

ARTICLE VII: EXTERIOR BUILDING DESIGN STANDARDS

Section 114.07.01: Purpose and Applicability

- (1) Purpose. The purpose of this Section is to regulate the design and materials used for the exterior of buildings and structures within the City so as to maintain and enhance the attractiveness and values of property in the community. This Article is further intended to support the creation of a pedestrian-oriented urban environment that emphasizes architectural and urban design principles of human scale and visual interest. Additionally, this Article is intended to ensure the development of structures that maintain a long-lasting appearance; withstand the effects of time and exposure to the elements; resist damage in areas with high vehicular and pedestrian traffic and in areas where larger equipment that could cause damage is commonly used; that maintain a consistent character of development based on land use and zoning district particular to each development; and that contribute to the long-term economic and social vitality of the City of Columbus.
- (2) Applicability. Telecommunication, Extraction and Disposal, Energy Production, and Agricultural land uses are exempt from the exterior design standards in [Sections 114.07.10 to 114.07.50](#) below.
 - (a) New Construction. The requirements of this Section shall apply to all structures and buildings within the City constructed after the effective date of this Chapter.
 - (b) Additions. Additions to buildings constructed after the effective date of this Chapter shall comply with the standards of this Section and, as determined by the Plan Commission, shall match or be substantially similar to the design and materials of the existing building.
 - (c) Alterations. For buildings constructed prior to the effective date of this Chapter, alterations that do not impact the floor area of the building shall comply with the standards of this Section, or shall match or be substantially similar to the existing building design and materials. Ordinary repairs and maintenance are not considered alterations.
 - (d) Exceptions and Appeals.
 1. Exceptions. Exceptions to the building design standards set forth in this Section may be granted by the Zoning Administrator, to permit substitute building materials or construction of comparable quality or design when it can be demonstrated that the provisions of this Section are infeasible and that the granting of such exception is in keeping with the purpose of this Section. Decisions rendered by the Zoning Administrator may be appealed to the Plan Commission.
 2. Appeals. Any person affected by a decision of the Zoning Administrator may petition for a hearing before the Plan Commission.
 3. Waivers. The Plan Commission is authorized to grant one or more waivers for specific design requirements in this Section when the Plan Commission finds the design to constitute an exemption as described above in subsection (1) or finds an alternative design standard also achieves the Purpose of this Section.
 - a. Granting of waivers by the Plan Commission shall be identified within the conditions of approval as part of the design review component of any Site Plan review (Section 114.10.43).
 - (e) Beyond the rules in this Section, additional building design standards may apply to:
 1. Conditional Use Permits (see [Section 114.10.32](#))
 2. Planned Development Districts (see [Section 114.0.2.11](#))

Commented [SK1]: Allows for flexibility that seems inherently necessary in design review but formalizes it with waivers approvable by the plan commission

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- (3) Review and Approval. Through the site plan review and building permit processes, the Zoning Administrator shall be responsible and have authority to hear, review, and act upon all proposed exterior architectural plans for all proposed development.
- (4) Exterior Building Materials. The 4 classes of building materials referenced in this Chapter have the following meanings:
- (a) Class I materials include brick, brick veneer, stone, stone veneer, and glass (curtain/storefront).
 - (b) Class II materials include split face or decorative block, and stucco.
 - (c) Class III materials include architectural/decorative metal panels, EIFS, residential aluminum siding, and siding made of wood, wood composite, vinyl, or fiber cement.
 - (d) Class IV materials include smooth face or non-decorative block; concrete panels (tilt-up or precast); asphaltic, fiberglass, metal, or poly-roofing siding; non-decorative metal panels; corrugated metal; and plywood, chipboard, or other non-decorative wood. Also includes any material not listed in (a) through (c) above.

Figure 114.07.01a: Exterior Building Material Requirements by Use*

Type of Construction	Land Use (see Article III)	Exterior Building Materials Permitted
New Construction of Any Kind	Single Family, Two-Family, Manufactured Homes	See Section 114.07.10
New Construction of Any Kind	Townhouse, Multiplex, Apartment	See Section 114.07.20
New Construction of Any Kind	Within the Business Park Zoning District and Commercial, Mixed-Use, and Institutional Uses	See Section 114.07.30
New Construction of Any Kind	Industrial, Storage, Transportation,	See Section 114.07.40
Any Exterior Change	Within the Downtown Mixed Use Zoning District	See Section 114.07.50

*Telecommunication, Extraction and Disposal, Energy Production, and Agricultural land uses are exempt from the exterior design requirements of this Article.

Commented [SK2]: Flag - City is still reviewing whether to keep the business park zoning district

Sections 114.07.02 to 114.07.09: Reserved

Section 114.07.10: Single- and Two-Family Uses

These standards apply to all single-family, duplex, twin house, two-flat, and manufactured home land uses, buildings, and structures constructed after the effective date of this Chapter.

- (1) Except for (1)(a) below, all single-family, duplex, twin house, two-flat, and manufactured home land uses are exempt from the exterior design standards of this Article. See applicable land use requirements in [Section 114.03.06](#) and the base zoning district's bulk dimensional standards in Article IV.
- (a) Exterior building colors. High gloss paints and exterior finishes and primary colors, including red, blue, green, yellow, black, and fluorescent colors, shall not be permitted. Where an integral part of site design or used as accents, muted versions of these colors may be used as determined by the Zoning Administrator.

Sections 114.07.11 to 114.07.19: Reserved

Section 114.07.20: Multi-Family Uses

These standards apply to all townhouse, multiplex, and apartment land uses, buildings, and structures constructed after the effective date of this Chapter. See an example exterior design diagram in Figure 114.07.20a.

- (1) Exterior Materials. Multi-family buildings shall be clad in Class I, II or **III** materials. Class IV materials are prohibited.
 - (a) Materials of comparable quality may be substituted for any class of material or be used as a decorative element if the material can be removed or replaced with a permitted exterior material, as determined by the Zoning Administrator.
 - (b) Exterior building materials in conjunction with façade articulations listed below in **Section 114.07.20(3)** shall be used to create the building's distinct horizontal base, middle, and top.
- (2) Building Entrance.
 - (a) The primary entrance shall be on the front façade facing the street and decorative doors shall be used on this façade.
 - (b) The primary entrance shall be covered a minimum of 3 feet from the door. Recessed 3-foot entries shall be deemed to meet this requirement.
 - (c) Exterior entry doors for individual units shall be residential in style and shall include frame and panel (real or decorative).
 - (d) Exterior entry doors for multiple units may be residential (as described in Subsection (c) above) or commercial in style (glass).
- (3) Façade Articulation.
 - (a) Façade lengths shall not be greater than **40 feet** without articulation such as:
 1. Recesses or projections that step back or project a portion of the main façade plane.
 2. Recesses or projections of upper floors from the ground floor façade plane.
 3. Vertical division using different textures or materials.
 4. Division of the façade into individual units through the use of windows, entrances, arcades, porches, decks, balconies, lighting, etc.
 5. Roof form variation such as the inclusion of dormers, change in roof lines, or change in roof type.
 6. Public art installations located directly on a façade, such as murals.
 - (b) On façades facing the street, windows or doors shall be required in order to promote a visual connection to the street.
 1. The total area of windows and doors, including trim, shall comprise a minimum of 20 percent of the total façade area, excluding gables.
 2. Structured in-building vehicle parking or access is permitted on the ground floor of a structure in accordance with the standards below:
 - a. Vehicle access is permitted from any façade of the structure to the right-of-way.

Commented [SK3]: For example, Class III materials includes decorative metal panels. If you are comfortable with metal panels on residential design, you would leave this as is. Or, for example, you could cap Class III materials at a percentage.

Commented [SK4]: This figure could vary. 40' is the most strict. In Middleton we created a requirement that super long facades weren't permitted for large buildings. For example if the façade was greater than like 100 or 150' long, then you had to recess or otherwise break up the façade to make it look like smaller buildings vs. one long building.

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- b. Structured in-building parking shall be fully enclosed on all sides within the structure. Vehicle parking is permitted within the ground floor of the structure as long as the nonresidential land use requirements for ground floors of Mixed-Use Buildings are met (see [Section 114.03.08. and 114.03.28\(19\)](#)).
 - (c) On any façade facing a public street or parking area, hard and durable materials such as decorative block, brick, stone, or a comparable material shall be required within 40 inches of the adjacent grade.
- (4) Colors.
 - (a) Primary colors including red, blue, green, yellow, and fluorescent colors are prohibited on all exterior facades.
 - (b) Color patterns shall be used consistently throughout the property.
- (5) Roofs.
 - (a) As determined by the Plan Commission, decorative and articulated metal roofs and exterior metal wall panels shall be permitted if all fasteners are fully shielded from view.
 - (b) Roof forms and materials shall be compatible and harmonious with those of existing buildings in the immediate area which conform to this Section.
 - (c) See (8) below for roof-top mechanical screening requirements.
- (6) Wall Details, Trim, and Windows.
 - (a) Exterior windows shall match the architectural character of the building. Spandrel, mirrored, or tinted glass is prohibited.
 - (b) All façade openings shall be articulated or appropriately trimmed through the use of materials such as lintels, sills, surrounds, shutters, etc.
 - (c) Natural wood shall be painted or stained unless it is cedar, redwood or other naturally weather-resistant species intended to be exposed.
 - (d) Pressure-treated lumber shall be painted or stained after a curing period of no greater than 18 months.
 - (e) Exterior building apparatus such as brackets, wiring, antennas, gutters, downspouts, and other similar feature shall blend in with the color and design of the structure's exterior façade.
- (7) Patios, Decks, and Balconies.
 - (a) Ground-level patios and decks facing the street shall be bordered with landscape treatments, in accordance with [Article VIII](#) as depicted and approved on the Site Plan ([Section 114.10.43](#)).
 - 1. Covered porches are exempt from this requirement.
 - (b) Exterior stairs leading to a deck or balcony are not permitted on the front or street side of a building.
 - 1. On corner lots, exterior stairs shall be permitted on the interior side façade.
 - (c) Exterior corridors shall be covered by the building roof, shall be located within the footprint of the building foundation, and shall not be visible from the street.
 - (d) Upper-story decks and balconies shall be cantilevered, supported by vertical columns, or supported from above.
- (8) Mechanical and Exterior Building Systems.

Commented [SK5]: These standards could be deleted if you don't want as much regulation over multi-family design. Leaving them in for a starting point.

Commented [SK6]: Many communities may not want this level of detail. Metal roofs have improved their general appearance in recent years. This could be deleted if that is preferred.

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- (a) Drainage pipes and air intakes and exhaust vents for high-energy gas applications and meters on exterior walls shall match or be complementary to the color of the roof and wall onto which they are mounted.
- (b) Facade-mounted Equipment.
 - 1. Window-mounted air conditioning units shall not be permitted in any window that faces a public street and shall not encroach into exterior balconies, porches, decks, or patios.
 - a. When no alternative is available, units shall be masked (painted, encased, etc.) in order to blend into the building's exterior finish and shall be flush-mounted so as not to project beyond the main plane of the façade more than necessary.
 - 2. Building-mounted equipment installed on the façade visible from an adjacent public right-of-way or residential district shall not encroach into exterior balconies, porches, decks, or patios and shall be screened in a manner that is:
 - a. Architecturally compatible with the primary structure to which the equipment is attached. Screening materials shall be identical to or substantially similar to the materials used on the building façade to which the equipment is attached.
 - b. Incorporated as part of the building wall or flush-mounted so as not to project beyond the main plane of the façade.
 - c. Consistent with the color of the structure to which the equipment is attached.
- (c) Roof-mounted Equipment. Roof-mounted equipment shall be screened, preferably by parapet walls. Other acceptable screen types shall be:
 - 1. Architecturally compatible with the primary structure to which the equipment is attached. Screening materials shall be identical to or substantially similar to the materials used on the building façade to which the equipment is attached.
 - 2. Consistent with the color of the structure to which the equipment is attached.
 - 3. Designed to be an integral part of the building's architectural design and give the impression that it is something other than a mechanical screen.
- (d) See [Section 114.06.21](#) for screening requirements for ground-mounted mechanical systems and refuse enclosure requirements.
- (9) Wall or Roof-Mounted Lighting. See [Section 114.06.20](#).

Figure 114.07.20a: Multi-Family Exterior Design Standards Example

Commented [SK7]: probably need to adjust this graphic depending on where we land with the requirements above.



Sections 114.07.21 to 114.07.29: Reserved

Section 114.07.30: Business Park Zoning District and Commercial, Mixed-Use, and Institutional Uses

These standards apply to all mixed-use, commercial, and institutional land uses, buildings, and structures constructed after the effective date of this Chapter. These standards also apply to any land use within the Business Park zoning district. See Article VIII for landscaping standards. See an example exterior design diagram in [Figure 114.07.30a](#).

- (1) Building Entrance and Orientation.
 - (a) The main entrance shall be clearly defined and accentuated through the use of detailing, distinctive materials, or colors, projections or recesses, porticos, covered entrances, stoops, or other features as deemed appropriate by the Zoning Administrator.
 - (b) Buildings shall be oriented so that the front façade faces the road with the highest traffic volumes.
 - (a) All façades facing a public right-of-way shall be designed to have the appearance of a front façade and shall incorporate decorative doors, meaning each shall include windows, doors or other architectural components typically associated with front façades, as approved by the Zoning Administrator.
 - (c) Service or loading areas shall not be permitted between the building and the public street.
 - (d) Drive-through windows shall not be located between the principal building and the street right-of-way.
- (2) Exterior Materials. Commercial buildings shall be predominately clad in Class I materials. Class II and Class III materials may be used as accents and trim not to exceed 50 percent of the total building façade. Class IV materials are prohibited.
 - (a) Decorative metal wall panels (Class III materials) may be used up to 30% of any façade.
 - (b) Rear building elevations not facing a public street or public parking lot shall be exempt from this requirement.

Commented [BR8]: Typically, this is only Commercial, Mixed-Use, and Institutional. All industrial is handled the same. Mount Horeb is unique because the BP zoning district is the front door to the community and so we added that district into this section, even though everything else is by land use.

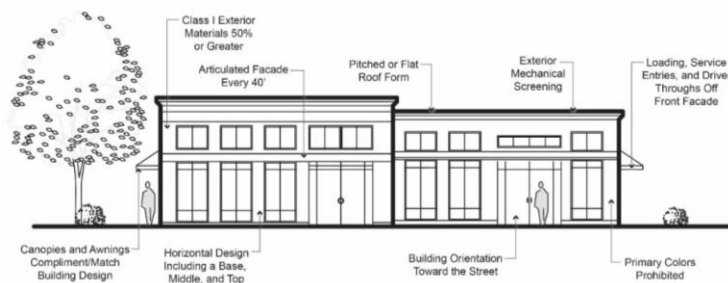
Commented [SK9]: May want to add flexibility to be approved by the plan commission when a lot has more than one street frontage

Commented [SK10]: If this is too detailed/restrictive it could be deleted

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- (c) Materials of comparable quality may be substituted for any class of material or be used as a decorative element if the material can be removed or replaced with a permitted exterior material, as determined by the Zoning Administrator.
- (d) Exterior building materials in conjunction with façade articulations listed below in Section 114.07.30(3) shall be used to create the building's distinct horizontal base, middle, and top.
- (3) Façade Articulation. See Section 114.07.20(3).
- (4) Colors. See Section 114.07.20(4).
- (5) Roofs. See Section 114.07.20(5).
- (6) Wall Details, Trim, and Windows. See Section 114.07.20(6).
- (7) Patios, Decks, and Balconies. See Section 114.07.20(7).
- (8) Mechanical and Exterior Building Systems. See Section 114.07.20(8).
- (9) Wall or Roof-Mounted Lighting. See Section 114.07.20(9).

Figure 114.07.30a: Business Park, Commercial, Mixed-Use, and Institutional Exterior Design Standards Example



Commented [SK11]: References are provided to reduce redundant text - everything is just cross referenced to the MF section above. However, you could have all of that text here and further customize it to be more or less stringent than MF standards.

Sections 114.07.31 to 114.07.39: Reserved

Section 114.07.40: Industrial Uses

These standards apply to all industrial, storage, and transportation land uses, buildings, and structures constructed after the effective date of this Chapter. See [Article VIII](#) for landscaping standards. See an example exterior design diagram in [Figure 114.07.40a](#).

- (1) Architectural Design.
 - (a) Buildings shall be designed to include façade articulation; flat, unadorned walls shall be avoided.
 - (b) Buildings shall be oriented so as to face the road with the highest traffic volumes. This requirement shall not apply to buildings with frontage on state or federal highways, unless there is direct access from the development to the highway.
 - 1. If a visitor, office, or customer entrance component is included in the building, such space(s) shall be clearly defined and accentuated through the use of detailing, windows, distinctive materials and/or colors, projections or recesses, or other architectural features as deemed appropriate by the Plan Commission.
- (2) Exterior Materials. Industrial buildings shall be clad in Class I, II or III materials. Certain Class IV materials are also acceptable as noted.

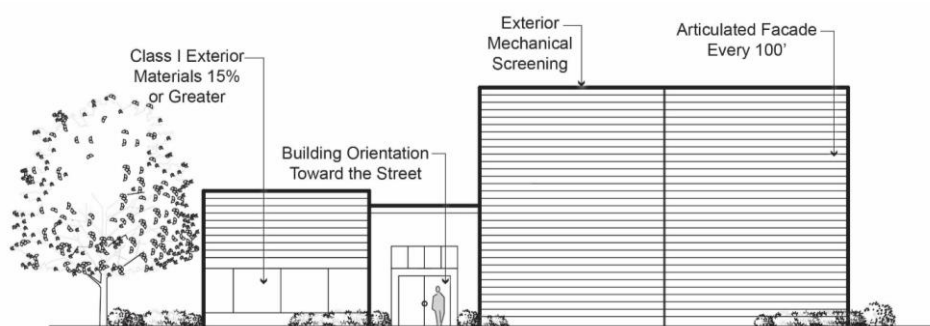
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- (a) For all façades facing a public street, a minimum of 15 percent of the façade shall be composed of Class I building materials.
 - 1. This requirement may be reduced to 10 percent of the façade provided that other elements are incorporated into the building and site design, such as façade articulation, increased landscaping, or other improvements approved by the Plan Commission.
 - (b) Smooth faced/non-decorative block or concrete panels (tilt-up/precast) (Class IV materials) may be used if they are part of a palette of permitted materials or if they incorporate horizontal and vertical articulation including, but not limited to, changes in color or texture, as deemed appropriate by the Plan Commission.
 - (c) Non-decorative metal panels (Class IV materials) may be used as deemed appropriate by the Plan Commission.
 - 1. In the AG, LI, HI, and IOA zoning districts, visible exterior fasteners shall be the same color as the attached wall for any principal or accessory building visible from a public street.
 - 2. In all other zoning districts, exterior wall fasteners shall be fully concealed from view.
 - (d) Materials of comparable quality may be substituted for any class of material or be used as a decorative element if the material can be removed or replaced with a permitted exterior material, as determined by the Plan Commission.
- (3) Façade Articulation.
- (a) Façade lengths shall not be greater than 100 feet without articulation such as:
 - 1. Recesses or projections that step back or project a portion of the main façade plane.
 - 2. Recesses or projections of upper floors from the ground floor façade plane.
 - 3. Vertical division using different textures or materials.
 - 4. Division of the façade into individual components (i.e., storefronts, distinct uses) through the use of architectural elements such as porches, balconies, windows, covered entrances, arcades, awnings, marquees, lighting, signage, etc.
 - 5. Roof form variation such as the inclusion of dormers, change in roof lines, or change in roof type.
 - 6. Public art installations located directly on a facade, such as murals.
- (4) Mechanical and Exterior Building Systems.
- (a) Applicability. See Section 114.06.21 to determine whether screening is required.
 - (b) Drainage pipes on exterior walls shall match or be complementary to the color of the roof and wall onto which they are mounted.
 - (c) Building-mounted Equipment.
 - 1. Building-mounted equipment installed on the façade visible from an adjacent public right-of-way or residential district shall be disguised or screened in one of the following ways:
 - a. Architecturally compatible with the primary structure to which the equipment is attached. Screening materials shall be identical to or substantially similar to the materials used on the building façade to which the equipment is attached.
 - b. Incorporated as part of the building wall and/or flush-mounted so as not to project beyond the main plane of the façade.
 - c. Consistent with the color of the structure to which the equipment is attached.

Commented [SK12]: This is my most common approach for industrial. It basically says you need to make the front façade look a little nicer with glass, stone, or brick up to 15%, the rest of the building can be pretty much whatever you want.

- (d) Roof-mounted Equipment. Roof-mounted equipment visible from an adjacent public right-of-way or residential district shall be screened, preferably by parapet walls. Other acceptable screen types shall be:
- Architecturally compatible with the primary structure to which the equipment is attached. Screening materials shall be identical to or substantially similar to the materials used on the building façade to which the equipment is attached.
 - Consistent with the color of the structure to which the equipment is attached.
 - Designed to be an integral part of the building's architectural design and give the impression that it is something other than a mechanical screen.

Figure 114.07.40a: Industrial Exterior Design Standards Example



Sections 114.07.41 to 114.07.49: Reserved

Section 114.07.50: DMU Zoning District Design Standards

These standards apply to any land use, building, and structure within the Downtown Mixed Use zoning district constructed or altered after the effective date of this Chapter.

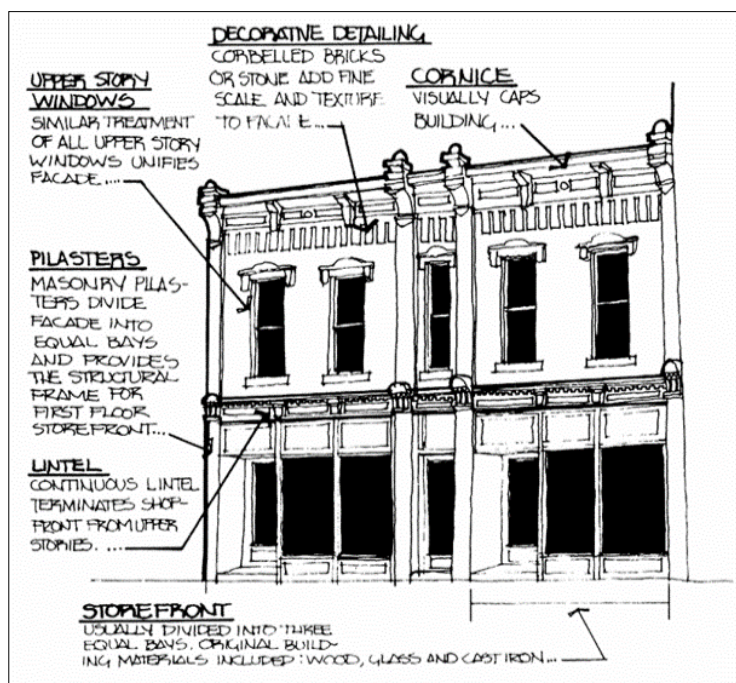
- Purpose.** This district is intended to preserve and enhance the special characteristics of downtown and shall promote the historic and architectural qualities of the area to preserve its original distinctive character by ensuring compatibility of design and architectural features and consistency with the recommendations of the Comprehensive Plan. Standards shall apply to the mapped boundaries of the Downtown Mixed Use zoning district.
- Applicability.** The regulations of this Section shall apply to new development and changes to the exterior of any building within the mapped boundaries of the Downtown Mixed Use zoning district.
- Review and Approval.**
 - There are three categories of review in this district:
 - Renovation Review** (renovation of the exterior appearance of a property such as repainting, re-roofing, residing or replacing with identical colors, finishes, and materials)
 - Design Alteration Review** (change only in the exterior appearance of a nonresidential or multi-family property such as painting, roofing, siding, architectural component substitution, fencing, paving, or signage)

Commented [SK13]: This was reviewed in May when we discussed historic preservation standards and the DMU district

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3. **Project Review** (modification to the physical configuration of a property such as the erection of a new building, the demolition of an existing building, or the addition or removal of bulk to an existing building)
 - (b) Plan Commission and Historic Landmarks and Preservation Commission review and approval may be required. The three categories and procedural requirements for review and approval are described fully in [Section 114.07.51](#).
 - (c) Design standards for changes meeting the criteria for Project Review are found in [Section 114.07.50\(5\)](#), below. Design standards for changes meeting the criteria for Design Alteration Review or Renovation Review are found in [Section 114.07.50\(6\)](#), below.
 - (d) Designated Historic Structures. These regulations are separate and in addition to requirements related to changes to Local, State, and National Landmarks and properties as regulated by the City of Columbus Historic Landmarks and Preservation Commission (see [Section 114.02.22](#)). Prior to taking action, [Section 114.02.22](#) shall be followed for all locally-designated historic properties.
- (4) Design Theme: The design theme for the Downtown Mixed Use Zoning District is based on its historical, pedestrian-oriented development pattern that incorporates retail, residential, and institutional uses. Building orientation and character includes minimum setbacks at the edge of the sidewalk, use of alleys for access (if possible), and on-street or other off-site parking. The design theme is characterized by a variety of architectural styles popular at the time, including Italianate, Romanesque, and Neoclassical, in formats with office, storage, or residential located over commercial. The façades of these buildings have a traditional main street storefront appearance that can vary in scale depending on location and surroundings, have street yard and side yard setbacks of zero feet, have prominent horizontal and vertical patterns formed by regularly spaced window and door openings, detailed cornice designs, rich detailing in masonry coursing, window detailing and ornamentation, and are predominately brick, stone, or wood. Exterior building materials are of high quality. Exterior appurtenances are minimal. Exterior colors are harmonious, simple, and muted. Exterior signage blends, rather than contrasts, with buildings in terms of coloring (complementary to building), location (on-building), size (small), and number (few).

Figure 114.07.50a: Architectural Components

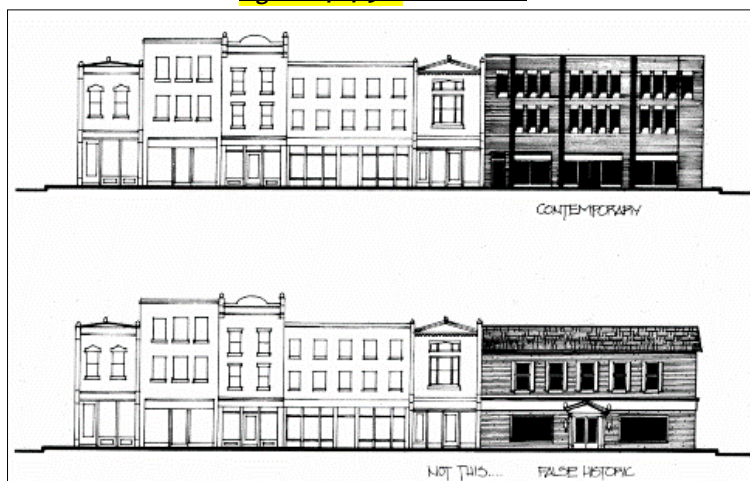


- (5) Design Standards for Project Review (New Construction, Building Additions, and Building Alterations).
 - (a) The design standards contained in this Subsection shall apply to all changes meeting the criteria for Project Review (including all new buildings, building additions, and new building appurtenances). Such activities shall correspond to the following:
 1. The following requirements for building setback; height; building mass; horizontal rhythms (created by the placement and design of façade openings and related elements such as piers, columns); vertical rhythms (created by the placement and design of façade details such as sills, transoms, cornices and sign bands); roof forms; exterior materials; exterior surface features and appurtenances; exterior colors; exterior signage; on-site landscaping; exterior lighting; parking and loading area design; and the use of screening.
 - (b) Building Setback. Throughout the district, the setback of buildings from street yard and side yard property lines shall conform to the design theme described in Subsection (4) above, as determined by the Plan Commission.
 1. No parking areas shall be located along any street frontage within the DMU district, unless an exception is granted through the conditional use process ([Section 114.10.32](#)).
 - (c) Building Height.
 1. See [Sections 114.04.11 to 114.04.14](#) for zoning district maximum height requirements.

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- (d) Building Mass.
 - 1. Throughout the district, the massing of buildings may vary depending on location and surrounds, but shall conform to the design theme described in Subsection (4) above, as determined by the Plan Commission.
 - 2. The characteristic proportion (relationship between façade height and width) of the design theme shall be maintained.
 - 3. Building mass for large structures (with a façade area exceeding 5,000 square feet) shall integrate façade articulations to conform to the design theme described in Subsection (4), as determined by the Plan Commission.
- (e) Façade Articulation. As determined by the Plan Commission, façade lengths shall not be greater than 40 feet without articulation such as:
 - 1. Recesses or projections that step back or project a portion of the main façade plane.
 - 2. Recesses or projections of upper floors from the ground floor façade plane.
 - 3. Vertical division using different textures or materials.
 - 4. Division of the façade into individual units through the use of windows, entrances, arcades, porches, decks, balconies, lighting, or the incorporation of traditional storefront design along the ground floor per [Section 114.07.50\(6\)\(e\)](#).
 - 5. Roof form variation such as the inclusion of dormers, change in roof lines, or change in roof type.
 - 6. Public art installations located directly on a facade, such as murals.
- (f) Horizontal Rhythms. The horizontal pattern of exterior building elements formed by patterns of building openings for windows and doors, and related elements such as piers and columns shall be spaced at regular intervals across all visible façades of the building, and shall conform to the design theme described in Subsection (4) above, as determined by the Plan Commission.
- (g) Vertical Rhythms. The floor heights shall conform to the minimum and maximum height requirements of the DMU zoning district ([Section 114.04.12](#)). The rhythm of the ground floor shall harmonize with the rhythm of upper floors. The vertical pattern of exterior building elements formed by patterns of building openings for windows and doors, and related elements such as sills, headers, transoms, cornices and sign bands shall conform to the design theme described in Subsection (4) above, as determined by the Plan Commission.
- (h) Roof Forms. Flat or gently sloping roofs which are not visible from the street shall be used. Mansards or other roof shapes not characteristic of the design theme described in Subsection (4) above, as determined by the Plan Commission, shall not be used. See [Figure 114.07.50b](#).

Figure 114.07.50b: Roof Forms



- (i) Exterior Materials. Selected building materials conform to the design theme described in Subsection (4) above, as determined by the Plan Commission.
1. Masonry. Stone or brick facing shall be of even coloration and consistent size. Cinder block, concrete block, concrete slab, or concrete panel shall not be permitted.
 2. Siding.
 - a. Wood, fiber cement, textured metal clapboard siding, or an alternative appropriate high-quality siding material may be appropriate, particularly if the proposed non-masonry exterior was used on a building which conforms to the design theme described in Subsection (4) above, as determined by the Plan Commission.
 - b. Clapboard or board and batten may be appropriate in certain instances where used on the existing structure within the same block-face which conforms to the design theme described in Subsection (4) above, as determined by the Plan Commission.
 - c. Class IV materials are prohibited.
 3. Glazing. Clear, or slightly tinted glass or related glazing material shall be used. Mirrored glass, smoked glass, or heavily tinted glass shall not be permitted, unless needed in a special situation as determined by the Plan Commission.
 4. Colors. Paint colors used on exterior materials shall reflect the building's era of original construction, target era of restoration/renovation, and/or era of historical significance. Applicants may choose their paint color choice within one of these contexts. New construction paint colors should complement surrounding structures.
 - a. Period-appropriate color palette examples include the Sherwin Williams historic exterior collections.
- (j) Exterior Surface. Exterior surface appurtenances shall conform to the design theme described in Subsection (4) above, as determined by the Plan Commission.

Commented [SK14]: There could be different opinions on this. For example, if you have buildings that use all siding in a downtown and if that was agreed to be out of character, you could put a max like 50%.

Commented [SK15]: We talked about colors previously. This could be deleted if the City is not interested in regulating.

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1. The traditional storefront design theme (characterized by strong horizontal and vertical rhythms formed by building openings, windows, and transom windows) shall be employed for all new nonresidential buildings.
2. Throughout the district, avoid cluttering building façades with brackets, wiring, meter boxes, antennae, gutters, downspouts and other appurtenances. Unnecessary signs shall also be avoided. Where necessary, such features shall be colored so as to blend in, rather than contrast, with the immediately adjacent building exterior. Extraneous ornamentation which is inconsistent with the design theme described in Subsection (4) above, as determined by the Plan Commission, is also prohibited.
- (k) Awnings and Marquees. Awning and marquee size, color and placement shall complement the architectural character of the building, as determined by the Plan Commission.
 1. Soft, weather-treated canvas or vinyl materials which allow for flexible or fixed installation shall be used for awnings.
 2. Aluminum or suspended metal canopies shall be permitted.
 3. Signage applied to awnings shall be simple and durable.
 4. Backlit awnings are prohibited.
- (l) Exterior Lighting. On-building exterior lighting shall be compatible and harmonious with the design theme described in Subsection (4) above and **Section 114.06.20**, as determined by the Plan Commission.
 1. On-Building Lighting. The design, color, height, location, and light quality of all on-building light fixtures shall be consistent for all light fixtures.
 2. Ground-Mounted Lighting. The design, color, height, location and light quality of ground-mounted lighting shall be consistent with the design theme described in Subsection (4) above, as determined by the Plan Commission.
- (m) Signage. See **Article IX** for all signage requirements.
- (n) **Cleaning. Structural components and exterior materials shall be cleaned when necessary, and with only the gentlest possible methods.**
 1. **Low-pressure water, steam cleaning, and soft natural bristle brushes are permitted.**
 2. **Sandblasting and power washing (more than 400 psi) are prohibited.**
 3. **Other methods shall be pre-approved by the Plan Commission.**
- (6) Design Standards for Design Alteration Review and Renovation Review (Changes to the Exterior Appearance of a Property).
 - (a) Applicability. The design standards contained in this Subsection shall apply for the following changes to the exterior of a property:
 1. All changes meeting the criteria for Design Alteration Review (including painting, roofing, siding, architectural component substitution, fencing, paving, and signage)
 2. All changes meeting the criteria for Renovation Review (including repainting, re-roofing, residing, or replacing with identical colors, finishes, and materials)
 3. Any other instance in which existing construction is proposed for rehabilitation and/or restoration. (New projects, building additions, and new appurtenances and features shall comply with the Design Standards of Subsection (5), above.)

Commented [SK16]: I believe this is meant to preserve historic materials like brick that needs special treatment.

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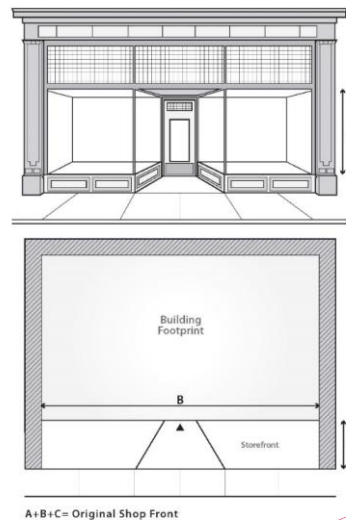
- (b) In General. Buildings shall be restored relying on physical evidence (such as photographs, original drawings, and existing architectural details) as much as possible, in keeping with the design theme described in Subsection (4) above, as determined by the Plan Commission.
- (c) Exterior Materials and Surface Features. Materials and features shall be replaced with exterior materials and surface features that create the same type of appearance as the original. If replacement is not possible, other features and materials may be used, provided they are compatible with the design and style of the building, as determined by the Plan Commission.
 - 1. Where such knowledge is lacking, materials and features in common use at the time of building erection shall be used.
 - 2. Significant architectural features, including cornices, moldings and coursings shall be preserved or replaced with identical features and materials where possible.
- (d) Windows and Doors. The size, proportion, shape, and rhythm of original windows and doors shall not be altered.
 - 1. Original window and door openings shall not be blocked. Where now blocked, blocked window and door openings shall be restored where possible.
 - 2. Window and door features, including lintels, sills, architraves, shutters, pediments, hoods and hardware, shall be preserved where possible.
 - a. If preservation is not possible, as determined by the Plan Commission, window and door features shall be replaced with identical features and materials. If replacement with identical features and materials is not possible, other features and materials may be used, provided they are compatible with the design and style of the building, as determined by the Plan Commission.
 - b. Dark frames (i.e. anodized bronze) shall be used to replace storefront and upper story windows.
 - c. Clear aluminum finishes and mill finish aluminum storm windows are prohibited.
 - d. If shutters are proposed, real, functional shutters or shutters that are the same dimensions as real, functional shutters (as opposed to purely decorative shutters) shall be used.
- (e) Storefronts. Storefronts shall fit inside the original shop front in terms of all 3 dimensions (vertical, horizontal and front to back articulation). See Figure 114.07.50c.
 - 1. Display windows shall be restored to their original appearance.

Commented [SK17]: Example of providing flexibility, but encouraging general keeping with the theme

Commented [SK18]: Avoids something like white vinyl

2. The configuration of display windows shall be substantially similar to the original configuration. This provision shall be construed to prohibit garage doors and bay windows when they were not part of the original building design.
- (f) Entrances, Porticos, and Porches. Original porches, and steps shall be retained, except as required to meet accessibility standards. Porches, porticos, steps, and related enclosures which do not comply with the architectural design theme, as determined by the Plan Commission, shall be removed. See [Section 114.04.40](#) for ramp requirements.
- (g) Roofs. The original roof shape and character of visible materials shall be retained. Original architectural features which give the roof its essential character, including dormer windows, cupolas, cornices, brackets, chimneys and weathervanes, shall be preserved if in keeping with the architectural design theme described in Subsection (4) above, as determined by the Plan Commission.

Figure 114.07.50c: Storefronts



Section 114.07.51: DMU District Design Review

- (1) Purpose and Scope. The design standards of this Chapter are intended to preserve and enhance the aesthetic qualities of the community and attain a consistent visually pleasing image for the City. DMU District Design Review is designed to enhance both aesthetic and economic objectives of the City by controlling the site design and exterior appearance of development within the district in a manner which is consistent with sound land use, urban design, and economic revitalization principles. The application of these standards will ensure the long-term progress and broad participation toward these principles.
- (2) Procedure for Review and Approval. There are three categories of review: Renovation Review, Design Alteration Review, and Project Review. These procedures do not apply to any modifications to the interior of a building or structure. See [Figure 114.07.51a](#) below for a summary of the processes.

Figure 114.07.51a: Process for DMU District Design Review

Procedure	Type of Proposal		
	Renovation ¹	Design ²	Project ³
1. Consultation with Zoning Administrator, to confirm type of proposal	Yes	Yes	Yes
2. Submit Proposed and Existing Building Elevations	No	Yes	Yes
3. Submit Site Plan Application	No	No	Yes
4. Submit Conditional Use Permit Application	No	No	Yes
5. Review and action by Zoning Administrator	No	Yes	Yes
6. Review and comment by the Historic Landmarks and Preservation Commission ⁴	No	Yes	Yes
7. Review and action by Plan Commission	No	Yes	Yes

KEY: **Yes** = Step is required. **No** = Step is not required.

¹Only a replacement to or maintenance of the exterior of a property.

²Only a change in the appearance of a property.

³Modification to the physical configuration of a property, i.e. new building, addition, or demolition

⁴See [Section 114.07.51\(3\)\(c\) and \(d\)](#).

Commented [SK19]: This section could instead go with Article 10 with other admin and procedures. Some think it was easier to use the code if the requirements and procedures were adjacent to one another in the text.

Commented [SK20]: Review. See subsection 3C(D)

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- (a) **Renovation Review.** Applications which involve only a renovation of the exterior appearance of a property (such as repainting, re-roofing, residing or replacing with identical colors, finishes, and materials), as determined by the Zoning Administrator, are considered a Renovation Review and may proceed with the project; no additional processes are required other than a building permit.
- (b) **Design Alteration Review.** Applications which involve a change only in the exterior appearance (such as painting, roofing, siding, architectural component substitution, fencing, or paving), but no modification to the physical configuration of a property are considered Design Alteration Review and are subject to review and approval by the Zoning Administrator and the Plan Commission. The Zoning Administrator shall serve as the liaison between the applicant and the Plan Commission in facilitating the review of an application and shall ensure that the technical and procedural requirements of the Zoning Ordinance are met. The Plan Commission shall serve as the final discretionary review body on aesthetics, building design, and site design, and shall focus its review on the application's compliance with sound aesthetic, land use, site design and economic revitalization practices. In part, this effort shall be guided by the Comprehensive Plan and other area plans.
 - 1. Procedure. Design Alteration Review proposals are subject to the following procedures:
 - a. The Zoning Administrator shall determine whether the Design Alteration Review application is complete and fulfills the requirements of this Chapter. If the application is determined to be incomplete, the Zoning Administrator shall notify the applicant.
 - b. The Zoning Administrator shall coordinate review with the City's Departments.
 - c. The Zoning Administrator shall review and approve or deny the application.
 - 2. Application requirements. In addition to the application requirements for site plan review, all applications for Design Alteration Review shall be made to the Zoning Administrator, and shall be accompanied by the building permit application, and, in addition, shall be accompanied by all of the following, unless specifically waived in writing by the Zoning Administrator:
 - a. A depiction of the existing appearance of the property. Clear color photographs are recommended for this purpose. Scaled and dimensioned drawings of existing components such as windows, doors, railings, fencing or other site components, and/or detailed building elevations which are proposed for alteration or replacement may be required by the City.
 - b. A depiction of the proposed appearance of the property. Paint charts, promotional brochures, and/or clear color photographs of replacement architectural components are recommended for this purpose. Scaled and dimensioned drawings of proposed components such as windows, doors, railings, fencing or other site components, and/or detailed building elevations which are proposed for alteration or replacement may be required by the City.
 - c. A written description of the proposed modification, including a complete listing of proposed components, materials, and colors.
 - d. Written justification for the proposed alteration consisting of the reasons why the applicant believes the requested alteration is in harmony with the building design standards of the Downtown Mixed-Use Zoning District ([Section 114.07.50](#)), if applicable.
 - 3. The Zoning Administrator shall forward the Design Alteration Review application to the Plan Commission for review and final determination.

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- (c) **Project Review.** Applications which involve modification to the physical configuration of a property (such as the erection of a new building, the demolition of an existing building, or the addition or removal of bulk to an existing building) are subject to Project Review by the Zoning Administrator and the Plan Commission. The Zoning Administrator shall serve as the liaison between the applicant and the Plan Commission in facilitating the review of an application and shall ensure that the technical and procedural requirements of the Zoning Ordinance are met. The Plan Commission shall serve as the final discretionary review body on aesthetics, building design, and site design, and shall focus its review on the application's compliance with sound aesthetic, land use, site design and economic revitalization practices. In part, this effort shall be guided by the Comprehensive Plan and other area plans.
1. Procedure. Project review proposals shall follow procedures for Site Plan Review per [Section 114.10.43](#).
 2. Application requirements. In addition to the application requirements for conditional use permits, all applications for Project Review shall be made to the Zoning Administrator, and shall be accompanied by the building permit application, and, in addition, shall be accompanied by all of the following, unless specifically waived in writing by the Zoning Administrator:
 - a. A depiction of the existing appearance of the property. Color photographs are recommended for this purpose. Scaled and dimensioned drawings of existing components such as windows, doors, railings, fencing or other site components, and/or detailed building elevations which are proposed for alteration or replacement may be required by the City.
 - b. A depiction of the proposed appearance of the property. Paint charts, promotional brochures, and/or clear color photographs of replacement architectural components are recommended for this purpose. Scaled and dimensioned drawings of proposed components such as windows, doors, railings, fencing or other site components, and/or detailed building elevations which are proposed for alteration or replacement may be required by the City.
 - c. For all projects involving a new building, or an addition exceeding 100 square feet of gross floor area that reduces or extends a building's footprint or height, a detailed, scaled site plan shall be provided meeting all required elements of [Section 114.10.43](#).
 - d. Written justification for the proposed alteration or new construction consisting of the reasons why the applicant believes the requested alteration or new construction is in harmony with the applicable building design standards for Special Areas in [Section 114.07.50](#).
- (3) Additional Recommendations Permitted Under the Special Area Design Review Process.
- (a) The Zoning Administrator is hereby authorized to make recommendations for, or require modifications to, a proposed application for Renovation Review, Design Alteration Review, or Project Review.
 - (b) The Plan Commission is hereby authorized to make recommendations for, or require modifications to, a proposed application for Design Alteration Review and Project Review.
 - (c) The Historic Landmarks and Preservation Commission (see [Section 114.02.22](#)) is hereby authorized to make recommendations relative to a proposed application for Design Alteration Review and Project Review for all locally-designated historic properties.
 - (d) The Historic Landmarks and Preservation Commission may also review and provide feedback prior to Plan Commission action on a proposed application for Design Alteration, Project

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Review, Zoning Map Amendment (Section 114.10.30), or Planned Development (Section 114.10.45) for any non-locally-designated historic property within the Downtown Mixed Use zoning district.

- (4) Appeals. Appeals from the decisions of the Zoning Administrator and Plan Commission may be made to the Common Council in accordance with the provisions of [Section 114.10.52](#).

Sections 114.07.52 to 114.07.99: Reserved

Commented [SK21]: Keep or delete

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