

# ***DOWNTOWN CORRIDOR PLAN***



**WINDSOR, COLORADO  
MAY 10, 1999**

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## **I. Introduction**

### *A. Overview*

The Town of Windsor has guidelines in place for both the east and west approaches to Windsor along Highway 392. There currently are no guidelines for the downtown area. Much of the downtown is historically significant. The origins of the community were in downtown and many of the buildings reflect not only the early styles of colonial architectures, they also exhibit the beginnings of the community as an agricultural community. The grain silo on the east end of Main stands in quiet testimony to these early beginnings. Lake Windsor also hints at the importance of the reservoir in early farming. This historic lake has served for many years as a primary source of water for many of the farmers in the area.

It is important to preserve the historic heritage of the original core community. Preference surveys completed with Windsor residents have displayed a clear preference of residents to keeping the “Small Town Feel.” This study emphasizes the importance of identifying and incorporating the various elements that, when taken together, create the image of small town.

### *B. Purpose and Intent*

The purpose of the Windsor Downtown Corridor Guidelines is to:

1. Maintain and enhance the historic character of the original Town
2. Provide guidance and direction for renovations and proposed new construction
3. Ensure the long-term economic vitality of the core Town area through quality development and redevelopment

### *C. Relationship to Other Districts*

1. East Main Street Corridor Plan - The East Town Center sub area is intended to blend the Old Town Windsor and the East Main Corridor areas together through a gradual transition from the core historic area into the existing residential and newer commercial developments to the east. It is also intended to recognize and protect attractive character elements unique to the area.
2. Colorado Highway 392 West Corridor Plan - The West Town Center sub area is intended to blend the Old Town Windsor and the East Main Corridor areas together through a gradual transition from the core historic area into the newer developments to the west. It is also intended to recognize and protect attractive character elements unique to the area.

## **II. Review Procedures**

### *A. Relationship of Guidelines to Other Regulations*

This Article and the Design Guidelines adopted by resolution of the Town Board of Trustees shall be in addition to all other building, growth and development rules and regulations set forth by the Town Board of Trustees. In the event of a conflict arises between these regulations and other regulations in the Code, the Director of Planning shall make an administrative determination as to which code shall apply. All other codes within the Town including the Windsor Municipal Code shall be in full force and effect in addition to this document.

### *B. Variances and Waivers*

1. Variances: If an Applicant requests a variance from a standard which is specifically required by the zoning code, any such variance may only be approved by the Board of Adjustment through the normal variance process.
2. Waivers: Upon a recommendation from the Planning Commission, the Town Board may approve waivers to mandatory standards that are denoted with a (+), or may permit standards that are prohibited and are denoted by a (-), subject to the following criteria;
  - a) The applicant can demonstrate that the strict application of the standard would result in either peculiar and exceptional practical difficulties or exceptional and undue hardship upon the owner of the affected property; or
  - b) If, in the opinion of the Town staff, the alternative plan, as submitted, would protect the public interest advanced by the standard for which the waiver is requested equally well or better than would compliance with such standard; or
  - c) The Planning Commission determines that in the case of either item a. or b. above, the approval of any such waiver request would not be substantially detrimental to the public good; and
  - d) Documentation being included in the file which
    - (1) outlines the reason(s) why the waiver was approved, and
    - (2) specifies which reviewing body(ies) approved the waiver.

### *C. Application of Standards*

These standards and guidelines shall apply to all new development and to the remodeled portions of, or additions to, existing properties within the Windsor Downtown Corridor Boundaries and/or its Sub Area boundaries. 'Standards' denoted by (+) are mandatory. 'Guidelines' denoted by (o) area not mandatory, but are

provided to assist planners, architects, design consultants, developers and Town staff in the design objectives. Items noted by (-) are prohibited.

It is not intended that these guidelines replace or supplant any town or other requirements, but merely supplement current requirements. Furthermore, all pertinent requirements of public agencies shall be followed in the development of each site and shall be approved by the Town of Windsor and any other public agencies having jurisdiction. All zoning ordinances, building codes and regulation, and any other governmental restrictions and requirements shall be observed. In the event of any conflict between this document and such governmental codes, regulations, restrictions and requirements, the more restrictive standard shall apply.

*D. Submittal Requirements*

All plans must be neatly labeled and easily legible. Drawings not meeting this minimum standard will not be reviewed. All drawings shall be of architectural quality and prepared by a person skilled in the preparation of these plans.

1. SITE PLAN drawn to an appropriate scale on a 24" x 36" sheet. The Site Plan shall contain the following information:
  - a) Location of all structures to be constructed or placed on the site. Representation of structures shall include all structure footprints, and overhangs. Overhangs should be dashed. The location of all entries shall be noted.
  - b) The location and dimensions of all driveways, parking areas, loading areas, and pedestrian walkways.
  - c) The location and type of outdoor storage or trash facilities with a description and/or indication of screening materials proposed.
  - d) The type and location of any ground signs.
  - e) The type and location of any accessory appurtenances such as scales, satellite dishes, antenna, gas pumps, etc
  - f) The type and location of proposed site lighting.
  - g) A land use breakdown indicating total site area, total building area, building coverage area, parking and driveway coverage area, and open space area.
2. LANDSCAPE PLAN drawn to an appropriate scale on a 24" x 36" sheet. The Landscape Plan shall indicate the treatment of all exterior spaces. A plant list shall be provided that specifies proposed treatment of all ground surfaces (paving, turf, mulch etc.) The plan must provide quantities, placement, and interrelationship of landscape elements such as trees, vegetation, turf, screening, buffering, walls, mulches, and fencing. Plant materials shall be adaptable to the physical conditions indicated in the landscape plan. Plants should be selected for their hardiness in Colorado and for their

tolerance of the locations specified on the plan. Plants must meet the specifications of the American Association of Nurserymen for Number One Grade.

- a) Flower and shrub bed definitions must be clear and drawn to scale. Actual plant quantities must be shown with landscape edge and mulch material identified.
- b) Existing trees must be accurately identified as to location, species, size, and condition with labeled intent to remove or transplant. Trees to remain should be protected from damage during construction.
- c) A plant list shall be provided on the drawing. Grass surfaces shall be identified as seed or sod. The plant list shall specify the following at a minimum:
  - (1) Common name
  - (2) Botanic name
  - (3) Size/ caliper
  - (4) Rootball type (e.g. BB, Container)
  - (5) Quantity
- d) Minimum plant sizes and quality
  - (1) Evergreen trees - six foot (6') height
  - (2) Deciduous Canopy Trees - 2" caliper (6" 1' above ball)
  - (3) Ornamental Flowering trees - 1 ½" caliper
  - (4) Shrubs - 5 gallon
- e) Mulches, edgers, and weed barriers
- f) Soil Amendment - All areas to be landscaped shall be amended with organic amendment. The rate of application shall be a minimum of three (3) cubic yards per one thousand (1,000) square feet of landscape area.
- g) Tree grates, when used in public right-of-ways, shall be Ironsmith brand, model Starburst Series I with frame, 48" square, cast iron, with light wells to match the theme of the downtown area.
- h) Maintenance covenant- The following maintenance covenant shall be written on all landscape plans:

“All landscaped areas will be maintained in healthy condition. Dead plants will be replaced with replacement plants within one growing season. Turf areas will be mown regularly. Grass will not be allowed to exceed either twelve inches (12") in height or the maximum allowable height of turfgrasses outlined in the Windsor Municipal Code, *whichever height allowance is less.*”
- i) Irrigation - An irrigation statement will be placed on each landscape plan and shall be written as follows:

“All landscaped areas will be irrigated with an automatic underground sprinkler system.”

3. SIGNAGE DETAILS drawn to scale and containing the following information:

- a) An indication and description of all materials to be used and the means of sign illumination as well as the dimensions of the sign.
  - b) An indication and description of all verbiage and/or logos to be included on the sign.
4. BUILDING ELEVATIONS drawn to an appropriate scale on a 24" x 36" sheet containing the following information:
- a) An indication and description of all materials to be used on all sides of the buildings.
  - b) An indication of sign locations.
  - c) The height of the buildings and any appurtenances.
5. BUILDING COLOR AND MATERIAL SAMPLES of the actual materials to be used on the building including the following:
- a) Roofing materials and color.
  - b) Exterior wall materials and colors.
  - c) Trim materials and colors.
  - d) Window and door materials and colors.
  - e) Windsor Planning Department reserves the right to require such additional submittals as may be necessary with regard to each proposed development within the Downtown Corridor Area or Sub Areas.
6. SITE LIGHTING PLAN shall be prepared illustrating the light distribution pattern. The plan must show photometrics and maximum light levels in footcandles for the entire site including a distance of 20' beyond the property boundary.

### **III. General Guidelines**

#### *A. Overview*

The following are general design guidelines which apply to the entire Downtown Corridor Plan Area. Additional guidelines specific to each Sub Area within the Downtown Corridor follow under the Sub Area Guidelines section.

#### *B. Applicability*

The General Guidelines shall apply to all sub areas within the guidelines of this document. In the event of discrepancy between these general guidelines and the sub area guidelines, the sub area guidelines shall apply.

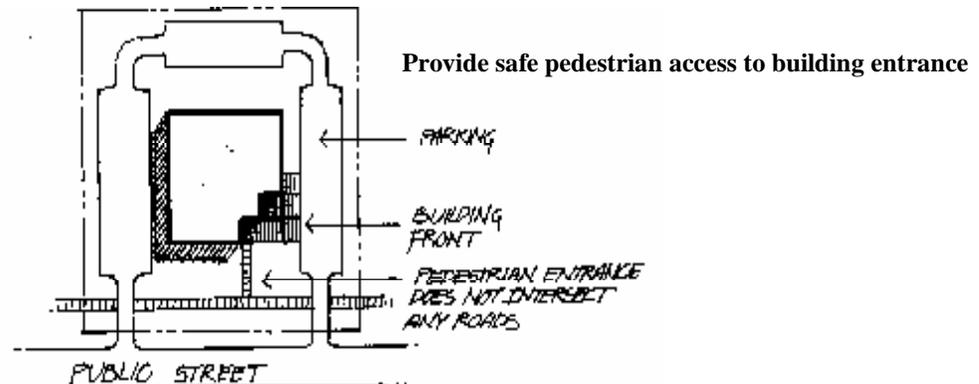
New and renovation projects: These guidelines shall apply to all new developments or any renovations within the Downtown Corridor Plan area.

#### *C. Access, circulation and parking*

This section is intended to ensure that parking and circulation aspects within the planning area are well designed with respect to safety, efficiency and convenience for vehicles, bicycles and pedestrians, and integrates with the surrounding area.

1. Access shall:

- a) Provide safe and efficient access to the property (+)
- b) Be provided in a safe and efficient manner that does not create a hazardous situation. (+)
- c) Driveway intersection shall be placed far enough from intersections to provide safe access onto public roadways. (+)
- d) Encourage safe pedestrian access by providing separation of vehicular and pedestrian patterns. (+)



2. Circulation

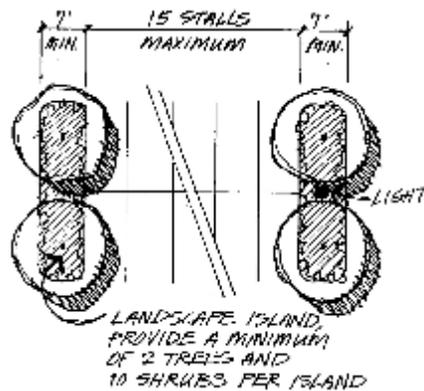
- a) Provide internal roads and drives with clear paths of movement. Avoid, where possible dead end parking. Provide looped drives. Provide two points of access where possible. (+)
- b) Avoid drives in excess of 5% longitudinal slope. (o)

3. Parking/Loading

- a) All parking shall be paved, striped, and shall have concrete curbs with appropriately radiused corners. (+)
- b) Off street parking shall be provided with new developments. Off street parking is encouraged with redevelopment projects. Parking ratios by use shall be as follows:

Commercial	Min. 3.0 spaces/ 1,000SF GFA
Retail	Min. 4.5 spaces/ 1,000SF GFA
Office	Min. 3.0 spaces/ 1,000SF GFA
Residential	Min. 2.0 spaces/ Dwelling unit

- c) Parking should be oriented to minimize visual presence onto adjacent streets. (o)
- d) Where parking lots abut adjacent public streets, parking shall be buffered from adjacent roadways with planting or screen walls. Screen walls should be attractively designed and constructed of a durable material. (+)
- e) Parking lot landscaped islands shall be provided in parking lots. A minimum of 6% of the lot shall be landscaped with living plant material. (+)
- f) A parking lot landscape island shall be installed for every 15 parking spaces. Parking lot islands shall be a minimum of 7' wide by 17' in length. Each island shall contain a minimum of 2 trees and 10 shrubs. (+)

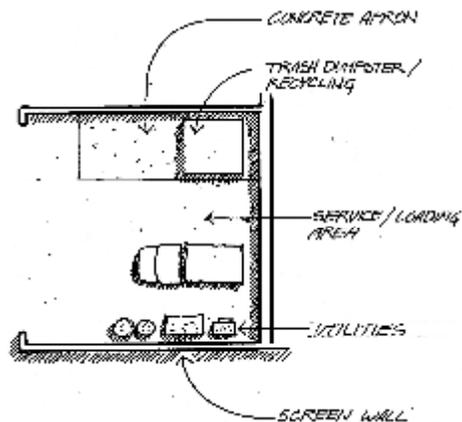


- g) To allow for landscape buffers, all paving shall be set back from the property lines a minimum of twenty-five feet (25') where abutting Main Street, fifteen feet (15') abutting all other streets, and five feet (5') from all other property lines which do not abut streets. (+)
- h) Large parking lots shall be broken into maximum sections of 100 cars. For every 100 cars, there shall be a landscape island break of at least 25' in width. The landscape island should have a minimum 5' wide walkway providing pedestrian access. (+)
- i) Sight distances- Parking lot landscape islands should be designed to allow adequate horizontal sight distances at corners so that oncoming motorists have adequate time to react and avoid collision with pedestrians. (+)



**Break large parking lots into smaller sections.**

- 4. Emergency and utility access
  - a) Provide emergency access in accordance with Town of Windsor Code. (+)
- 5. Loading docks and refuse areas
  - a) All loading dock and refuse areas shall be designed with adequate access and egress for service vehicles. (+)
  - b) Concrete pads should be provided under trash collection bins and on the approach for trash trucks. (o)
  - c) Loading docks and trash enclosures shall be fully screened from adjacent public streets. Screening shall be through construction of durable screen walls and landscaping. Screen walls shall be with materials which are compatible with the building. (+)  
Cedar stockade or wooden picket fence enclosures are discouraged. (o)
  - d) Trash enclosure and refuse areas shall be sized to accommodate both trash and recycling containers. (+)



**Screening of Service Uses.**

*D. Storage and Equipment Areas*

Screen all storage or equipment areas from view with landscape elements or with screen walls constructed of materials which are compatible with the building. (+)

*E. Walkways/hardscape/site furniture*

1. Walkways

Pedestrian access is vital to the downtown area. All areas within the downtown are accessible within a 5 to 10 minute walk. These walkways allow for attractive walking experiences, promote the sense of a small town, and reduce vehicular congestion. Wherever possible, walkways should be encouraged and promoted in an attractive, and aesthetic manner. Therefore the following policies are indicated to promote this activity:

- a) Pedestrian walkways of suitable width to accommodate building uses shall be provided to access all buildings. (+)
- b) At least one walkway shall connect from the main building entrance to an adjacent sidewalk in the public right-of-way. (+)
- c) Where possible buildings should be oriented to allow pedestrians to access the main building entry from adjacent public right-of-ways without crossing parking lot driveways. If crossing driveways is necessary, a tree lined landscaped buffer should be provided on both sides of the walk. The walk should be designed as a welcoming gateway into the building. This guideline is *encouraged* for all renovation projects (where existing buildings are reused), (o) and *required* for all new development. (+)
- d) Wherever a pedestrian walkway or bicycle path intersects a parking lot or driveway, a safe, and efficient pedestrian system shall be clearly designated. This may be accomplished through special pavement, scoring patterns, raised pedestrian walkways or similar. (+)
- e) Walkways across parking areas shall be designed in such a manner that storm water is channeled away from the walkway. (+)
- f) Interconnections - Opportunities should be evaluated for each parcel to connect into other parcels in the Town. This will encourage a series of interrelated walkways that connect various parts of downtown. Each project should be analyzed for adjacent conditions in order to promote this characteristic.(o)
- g) Development should consider the use of special paving materials for walkways in all or key areas of the site. Materials such as sandstone, dry laid brick, or interlocking concrete pavers are encouraged. Colors should be selected to work with the main street materials. (o)
- h) All building and site access shall be in compliance with the *Americans with Disabilities Act (ADA), 1992*. (+)

2. Paving

A paving theme has been developed for the downtown area along Main Street, wherever possible a similar pattern should be incorporated into the streetscape themes of individual parcels. Sandstone, brick, and interlocking pavers should be considered for key focus areas at building entries and plaza areas. (o)

3. Site furniture

Site furniture is an important consideration in creating an attractive pedestrian environment. Each development should consider the use of benches, trash receptacles, ash urns, flower pots and other similar pedestrian amenities which are compatible with the streetscape theme of the Downtown Corridor area. The Colorado climate is especially harsh on site furniture. Durability under severe weather conditions should be considered.(o)

- a) Benches - Painted metal benches tend to be higher in endurance than wood, however, wooden benches can provide an attractive counterpoint to the metal bench. If wooden benches are used, they should be taken inside during cold winter weather. They should also be treated with a durable all-weather coating. (o)

Benches may also be constructed as part of a seating height wall. Where used these walls should be constructed of a durable material such as brick, stone, or split face concrete block. Walls should be 18" in height for standard seating but may be as high as 36" if necessary due to site conditions.(o)

- b) Trash receptacles - When used together with benches, trash receptacles should be selected to coordinate with benches. Metal trash receptacles tend to have greater endurance than wooden ones. Where used, trash receptacles shall be of a type specifically designed for a pedestrian sidewalk environment. Receptacles shall have a cover to prevent wind from blowing trash onto adjacent properties. (o)

50 Gallon drums are specifically prohibited. (-)

- c) Clearance - All sidewalks shall have a minimum unobstructed clearance of 5 feet, exclusive of site furniture or trees. (+)

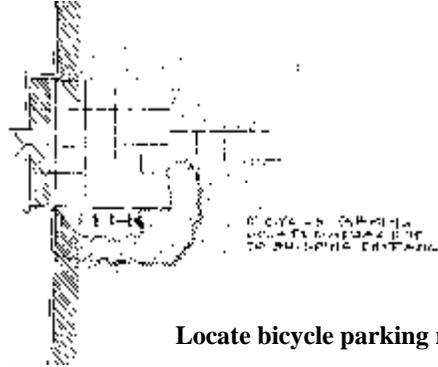
- 4. Crosswalks- Crosswalks in public streets should be designed using special brick, interlocking pavers, scored concrete, or similar materials to the extent possible. (o)

*F. Bicycle Parking*

Bicycles are an important part of the downtown area. They provide an alternative means of transportation that is non polluting, and they are popular as a recreational means of getting to shopping in the downtown area. For this reason, bicycles should be encouraged by development in the downtown area. The following policies are

recommended to encourage bicycles:

1. Bicycle parking shall be provided at each building. Bicycle parking shall be provided in an amount equal to 5% of the total amount of vehicular parking. In no case should there be less than one bicycle rack per building. (+)
2. Bicycle racks shall be used that are durable and provide a secure support and opportunity for locking. All bicycle racks shall be compatible with the streetscape theme of the Downtown Corridor area. (+)
3. Bicycle parking should be located in an area adjacent to building entries. The parking should not be located such that it interferes with pedestrian walkways. Parking should be visible from the building but, preferably not from adjacent streets. (+)
4. Bicycle paths should be encouraged to connect from Lake Windsor to Main Street. (o)



*G. Site Lighting*

Lighting design should take into account a variety of considerations including adequate night visibility, limiting light spill onto adjacent properties, glare, “light pollution” which comes from lights without a limited distribution pattern, color of light (color temperature), durability, and cost. The following standards are recommended:

1. Parking lot lighting shall not exceed 25' in height. (+)
2. High Intensity Discharge (HID) light sources shall use a high cutoff type fixture to contain light spill in parking lots and service areas. Light intensity shall not exceed one tenth (0.1) footcandles at any property edge. (+)
3. Parking lots, drives, and pedestrian walkways shall use a high cutoff type of fixture. Ornamental lights will be considered on an individual basis. (+)
4. Wallpack type building lighting systems are discouraged. (o)
5. Lighting shall be compatible with existing properties (+)
6. All exterior and security lighting shall have underground service. (+)
7. Animated or flashing lights are not permitted except for small bulb, string type lighting at holidays. (-)

8. Building uplighting is discouraged. (o)
9. Sign Lighting - A variety of sign lighting techniques is permitted within the limits of the Town sign code. See the Sign Design Guidelines Section of the Downtown Corridor Design Guidelines for additional guidelines and requirements. The following sign lighting types are permitted:
  - a) Internal illumination of signs if letters are individually illuminated using routed or push through type letters.
  - b) Ground mounted lighting as long as the light source is concealed through planting, screening, or a light shield.
  - c) Indirect lighting as long as the light source is concealed.
  - d) Neon lighting

*H. Setbacks*

See individual Sub Areas for allowable setbacks

*I. Alleys*

Secondary public building entrances are encouraged from alleys and alley parking. (o)

*J. Orientation*

Buildings shall be oriented to face onto public streets. In areas where buildings face onto two or more public roadways, each building face shall be designed to provide an attractive facade. (+)

*K. Architecture*

Each Sub Area has different image elements. Refer to the sub areas for more specific information.

1. Building Height

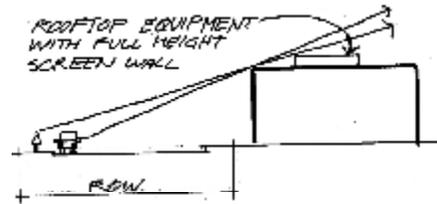
The predominant portion of any building shall not exceed thirty feet (30') in height. Ornamental architectural elements or appurtenances such as clocktowers or cupolas shall not exceed 40' in height. (+)

2. Colors and Materials

- a) A relatively wide variety of building materials will be permitted, however, brick is encouraged for buildings for both the building and/or for trim. A terra cotta color of brick similar to other bricks in the downtown area is preferred, however other brick colors will be considered that work visually with the overall terra cotta theme color. (o)
- b) Exterior Insulation and Finish Systems (EIFS) or other synthetic stucco products, and vinyl siding are discouraged except in small amounts used

as trim or accent. Other materials are suitable in certain sub areas. Refer to the sub areas for these materials. (o)

- c) Predominant exterior colors shall be of low reflectance, muted, neutral or earth tones colors. Other colors may be used for accent or to emphasize focal areas provided that they are sensitively integrated. (+)
- d) Roofing materials shall be compatible with those of surrounding areas within each neighborhood. Where roof lines are visible, roofing consisting of high-profile asphalt or composition shingles is encouraged to be used. Standing seam metal roofs or concrete tile roofs will also be allowed provided that such roof are compatible with the architecture of the proposed project and surrounding buildings.(+)



WHERE POSSIBLE ROOFTOP MECHANICAL EQUIPMENT SHOULD BE POSITIONED SO THAT IT IS NOT VISIBLE TO PEDESTRIANS OR CARS WITHIN THE PUBLIC R.O.W. IN ALL CASES MECHANICAL UNITS SHALL BE FULLY SCREENED WITH PARAPET WALLS OR ARCHITECTURAL SCREEN WALLS WITH MATERIALS MATCHING THE BUILDING

3. Building scale and massing

Buildings shall be of an appropriate scale and mass to be consistent with the existing image of the downtown. “Big Box” type of retail is discouraged. (+)

- 4. Heating Ventilating and Cooling (HVAC) - HVAC equipment and other rooftop appurtenances shall be fully screened from view from any public right-of-way or adjoining property. Screening shall be designed to visually integrate with the building facade using compatible materials and forms. (+)
- 5. Accessory Buildings - Accessory buildings are permitted when used in conjunction with the principal use. Accessory buildings shall be constructed of materials that are the same color and material of the principal building and shall be visually compatible with the principal building or they should be fully screened from any public ROW or from adjoining properties. Accessory buildings shall meet all setback requirements. (+)

## **IV. Sub Area Guidelines**

### *A. Applicability*

In the event where there is an apparent contradiction between General Guidelines and Sub Area Guidelines, the Sub Area Guidelines will take precedence.

### *B. Sub Areas*

#### 1. Old Town Windsor

##### a) Boundaries

- (1) East Boundary: West ROW of Third Street
- (2) West Boundary: East ROW of Sixth Street
- (3) North Boundary: north ROW of alley north of Main between Sixth Street and Fourth Street, and north ROW of Main Street from Fourth Street to Third Street
- (4) South Boundary: South ROW line of the alley between Walnut and Main

##### b) Character

- (1) Main Street Retail Core
- (2) Urban Center
- (3) Zero Lot Line Buildings
- (4) Historically significant buildings
- (5) First story retail, second story commercial/ residential

#### 2. East Town Center

##### a) Boundaries

- (1) East Boundary: East ROW of Second Street
- (2) West Boundary: West ROW of Third Street
- (3) North Boundary: Windsor Lake
- (4) South Boundary: South ROW line of the alley between Walnut and Main

##### b) Character

- (1) Transition from Old Town Windsor to East Main Street Corridor commercial area
- (2) Detached walks

#### 3. West Town Center

##### a) Boundaries

- (1) East Boundary: East ROW of Sixth Street
- (2) West Boundary: West ROW of Tenth Street
- (3) North Boundary: North ROW of Main adjacent to Windsor Middle School; south property line of block 3 lot 1 and block 7 lots 1, 3, 5, 7, 9, 11, 13, and 15 between Main Street and Ash Street.
- (4) South Boundary: South ROW line of the alley between Walnut Street and Main Street

b) Character

- (1) Transition from Old Town Windsor to West Main Street Corridor
- (2) Detached walks
- (3) Residential/ Commercial
- (4) School frontage and drop-off

4. Windsor Lake Area

a) Boundaries

- (1) East Boundary: An extension of the west ROW of Third Street north to the lake edge
- (2) West Boundary: East ROW of Sixth Street
- (3) North Boundary: Property line of Pioneer Village and Windsor Lake Edge
- (4) South Boundary: north ROW of alley north of Main between Sixth Street and Fourth Street, and north ROW of Main Street from Fourth Street to Third Street

b) Character

- (1) Pioneer Village
- (2) Boardwalk area
- (3) Public recreation
- (4) adjoining retail

5. Northwest Commercial Area

a) Boundaries:

- (1) East Boundary: West ROW of Sixth Street
- (2) West Boundary: West ROW of Seventh and West ROW of Eight Street

- (3) North Boundary: South ROW of Birch Street between Sixth Street and Seventh Street; south ROW of Ash Street between Seventh Street and Eighth Street
  - (4) South Boundary: South property line of block 3 lot 1 and block 7 lots 1, 3, 5, 7, 9, 11, 13, and 15 between Main Street and Ash Street.
- b) Character
- (1) General Commercial Zoning
  - (2) mixed commercial uses
  - (3) adjacent to residential uses
  - (4) vacant lands created by replatting of railroad properties

*C. Sub Area Standards and Guidelines*

1. Old Town Windsor

- a) Building Coverage and Open Space requirements
- (1) Buildings may cover up to 85% of the site. This amount may vary for historic sites in which the building is already existing (+)
  - (2) Open Space including parking- minimum 15%. (+)
- b) Land Uses: Encourage use of first-story retail, commercial/residential above (o)
- c) Architectural Guidelines - Existing Building Renovations
- These guidelines apply to exterior renovations of properties within the Old Town Windsor sub area. Alterations to building interiors, or work that is considered as maintenance *and* does not impact historic fabric of the building is not applicable.
- (1) Maintain cornice alignment where possible when renovating buildings and for new buildings adjacent to historic buildings, Cornice heights create a horizontal visual pattern that emphasizes the buildings and creates a sense of cohesiveness. (+)
  - (2) When renovating, reconstruct missing cornices if possible when photographic evidence of the original is available. (+)



- (3) Maintain the horizontal alignment of the storefronts. When renovating old facilities the horizontal alignment of building windows, trim etc. is important. (+)
- (4) Maintain original building heights. Keep renovated buildings approximately the same height. Building height shall be no taller than two stories or thirty feet (30'), *whichever is less*. (+)
- (5) Avoid concealing original facade materials. Many older buildings have interesting textures and patterns that are an asset. (+)
- (6) Leave brick unpainted unless it has become so weathered that a protective coat is necessary. Choose a paint that will minimize further deterioration of the existing brick. (+)
- (7) Use new materials that have texture and color similar to those used in the original construction. Brick is the predominant material of the original downtown. The use of brick in new buildings will help to tie together the various parts of the downtown area. A terra cotta color is preferred. (+)
- (8) Metal siding panels, vinyl siding, and ribbed metal buildings are prohibited for renovations. (-)
- (9) Do not sandblast or use strong chemical cleaners on building facades to clean original brick. This once was believed to be a good technique in restoring original brick. Today it has been determined that it ruins the protective coat of the brick and accelerates decay. Some chemical cleaners work but should be tested in small areas first. Plain water is sometimes all it takes. Where brick has already been painted, it is usually best to leave it painted. A fresh coat of paint may be used. Removing paint often destroys the qualities of the brick in the process. (+)
- (10) Develop a color scheme for the entire building front that coordinates all the facade elements. This is extremely

important in creating an attractive facade. A color scheme with a maximum of three colors is usually best for most facades.(+)

- (11) Maintain or reinforce the existing pattern created by upper story windows. This consideration is important for buildings being renovated. The alignment and pattern of the windows can add a great deal to a building appearance. If the windows have been concealed by a false front, consider exposing them to reveal the original pattern. (+)
- (12) Maintain the size and shape of original upper story windows. The original proportion of the windows on the building was considered by the designer at the time the building was constructed. Avoid replacing them with smaller windows or with windows with a different pattern.(+)
- (13) Alignments of the facades at the edge of the walk adds to the street scene and creates an important front that keeps the continuity of the district. It also promotes continued shopping by consumers.(+)
- (14) Maintain the storefront in its original dimensions. Avoid changing the size of the storefront. If it has been altered, restore it to its original shape. (+)
- (15) Where it exists, maintain the existing pattern created by recessed entrances (+)
- (16) Consider using awnings to provide color and three-dimensional appearance to a 'flat facade'. Awnings add a colorful touch and provide an opportunity for incorporation of a sign. (See sign guidelines for awnings, Section V.F.9.) Awnings should cantilever from the building (without causing damage to the building) instead of having posts for support in the sidewalk. (+)
- (17) Preserve original architectural detailing. If original details are presently covered, expose them and incorporate them into the renovation design. (+)
- (18) Replace decoration where it is known to have once existed, if feasible. (+)
- (19) Avoid using permanently fixed bars on storefront windows (+)

d) *Architectural Guidelines - New Construction*

(1) *Building setbacks*

- (a) Front: 0' (increased setbacks shall be allowed to facilitate

plazas, outdoor café seating and/or pedestrian spaces)

(b) Side: 0' minimum

(c) Rear: 20' minimum setback to encourage parking at rear of buildings

- (2) Building height shall be no taller than two stories or thirty feet (30'), *whichever is less.*
- (3) Design new buildings that complement, not directly reproduce, the existing historic architecture (+)
- (4) Encourage use of ornamental cornices, maintain cornice alignment when used (+)
- (5) Maintain approximately the facade heights on the block in new construction (+)
- (6) Maintain the alignment of storefronts at the top of the clerestory on existing buildings (+)
- (7) Rooflines shall fit the surrounding roof character of Main Street (flat roofs with ornamental front facades) (+)
- (8) Maintain brick as the major building material (terra cotta colors preferred) (+)
- (9) Metal siding panels, vinyl siding, and ribbed metal buildings are prohibited for new buildings. (-)
- (10) Develop a color scheme for the entire building front that coordinates all the facade elements (+)
- (11) Maintain the established pattern of building widths (+)
- (12) Maintain or reinforce the existing pattern created by upper story windows (+)
- (13) Maintain pattern of recessed entries on the street (+)
- (14) Maintain the alignment of facades at the sidewalk edge (+)
- (15) Maintain the pedestrian-oriented storefront format established by existing buildings on the street (+)
- (16) Maintain the alignment of storefront windows (+)
- (17) Consider using awnings to provide color and three-dimensional appearance to a 'flat facade' Awnings add a colorful touch and provide an opportunity for incorporation of a sign. (See sign guidelines for awnings, Section V.F.9.) (+)
- (18) Ornamentation is encouraged, but direct imitation of historic detail is discouraged (o)
- (19) Avoid using permanently fixed bars on storefront windows (+)

e) Alley Development

- (1) Encourage use of back entrances for public access to new commercial uses (o)
- (2) Screening of mechanical equipment and service uses is encouraged using materials compatible with the building. (o)
- (3) Enhance rear entrances with signs and landscaping when feasible (o)

f) Parking Areas

- (1) Locate parking behind buildings (+) This guideline is *encouraged* for all renovation projects (where existing buildings are reused) (o) and *required* for all new development. (+)
- (2) Use landscaping, walls or fences to provide a buffer strip to parking areas (+)

g) Secondary Street Frontage

- (1) Zero lot line setbacks are encouraged (o)
- (2) Building heights shall be no taller than two stories or thirty feet (30'), *whichever is less.*(+)
- (3) Maintain brick as the major building material (terra cotta colors preferred) (+)
- (4) Metal siding panels and ribbed metal buildings are prohibited for new buildings. (-)
- (5) Building designs shall be site specific and shall be sensitively integrated into the surrounding existing character. Rooflines shall fit the surrounding roof character of Main Street (flat roofs with ornamental front facades) (+)

2. East Town Center

a) Building Coverage and Open Space requirements

- (1) Building coverage on any given site shall not exceed forty percent (40%) of the site area. (+)
- (2) Building coverage of less than thirty-three percent (33%) is encouraged. (o)
- (3) Open landscape area (not including parking) shall be twenty percent (20%) or greater. (+)
- (4) Views of Lake Windsor are encouraged to remain open as part of site plan layouts for new development. (o)

b) Architectural Guidelines

- (1) Building setbacks
  - (a) Front: Fifteen feet (15') minimum behind detached walk

- (b) Side: 5' (10' between structures) minimum
  - (c) Rear: 20' minimum
  - (2) Buildings with peaked roofs with hips and gables are encouraged. Roofs shall slope at a minimum of 4 in 12. (+)
  - (3) Metal siding panels shall be prohibited on prominent facades , and only architectural grade metal panels will be allowed on non-prominent facades.
  - (4) Vertical ribbed metal siding panels shall be prohibited. (-)
  - (5) Match existing building setbacks within each block (+)
  - (6) Prominent building facades are encouraged to be finished with brick, horizontal wood, metal or vinyl lap siding with a maximum exposure of six (6) inches and with all corners, windows, doors, etc. being trimmed with wood, metal or vinyl trim material with a minimum width of five and one half inches (5½"). (o)
  - (7) Maintain original residential facade character with adaptive reuse of existing residential buildings (+)
- c) Landscape Guidelines
- (1) Provide a 5' wide sidewalk detached 10' from edge of street pavement along all public street frontages (+)
  - (2) A bluegrass tree lawn should be installed in the area between the sidewalk and the curb and shall be sodded. (+)
  - (3) Street trees shall be provided at 40' o.c. spacing centered in the tree lawns. Trees species should be chosen from the representative tree list included within these guidelines. (+)
- d) Parking Areas
- (1) Locate parking behind buildings where possible. (+)  
This guideline is *encouraged* for all renovation projects (where existing buildings are reused) (o) and *required* for all new development. (+)
  - (2) Use landscaping, walls or fences to provide a buffer strip between parking areas and public street or adjacent properties. (+)
3. West Town Center
- a) Building Coverage and Open Space Requirements
    - (1) Building coverage on any given site shall not exceed forty percent (40%) of the site area. (+)

- (2) Building coverage of less than thirty-three percent (33%) is encouraged. (o)
  - (3) Open landscape area (not including parking) shall be twenty percent (20%) or greater. (+)
- b) Architectural Guidelines
- (1) Building setbacks
    - (a) Front: Fifteen feet (15') minimum behind detached walk
    - (b) Side: 5' (10' between structures) minimum
    - (c) Rear: 20' minimumMatch existing building setbacks within each block. (+)
  - (2) Adjacent to the school, a tree area should be considered behind the existing sidewalk. In the area by the track, additional setback should be considered, and a tree lawn should be installed if possible. (o)
  - (3) Maintain residential facade character with adaptive reuse of existing residential buildings. (+)
  - (4) For new structures, the character of the area should be considered. New structures should have the same mass and scale of the original neighborhood. (+)
  - (5) Buildings with peaked roofs with hips and gables are encouraged. Roofs shall slope at a minimum of 4 in 12. (+)  
Metal siding panels shall be prohibited on prominent facades, and only architectural grade metal panels will be allowed on non-prominent facades.
  - (6) Vertical ribbed metal siding panels shall be prohibited. (-)
  - (7) Prominent building facades are encouraged to be finished with brick, horizontal wood, metal or vinyl lap siding with a maximum exposure of six (6) inches and with all corners, windows, doors, etc. being trimmed with wood, metal, or vinyl trim material with a minimum width of five and one half inches (5 ½"). (o)
  - (8) Landscape Guidelines
  - (9) Development shall provide a 5' wide sidewalk detached 10' from edge of street pavement along all public street frontages (+)
  - (10) Street trees shall be provided at 30' o.c. spacing centered in tree lawns. Tree lawns shall be sodded. (+)
- c) Parking Areas
- (1) Locate parking behind buildings where possible (+)

- (2) Use landscaping, walls or fences to provide a buffer to parking areas from public right-of-ways or adjacent properties (+)

4. Windsor Lake Area

a) Building Coverage and Open Space requirements

- (1) Buildings may cover up to 85% of the site. This amount may vary for historic sites in which the building is already existing (+)
- (2) Open Space including parking- minimum 15%. (+)
- (3) Views of Lake Windsor are encouraged to remain open and incorporated into site plans for new development. (o)

b) Architectural Guidelines

- (1) Building setbacks
  - (a) 15' minimum behind detached walk along all street frontages
  - (b) 0' along all alley and/or railroad right-of-way frontages
  - (c) 20' along all other property lines which do not front on any streets, alleys or railroad right-of-ways
- (2) Buildings located between the south edge of the Lake and the east/west alleys shall have primary facades and public entrances on each of these building sides. (+)
- (3) All building facades shall maintain a high degree of design quality. (+)
- (4) Building heights shall be no taller than two stories or thirty feet (30') *whichever is less.*(+)
- (5) Maintain brick as the major building material (terra cotta colors preferred) (+)
- (6) Metal siding panels and ribbed metal buildings are prohibited. (-)
- (7) Building designs shall be site specific and shall be sensitively integrated into the surrounding existing character. Roof lines shall fit the surrounding roof character of Main Street (flat roofs with ornamental front facades) (+)

c) Alley Development

- (1) Encourage use of back entrances for public access to new commercial uses (o)
- (2) All service/mechanical equipment shall be fully screened using materials compatible with the buildings (+)

- (3) Enhance rear entrances with signs and landscaping when feasible (o)
- d) Landscape/Streetscape Guidelines
  - (1) Encourage pedestrian connections to and along Windsor Lake frontage (o)
  - (2) Development shall provide a 5' wide sidewalk detached 10' from edge of street pavement along all public street frontages (+)
  - (3) Street trees shall be provided at 30' o.c. spacing centered in tree lawns. Tree lawns shall be sodded. (+)
  - (4) Encourage outdoor/patio seating along property lines facing Windsor Lake (o)
  - (5) Encourage landscaping along Windsor Lake frontage (o)
- e) Parking Areas
  - (1) No parking shall be allowed along frontage facing Windsor Lake (+)
  - (2) All service/mechanical equipment shall be fully screened using materials compatible with the buildings (+)
  - (3) Use landscaping, walls or fences to provide a buffer to parking areas from public right-of-ways or adjacent properties (+)

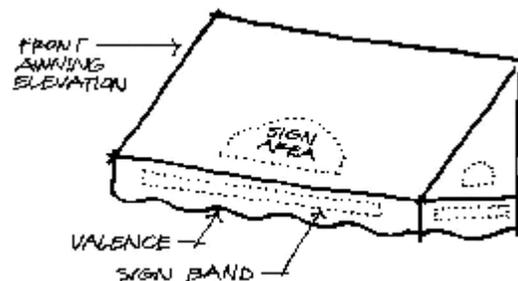
5. Northwest Commercial Area

- a) Building Coverage and Open Space Requirements
  - (1) Building coverage on any given site shall not exceed forty percent (40%) of the site area. (+)
  - (2) Building coverage of less than thirty-three percent (33%) is encouraged. (o)
  - (3) Open landscape area (not including parking) shall be twenty percent (20%) or greater. (+)
- b) Building setbacks
  - (1) Front: Fifteen feet (15') minimum behind detached walk
    - (a) Side: 5' (10' between structures) minimum
    - (b) Rear: 20' minimum
    - (c) Match existing building setbacks within each block (+)
  - (2) Maintain residential facade character with adaptive reuse of existing residential buildings (+)
  - (3) Buildings with peaked roofs with hips and gables are encouraged. Roofs shall slope at a minimum of 4 in 12. (+)

- (4) Metal siding panels shall be prohibited on prominent facades, and only architectural grade metal panels will be allowed on non-prominent facades.
  - (5) Vertical ribbed metal siding panels shall be prohibited. (-)
  - (6) Prominent building facades are encouraged to be finished with brick, horizontal wood, metal or vinyl lap siding with a maximum exposure of six (6) inches and with all corners, windows, doors, etc. being trimmed with wood, metal, or vinyl trim material with a minimum width of five and one half inches (5 ½"). (o)
- c) Landscape Guidelines
- (1) Development shall provide a 5' wide sidewalk detached 10' from edge of street pavement along all public street frontages (+)
  - (2) Street trees shall be provided at 30' o.c. spacing centered in tree lawns. Tree lawns shall be sodded. (+)
- d) Parking Areas
- (1) Locate parking behind buildings where possible (o)
  - (2) Use landscaping, walls or fences to provide a buffer strip to parking areas (+)

## **V. Awnings**

- 1. Canvas awnings are encouraged. (o)
- 2. Awning size shall be appropriate to the scale of the building. (+)
- 3. Awnings shall incorporate a free-hanging valence; fixed valences are prohibited. (-)
- 4. Acrylic, plastic and interior-illuminated awnings are prohibited. (-)
- 5. Signs bands shall be allowed on awning valence. Valence signs shall be limited to a copy area of no greater than six inches (6") in height, and no more than twelve (12) square feet in area, including lettering and logos. (+)
- 6. Each elevation of any awning shall be permitted to display such sign bands which meet these criteria. (o)



7. In addition to the copy area on valences as described in paragraphs e. and f. above, additional advertising shall be permitted on each awning elevation provided that any such advertising does not exceed ten percent (10%) of the area of the respective awning elevation. (+)