# Table of Contents

Introduction .................................................................................................................. 3

How? .................................................................................................................................. 4

Why? .................................................................................................................................. 4

Historic Significance ......................................................................................................... 5

Background Timeline of Grenada’s History ........................................................................ 6

Architectural Styles in St. George’s Town ........................................................................... 8

Principal Architectural Characteristics ................................................................................ 10
  Georgian ............................................................................................................................ 10
  Gothic Revival .................................................................................................................. 11
  Greek Revival ................................................................................................................... 12
  Queen Anne ....................................................................................................................... 12
  Vernacular ........................................................................................................................ 12

Listed Buildings .............................................................................................................. 13

Heritage Conservation Areas ........................................................................................... 15

Proposed Heritage Conservation Area for St. George’s Town ............................................ 17

Planning Controls in Conservation Areas .......................................................................... 19

Guidelines for Conservation Areas .................................................................................... 20

Restoration, Rehabilitation, Renovation ............................................................................ 20

Additions, Reconstruction, New Construction ................................................................... 22

Advertisements and Signage ............................................................................................. 25

Trees, Green Areas & Open Spaces in Conservation Areas ............................................... 28
Urban Furniture .............................................................................................................................. 29
Demolition .................................................................................................................................... 29

The Planning Application Process .............................................................................................. 29
Applications for Development within the Conservation Area .................................................... 29
The Success of the Conservation Area ........................................................................................... 30
How Owners Can Help .................................................................................................................. 31

Bibliography ................................................................................................................................... 32

Glossary of Technical Terms ......................................................................................................... 33

Annex ............................................................................................................................................. i - xx
“The most beautiful town in the Caribbean”, St. George’s has long been recognized as a town of particular historic importance and beauty; a unique Caribbean and World gem, situated “between the mountain and the sea” whose historical, geographical and topographical significance is expressed through architecture of religious, administrative, commercial, military and residential character. In 1988, CARIMOS, one of the cultural affiliates of the Organisation of American States (OAS), nominated the town as ‘a monument of the Wider Caribbean’.

The town is treasured as “a time capsule”, the envy of many other islands and international bodies. As such, the town received in the past special mention from many other international bodies such as the Georgian Society during the 1930s and 1950s and in more recent times came under the review of the United Nations Educational, Scientific and Cultural Organisation (UNESCO).

However, during the last few years the town has deteriorated from its former glory into a treeless, street-vendor crowded, anti-pedestrian and park-less urban conurbation, unworthy as a capital aspiring country and marquis tourist destination.
Why?

Grenada is a signatory to the UNESCO Convention for the protection of the World Cultural and Natural Heritage and to fulfill this obligation, the Government of Grenada enacted the Physical Planning and Development Control Act on 5th September 2002, “to make fresh provision for the control of physical development, to continue the Land Development Authority, to require preparation of physical plans for Grenada, to protect the natural and cultural heritage and for related matters”.

The guidelines are intended to help preserve the character of each noteworthy building and the overall character of the historic district, so that present and future generations may always have a visual connection with the past. The proper implementation of the guidelines will greatly improve the functionality and visual harmony of the town.

How?

To implement this, the Natural and Cultural Heritage Advisory Committee (NCHAC) was established to act in an advisory capacity to the Physical Planning Unit (PPU) on all matters pertaining to the protection of the natural and cultural heritage of Grenada including the designation of Heritage Conservation Areas. Furthermore the NCHAC, is charged with reviewing all proposed alterations and new developments within sensitive heritage areas of the nation.

On May 24th 2007 a public meeting was held at the St. George’s Anglican Senior School headed by the PPU in conjunction with the NCHAC and under the sponsorship of the Agency for Reconstruction and Development (ARD). The purpose of the meeting was to intimate the public to the need for marking conservations areas throughout the Island; commencing with the town of St. George.
In September 2007, a map of the proposed conservation area for the town of St. George was published in several of the local newspapers thereby adhering to the process established for the implementation of legislation to control all physical infrastructure activities within areas of historical, architectural and/or cultural significance.

The Government of Grenada has strongly indicated its desire to have designated conservation areas throughout the country. It recognizes the great need for preservation and enhancement of Grenada’s heritage assets and is committed to seeing the process completed.

The introduction of conservation area controls and policies will properly guide the preservation and enhancement of the unique character of the town for the continued enjoyment of present and future residents and visitors to St. George while allowing the town to continue its evolution process.

The guidelines aim to ensure that new developments, alterations and additions to the town respect its architectural and urban character and to encourage increased public awareness and appreciation for it.

St. George's Town, with its physical attributes of beautiful vistas, mountains and a natural harbour, has historically had mixed functions. The main ones have been:

1. Military; addressing the need for security of the settlements and the island.
2. Commercial; attending to the basics of trade

### Historic Significance

St. George's Town, with its physical attributes of beautiful vistas, mountains and a natural harbour, has historically had mixed functions. The main ones have been:

1. Military; addressing the need for security of the settlements and the island.
2. Commercial; attending to the basics of trade
3. Administrative; later introduced as the settlements became more organized.

The original development of St. George’s was similar to other new settlements of the era which grew outward perpendicularly from the coastline along which the 1st explorers had already established the primary settlements. These sites were mainly chosen for their harbours, availability of fresh water and other resources like timber and natural vantage points.

A town is a “living organism” which responds to various stimuli. St. George’s has had to adapt from its inception, adjusting to the dynamics of its inhabitants and the many events occurring over the passage of time. These have helped to shape St. George’s into the urban center it has become.

Change is an inherent characteristic of towns. The need for better defense systems caused the relocation and expansion of forts, schools, churches, shops and government buildings were some of the buildings needed to house the services which were introduced as the settlements grew and became more established. Even natural and man-made disasters have helped to shape these ‘new towns’ into their present form.

The town of St. George has been fashioned by some of the following events:

**Background Timeline of Grenada’s History**

<table>
<thead>
<tr>
<th>Year</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>1649</td>
<td>Establishment of French Settlement Fort Louis</td>
</tr>
<tr>
<td>1660s</td>
<td>Construction of fortifications around harbour</td>
</tr>
<tr>
<td>1690</td>
<td>Wooden building erected on site of Anglican Church</td>
</tr>
</tbody>
</table>
1705-10  Expansion of fort that later became Fort George
1714   Economy improved due to sugar and shipping
1736   First colony hospital established by French
1744   Sugar plantations set back by war
1763   Island ceded to British
1771   Fire destroyed the entire town of St. George
1775   Second fire destroyed approximately 1/3 of the town
1779   French recaptured island and buildings of forts at Richmond
        Hill
1783   Island returned to British Rule
1795   Fedon Rebellion
1807   Abolition of Slave Trade
1838   Abolition of Slavery
1856   Beginning of Indian Immigration to Grenada
1860   Cholera epidemic throughout the Caribbean
1912   Arrival of automobile
1920   Volcanic activity in harbour of St. George
1955   Hurricane Janet struck Grenada
1974   Grenada gained independence
1979   Grenada Revolution
1983   Invasion by United States
1991   27 April fire destroyed the Financial Complex
2004   Hurricane Ivan hit Grenada

The two major fires in the 18th century caused a revision of the standards
governing the materials used for the buildings, mandating that they change from
complete timber to one of two combinations: complete brick/stone or brick/stone
on the ground floor with timber on the first floor.
The introduction of the automobile also initiated a change in the urban fabric of the town. Many cobblestone streets had to be made motorable and the drainage system had to be upgraded.

The buildings and streetscape of the town is a tangible record of the history that has fashioned the Grenadian people and culture. To destroy them will be to destroy the evidence of the past.

### Architectural Styles in St. George’s Town

The evolution of structures in St. George’s can be divided into three broad periods:

<table>
<thead>
<tr>
<th>Period</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1650 - 1800</td>
<td>Initial Period: Initially simple timber structures mainly for shelter gradually changing to an adaptation of the predominant architectural trends in France or Britain.</td>
</tr>
<tr>
<td>1800 - 1900</td>
<td>Development Period: Consolidated the use of foreign architectural trends with the incorporation of vernacular elements.</td>
</tr>
<tr>
<td>1900 - Present</td>
<td>Modern Period: The least stylized period. The introduction of architecture with minimum ornamentation.</td>
</tr>
</tbody>
</table>

The term ‘Georgian Architecture’ has been used repeatedly to describe the main architectural characteristics of St. George’s Town. This refers to the name used to characterize the prevailing architectural styles during the reign of the Kings’ George from 1720 to 1840.
These styles were translated to the English colonies making Grenada therefore nonexempt to these changes even though ownership oscillated between French and British rule before finally settling with the British in 1783.

In mainland England the architectural styles categorized under the wider umbrella of ‘Georgian Architecture’ included Neo-Palladian with Gothic and Chinoiserie alternatives, Neoclassical and Greek Revival.

St. George’s, though primarily characterized by ‘Georgian Architecture’ also boasts of examples of Greek Revival, Gothic Revival and Victorian (Queen Anne) Architecture. These never appear as completely mimicked copies but have incorporated vernacular characteristics modified to the specifics of climate, availability of materials and the idiosyncrasies of the population.

‘Victorian Architecture’ refers to the collection of architectural styles used roughly during the period of the reign of
Queen Victoria in the mid to late 19th century. Some of the architectural trends followed in this era include Gothic Revival, Neoclassicism, Greek Revival (Neo-Grec) and Queen Anne.

Throughout the development of St. George's town there has been an overlapping of the architectural periods and in some cases mixture of the styles.

**Principal Architectural Characteristics:**

**Georgian Architecture:**

- Good proportion and balance
- Use of simple mathematical ratios to determine:
  1. Window heights in relation to its width
  2. Shape of a room as a double cube
- Regularity and symmetry
- Quoins along edges
- High pitched hipped roofs
- Roofing materials: timber frame and clay tiles
- Wooden sashed windows: 6 panes to 12 panes
- Common building materials: brick, stone and timber
- Common colours: red, white (especially window trims and cornices) and tan
- Entrances often emphasized by a portico
**Gothic Revival:**

Exposed wooden structural beams and cross hatched decorative patterns
Flying buttresses
Ribbed vaults
Steeply pitched gable roofs
Shaped parapets

Decorative trim (gingerbread) on eaves and gable edges
Lancet windows with pointed arches at the top
Oriel windows
Decorative tracery: Trefoil and quatrefoil in windows and for general ornamentation
Leaded glass in windows or stained glass
Battlements
Towers or turrets
Pinnacles

**Greek Revival:**

Gable roof or hipped with low pitch
Pediment (on façade) supported by pilasters
Frieze
Porch with columns that can run the length or width of the structure
Main entrance through porch typically surrounded by small rectangular windows
Wide trim and roof cornices
Colour: usually painted white to resemble the white marble of the originals.

Queen Anne

Gable roof normally steeply pitched
Pediments
Towers and turrets
Spindles
‘Gingerbread’ details on eaves (fascia board)
Decorative columns
Angled bay windows
Covered balconies
Sash windows

Vernacular:
This refers to architectural elements and construction methods which are created in response to specific local conditions. They usually reflect cultural tastes, climatic conditions and tend to use building materials available locally.

Some of the most predominant vernacular elements in St. George's are:

- Verandahs and balconies
- Awnings and canopies over windows for shade
- Wooden louvered windows for free circulation of air
- Wooden shingles as a form of weather guard
- ‘Demerara’ or slatted windows traditionally used for cooling drinks. All spills fell through the slats to the ground below.
- Use of local material such as volcanic grey stone and timber

St. George’s is fortunate to still have many fine buildings and areas which are distinguished by their architecture, landscape and history, creating a potentially attractive environment that is the product of several different eras. These areas are important examples of the social, cultural and aesthetic history and must be safeguarded from indiscriminate or ill-considered change.
These areas will contain “Listed” buildings which are included in the statutory List of Buildings of Special Architectural or Historic Interest, of which there are currently some 165 in central St. George. However, it is not always sufficient to protect these buildings in isolation. Their surrounding and general environment is often of equal importance and conservation areas are intended to protect that environment. There is a responsibility to ensure that the character of these areas is not diminished but enhanced for continuity.

A “listed” building is one which is considered to be “of special architectural or historic interest” and has been included on a list approved by the NCHAC and the PPU. Because of the wide definition of “building” in planning law, almost all kinds of structures such as gates, steps and the like can be listed if they are of architectural or historic or cultural interest.

It is not possible to apply this “rule” without some advice on how to interpret this special interest. The PPU has therefore recommended the following guidance on the selection of buildings of interest:

a) All buildings built before 1700 which survive in their original condition or have parts which are original, are listed.

b) Most buildings built between 1700 and 1840 are listed, however some selection is necessary.

c) For buildings built between 1840 and 1914, only those of definite quality and character are listed. This includes the principal works of important architects of the period.

When buildings are being considered for listing, special attention is paid to:

i) The design of the building: whether it is of architectural value or is significant in illustrating social and economic history such as town halls, schools, theatres and markets

ii) Technological innovation; for example the use of cast iron, prefabrication or the early use of concrete;
iii) Association with well-known people or events;
iv) Group value, especially as examples of town planning such squares, terraces or crescents.

A *heritage conservation area* is an area with special historical, architectural and or natural characteristics deemed necessary to be safeguarded or enhanced for present and future generations.

The declaration of a heritage conservation area can initiate positive activities like:
- pedestrianization of street or traffic free areas thereby decongesting the area;
- improvement of general infrastructure;
- the introduction and improvement of open, green, public spaces;
- the installation and improvement of street furniture: better lighting, seating, bins
- enhanced tourism product.

*Conservation areas* may be centered on listed buildings or open spaces. However, when declaring a *conservation area* it is more important to consider the character of the entire area of interest as opposed to the merit of individual buildings. Therefore a historic street pattern, town center, or pleasant group of buildings such as squares and terraces may also warrant the protection of *conservation area* status.

The dynamics of life dictate that *conservation areas* not remain static and must change, develop and respond to the varying needs of the populace they support. Consequently the emphasis of design guidelines is to guide and control development rather than to prevent it. The areas surrounding the conservation
area must also meet a favourable standard since they are important to the whole character of the area.

In *conservation areas*, rehabilitation of historic buildings is favoured over new construction; however, there are some circumstances under which new construction is necessary or desirable. New development must be sympathetic to the special aesthetic, architectural and urban qualities of the area, particularly in terms of scale, design, materials, siting and streetscape unless authorized otherwise by the physical planning authority.

These guidelines seek to ensure that new insertions harmonize with the existing fabric of the area thereby promoting continuity of the character of the town. However, it is also equally important that the natural change of technology and design occurring over time is reflected so that there is no visual confusion between original periods and newer ones.
Proposed Heritage Conservation Area for St. George’s Town

The town of St. George holds a combination of architectural and historic characteristics which has promoted the inventory and compilation of a list of its merits; a process called “listing”, explained in the previous section “Listed Buildings”.

Map 1 Proposed Conservation Area in St. George: the area is bounded by the Green Bridge up through Cemetery Hill onto upper Lucas St. to Government House roundabout down through the right hand side of Lowther’s Lane, continuing through the back road of the Ministerial Complex (Botanical Gardens) to Paddock intersection (Reno Cinema) and onto the Carenage through to Melville St. completing the circuit at Green Bridge.

The map shows the proposed Heritage Conservation Area for the town which includes most of the old town. This wider encompasses 4 main historic zones, chosen specifically for their intrinsic characteristics. These zones will be the areas to initially receive ‘gentrification’ since, given the economic challenges of
small developing nations like Grenada the process must occur in phases, zone by zone.

The *historic zones* within the *Conservation Area* are:

1. **“Bay Town”:** represented on the map by the colour *red*. This zone comprises of the oldest commercial section of the town originally known as Bay Town situated on the waterfront along Melville Street (traditionally called Water Street). This zone may logically be the 1<sup>st</sup> selected for rehabilitation and gentrification because development work has already begun, resulting in some improvement in streets and pavements.

2. **Church Street:** represented by the colour *green*. Comprises of 3 of the predominant traditional churches. This area also contains some noteworthy domestic and professional buildings such as York House.

3. **National Museum & Fort George:** represented by the colour *blue*. This area is primarily government land and already there are some development plans for cultural and historic activities.

4. **The Carenage:** represented by the colour *pink*. This area is one with great potential for development and gentrification. There are a number of proposals which aim to improve the area.

The above defined conservation area for the town of St. George was chosen for a number of justifiable reasons:

<table>
<thead>
<tr>
<th>Historical significance:</th>
<th>St. George’s was the first established town in Grenada. Many very important events in the history of Grenada have occurred there.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Natural character:</td>
<td>St. George’s features mountains, vistas, natural water channels, and harbours.</td>
</tr>
<tr>
<td>Urban character:</td>
<td>The primary uniqueness of St. George’s is the harmonic combination of the built and natural environment.</td>
</tr>
</tbody>
</table>
Architectural character: The town still has many significant examples of a variety of architectural styles.

Governmental will: The 2002 Physical Planning and Development Control Act reflects the Government’s commitment to securing Grenada’s heritage for future generations.

Economic benefits: The high standard of physical appearance maintained in conservation areas can encourage further investments.

Social benefits: The good physical infrastructure and open ‘green’ areas of conservation areas foster an elevated sense of well being of persons interacting in the area.

Planning Controls in Conservation Areas
The specialized nature of conservation areas requires that specific considerations be applied when making changes which will affect the character of the area and its immediate surroundings. The conservation processes used in these specialized areas can only be allowed if they do not interfere with or detract from the historical, architectural, urban or cultural attributes.

Planning controls in these areas will particularly address the following processes:
- Restoration & rehabilitation
- Reconstruction
- Renovation
- Adaptation
- Alteration
- Additions/Extensions
- Preservation
- Demolition
- New Construction

All proposed infrastructural activities within the area must be approved by the governing authority, the Physical Planning Unit. Decisions will be based on the advice of the NCHAC. The result of all intervening processes must be one of balance, harmony and appropriateness.
The following guidelines seek to safeguard the special environment characterizing the town of St. George:

**Restoration, Rehabilitation, Renovation:**
These conservation processes, when responsibly implemented can greatly benefit the town of St. George’s by extending the life of historic properties and in turn increasing property values. The most successful application of these processes adapts the existing structure or space to the proposed use without altering its characteristic, defining features.

**Specifications for Restoration, Rehabilitation, Renovation:**
1. These processes must be done in a manner that will preserve and reuse all or as much of the original historic elements as possible.
2. The design must maintain and include the original architectural, historical or cultural characteristics while ensuring that the structure or space is viable to continued use.
3. Change of use must synchronize with the building size, avoiding as much as possible big modifications which may endanger the character of the building.
4. The type of intervention process applied is dependent on the type of material involved and its condition:
   a. *Brick Walls:*
      - Mortar joints must be re-pointed with lime-based mortar.
      - Missing or damaged bricks must be replaced with matching bricks.
      - Portland cement is not compatible with brick and can accelerate deterioration therefore rendering (especially with this material) is not acceptable.
- Paint finishes can have the same effect like rendering and is not acceptable.
- Sealing is may be recommended to prevent or slow further deterioration but must be done with a sealant approved for conservation processes.
- It is recommended that brick work be left visible as much as possible.

b. **Timber Siding or partitions:**
   - Defective sidings must be replaced with siding material to match the original or existing particularly the type of timber, the joints used and decorative, architectural details.

c. **Fenestration:**
   - Windows and doors which are not original and are inappropriate to the style of the building are to be replaced with historically appropriate doors & windows.
   - Damaged or defective windows and doors must be replaced with ones which match the originals (materials and form) or others approved by the PPU.

d. **Roofing:**
   - Original roofing material to be preserved and repaired if intact, duplicated if removed or replaced with approved roofing material.

e. **Verandahs, Balconies & Entrances:**
   - Such features are to be preserved and repaired if original; removed if incompatible and historically inappropriate, or restored to their original lines if the existing has been altered in a manner that significantly changes the original character of the building.

f. **Colours:**
   - The application of a colour scheme must be according to the ones listed in the inventory of historic architectural features
They may also follow the list of colours approved for particular historical or architectural periods or those approved for conservation areas.

If there is doubt, approved test procedures can be used to determine original colours where feasible.

Selected colour is to be compatible with that of the adjoining buildings.

Strong or bright colours are to be avoided in the historic district.

Additions, Reconstruction, New Construction:

New construction and additions must be designed with respect to the context in which it is to be inserted and must make a positive contribution to the general character of the area. These proposals must pay particular attention to:

- Historical significance
- Proportion
- Scale
- Materials
- Architectural design
- Urban design
- Height
- Colour

It is important not to confine new development to mere copies or pastiches of existing buildings. Good modern architecture is also encouraged in historic towns, and the need for the new to "fit in" with the old must not prelude good modern design. However, new designs must never overpower or overshadow the context into which they have to be inserted.

The Government of Grenada, through the Physical Planning and Development Control Act of 2002 requires that all new design be sympathetic to the existing environment. Therefore all applications to the PPU for new insertions falling within the jurisdiction of the conservation area must contain the following documentation:

- Detailed written description of the proposal
- Detailed architectural and structural design drawings
- Specification of materials and colours to be used
- Conceptual design drawing: showing how the proposal will fit into the existing environment. This is particularly important to visualize the effect on the streetscape and townscape.

**Specifications for Additions, Reconstruction, New Construction:**

1. Full planning permission applications must be submitted for approval for additions, reconstruction and new construction.
2. The type and quality of materials to be used should compliment those of the adjoining properties by matching traditional and local materials where possible, or by using suitable and sympathetic alternatives. Contemporary materials such as glass (designed in simple, creative and unobtrusive ways) may be used only when they do not conflict with the area and are approved by the PPU.
3. New structures or spaces must defer to the defining features of the existing or surrounding buildings or spaces:
   a. **Roofs:**
      - The gable and hip roofs with a pitch of 12/12 or 45 degrees are the approved roof forms for new buildings in the *conservation area* and special approval must be granted for other variations.
      - Roof materials are important harmonizing elements which can be used to promote continuity in *conservation areas*. The following are the approved materials for roofs in *conservation areas*, listed in order of importance; a. clay tiles – “fish scale” pattern or other approved pattern; b. corrugated metal sheets of clay tile colour; c. wooden shingles; d. fiberglass shingles of colour or texture similar to clay or wooden tiles.
   b. Building orientation must be parallel in relation to the street or sidewalk. Special approval must be acquired for orientations which differ from the one originally established in the town.
c. Fenestration patterns similar to those of “listed” buildings or those of significance should be used in new buildings which may be situated in close proximity to or adjoining them. Particular attention must be paid to window or door sizes, proportions, placement levels, decoration and number of panes.

4. Buildings must be of the same height of existing buildings when adjoining buildings align and not vary more than four feet (4’-0”) higher or lower than adjoining buildings when they do not align.

5. Proposed buildings which are significantly longer than existing buildings must have street façades which are interrupted or divided into segments following the established rhythm of the buildings on the street.

6. Building proportion ratios of 1:1 or 1:1.5 (height to width) are typical of the historic district, although some variation may occur from street to street and should be taken into consideration.

7. Extensions or alterations along the main façade will not be permitted unless granted special approval by the PPU.

8. Alterations or additions which require the destruction of important elements (balconies, verandahs, windows, door, gables and awnings) will not be allowed.

9. Development which involves the loss of open spaces and/or trees deemed to be important to the character of the area will not be permitted.

10. New development occurring in the outskirts of the conservation area must also enhance or harmonize with it.
Advertisement and Signage:

The special nature of conservation areas makes it imperative that particular attention be given to signs to avoid or minimize the negative impact of advertisement and other information displays. Signs allowed into the conservation area or onto “listed” buildings must enhance its character:

- Signs and hoardings must be approved by the PPU before being erected in the conservation area. Affected persons must therefore apply for approval prior to installation.
- Fliers, stickers and other promotional material or propaganda should not be pasted onto buildings (never onto “listed buildings”) or street furniture within the conservation area.
- Signs on new constructions should be integrated into the design taking into account all architectural and urban contextual considerations.
- Signs which threaten the character (architectural and urban) of the area will not be permitted.
- Signs are not to be attached to the roofs of buildings especially those carrying authentic clay “fish scale” tiles.
Types of Signs in Conservation Areas:

- Highly recommended type of sign for conservation areas: wooden hanging sign, painted, using simple block lettering or "Old English" or "Old World" style lettering.
- Other accepted sign materials are glass and metal. The established type of lettering must also be used with these.
- Signs should be simple, only portraying the company’s name, trade or profession.
- Large projecting lighted signs are not permitted because the bulk, lighting, materials and colours used can detract from or compromise the genuine character of the building.

Hoardings:
Every type of temporary or permanent hoarding to be erected in conservation areas must obtain consent before installation since they can create an imbalance to the character and appearance of the area.

Signs on the Principal Façade:

- Advertisement panels along the fascia board will not be permitted except when approved by the PPU.
- Individual lettering attached directly to the main facade will not be permitted except when approved by the PPU.
- Name board signs to the window or door will be allowed only when the size, shape and colour have met the approval of the PPU (NCHAC). Individual letters attached directly to the glass of windows or doors will also be subject to this scrutiny.
Permitted Signs:
The following is a list of signs which may be permitted but are still subject to the scrutiny of the PPU and must be approved prior to installation:

- Signs that are in compliance with an approved sign programme for a shopping center or complex. These include lighted signs which will only be considered if they adhere to the established conditions regarding the size, colour and type of light.
- Sign identification printed on the valance of a canvas awning. Letter heights shall not exceed five (5) inches.
- Signs should be limited in area and placement:
  - One low freestanding sign to identify a shopping centre or office building complex is allowed on each street frontage.
  - Freestanding signs for individual businesses within a complex are not considered appropriate and will not be permitted.
- Two (2) faced signs for each storefront for each frontage of a business within a shopping complex or business will be permitted.

Adverts on Listed Buildings

- Signs and advertisements on “listed” buildings must be very closely monitored in an effort to maintain character, balance and continuity.
- If an advertisement display involves works on a “listed” building which may alter its appearance, then listed building consent is required. Therefore even when an advertisement does not specifically require advert consent it is still a requirement to obtain “listed” building consent.
Penalties:
Advertisements and signs erected without consent and especially without “listed” building consent will be subject to the law.

Areas of Special Control
The local authority is able to designate, in the interest of amenity, parts of their area as ‘Areas of Special Control’. In these areas the display of advertisements is more closely controlled and the sizes of ‘permitted advertisements’ are much reduced.

It may be possible to get either the whole part of a conservation area designated as an area of special control, however government policy states that the authority must be able to show that ‘there are compelling and relevant planning considerations to justify their view that the proposed area requires special protection on grounds of amenity’. This is because companies operating in the conservation area would face more onerous advertising restrictions.

Trees, Green Areas & Open Spaces in Conservation Areas:
- Trees in conservation areas do have some protection even if they are not covered by a Tree Preservation Order, TPO (see glossary #). Persons wishing to fell or trim trees in or around a conservation area must submit a written notice stating their intention six weeks before the commencement of the work. Persons should not proceed until the required permission has been granted.
- The planning authority (PPU) reserves the right to issue TPOs for the affected tree. If a TPO has not been issued at the end of the six week period the applicant is entitled to start the work that was specified on the notice.
- Open public spaces and “green” areas are greatly encouraged in conservation areas. Every effort will be made to ensure that new developments include’ green” areas in the plans.
Urban Furniture:
Street furniture to be used within the conservation area must:
- Enhance the character of the area
- Relate to the architecture and townscape
- High standard in terms of quality of material, durability and design. Must be weatherproof.

Demolition:
Conservation area consent is required for the demolition in whole or in part of all buildings and structures, including walls and outhouses in the area prior to commencement of the demolition. The PPU (NCHAC) is the only authority, permitted by law to authorize demolitions of “listed” buildings or other buildings within the conservation area. Persons demolishing buildings located within the conservation area without the required consent will be subject to the law.

The Planning Application Process
All stakeholders wishing to carry out any external alteration to, addition to, demolition of existing buildings or construction of new building(s) within the conservation area must first apply for planning permission and await written permission from the PPU before the commencement of any such works.

Applications for Development within the Conservation Area.
- The applicants must first make a formal application and pay an application fee into the treasury.
• The NCHAC must review the application and provide a written assessment and recommendations on the proposed development to the head of the Physical Planning Unit, Ministry of Works.
• These recommendations will then be taken to the governing board of the Planning and Development Authority.
• Health and environment and engineering considerations will be dealt with in the normal manner in accordance with the standard application process.
• The PPU must take all reports into consideration when making a determination on the application.
• The PPU (and the NCHAC) will be responsible for the monitoring of any such works to be carried out; checking specifically for compliance with the grant of permission.
• The PPU should inform and update the NCHAC of all decisions taken within the heritage conservation area.
• In the event of an appeal, the NCHAC will represent the PPU on the jurisdiction panel.

The Success of the Conservation Area

The ultimate success of the Conservation Area will depend upon the care which individual owners take with the maintenance and repair of their properties and in any alterations or extensions they may make. For example, original windows and doors should be repaired where possible, or replaced with new ones to match the originals in terms of materials used and details to design. Even small details can detract from the special character of the area.
The PPU is happy to advise private owners with regard to all historic building matters even to the extent of choosing colours, which is directly related to the architectural period of a building.

*Recommendation:* These guidelines will have to adapt to suit future changes in the dynamics of the economic, social and cultural circumstances of Grenada and in particular the town of St. George and as a result will have to be updated every two to three years.

**How owners can help.**
Owners and occupiers of buildings within a conservation area can help to preserve the character of St. George’s by:

- Reading the published guidance and seeking the advice from the PPU several months before you are hoping to start any works.
- Instructing an agent and contractor with experience at carrying out comparable work in a conservation area.
- Choosing design forms and materials for the new building works, which respect the character of the individual building and the wider area. This may benefit the value of the property.
- Carrying out routine maintenance of your property, outbuildings, wall, fences, garden and trees, including decorating with appropriate products and retaining or reinstating the architectural features such as brickwork, timber windows, cornices and architraves.
- Being involved in any local body which has the preservation of the local environment as one of its aims (e.g. resident’s association, Chamber of Commerce, The Grenada National Trust and the Willie Redhead foundation.
- Responding to and taking the opportunity that may be given to make comments on other’s proposals, or on draft guidance of policies.
Bibliography

Documents:

Web Sites:
1. Andy Portlock: http://andyportlock.co.uk/questions.htm
2. Elmbridge Bourough Council:
3. International Council on Monuments and Sites:
   http://www.icomos.org/australia/burra.html
4. National Master Encyclopaedia:
   http://www.nationmaster.com/encyclopedia/Georgian-architecture
7. Wikipedia, The Free Encyclopaedia:
   http://en.wikipedia.org/wiki/Victorian_architecture

Other:
1. Minutes of the St. George’s Town Stakeholders Meeting. 29\textsuperscript{th}, April, 2008.
Adaptation: the modification of a building or structure to make suitable for a new use.

Adaptive Use: the utilization of a structure which differs from that which it was previously or originally built or used for.

Additions/Extensions: the joining of a new structure to an existing one.

Alteration: modifying or changing the state or form of something

Animated Sign: a sign with action or motion, whether by flashing lights, color changes, wind rotation, movement of any parts or letters or parts of the sign structure, or other motion.

Architectural Feature: any reveal, window frame, recessed area, door, detail, surround or other feature that is part of any building or is a specific element of a recognized historical style of architecture.

Balustrade: Railing system including a top rail, balusters and often with a bottom rail

Banner: A bunting or other flexible sign characteristically supported at two (2) or more points and hung on a building or otherwise suspended down or along its face, or across any public streets of the city. The banner may or may not include copy or other graphic symbols.

Bay Window: window in a bay which projects outward from a wall.

Bond: an arrangement of masonry units to provide strength.

Building Façade: the portion of any exterior elevation of a building extending from grade of the eaves or
the top of the parapet wall and the entire width of the building elevation. **Building Form:** the shape or configuration of a structure.

**Conservation Area Consent:** is written permission to carry out external works to any structures or trees within a conservation area.

**Cooler Window or “Demarara” Window:** Window sheltered by a projecting box structure usually of lattice work which admits breeze and some light but excludes rain

**Demolition:** the tearing down or getting rid of an existing structure or area

**Fenestration:** the design, ornamentation, proportion and placement of windows, doors and other openings in a building

**New Construction:** the erection of structure or creation space not previously located in an area.

**Preservation:** maintaining in its original or existing state to prevent further deterioration or loss of character.

**Principal Façade:** the decorative or imposing front of a building which faces a public way (street) or space. **Proportion:** the relationship between the width and height of the street façade of the building.

**Quoin:** A stone or brick which visually reinforces an exterior corner or edge of a wall, often seen as masonry units projecting from face of a wall
**Reconstruction**: the use of new materials to replace missing components in an effort to return the structure or area to as closely as possible to its original or former state.

**Renovation**: restoring to a better or previous condition.

**Restoration & Rehabilitation**: the return to an equivalent of a former, acceptable or original state by removing, adding on or re-assembling existing components without the introduction of new material.

**Sign**: Any device and all parts thereof, including all supporting structures, and any applied or projected image, which is used: a) to advertise enterprises, products, goods, services, or otherwise promote the sale of objects or identify for sale; b) to identify, to direct, or to inform persons concerning enterprises, areas, entities, services or dangers; or c) to attract attention to the premises or other signs of a particular enterprise or entity, including, but not limited to, flares, flashing lights, colour changes, flags, bunting, pennants or other moving objects.

**Street Frontage**: The footage of the property that abuts an improved street or streets open to public use to which the property has access.

**Temporary sign**: a sign intended to advertise community or civic projects, construction projects, real estate for sale or lease, the opening of a new business or other special events on a temporary basis.

**Temporary Festival Decoration**: the temporary indoor display or decoration to celebrate a recognized citywide festival or celebration. Such decorations shall not be erected prior to thirty (30) days before the event, or remain longer than seven (7) days after the date of the event.
**Tree Preservation Order** (TPO): is “a direction imposed by the Local Planning Authority that makes it an offense to prune, fell, update, damage or destroy a tree without the Authority’s permission.”