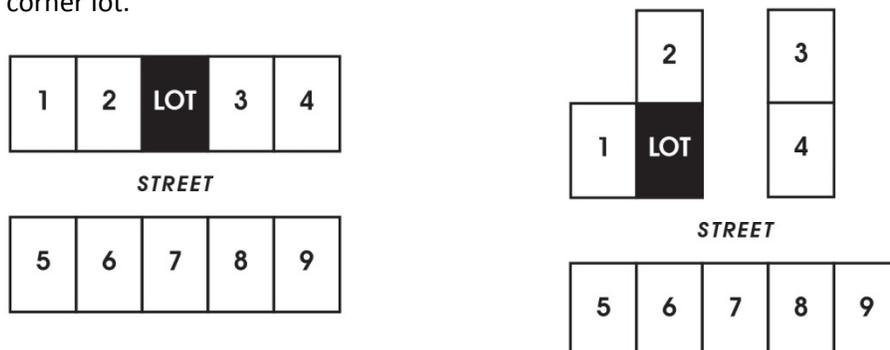
**Level B Guidelines (B):** Follow the Level B Guidelines to further preserve the character of Virginia Manor. These address smaller details and items that may be more difficult to implement or be more costly than the Level A Guidelines. If a local historic district ordinance is enacted, all or most of the Level B Guidelines would NOT be required by the ordinance.

**Maintenance Tips (M):** Use these maintenance tips to keep the houses of Virginia Manor in good upkeep and to avoid the need for large and expensive repairs. If a local historic district ordinance is enacted, the maintenance tips would NOT be required by the ordinance.

**Houses Built in or Before 1954 ( $\leq 1954$ ) and in or After 1955 ( $\geq 1955$ ):** A majority of the houses in Virginia Manor constructed from the 1930s through 1954 were custom designed in classic, historic architectural styles with oversight by architect Thomas Benner Garman. After 1954, fewer of the houses were custom designed and instead followed national trends of the postwar period. For this reason, the design guidelines presented herein are identified for their applicability to houses 1) built in 1954 and earlier and 2) houses built in 1955 and later.

**New House Construction (NC), Exterior Modifications (EX), Additions (AD) and Demolitions (D):** The design guidelines are identified for their applicability to new construction (NC); exterior modifications to existing Virginia Manor houses visible from a public street (EX); structural additions to houses in Virginia Manor that are visible from a public street (AD); and demolitions of entire houses or major structural elements of houses (D). If a local historic district ordinance is enacted, it would clearly define the sizes of additions (AD) and magnitude of exterior modifications (EX) that would be subject to the ordinance.

The term *“immediate context”* in the guidelines refers to the nine (9) houses that are most visible on approach to the subject lot from the public street system in Virginia Manor. The diagrams below give examples for an interior lot and a corner lot.



# Identifying Characteristic Features

*This worksheet will help to identify the character-defining features of a particular house. To complete the worksheet, view the house from the public street or the front yard. Identify the visible features:*

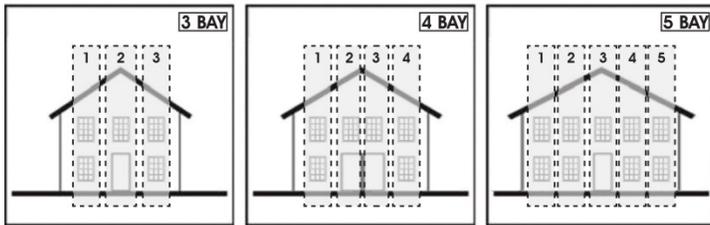
Architectural Style (if identifiable): \_\_\_\_\_

Perceived Size in Relation to Nearby Houses (small, average, large): \_\_\_\_\_

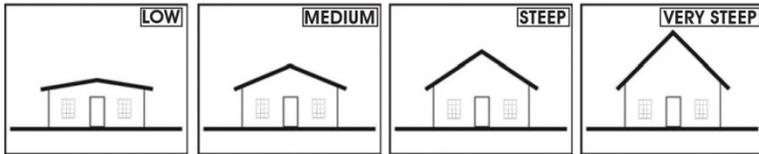
Number of Stories: \_\_\_\_\_

Exterior Wall Materials and Colors: \_\_\_\_\_

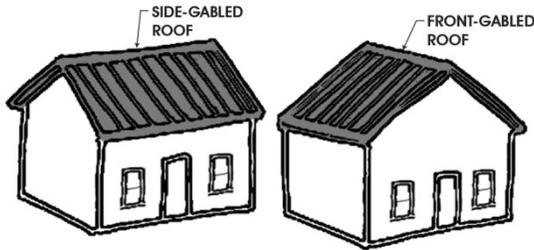
Number of Bays (2, 3, 4, 5, if identifiable): \_\_\_\_\_



Roof Pitch (low, moderate, steep, very steep): \_\_\_\_\_



Roof Gables (front-gabled, side gabled, or combination): \_\_\_\_\_



Roof Material (slate, tile, fiberglass, asphalt shingle, etc.): \_\_\_\_\_

Chimney Placement and Materials: \_\_\_\_\_

Garage Door Orientation (rear, side, front-facing, etc.): \_\_\_\_\_

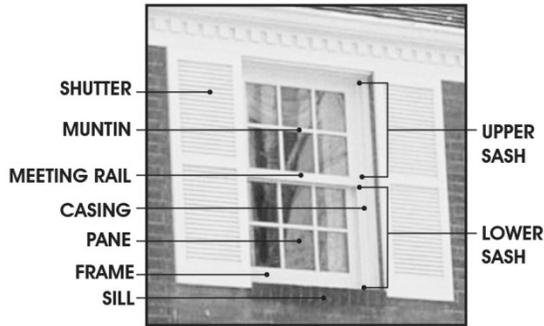
Decorative Accents (columns, shutters, porches, railings, quoins, molding, keystones, etc.): \_\_\_\_\_

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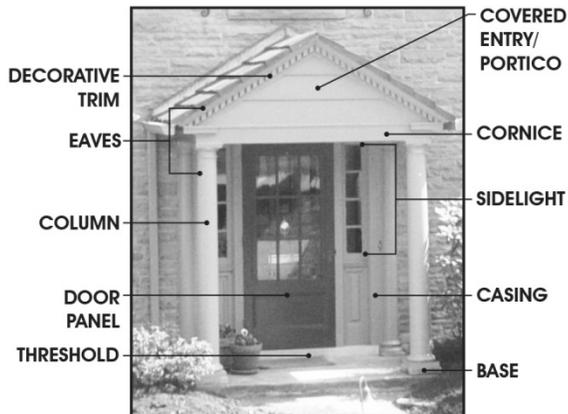
Window Positioning (symmetrical, asymmetrical): \_\_\_\_\_

Window Style(s) and Features: \_\_\_\_\_



Front Door Positioning (centered, off-set): \_\_\_\_\_

Front Door Features: \_\_\_\_\_



Other: \_\_\_\_\_

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## PRINCIPLE 1

*House designs will have a recognizable, historically relevant style and display architectural integrity in terms of detailing and exterior material selection.*

Three general architectural style groupings are found in Virginia Manor:

- Colonial Revival and Other Historic Revival Styles
- Medieval Influenced Styles
- Postwar Era Styles

These styles are not exclusive to Virginia Manor; they are found throughout Pennsylvania, the United States, and other parts of the world. In fact, the architectural styles found in Virginia Manor were popular across the country in their time periods of construction. What is special about Virginia Manor is the mixture of styles and the fact that so many houses were custom designed, carefully proportioned and purposefully positioned. The established collection of architectural styles is a defining feature of Virginia Manor and contributes to its significance as an admired neighborhood of high-quality houses with distinctive architectural features that are sensitively placed in relation to the rolling topography and mature landscaping.

This Virginia Manor Design Guide does not establish or dictate specific architectural styles lot by lot. Rather, it promotes the principle that every house should have a recognizable architectural style and architectural features that are attributable to one of the three style groupings listed above. In Virginia Manor, houses should not look generic or have such an abundance of style features mixed together that the overall architectural style is unidentifiable.

While a range of Historic Revival, Medieval Influenced and Postwar Era architectural styles is desirable in Virginia Manor, style selection is deliberate. Each style complements the next and the execution of every architectural style is carried out with a focus on forms, details and proportions that complement neighboring houses and Virginia Manor's overall historic character. A single house can be well-constructed in an attractive design, but if it does not respect the neighborhood's cherished physical characteristics, it can detract from rather than strengthen Virginia Manor's overall character.

The following pages provide assistance in identifying the architectural styles that are historically relevant to Virginia Manor. The styles used as examples in the illustrations are not all-inclusive and do not identify every characteristic feature of that style. Residents are encouraged to look at both older and more recently built houses that are designed with sensitivity to Virginia Manor's authentic historic character when maintaining or modifying an existing house or undertaking new construction.

## Historic Revival Styles

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### Colonial Revival – Greek Revival – Second Empire Baroque

Houses built in a Historic Revival style have a strong presence in Virginia Manor, the most prevalent of which is the Colonial Revival style. These houses tend to be rooted in the classical architectural values of order, symmetry and regularity. This often translates to balanced and clear massing of the house as a main block sometimes with wings or projecting pavilions, with solids and voids lined up vertically (e.g., windows in the same position on first and second stories), and typically with an unbroken main roofline. They also tend to rely on classical design elements like columns, cornices, quoins (large dressed stones accenting the corners of a building) and keystones.

Many houses built in a Historic Revival style feature three to five bays, with a prominent center door. Massing is simple and the façade material is typically brick or a combination of brick and wood siding. There are classical details on doors, windows, rooflines and corners. Roofs usually have side gables and range in pitch from 7:12 to 12:12. Chimneys are often but not always located on the gable ends of the houses.

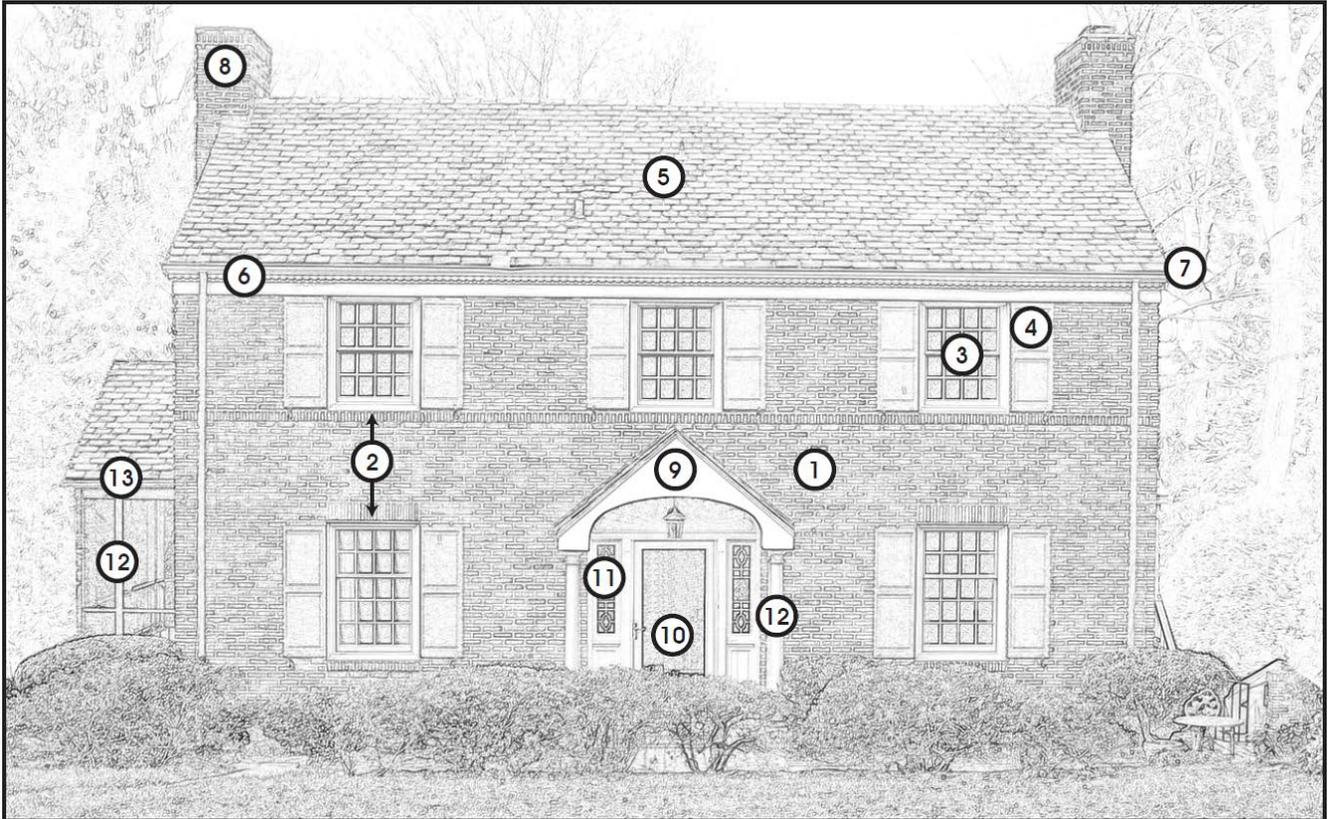
Similar related styles include Greek Revival and Second Empire Baroque. They differ in their forms but still hold balance, symmetry, order and classical elements as key values. These values are not absolute, however, and can also embrace asymmetry.

#### Historic Revival Style Gallery from Virginia Manor



## Sample of Characteristic Features – Colonial Revival

(Refer to Appendix A for a Glossary of Terms)



- 1) Masonry Façade (usually stone or brick)
- 2) Balanced, Rectangular Building Mass with Symmetrically Placed Door and Window Openings (illustration shows a 3-bay house (3 sets of window/door openings); houses typically have 3 to 5 bays)
- 3) Multi-Paned Double-Hung Sash Windows or Casement Windows
- 4) Wood Shutters (sized so when closed, the shutter would cover the entire window)
- 5) Medium-Pitched Gable Roof
- 6) Dentil Trim Under the Roof's Eave
- 7) Narrow Eaves
- 8) Masonry Chimney (often paired at the opposite ends of the roof)
- 9) Centered Entrance
- 10) Paneled Front Door
- 11) Sidelights (often flanking both sides of the door)
- 12) Columns (often flanking both sides of the front door)
- 13) Side Wing (optional)

## Medieval Influenced Styles

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### Tudor Revival – Cotswold – French Provincial

In contrast to Historic Revival styles, Medieval Influenced styles like the early- to mid- 20th century incarnations of the Tudor Revival, value asymmetry, irregularity and contrasting textures. These houses are generally characterized by irregular rooflines with a variety of pitches and roof styles, prominent cross gables and stepped massing revealing varied room sizes and orientations with irregular footprints.

Typically, Tudor Revival houses incorporate multiple exterior building materials, such as brick (especially clinker brick and polychrome brick patterning), stone, stucco with faux half-timbering and even tiles or wood shingles. Instead of the ordered arrangement of double-hung sash windows that is typical in Colonial Revival designs, Tudor Revival houses often feature multi-pane casement windows in a variety of sizes and placements and heavy board and batten doors.

There are related styles with similar sensibilities including houses and cottages built in the manner of the Cotswold region of England. Cotswold houses employ almost exclusively stone exterior materials, which can be formally dressed (squared and smoothed) or rubble, with thin stone slabs used traditionally as a roofing material. They have overall asymmetry and irregularity with many shared features of the Tudor Revival, such as front-facing gables and picturesque rooflines, but they also freely incorporate classical moldings for door and window openings, stone quoins to accent the edges of the building, and diamond panes in their casement windows.

French Provincial houses often feature towers with conical roofs, whitewashed or stuccoed walls, and irregular footprints that are arranged around open courtyard spaces. Even the Victorian era style of the Queen Anne, which appears rarely in Virginia Manor as a late 20th century reinterpretation, embraces irregularity, asymmetry, and texture.

### Medieval Influenced Style Gallery from Virginia Manor



## Sample of Characteristic Features – Tudor Revival

(Refer to Appendix A for a Glossary of Terms)

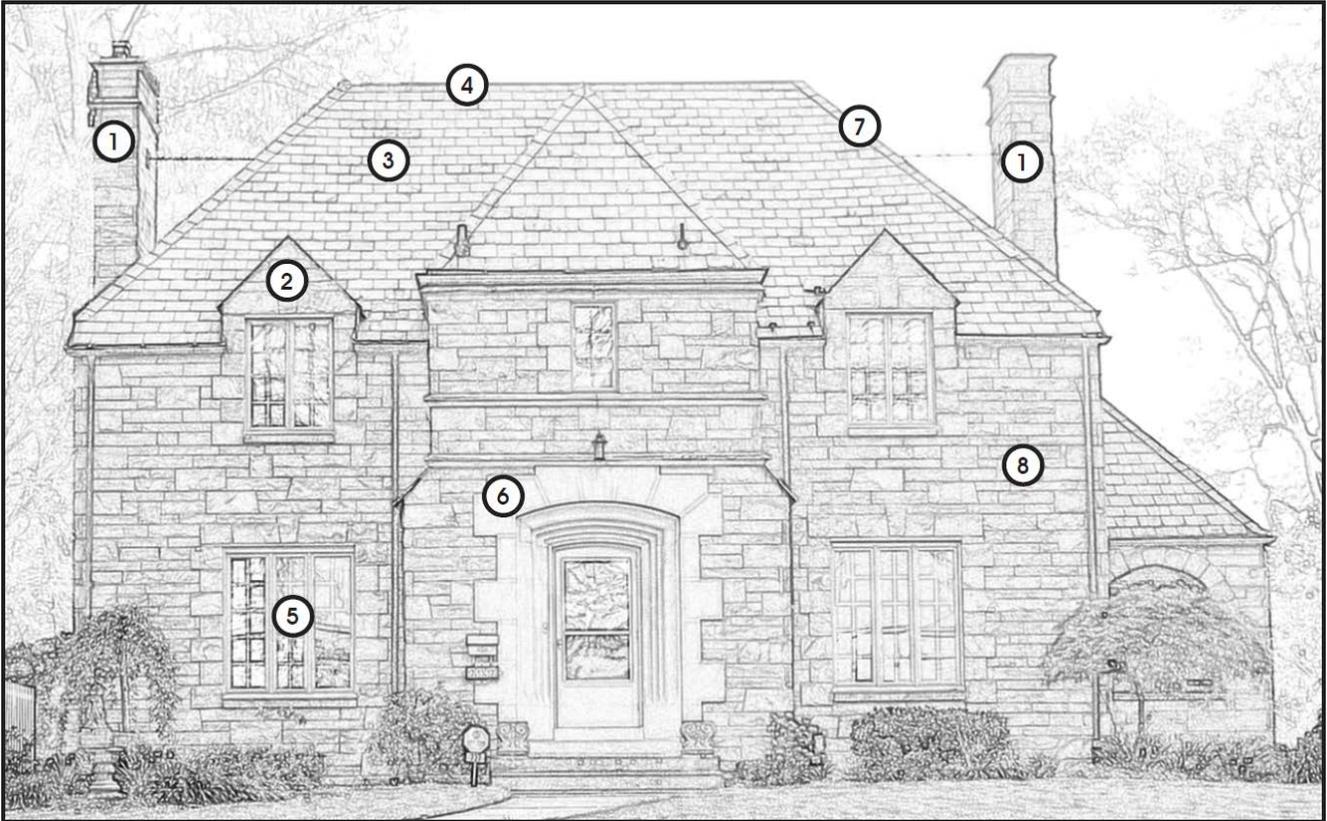


- 1) Masonry Façade (usually stone or brick)
- 2) Stucco with Half-Timbering (usually on all or part of the second story)
- 3) Steep-Pitched Roof with Cross-Gables
- 4) Roofing Material of Slate, Square Tiles or Cementitious or Fiberglass Shingles
- 5) Shallow Eaves
- 6) Casement Windows (often grouped together with narrow panes and vertical emphasis)
- 7) One or More Front-Facing Gables
- 8) Tall and Narrow Decorative Front Door
- 9) Dormers (often small in size)

Not Pictured: Prominent Chimney (often on the front façade)

## Sample of Characteristic Features – Cotswold

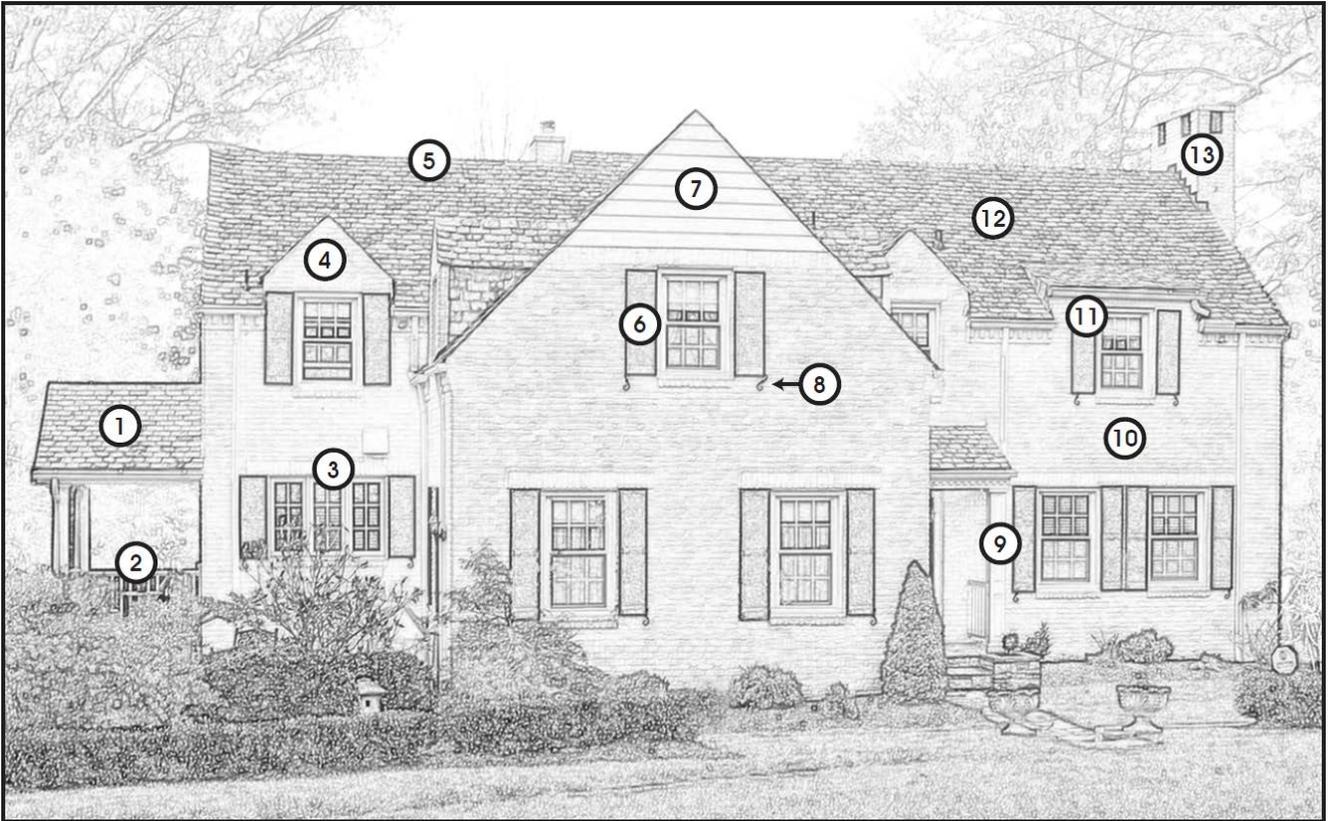
(Refer to Appendix A for a Glossary of Terms)



- 1) Stone Chimney(s)
- 2) Dormer Windows
- 3) Stone Slab Roofing Material
- 4) Picturesque Roof
- 5) Multi-Paned Casement Window
- 6) Stone Quoin (often around the entry door, windows and/or on corners)
- 7) Hip Gabled Roof
- 8) Masonry Façade (often stone)

## Sample of Characteristic Features – French Provincial

(Refer to Appendix A for a Glossary of Terms)



- 1) Covered Porch
- 2) Balustrade (row of supports and a handrail, usually on a porch)
- 3) French Casement Window
- 4) Dormer Window(s)
- 5) Irregular, Steep-Pitched Roof
- 6) Wood Shutters (sized so when closed, the shutter would cover the entire window)
- 7) Wood Clapboard or Siding (optional, often as an accent)
- 8) Decorative Cooper or Metal Accent (optional)
- 9) Column (often flanking front door)
- 10) Whitewashed Façade (often brick, stone or stucco)
- 11) Multi-Paned Double Hung Window
- 12) Slate Roofing Material
- 13) Masonry Chimney

## Postwar Era Styles

### Ranch – Split Level – Raised Ranch

Postwar era styles became popular nationally in the decades after World War II in Virginia Manor and most typically include the Ranch, Split-Level and Raised Ranch.

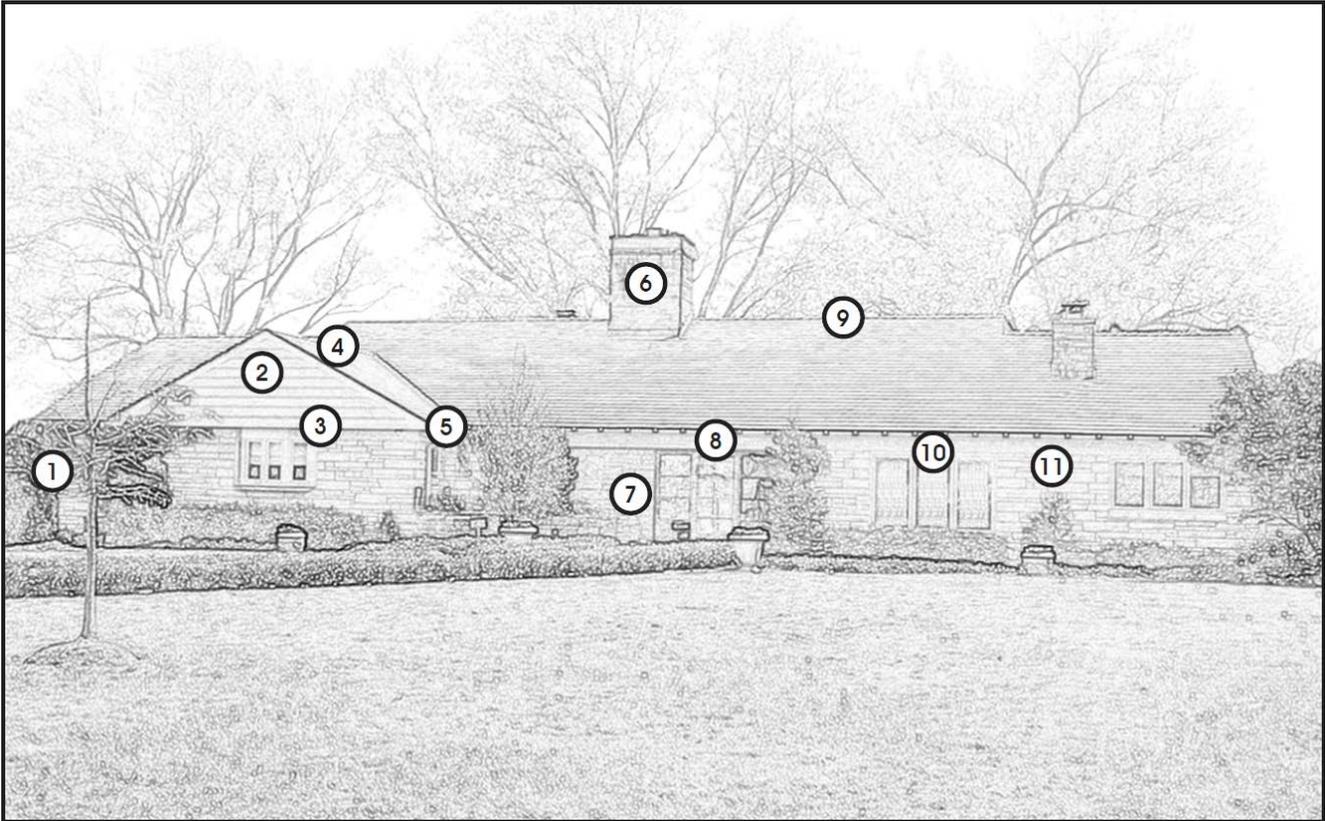
Ranches are generally one-story houses with sprawling living spaces, though in the hilly terrain of Virginia Manor it is common to find ranches with excavated basement level garages. Split-Level houses can feature a mid-level entry landing with half flights of stairs to upper and lower levels or, alternately, they can provide direct access to a main living space with adjacent upper and lower levels staggered by a half flight of stairs. A Raised Ranch is essentially a two-story house with a side gable roof that expands the ranch type to two levels. Some postwar houses rely on historical revival elements, like Colonial Revival entrances, and have a more overtly modern and ahistorical sensibility, like those influenced by Wrightian design and materials or those employing intersecting roof planes and bias wood siding.

### Postwar Era Style Gallery from Virginia Manor



## Sample of Characteristic Features –Ranch

(Refer to Appendix A for a Glossary of Terms)



- 1) Rectangular Layout (often one-story or split-level)
- 2) Clapboard siding accent (optional)
- 3) Bay Window (optional)
- 4) Cross Gabled Roof
- 5) Projecting Eaves
- 6) Masonry Chimney (optional)
- 7) Full-Length Sidelight (often on one or both sides of the front door)
- 8) Unadorned Front Entry
- 9) Regular Low Pitched Roof
- 10) Large Picture Window
- 11) Masonry Façade Materials (usually brick or stone)

## Guidelines to Achieve Principle 1

1	2	3	4	5	6	7	8	9
Level	ID #	Design Guideline	1954 & Before	1955 & After	NC	EX	AD	D
<i>Architectural Style Guidelines</i>								
A	1.1	House designs shall have a recognizable architectural style, using a Historic Revival style, Medieval Influenced style or Postwar Era style. A diversity of these styles is encouraged throughout Virginia Manor. Avoid unrecognizable architectural styles and styles that have no historical relevance to Virginia Manor. <i>See Guideline 1.1A for an Alternative.</i>			X			
ALT	1.1A	A custom-designed house with an architectural style that has no historic relevance to Virginia Manor may be an acceptable alternative to a historically relevant style, if the design has mass and scale proportions and architectural details that complement other houses in the lot's <i>immediate context</i> .			X			
A	1.2	Lots that are located immediately adjacent to or directly across the street from houses built before 1955 shall contain a house that is custom-designed or appears to have been custom-designed. Generic architectural designs shall be discouraged. Modular houses shall be prohibited.			X			
B	1.3	Houses shall be complementary to, rather than identical to, the houses in the lot's <i>immediate context</i> .			X			
A	1.4	Existing houses that have a recognizable Historic Revival style, Medieval Influenced style or Postwar Era style, or a mix of identifiable styles, shall maintain the established style. Modifications shall be conducted in ways that maintain the design features and spatial relationships that characterize the architectural style of the house.	X	X		X	X	
A	1.5	Recognize each property and house as a physical record of its time and place of original construction. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings or eras, shall not be undertaken.	X	X	X	X	X	
B	1.6	Develop the interior floor plans and elevations together. Avoid complex floor plans that require complicated building mass and roof forms that detract from the structure's architectural style.			X		X	

1	2	3	4	5	6	7	8	9
Level	ID #	Design Guideline	1954 & Before	1955 & After	NC	EX	AD	D
A	1.7	Additions to existing houses visible from a public street in Virginia Manor shall be designed in the same architectural style as the original house. Additions should not look “tacked-on” as an afterthought or have a noticeably different architectural style. <i>See Guideline 1.7A for an Alternative.</i>	X	X			X	
ALT	1.7A	It is possible to add a well-designed addition in a modern style to an existing house provided that the addition does not starkly stand out compared to the architectural style of the existing house and other houses in the <i>immediate context</i> .	X	X			X	
A	1.8	Additions to existing houses shall look subordinate (smaller) than the main house when viewed from a public street. Additions shall not make the original structure appear taller (than the highest point of the existing structure’s roofline) when viewed from the public street unless the addition is a second story to a single-story house.	X	X			X	
A	1.9	Additions shall be differentiated from the original structure. Additions shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the original house and the lot upon which it sits would be unimpaired.	X				X	
B	1.10	Retain structural and decorative details on existing houses that are fundamental components of the architectural style. Do not remove these elements without a plan for replacement. These include but are not limited to windows, doors, porches, columns, shutters and railings. Repair deteriorated architectural style details with materials similar to those used in the original construction of the house. If repair is not an option, replace the material in like-kind while taking care to select the same or similar style, material and dimensions as the original. If it is not feasible to repair a deteriorated material or replace it in like kind, select a replacement that has the same style, dimensions and appearance as the original.	X	X		X		

## Example of Well-Designed Addition

This home at 872 Osage Road features an addition appropriately designed to blend in with the house's architectural style and materials.



**PRINCIPLE 2**

*Houses will be positioned in ways that uphold the character of the streetscape, follow the natural and historically designed topographic contours and respect the privacy of their neighbors.*

Custom-designed houses in the early days of Virginia Manor were purposefully positioned in consideration of the streetscape, topography, natural features and the positioning of other nearby houses. After 1954 when houses adopted postwar and mixed styles, they continued to follow the historic streetscape pattern that was established in the older parts of the neighborhood. The emphasis of Principle 2 is on maintaining the special relationships among houses as viewed from the public streets in Virginia Manor to uphold the historic planning and design concepts established by the Virginia Manor Company and architect Thomas Garman.

The spaces that occur in front yards and between houses are extremely important to maintaining the breezy open feel of the neighborhood. Houses in Virginia Manor are set back deeply from the streets and are not located close together. The space between houses is called the “side yard” and is regulated by Mt. Lebanon Zoning Ordinance. The Zoning Ordinance specifies a minimum side yard setback requirement of five (5) feet (note: both side yards together must total a minimum of 15 feet); however, houses in Virginia Manor are generally spaced further apart than the Mt. Lebanon Zoning Ordinance requires. Front yards are required by the Zoning Ordinance to be per the “recorded plat” or the “average of abutting” lots. Under existing conditions, front yards are relatively deep, ranging from about 60 feet to 35 feet in depth.

The way that houses address the streets of Virginia Manor and the spacing between houses is a primary character-defining feature. Front yards are deep and most contain manicured lawns, gardens, hedge rows and other plantings. Decorative paths lead from the streets to front doors. Side yards are large enough in most cases to provide private spaces and views from porches, windows and other use areas of the house.



## Guidelines to Achieve Principle 2

1	2	3	4	5	6	7	8	9
Level	ID #	Design Guideline	1954 & Before	1955 & After	NC	EX	AD	D
<i>House Position and Orientation Guidelines</i>								
A	2.1	The front yard setback for a principal or accessory use or structure shall be that which is shown on the recorded plat; if none is shown on the recorded plat, where a lot is situated between two lots having on each a principal use, the front yard setback shall be the average of the front yards of the adjacent existing principal uses. (As of 2015, this is the same requirement provided for in the Mt. Lebanon Zoning Ordinance.)	X	X	X		X	
A	2.2	Align the front façade of houses and structural additions to be parallel with the street and the natural contours of the land. Grading of lots to change the way a house on the lot has historically oriented to the street is prohibited.	X	X	X		X	
A	2.3	Avoid substantial changes in front wall planes. The front of the house shall address the street in the same manner as it has done historically.	X	X			X	
B	2.4	Maintain house entries with a strong visual connection to the street. Provide a pathway from the street to the front door of the house.	X	X	X			
<i>Privacy for Neighboring Houses Guidelines</i>								
A	2.5	House modifications and additions at side and rear yards shall be designed to protect the privacy of those living in neighboring houses. New windows, decks and balconies should be placed to avoid views into a neighbor's window.	X	X		X	X	
A	2.6	Second-story additions on one-story houses should minimize impacts to adjacent one-story houses. For example, if a second story is desired on a Ranch, the second story should be designed to not starkly contrast in style and stature with an adjacent, existing one-story house.	X	X			X	
B	2.7	Adjoining side yards of adjacent houses, when considered together, shall be a minimum of 20 feet.	X	X	X		X	

### Example of Deep and Wide Setbacks

Houses are set back far from the street in Virginia Manor. Often, a decorative path leads from the street to the front door. This provides an inviting feeling from the street, so houses appear welcoming despite their set back distance. Placement of houses is sensitive to the topography.



**PRINCIPLE 3**

*Houses will be properly proportioned and compatible with the scale of adjacent and nearby houses.*

Virginia Manor contains houses in a variety of sizes. Almost every house is properly proportioned for its architectural style and complements the scale and massing of adjacent and nearby houses. The architectural details found on exterior façades are prevalently the size and stature normally associated with the house's architectural style. Some houses are large and formal estates, some are small cottages and others are averaged-sized postwar houses. Regardless, nearly every structure is scaled appropriately to its style and context along the street and among neighboring houses.

**Example of Addition that Maintains House Proportions**

The second story addition to this house at 41 Glen Ridge Lane retains the original proportionality and neighborhood compatibility; the addition is appropriately designed to blend in with the house's architectural style and materials.

## Guidelines to Achieve Principle 3

1	2	3	4	5	6	7	8	9
Level	ID #	Design Guideline	1954 & Before	1955 & After	NC	EX	AD	D
<i>Size, Mass and Scale Guidelines</i>								
A	3.1	Demolitions shall be avoided to the maximum practical extent.	X					X
A	3.2	Proposed lot mergers/consolidations shall not be permitted for the purposes of constructing a larger house or enlarging the size of an existing house than would be otherwise permitted on one of the individual lots by the Mt. Lebanon Zoning Ordinance.	X	X	X	X	X	X
A	3.3	All features of the architectural design shall be proportional to the basic principles of the house's architectural style. No aspect of the house shall be exaggerated in proportion or scale.	X	X	X	X	X	
A	3.4	Avoid the use of tall towers and turrets unless they are integral to the architectural style.	X	X	X	X	X	
B	3.5	Work with the traditional forms of the house's architectural style. Unless the style clearly supports architectural complexity, keep the building mass and roof forms typical to the architectural style.			X			
A	3.6	Consider compatibility and proportionality with the size, mass and scale of other houses in the lot's <i>immediate context</i> . Design to blend into Virginia Manor rather than to starkly stand out.			X			
A	3.7	There shall be horizontal offset variation in the front plane of the house. Front planes shall not be completely flat and unarticulated.			X			
B	3.8	Modifications should not destroy spatial relationships that characterize the property, house or streetscape, and shall be compatible with the size, scale, proportion and massing found in the lot's <i>immediate context</i> to protect the integrity of the neighborhood's historic design principles.	X	X		X	X	

**PRINCIPLE 4**

*Houses will be constructed and maintained with building materials and a degree of craftsmanship appropriate for the architectural style.*

Most of the houses in Virginia Manor are *styled*. They were designed according to popular architectural fashion of the times. Oversight by architect Thomas Benner Garman through 1954 resulted in Virginia Manor also having features found in neighborhoods of the English countryside, including a richness and diversity of architectural details. No detail was too small for consideration, including the design and placement of doors, windows, porches, posts, railings, stairways, cupolas, gables, arbors/ pergolas, chimneys, towers, trim, moldings, corbels, walls, fences, eaves and overhangs, colors and all decorative materials. In Virginia Manor, the details of the architecture is just as important, if not more than, the overall style.

There are distinct differences between neighborhoods built on historic design principles like Virginia Manor and places of modern establishment. The building materials and degree of craftsmanship used in Virginia Manor until at least 1954 would be very difficult if not impossible to replicate today even if cost was not a consideration. Preserving the many irreplaceable features found in the details of historic architectural house design will allow the story of Virginia Manor to be told time and time again through the generations. It will also allow Virginia Manor to carry a certain amount of prestige, which can lead to an increase in property values.

A large majority of the historically significant houses in Virginia Manor are constructed of masonry. Many of their roofs are constructed with slate and tile, indicating that the houses are structurally strong with robust framing (many with junior beam steel construction). All other details aside, the building materials and roof designs of houses in Virginia Manor are the most critical elements of the neighborhood's character. The composition, color, texture and shape of the building and roofing materials, as well as the shape of the building forms and pitch of the roof, play a dominant role.

If unsure about how to implement any of the following guidelines that pertain to PRINCIPLE 4, consult with an architect, historic preservation specialist or member of the Mt. Lebanon Historic Preservation Board who can identify which of a house's specific architectural style and components are most fundamental to the house's design.



## Guidelines to Achieve Principle 4

1	2	3	4	5	6	7	8	9
Level	ID #	Design Guideline	1954 & Before	1955 & After	NC	EX	AD	D
<b><i>Building Material Guidelines</i></b>								
A	4.1	The primary exterior building material(s) shall be the same materials that are normally and traditionally used for the architectural style of the house. For example, Cotswold houses shall almost exclusively use stone, Colonial Revival houses shall use brick or a combination of brick and wood clapboard, Tudor Revival houses shall use clinker brick and polychrome brick patterning combined with stone, stucco and half-timbering accents, and so on.	X	X	X	X	X	
A	4.2	Composite, synthetic, metal, vinyl, plastic or fabricated/ imitation products or imitation brick will generally not be accepted as the primary exterior building material visible from a public street. The only exception is for the replacement of exterior materials that are already of this composition and that are also consistent with the house’s architectural style. <i>See Guideline 4.2A for an Alternative.</i>	X		X	X	X	
ALT	4.2A	If synthetic materials are used, treat them as though they were authentic. For example, if synthetic stone is used, make sure the pattern of the stone looks like a load-bearing stone wall. The pattern shall also replicate traditional decorative details, such as lintels over windows and doors, etc. If fiber cement siding is used (such as Hardie Board), it should have a wood grain and a color that complements the house’s architectural style).	X		X	X	X	
A	4.3	Modified or new exterior façade materials shall be compatible with the house’s original materials in shape, size, dimension, texture, pattern and general color. The materials are not required to identically match the original construction so long as they are visually compatible. <i>See Guidelines 1.7A and 4.3A for Alternatives.</i>	X	X		X	X	
B	4.4	Do not paint masonry (stone, brick) and do not cover it with synthetic materials. (There is an exception for French Provincial style houses that are painted white or whitewashed.) The natural color of stone and brick can change over time. The fading process should be viewed as an organic beautification process of these materials.	X			X	X	

1	2	3	4	5	6	7	8	9
Level	ID #	Design Guideline	1954 & Before	1955 & After	NC	EX	AD	D
B	4.5	Carry wall materials, window types and architectural details around all sides of the structure. In other words, design with architectural integrity on all sides of the structure and avoid side and rear house views that are noticeably different from the front façade.			X			
M	4.6	Do not paint brick. Brick is designed to allow walls to “breathe” (let moisture evaporate) and often paint prevents this breathing process. Water can get into the brick from places besides the outside surface and remain trapped in the walls; therefore, allowing the brick to breathe is important, especially with older brick. If brick is already painted, do not attempt to remove the paint; instead, keep it maintained.	X	X				
M	4.7	Do not cover traditional building materials such as masonry and wood with synthetic materials such as aluminum siding or other composite material.	X	X		X		
M	4.8	If masonry surfaces become dirty and need to be cleaned, wash with low-pressure water, mild detergents and soft-bristled brushes. Never clean by blasting which can destroy the protective, hard outer surface of masonry and accelerate its deterioration. Blasting can also roughen masonry surfaces and cause them to accumulate dirt faster.	X	X				
M	4.9	If the mortar between bricks and other masonry material is cracked or loose, repoint those areas with a mortar that matches the color of the original and that has a similar hardness composition. New mortar should be no harder than the original mortar; harder mortar than the original mortar ingredients can cause surrounding brick and stone to crack if it does not expand and contract correctly during freezes and thaws. Do not use caulk to fill in gaps between masonry.	X	X				
<b>Window Guidelines</b>								
A	4.10	Retain the size and shape of existing window openings. When windows are replaced, the size and shape of window openings must be retained.	X			X		

1	2	3	4	5	6	7	8	9
Level	ID #	Design Guideline	1954 & Before	1955 & After	NC	EX	AD	D
A	4.11	The creation of any new window opening must follow the existing window fenestration pattern on the house (size, shape and placement). Additions to existing houses shall use window designs, sizes and shapes that match or closely match the window design and rhythm of placement on the original structure.	X	X		X	X	
A	4.12	Projecting window sills and heads and wood, brick or wood lintels over window openings are required unless the original house did not (or in the case of new construction, the architectural style would normally not have had) those features.	X		X	X	X	
A	4.13	Select windows that match or are compatible in design with those traditionally associated with and are clearly appropriate to the house's architectural style. Specific architectural styles call for certain types of window designs (double-hung, casement, arched top, bay, etc.).	X		X	X	X	
A	4.14	Many architectural styles in Virginia Manor call for windows to be grouped into patterns of two, three or more windows either in a symmetrical or asymmetrical pattern. Position windows to complement the architecture and use window patterns that are traditionally associated with the architectural style.	X		X	X	X	
A	4.15	If shutters are used, they shall be of a size and shape and large enough to cover the window, if closed. Avoid narrow shutter designs that are noticeably not wide enough to cover the window. Do not install shutters adjacent to doors or bay windows, as doors and bay windows would not actually be shuttered.	X		X	X	X	
A	4.16	The decorative elements of windows, such as the sash, muntin, and sill, as well as the wood or masonry materials that surround them, are important architectural details for historic houses in Virginia Manor. Retain and repair original windows and their components whenever possible. If replacement is unavoidable, replace with windows that duplicate the original window's material, style, orientation, placement, size and decorative elements.	X			X		
B	4.17	New bay windows on existing houses that do not already have bay windows are discouraged unless they are consistent with the design and architectural character of the house.	X	X		X		

1	2	3	4	5	6	7	8	9
Level	ID #	Design Guideline	1954 & Before	1955 & After	NC	EX	AD	D
B	4.18	Wood is the preferred choice for window frame materials. Except for original steel casement window frames, metal window frames are discouraged because metal conveys too modern a design for Virginia Manor. <i>See Guideline 4.18A for an Alternative.</i>	X			X	X	
ALT	4.18 A	Contemporary materials such as vinyl clad windows that closely match wood in appearance are acceptable alternatives to wood-framed windows.	X			X	X	
M	4.19	Inspect windows to see if water is entering around the edges of the frame and, if so, caulk the joints or seams. Inspect sills around wooden windows to ensure that the sill slopes downward away from the building to move moisture away from the window. If paint is peeling, scrape away excess layers of paint before refinishing.	X	X				
<b>Roof Guidelines</b>								
A	4.20	Use a roof pitch appropriate for the architectural style. Flat roofs are discouraged in most cases. Roof pitches on building additions shall match the roof pitch of the original house.	X	X	X	X	X	
A	4.21	When repairing or replacing a roof, preserve or replace original roof-mounted architectural features such as dormers, cupolas, cornices, brackets, chimneys, cresting and gutters.	X			X		
A	4.22	For building additions, use the same roofing material or a visually compatible roofing material (composition, pattern, color) that is used on the original house.	X	X			X	
B	4.23	Tile and slate were the most expensive original roofing materials available in western Pennsylvania in the early- to mid- 20th century. These roofs represent historical prestige and shall be preserved to the maximum feasible extent.  If a house has its original slate or tile roof, retain the roof and repair it as needed and as feasible, rather than replacing it. When properly maintained, slate roofs can last anywhere from 75 to 250 years. When it is not feasible to repair tile and slate roofs with actual tiles and slate, use synthetic tile and slate which are less expensive (but also less durable) and match the original design as closely as possible.	X			X		

1	2	3	4	5	6	7	8	9
Level	ID #	Design Guideline	1954 & Before	1955 & After	NC	EX	AD	D
M	4.24	Patch slate and tile roofs with a material that is visually compatible with the original materials. Do not patch a slate or tile roof with asphalt shingles, corrugated metal or other material that is in stark visual contrast with the historic roofing material.	X			X		
M	4.25	Having a weather-tight roof is extremely important for maintenance of the entire house. Moisture intrusion through the roof can cause serious damage. Most roof leaking starts around areas of flashing—where chimneys connect to the roof and where the roof connects to the building walls. Check the flashing often and keep it in good repair. For repairs, use a long lasting material recommended by a roofing professional.	X	X				
<b><i>Architectural Detail and Accent Guidelines</i></b>								
A	4.26	If an addition requires the removal of architectural details on the main structure (windows, doors, decorative elements, etc.), reuse the removed details on the addition if feasible.	X				X	
A	4.27	If the architectural style calls for a chimney, include a properly sized and placed chimney. Add chimneys for gas fireplaces when the architectural style would have normally featured a chimney. Provide chimney caps that are appropriate to the architectural style.			X			
B	4.28	Use traditional detailing. For example, in new construction and additions, openings in walls for windows and doors should have enough wall space above the opening to structurally span the opening, as would have been structurally necessary for the traditional architectural style.	X	X	X	X	X	
B	4.29	If an original decorative door must be replaced, select a new door that matches the original as closely as possible in material, size and style. This includes any panels or windows that were present in the original door.	X			X		
B	4.30	Select lighting fixtures for the front façade of the house to complement the house’s architectural style rather than be strictly utilitarian.	X	X	X	X	X	

### Example of Character-Defining Architectural Features

Architectural details on houses—including columns, dentil molding, window design and decorative roof features—make Virginia Manor houses unique.



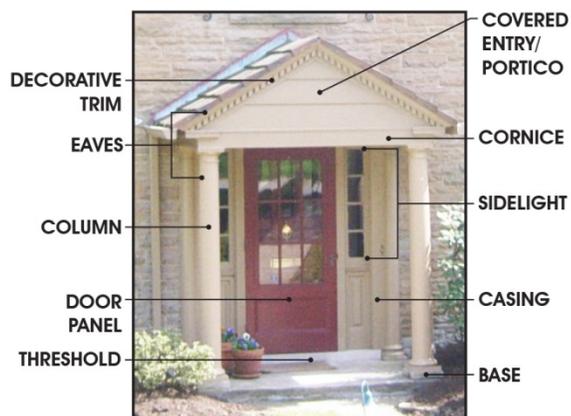
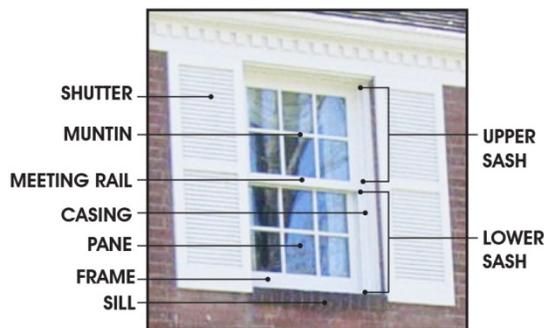
### Example of Characteristic, Symmetrical Window Patterns

These houses show window and door patterns with three, four and five bays.



### Typical Window and Door Details

The following details are common on windows and door designs.



**PRINCIPLE 5**

*Garages will remain an underplayed component of the houses' architecture in relation to the overall structures.*

Approximately 85% of the houses in Virginia Manor do not have a front-facing garage. The near absence of visible garage doors facing the street is a character-defining feature of the neighborhood. In Virginia Manor, a sense of pedestrian welcome and design interest in the houses' architectural details is provided through the inclusion of details such as the entry door, porches, verandas and other architectural elements that contribute to a sense of place and activity. Garages should remain an underplayed element of each house's architecture as seen from the public street.

**Example of Underplayed Garage Placement**

The garage doors that serve most houses are not visible from the public streets of Virginia Manor.



## Guidelines to Achieve Principle 5

1	2	3	4	5	6	7	8	9
Level	ID #	Design Guideline	1954 & Before	1955 & After	NC	EX	AD	D
<b>Garage Guidelines</b>								
A	5.1	The most visually prominent entry feature of the house shall not be the garage door. The front door of the house should be more visually prominent than the garage.	X		X	X		
A	5.2	Integrate the garage into the house’s architectural form in a way that de-emphasizes the garage door(s). Minimize the visibility of garages from a house’s street frontage. Recessed garages, side-loaded garages and garages that are detached and located to the rear of the property are preferred over front-facing garages.	X	X	X	X	X	
A	5.3	Garage doors that are wider than two parking bays shall not be visible from public streets in Virginia Manor. <i>See Guideline 5.3A for an Alternative.</i>	X	X	X	X	X	
ALT	5.3A	Consider accommodating additional cars in tandem garage spaces rather than adding additional garage doors.	X	X	X	X	X	
B	5.4	Select garage doors with windows or a subtle decorative design compatible with the house’s architecture style, building materials and colors. Plain, unarticulated garage doors are discouraged.	X	X	X	X	X	
<b>Driveway Guidelines</b>								
B	5.5	Single-width driveways are strongly preferred. Although driveways can widen when approaching the garage door, the width of the driveway most visible from the street should appear only wide enough for a single car.	X		X			
B	5.6	Governor’s driveways (a driveway with two access points to the street) are discouraged. Parked vehicles in this type of drive can block views of the house’s architecture which detracts from the historic character of Virginia Manor. <i>See Guideline 5.6A for an Alternative.</i>	X	X	X			
B	5.6A	If a governor’s drive is considered, design the drive to be below the grade of the house’s front façade, place it to the side of the house or buffer the drive from view of the street so that the view of the house’s front façade is maintained, even when cars are parked in the driveway.	X	X	X	X	X	

1	2	3	4	5	6	7	8	9
Level	ID #	Design Guideline	1954 & Before	1955 & After	NC	EX	AD	D
B	5.7	Modular paving materials or decorative patterns are encouraged on driveways. If modifying only a portion of an existing driveway that has a decorative pattern, use materials and patterns that match and are consistent with the existing materials of the driveway.	X	X	X	X		

### Example of Decorative Driveway Patterns

Stone, brick and pavers can often be laid in a decorative pattern for hard driveway surfaces.



**PRINCIPLE 6***Houses will be accommodating of advancements in sustainability, including energy and water conservation technology.*

Historic buildings are inherently sustainable, because saving them from demolition and preserving their materials results in the continued wise use of the energy and materials that went into building the structure in the first place. When historic buildings are demolished, unfortunately most of the demolition materials end up in a landfill.

Even though the preservation of historic houses in Virginia Manor maximizes the use of existing materials, this Virginia Manor Design Guide recognizes that technologies are advancing and homeowners may desire to equip their houses with additional energy-saving and water-saving features. However, before installing any on-site renewable energy technologies (solar, wind), homeowners are encouraged to first maximize the energy efficiency of the house by weather-proofing. A large amount of energy could be saved simply by making sure that the house is air tight.

Refer to these resources when considering options to make your Virginia Manor house and property more sustainable:

The Secretary of the Interior offers Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings. This document provides information on planning; maintenance; windows; weatherization and insulation; heating, ventilating and air conditioning (HVAC) and air circulation; solar technology; wind power – wind turbines and windmills; roofs – cool roofs and green roofs; site features and water efficiency; and daylighting. (Online at <http://www.nps.gov/tps/standards/rehabilitation/sustainability-guidelines.pdf>.)

Part 8 (§803) of the Mt. Lebanon Zoning Ordinance contains standards related to chicken coops, apiaries (bee hives), and solar panels.

## Guidelines to Achieve Principle 6

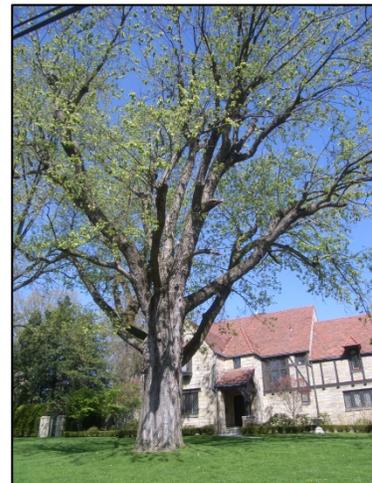
1	2	3	4	5	6	7	8	9
Level	ID #	Design Guideline	1954 & Before	1955 & After	NC	EX	AD	D
<i>Sustainability Guidelines</i>								
M	6.1	Before installing any renewable energy technologies (solar, wind), first maximize the energy efficiency of the house by weatherproofing. Weatherproofing houses reduces fuel and energy costs by minimizing the amount of natural hot and cold air exchange between the inside and outside of the house.	X	X	X			
B	6.2	If renewable energy technology is desired, select products and treatments that are reversible and do not require major structural or material changes. Energy technology retrofitting is continuously evolving and products or solutions that are popular today may fall out of favor in the future.	X	X				
A	6.3	Do not install solar panels on houses with a slate or tile roof. <i>See Guideline 6.6A for an Alternative.</i>	X					
ALT	6.3A	If power by renewable energy is desired, consider the use of a ground-mounted system instead of a roof-mounted system. Ground-mounted systems will cause no irreversible physical alterations to the house. If solar or wind capture systems must be placed on the roof, do not permanently alter or damage the roof.	X			X		
A	6.4	Design alternative energy systems and any piping from rooftop features to be an integral part of the architecture. Rooftop mounted features should be flush with the roof and avoid a tacked-on appearance.			X			

**PRINCIPLE 7**

*The tree canopy will be maintained and landscaping will be used to reinforce the neighborhood’s prestigious identity.*

Large trees are a character-defining feature of the Virginia Manor neighborhood. They provide shade and keep houses cool in summer, warm in winter. Because they are so well established compared to those in newer neighborhoods, large trees should be preserved as much as possible to reinforce the neighborhood’s identity.

The cared-for landscapes of each lot also help reinforce Virginia Manor’s prestigious identity, especially the natural stone used for both decorative and functional purposes for retaining walls and other landscape features.

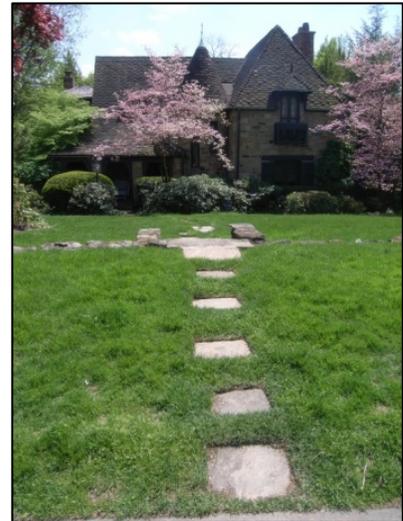


## Guidelines to Achieve Principle 7

1	2	3	4	5	6	7	8	9
Level	ID #	Design Guideline	1954 & Before	1955 & After	NC	EX	AD	D
<i>Tree Canopy and Landscape Guidelines</i>								
B	7.1	Plant new tall-growing trees (instead of or in addition to other faster-growing, shorter ornamental trees) so that as old trees are damaged or fallen by heavy winds or storms, other trees will remain to keep consistent the character of tall established trees in Virginia Manor.	X	X	X			X
M	7.2	Retain tall trees, tree canopies and hedges wherever possible.	X	X	X			X
<i>Fence and Wall Guidelines</i>								
A	7.3	Concrete block walls of any sort are not permitted unless they are an integral part of a house's foundation or are screened from view from the public streets.	X	X	X	X	X	
B	7.4	Use natural stone for retaining walls (as well as planting beds, paths, and other decorative features). Stone is widely used throughout the neighborhood.	X	X	X			
B	7.5	Keep fences and walls low in height (no taller than four feet). Relate street-visible fences and gates to the house façade. Fences and walls should look like they belong in Virginia Manor and were selected with the same careful attention to detail as the house's architectural features.	X	X	X			

### Example of Stone Walls, Paths, and Borders

Borders of planting beds, paths, and retaining walls in Virginia Manor are most commonly constructed of stone.



### Example of Low-Height Walls and Fences

Freestanding fences and walls have a low height in Virginia Manor.



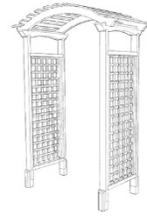


## APPENDIX A - GLOSSARY

Accessory Use or Structure – a separate use or structure on the same lot that is subordinate to and serves a principal building or principal use.

Apiary - a beehive or collection of bee hives where bees are kept, for example a shed or stand of hives.

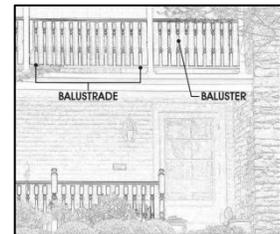
Arbor – an open garden structure made up of interwoven wooden lattice pieces with two sides and a top and usually used to define an entry or division along a path.



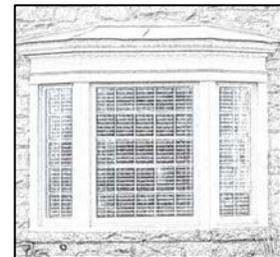
Arbor

Architectural Style – style of a house or other building that's characterized by notable features that make a building unique.

Bay – any division of a building between vertical lines or planes, especially the entire space included between two adjacent supports.



Bay Window – large window or series of windows projecting from the outer wall of a building and forming a recess within.

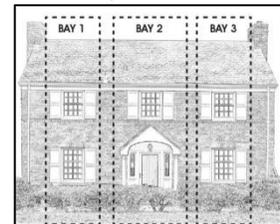


Bay Window

Balusters – the upright portion of the row of support for a porch or stair railing.

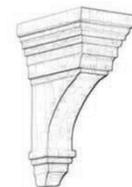
Balustrade – a series of balusters surmounted by a handrail; row of supports and a handrail, usually on a porch.

Board and Batten Door – door made up of multiple vertical panels (boards) strengthened by horizontally placed strips of wood (battens).



Brackets – plain or decorated projecting support members found under eaves or other overhangs.

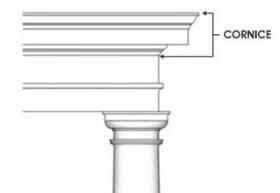
Casement Window – window that is hinged at the side and opens outward.



Corbel

Chimney Cap – a raised cover at the top of a chimney, fitted to keep out rain and/or improve draft (airflow).

Corbel – a structural architectural projection jutting out from a wall to support something above it, often a decorative piece of stone, wood, or metal.



Cornice – a horizontal projection forming a decorative ledge at the top of a building or door frame.

Cresting – a decorative ridge along the top edge of a roof or wall.

Cross-Gabled Roof – a roof with both front-gable and side-gable components, which meet to form a cross at the ridgelines.

Cupola – a small decorative structure on the top ridge of a roof.

Dentil Molding – a decorative cornice design using small blocks as a repeating element (recalling the image of teeth lined up in a row).

Dormer – a window that projects vertically from a sloping roof, or a roofed structure projecting from a main roof and contains a window.

Façade – the face or elevation of a building.

Fenestration – shape, size and pattern of window placement on the façade of a building.

Flashing – metal sheet material used to cover open joints of exterior construction such as roof valley joints to make them waterproof.

Front-Gabled Roof – building that faces the street with its gable.

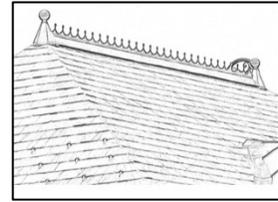
Gable – the usually triangular portion of a wall between the edges of a dual-pitched roof.

Governor's Drive – a driveway in the shape of a semi-circle, with two points of access to the street.

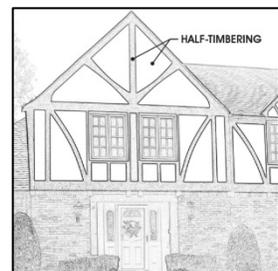
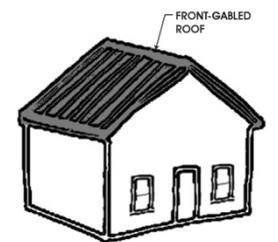
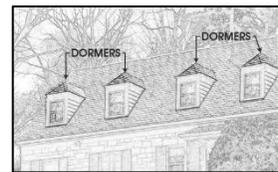
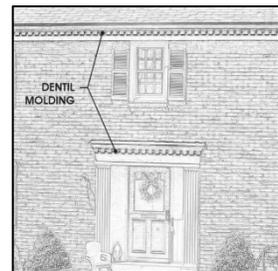
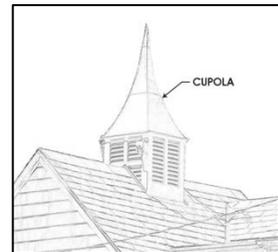
Half-Timbering – a method of building in which timber frames are used to construct walls, and the spaces between are filled with another building material (brick or plaster, for example), false, or faux, half-timbering imitates half-timbering by applying the timbers to exterior wall surfaces only as ornamentation, thereby preventing cold drafts often associated with true half-timbering in colder climates.

Hardscape – the non-natural portion of a property outside of the house, including paved areas, pathways, walls, fireplaces, etc.

Immediate Context – refers to the nine (9) houses that are most visible on approach to the subject lot from the street system in Virginia Manor. (See diagrams on page 2-5).

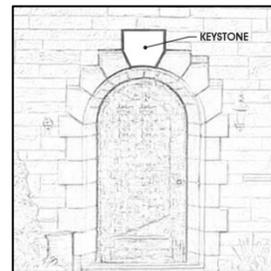


Cresting



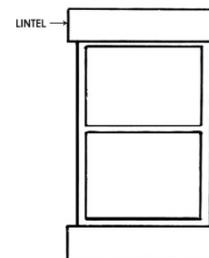
**Infill Development** – construction of new buildings in an already established community, on vacant lots or on lots where previous buildings were demolished to make way for new ones.

**Keystone** – central, wedge-shaped stone at the top of an arch that supports and holds the rest of the pieces together.



**Landscape** – the natural portion of a property outside of a house, including grass, trees, hedges, flowers, planting beds, etc.

**Lintel** – a horizontal top member of a window, door, or other opening.

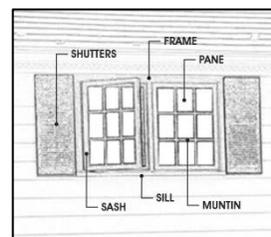


**Lot** – a designated parcel, tract or area of land established by a plat or otherwise as permitted by law and to be used, developed or built upon as a unit.

**Masonry** – work built by a mason; stonework or brickwork.

**Massing** – the general three-dimensional shape and size of a building.

**Mortar** – the mixture of sand, lime, cement, and water used as a building agent in masonry construction (typically placed between bricks and stones).

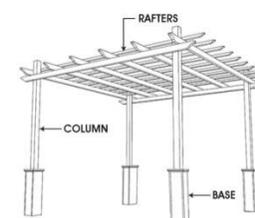


Elements of a Window

**Mullion** – a heavy vertical divider between windows or doors.

**Muntin** – a rigid support strip (wood or metal) between adjacent window panes, providing support for holding the panes of glass in the window. See “Elements of a Window” illustration.

**Pane** – a single piece of glass in a window; it is common for windows of houses in Virginia Manor to have multiple panes of glass within a single window frame to form multi-paned windows. See “Elements of a Window” illustration.

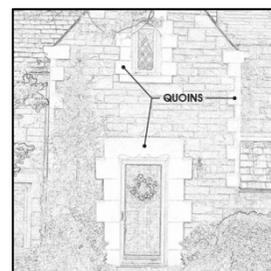


Pergola

**Pergola** – a landscaping structure used to define a space, with four columns or posts and topped with open beams or rafters.

**Permeable** – allowing water to flow through rather than run off to another surface.

**Preservation** – treatment option that focuses on the maintenance and repair of existing historic materials and retention of a property’s form as it has evolved over time. (NPS Secretary of the Interior)



**Principal Use or Structure** – the main structure with a principal or dominant use of a lot (the house).

Quoins – large decorative stones accenting the corners of a building or adjacent to doors or windows.

Reconstruction – treatment option that re-creates vanished or non-surviving portions of a property for interpretive purposes, as defined by the National Park Service Secretary of the Interior.

Recorded Plat – the copy of the final plat, which contains the required original endorsements and which is recorded with the Allegheny County Recorder of Deeds. The plat shows the location of a property on the original property plan that was created by a land developer.

Rehabilitation – the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values. Rehabilitation acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character, as defined by the National Park Service Secretary of the Interior.

Restoration – treatment option that depicts a property at a particular period of time in its history, while removing evidence of other periods, as defined by the National Park Service Secretary of the Interior.

Roofline – the design, or outline, of a roof's structure.

Roof Pitch – the incline or steepness of a roof.

Sash – a panel (framework) that holds panes of a window in the window frame; a double-hung window has two sashes that can move up and down within the window frame. See "Elements of a Window" illustration.

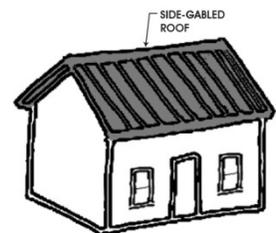
Setback – The horizontal distance a structure is placed from adjacent property lines or the street right-of-way.

Shutters – solid window coverings meant to close over and protect a window within or overlapping the window's frame. See "Elements of a Window" illustration.

Side-Gabled – a house's front door is located under the side of a gabled roof (the ridge of the roof is parallel to the street).

Side-Loaded Garage – a garage with its entry doors located at an angle (usually a right angle) to the street that provides access to the garage.

Sill – The framing member that forms the lower side of an opening, such as a window. See "Elements of a Window" illustration.



Sustainability – an approach to planning that attempts to foster economic growth and prosperity while reducing reliance on fossil fuels and preserving the quality of the environment for future generations.

Stepped Massing – the general shape and size of a building that changes in “steps” from larger to smaller (or smaller to larger) building elements.

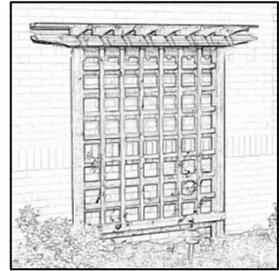
Tandem Garage – a garage with one car parked behind the other rather than side-by-side; for example, to accommodate a third garage space in a garage that appears from the outside to accommodate only two cars.

Trellis – architectural landscaping element used to provide privacy or shade, often used to support climbing plants or fruit trees, and created using an open (often wooden) framework or with intersecting lattice pieces.

Wrightian – architecture designed by, or in a manner similar to that of, Frank Lloyd Wright (1867-1959), such that the structure is in harmony with nature. Wright’s designs emphasized simple geometric massing and contained features such as bands of long, low windows that allow a connection between the interior and exterior of the house, cantilevers and open floor plans.



A house with  
Stepped Massing



Trellis



## APPENDIX B – Mt. Lebanon National Register Historic District

The National Register of Historic Places is the official list of the United States' districts, sites, buildings, structures and objects that are significant in American history, architecture, archaeology, engineering or culture. They are historic places worthy of preservation.

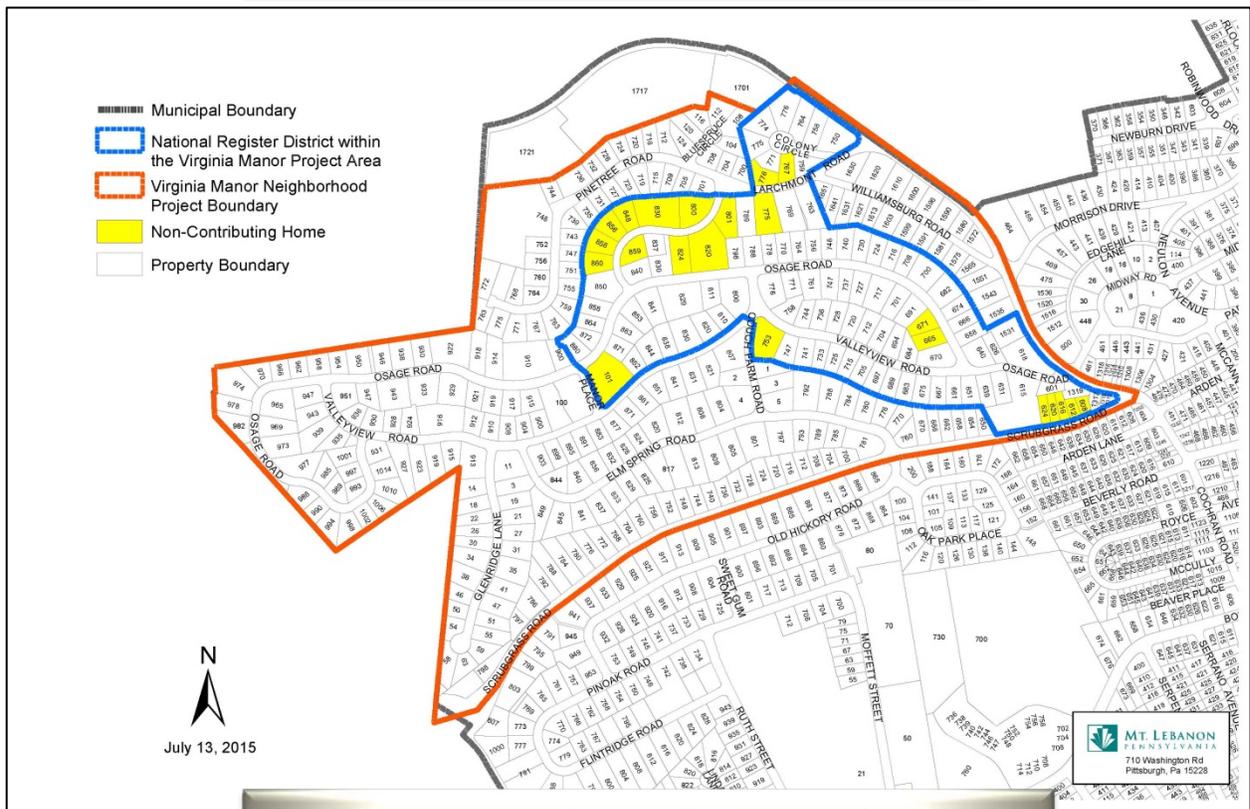
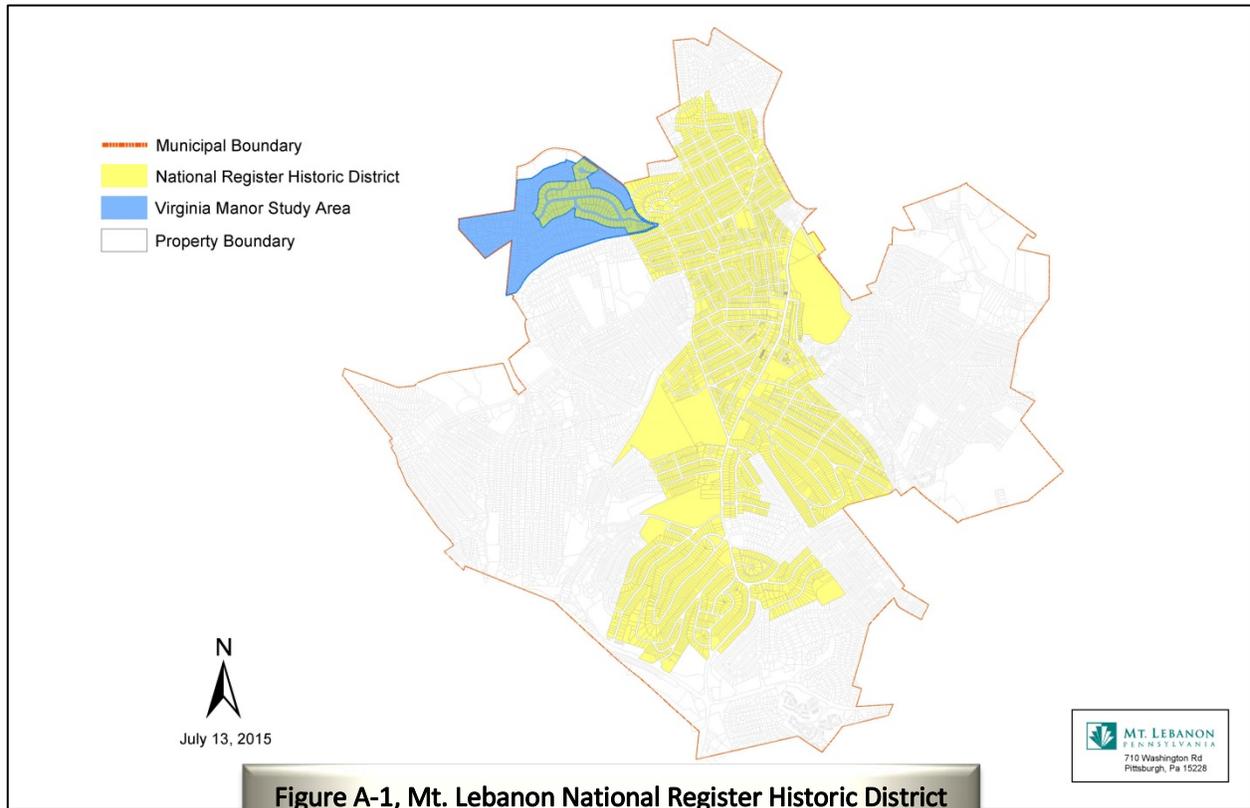
Listing in the National Register qualifies a property for federal preservation grants; there are also tax benefits available to listed income-producing properties for qualifying rehabilitation work. Listing in the National Register also subjects the resource to Section 106 protections (Section 106 of the National Historic Preservation Act of 1966) when changes are proposed; Section 106 legislates the consideration of possible impacts to significant resources for federal projects or federally funded projects.

**Although listed structures are worthy of preservation, a National Register listing alone does not prevent demolition or restrict a property owner's right to do whatever they wish with their building. If protection measures are desired, they must be instituted by the local governing body (in this case, Mt. Lebanon Municipality).**

The Mt. Lebanon National Register Historic District was added to the National Register of Historic Places in 2014. The District contains 3,341 buildings and 21 sites that contribute to its historic character, and an additional 879 buildings, 8 sites, and 3 structures that are considered "non-contributing" (either they do not contribute to the District's historic character or they were built after the identified period of significance (1874-1945: from the founding date of Mt. Lebanon Cemetery until the end of World War II)). By default, all of the contributing buildings and sites in the Historic District are considered "listed" in the National Register of Historic Places. The relationship of Virginia Manor to the larger Mt. Lebanon National Register Historic District is shown on Figure A-1, Mt. Lebanon National Register Historic District.

The portion of Virginia Manor that lies within the Mt. Lebanon National Register Historic District includes 114 houses, of which 92 are contributing buildings and 22 are non-contributing buildings (because they were built sometime after 1945). Refer to Figure A-2, Virginia Manor's National Register Listed Properties. The remainder of Virginia Manor has a similar, high degree of historic character, but is not included in the National Register Historic District because the period of house construction was primarily after 1945. In most cases, properties must be at least 50 years old to qualify for listing in the National Register.





## APPENDIX C – THE SECRETARY OF THE INTERIOR’S STANDARDS

The Secretary of the Interior’s Standards for the Treatment of Historic Properties are “common sense historic preservation principles in non-technical language. They are prepared by Technical Preservation Services to promote historic preservation best practices that will help to protect our nation’s irreplaceable cultural resources.” Available online at <http://www.nps.gov/tps/standards.htm>, there are four sets of standards available:

- Standards for Preservation
- Standards for Rehabilitation
- Standards for Restoration
- Standards for Reconstruction

The set of standards most relevant to property owners in Virginia Manor is the Standards for Rehabilitation. Rehabilitation is defined as “the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.”

Property owners wishing to sustain the existing (original) form, integrity, and materials of their property should instead refer to the Standards for Preservation. With preservation, “work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction.”

The Standards for Restoration relate to “the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period.”

The Standards for Reconstruction relate to the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location.

Refer to the website noted above for further information on the standards for the treatment of historic properties.

Following are the ten **Secretary of the Interior’s Standards for Rehabilitation**:

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will 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 elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will 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.

Following are the eight **Secretary of the Interior's Standards for Preservation**:

1. A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.
2. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

## APPENDIX D – PRESERVATION BRIEFS

The following National Park Service Publications were created to help historic building owners recognize and resolve common problems prior to work. They are available online at <http://www.nps.gov/tps/how-to-preserve/briefs.htm>.

All Preservation Briefs currently available (July 2015) are listed here. Those that are most likely relevant to homeowners in Virginia Manor are shown in bold.

- 1. Cleaning and Water-Repellent Treatments for Historic Masonry Buildings**
- 2. Repointing Mortar Joints in Historic Masonry Buildings**
- 3. Improving Energy Efficiency in Historic Buildings**
- 4. Roofing for Historic Buildings**
5. The Preservation of Historic Adobe Buildings
6. Dangers of Abrasive Cleaning to Historic Buildings
7. The Preservation of Historic Glazed Architectural Terra-Cotta
8. Aluminum and Vinyl Siding on Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings
- 9. The Repair of Historic Wooden Windows**
- 10. Exterior Paint Problems on Historic Woodwork**
11. Rehabilitating Historic Storefronts
12. The Preservation of Historic Pigmented Structural Glass (Vitrolite and Carrara Glass)
- 13. The Repair and Thermal Upgrading of Historic Steel Windows**
- 14. New Exterior Additions to Historic Buildings: Preservation Concerns**
15. Preservation of Historic Concrete
- 16. The Use of Substitute Materials on Historic Building Exteriors**
- 17. Architectural Character—Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character**
- 18. Rehabilitating Interiors in Historic Buildings—Identifying Character-Defining Elements**
- 19. The Repair and Replacement of Historic Wooden Shingle Roofs**
20. The Preservation of Historic Barns
21. Repairing Historic Flat Plaster—Walls and Ceilings
22. The Preservation and Repair of Historic Stucco
23. Preserving Historic Ornamental Plaster
24. Heating, Ventilating, and Cooling Historic Buildings: Problems and Recommended Approaches
25. The Preservation of Historic Signs
26. The Preservation and Repair of Historic Log Buildings
27. The Maintenance and Repair of Architectural Cast Iron
28. Painting Historic Interiors
- 29. The Repair, Replacement, and Maintenance of Historic Slate Roofs**
- 30. The Preservation and Repair of Historic Clay Tile Roofs**
31. Mothballing Historic Buildings

- 32. Making Historic Properties Accessible
- 33. The Preservation and Repair of Historic Stained and Leaded Glass**
- 34. Applied Decoration for Historic Interiors: Preserving Historic Composition Ornament
- 35. Understanding Old Buildings: The Process of Architectural Investigation**
- 36. Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes
- 37. Appropriate Methods of Reducing Lead-Paint Hazards in Historic Housing
- 38. Removing Graffiti from Historic Masonry
- 39. Holding the Line: Controlling Unwanted Moisture in Historic Buildings
- 40. Preserving Historic Ceramic Tile Floors
- 41. The Seismic Retrofit of Historic Buildings: Keeping Preservation in the Forefront
- 42. The Maintenance, Repair and Replacement of Historic Cast Stone**
- 43. The Preparation and Use of Historic Structure Reports
- 44. The Use of Awnings on Historic Buildings: Repair, Replacement and New Design
- 45. Preserving Historic Wooden Porches
- 46. The Preservation and Reuse of Historic Gas Stations
- 47. Maintaining the Exterior of Small and Medium Size Historic Buildings**

## APPENDIX E – SOURCES

Thank you to the Historical Society of Mt. Lebanon for collecting and providing access to several articles and images from Virginia Manor.

### Endnotes:

<sup>i</sup> Municipality of Mt. Lebanon. "Mt. Lebanon, Pennsylvania: Neighborhoods." Circa 1978.

<sup>ii</sup> Garman, Thomas B. "The Conception of a Home by an Architect." Circa 19XX. (Undated essay provided to a homeowner with the house's architectural plans.)

<sup>iii</sup> Miller, D. "City Homes, Country Roots." Pittsburgh Post-Gazette (pages 13 and 16). 1987 July 16.

<sup>iv</sup> Mt. Lebanon Magazine. "The Way We Were: A Community History of Mt. Lebanon." Mt. Lebanon, Pennsylvania. 2000.

<sup>v</sup> Allegheny County Department of Real Estate, Virginia Manor Plan and Additions Nos. 1 through 31.

<sup>vi</sup> McKay, Gretchen. "Landmark Architecture: Two Mt. Lebanon Homes Offer Glimpse of British Tradition." Pittsburgh Post-Gazette. 10 August 2002.

<sup>vii</sup> Garman, Thomas B. "The Conception of a Home by an Architect." Circa 19XX. (Undated essay provided to a homeowner with the house's architectural plans.)

<sup>viii</sup> Mabry, Jonathan, Ph.D. "Benefits of Residential Historic District Designation for Property Owners." 7 June 2007. [www.tempe.gov/home/showdocument?id=5367](http://www.tempe.gov/home/showdocument?id=5367)

<sup>ix</sup> *Ibid.*

### Photographs / Images:

Unless otherwise noted, all photographs used in this document were taken by T&B Planning, Inc.

G.M. Hopkins & Co. Real estate plat-book of the city of Pittsburgh: from official records, private plans and actual surveys from 1934, Revised 1940, Volume 9, Plate 20. G.M. Hopkins, Philadelphia.

Google Earth. Aerial Photography of Virginia Manor. 2015.

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U.S. Department of Agriculture. 1939 aerial photograph allegheny\_051739\_aps7211. Flight date May 17, 1939. USDA Agricultural Adjustment Administration, Northeast Division. Website at [www.pennpilot.psu.edu](http://www.pennpilot.psu.edu). Accessed February 14, 2012.

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<<http://triblive.com/aande/2286903-74/lebanon-100-suburb-trolley-ago-hodan-keith-review-tribune-streets#axzz3fJ2Six7m>>.
- Deed of Sale from Virginia Manor Company to Percy W. Lancaster Et Ux. (Osage Road). County Recorder's Office, Allegheny County, Pennsylvania, Deed Book 2537. 10 July 1936.
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- Grimmer, Anne E. with Jo Ellen Hensley, Liz Petrella, and Audrey T. Tepper. U.S. Department of the Interior, National Park Service, Technical Preservation Services. "The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings." 2011.  
<<http://www.nps.gov/tps/standards/rehabilitation/sustainability-guidelines.pdf>>
- Harper, F.C. "Pittsburgh of Today: Its Resources and People, Volume 4." The American Historical Society, Inc., New York. 1932.
- Jones, L.Y., editor. "Princeton Alumni Weekly, Volume 71." Princeton University Press, Princeton, New Jersey. 1971 February 9. (Brief discussion of Jim Duff, the developer of Virginia Manor, in the Class Notes section, page 17.)
- Municipality of Mt. Lebanon. "Mt. Lebanon, Pennsylvania: Neighborhoods." Circa 1978.
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