

**ARTICLE VI A  
DESIGN REVIEW**

6A.1 Applicability.

A. No person shall build, develop, or substantially remodel or alter the exterior of the following Buildings without receiving design review approval pursuant to this Article:

1. A building for a non-residential use within any zoning district.
2. A building for a Public or Semi-Public Use within any zoning district.
3. A Multi-Family Dwelling of three or more units within any zoning district.
4. A Single Family Dwelling, Duplex or Accessory Structure within the

Townsite Overlay (TO) District.

5. A Historic Structure.

B. Exemptions.

1. Murals and public art

2. Applications for non-emergency temporary structures are not subject to Design Review, but are subject to the Conditional Use Permit process as set forth in Article XI of the Zoning Ordinance.

3. Projects which qualify under Section 6A.2(3) of this Article.

(Ord. 1062, §1, 2010)

## 6A.2 Authority of the Administrator.

A. The Administrator has the authority to review and make, or recommend, decisions as follows:

1. The Administrator has the authority to recommend for approval or denial certain applications for Design Review that the Administrator determines to have no substantial impact on adjacent properties or on the community at large, subject to final approval or denial by the Commission on its consent agenda. Such recommendation for approval or denial shall specify the standards used in evaluating the application; the reasons for the approval or denial; and conditions of approval, if any. Applications that have no substantial impact may include, but are not limited to: additions under five-hundred (500) square feet or which are not prominently visible from a public street, façade changes and alterations to parking or other site elements.

2. Those applications for projects of an emergency nature, necessary to guard against imminent peril, regardless of zoning district, shall receive administrative review and approval, denial, or conditional approval, subject to criteria set forth in subsection 6A.7.B of this Article. The Administrator may, upon the request of the applicant or the direction of any City official, forward the application to the Commission for review.

3. The Administrator has the authority to recommend exemption of certain projects from the design review requirements, upon finding; the project is minor, will not conflict with the design review standards of this Chapter and will not adversely impact any adjacent properties. Examples include, but are not limited to minor deck additions, changes to siding materials, changes to an existing window or door, an addition of a window or door, and minor landscape changes. Such recommendation for exemption shall be drafted in the form of Findings of Fact and Conclusions of Law, subject to final decision by the Commission on its consent agenda prior to issuance of a building permit. Should the Commission deny the Administrator's recommendation or should the Administrator determine that the proposal does not meet all of the above evaluation criteria, the project shall be subject to the provisions of this chapter prior to issuance of a building permit.

4. The Administrator has the authority to approve minor modifications to projects that have received design review approval by the Commission prior to, and for the duration of a valid Building Permit. The Administrator shall make the determination as to what constitutes minor modifications and may include, but are not limited to changes to approved colors and/or siding materials, changes to site plans that do not significantly increase building footprints or significantly change driveway or road alignment, changes to landscape plans that do not decrease the amount of landscaping, changes to dumpster enclosures, changes to exterior lighting fixtures and location, or changes to windows that do not significantly affect project design, appearance or function. All approved modifications must be documented in a memo to the project file and on the approved set of plans on file with the city. For modifications to design review approval that are determined by the Administrator not to be minor, the Administrator has the authority to recommend approval or denial of such modifications, subject to final decision by the Commission on its consent agenda. Such recommendation for approval or denial shall be drafted in the form of Findings of Fact and Conclusions of Law.

(Ord. 1062, §3, 2010; Ord. 1009, §1, 2008)

### 6A.3 Permits.

A. No permits shall be issued by any administrative officer or inspector of the City for construction of any building, project, or other improvement requiring a permit before the requirements specified by this Article are met and approval is granted.  
(Ord. 1062, §3, 2010)

### 6A.4 Design Review Process.

A. A pre-application conference with the Planning Staff is recommended. At this meeting, the Planning Staff will familiarize the potential applicant with the review process that will apply to the project and with related City regulations and review criteria that may affect the project. The applicant shall bring site-specific information including conceptual drawings in order to familiarize the Planning Staff with the specifics of the proposal.

B. Detailed design drawings shall be submitted for final planning review. Construction plans or working drawings are not required prior to review. At this stage the applicant must provide architectural drawings showing building materials, details of all exterior features, and other information as set forth in Section 6A.6 of this Ordinance. A minimum scale 1/8" to 1/0" is recommended for the architectural plans.

C City department heads review all projects ensuring conformance with the underlying zone requirements, City Standards and Design Review Guidelines.

D. Public notice must be provided in a publication of general circulation a minimum of 15 days prior to the public hearing, and for all owners of property within 300 feet, in those cases where a hearing before the Commission is to be held. When notice is required to two hundred (200) or more property owners or purchasers of record, alternate forms of notice may be provided in lieu of mailed notice. Sufficient notice shall be deemed to have been provided if the City provides notice through a display advertisement at least four (4) inches by two (2) columns in size in the official newspaper of the City at least fifteen (15) days prior to the hearing date, in addition to site posting on all external boundaries of the site.

E. The project is reviewed by the reviewing body as set forth in Section 6A.3 above. The reviewing body will approve, deny or conditionally approve the applicant's request based on criteria outlined in Section 6A.6 of this Article.

F. In order for a building permit to be issued after final Design Review approval, final construction drawings must be reviewed and approved by the Building Department. Application for a building permit must occur within one year of Design Review approval, or as otherwise provided by agreement authorized by law. The expiration date may be extended once, for an additional six (6) months, upon written request. Such request must be received prior to the expiration date. In the event any Design Review approval is for community housing units, an extension period of up to eighteen (18) months may be granted. The Commission shall review and approve or deny the request for extension.

(Ord. 1062, §4, 2010)

### 6A.5 Application.

A. An application for design review approval shall follow the procedures and be subject to the requirements established by Article 3, Section 3.8 of the Zoning Ordinance, and shall be made by at least one (1) holder of any interest in the real property for which the design review approval is proposed.

B. The following information is required with an application for Design Review:

1. The Design Review application form including project name and location, and applicant and representative names and contact information.
2. One (1) full size set of prints and six (6) sets of 11" x 17" copies (two if heard by the Hearing Examiner)-showing at a minimum the following:
  - a. Vicinity map, to scale, showing the project location in relationship to neighboring buildings and the surrounding area. Note: a vicinity map must show location of adjacent buildings and structures.
  - b. Drainage plan (grading, catch basins, piping, and dry-wells).
  - c. Utilities plan (location and size of water and sewer mains and services, gas, electric, TV and phone).
  - d. Site plan, to scale, showing proposed parking (including parking stall dimensions), loading, general circulation, and snow storage. List square footage of subject property including lot dimensions.
  - e. Landscape plan (existing landscaping on the site shown as retained, relocated or removed; proposed landscaping including species type, size and quantity).
  - f. Floor plan. List gross square footage for each floor. List occupancy classification and type of construction.
  - g. Detailed elevations of all sides of the proposed building and other exterior elements (colors, materials).
  - h. Exterior Lighting plan, pursuant to Article VIII B, of the Zoning Ordinance (location, height, type, and lumen output; spec sheets for fixtures; illuminance levels/photometrics for area lighting).
  - i. Sign plan (location, dimensions and lighting).
3. Plans and drawings for all buildings, except Single Family Dwellings and Accessory Structures, shall be prepared and stamped by an Idaho licensed architect.
4. A materials and colors sample board. Each sample should be approximately 12"x12" in size.
5. One (1) colored rendering of at least one side of the proposed building.
6. Staging and contractor parking plan. Statement of where staging will occur, and parking plan for contractors. If any staging or parking shall occur off-site, a staging/parking plan must be submitted including materials storage, excavation (backfill) stockpile areas, job trailers, blue rooms, dumpsters, contractor parking, etc.
7. A list of the names and addresses of all property owners and residents within three hundred (300) feet of the exterior boundaries of the subject property, in a format acceptable to the City.
8. Other information as required by the Administrator, Hearing Examiner or the Commission.
9. Payment of applicable fees.

(Ord. 1062, §6, 2010)

### 6A.6 Criteria.

A. The Commission or Hearing Examiner shall determine the following before approval is given:

1. The project does not jeopardize the health, safety or welfare of the public.
2. The project conforms to the applicable specifications outlined in the Design Review Guidelines, as set forth herein, applicable requirements of the Zoning Ordinance, and City Standards.

B. Conditions. The Commission or Hearing Examiner may impose any condition deemed necessary. The Commission or Hearing Examiner may also condition approval of a project with subsequent review and/or approval by the Administrator or Planning Staff. Conditions which may be attached include, but are not limited to those which will:

1. Ensure compliance with applicable standards and guidelines.
2. Require conformity to approved plans and specifications.
3. Require security for compliance with the terms of the approval.
4. Minimize adverse impact on other development.
5. Control the sequence, timing and duration of development.
6. Assure that development and landscaping are maintained properly.
7. Require more restrictive standards than those generally found in the Zoning Ordinance.

C. Security. The applicant may, in lieu of actual construction of any required or approved improvement, provide to the City such security as may be acceptable to the City, in a form and in an amount equal to the cost of the engineering or design, materials and installation of the improvements not previously installed by the applicant, plus fifty percent (50%), which security shall fully secure and guarantee completion of the required improvements within a period of one (1) year from the date the security is provided.

1. If any extension of the one year period is granted by the City, each additional year, or portion of each additional year, shall require an additional twenty percent (20%) to be added to the amount of the original security initially provided.

2. In the event the improvements are not completely installed within one (1) year, or upon the expiration of any approved extension, the City may, but is not obligated, to apply the security to the completion of the improvements and complete construction of the improvements.

(Ord. 1062, §7, 2010)

## 6A.7 Improvements Required.

### A. Streets.

1. Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.

a. The requirement for Sidewalk and drainage improvements may be waived if the proposed project construction is less than five hundred (500) square feet.

b. The requirement for Sidewalk and drainage improvements may be waived for any remodel or addition to Single Family Dwelling and Duplex projects within the Townsite Overlay District; Sidewalk and drainage improvements shall be required for new Principle Building.

2. Sidewalk and drainage improvements shall be located and constructed according to applicable City Standards, except as otherwise provided herein.

3. The length of Sidewalk and drainage improvements constructed shall be equal to the length of the subject property line(s) adjacent to any Public Street or Private Street.

3. New Sidewalks shall be planned to provide pedestrian connections to any existing or future sidewalks adjacent to the site. In addition, sidewalks shall be constructed to provide safe pedestrian access to and around a building.

4. Sites located adjacent to Public Streets or Private Streets that are not currently thru-streets, regardless of whether the street may provide a vehicular connection to future streets, shall provide sidewalks to facilitate future pedestrian connections.

5. The Developer or City may propose alternatives to either the standard Sidewalk location or configuration required.

a. The Hearing Examiner or Commission and Council shall ensure that the alternative configuration or location shall not reduce the level of service or convenience to either residents of the development or the public at large.

b. If an alternative location is approved, the cost of construction of the required square footage of sidewalk and lineal feet of drainage improvements shall be paid by the applicant to the City. The City shall ensure construction of sidewalk and drainage improvements occurs within two years of the date the Design Review findings of fact, conclusions of law and decision is signed.

6. The City may approve and accept voluntary cash contributions in-lieu of the above described improvements, which contributions must be segregated by the City and not used for any purpose other than the provision of these improvements. The contribution amount shall be 110% of the estimated costs of concrete sidewalk and drainage improvements provided by a qualified contractor, plus associated engineering costs, as approved by the City Engineer. Any approved in-lieu contribution shall be paid before the City issues a certificate of occupancy. In-lieu contributions for sidewalks shall not be accepted in B, LB, TI and SCI districts.

### B. Water Line Improvements.

1. In the Townsite Overlay District, any proposal for new construction or addition of a garage accessing from the alley, where water main lines within the alley are less than six (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.

(Ord. 1062, §8, 2010)

## 6A.8 Design Standards

A. Non-Residential, Multifamily or Mixed Use Building. The following design standards apply to any non-residential, multifamily or mixed use building located within the City of Hailey.

### 1. Site Planning

a. The location, orientation and surface of buildings shall maximize, to the greatest extent possible sun exposure in exterior spaces to create spaces around buildings that are usable by the residents and allow for safe access to buildings.

b. All existing plant material shall be inventoried and delineated, to scale, and noted whether it is to be preserved, relocated or removed. Removal of trees larger than 6 inch caliper proposed to be removed require an arborist review. Any tree destroyed or mortally injured after previously being identified to be preserved, or removed without authorization, shall be replaced with a species of tree found in the Tree Guide and shall be a minimum of 4 inch caliper.

c. Site circulation shall be designed so pedestrians have safe access to and through the site and to building.

d. Building services including loading areas, trash storage/pickup areas and utility boxes shall be located at the rear of a building; the side of the building adjacent to an internal lot line may be considered as an alternate location. These areas shall be designed in a manner to minimize conflict among uses and shall not interfere with other uses, such as snow storage. These areas shall be screened with landscaping, enclosures, fencing or by the principal building.

e. Where alleys exist, or are planned, they shall be utilized for building services.

f. Vending machines located on the exterior of a building shall not be visible from any street.

g. On-site parking areas shall be located at the rear of the building and screened from the street. Parking and access shall not be obstructed by snow accumulation.

h. Access to on-site parking shall be from the alley or, if the site is not serviced by an alley, from a single approach to the street to confine vehicular/pedestrian conflict to limited locations, allow more buffering of the parking area and preserve the street frontage for pedestrian traffic.

i. Snow storage areas shall be provided on-site where practical and sited in a manner that is accessible to all types of snow removal vehicles of a size that can accommodate moderate areas of snow.

j. Snow storage areas shall not be less than 25% of the improved parking and vehicle and pedestrian circulation areas.

k. A designated snow storage area shall not have any dimension less than 10 feet.

l. Hauling of snow from downtown areas is permissible where other options are not practical.

m. Snow storage areas shall not impede parking spaces, vehicular and pedestrian circulation or line of sight, loading areas, trash storage/pickup areas, service areas or utilities.

n. Snow storage areas shall be landscaped with vegetation that is salt-tolerant and resilient to heavy snow.

## 2. Building Design

- a. The proportion, size, shape and rooflines of new buildings shall be compatible with surrounding buildings.
- b. Standardized corporate building designs are prohibited.
- c. At ground level, building design shall emphasize human scale, be pedestrian oriented and encourage human activity and interaction.
- d. The front façade of buildings shall face the street and may include design features such as windows, pedestrian entrances, building off-sets, projections, architectural detailing, courtyards and change in materials or similar features to create human scale and break up large building surfaces and volumes.
- e. Any addition onto or renovation of an existing building shall be designed to create a cohesive whole.
- f. All exterior walls of a building shall incorporate the use of varying materials, textures and colors.
- g. Exterior buildings colors and materials shall be integrated appropriately into the architecture of the building and be harmonious within the project and with surrounding buildings.
- h. Flat-roofed buildings over two stories in height shall incorporate roof elements such as parapets, upper decks, balconies or other design elements.
- i. All buildings shall minimize energy consumption by utilizing alternative energy sources and/or passive solar techniques. At least three (3) of the following techniques, or an approved alternative, shall be used to improve energy cost savings and provide a more comfortable and healthy living space:
  - i) Solar Orientation. If there is a longer wall plane, it shall be placed on an east-west axis. A building's wall plane shall be oriented within 30 degrees of true south.
  - ii) South facing windows with eave coverage. At least 40% of the building's total glazing surface shall be oriented to the south, with roof overhang or awning coverage at the south.
  - iii) Double glazed windows.
  - iv) Windows with Low Emissivity glazing.
  - v) Earth berming against exterior walls
  - vi) Alternative energy. Solar energy for electricity or water heating, wind energy or another approved alternative shall be installed on-site.
  - vii) Exterior light shelves. All windows on the southern most facing side of the building shall have external light shelves installed.
- j. Gabled coverings, appropriate roof pitch, or snow clips and/or gutters and downspouts shall be provided over all walkways and entries to prevent snow from falling directly onto adjacent sidewalks.
- k. Downspouts and drains shall be located within landscape areas or other appropriate locations where freezing will not create pedestrian hazards.
- l. Vehicle canopies associated with gas stations, convenience stores or drive-through facilities shall have a minimum roof pitch of 3/12 and be consistent with the colors, material and architectural design used on the principal building(s).
- m. A master plan for signage is required to ensure the design and location of signs is compatible with the building design and compliance with Article 8.

3. Accessory Structures, Fences and Equipment/Utilities
  - a. Accessory structures shall be designed to be compatible with the principal building(s).
  - b. Accessory structures shall be located at the rear of the property.
  - c. Walls and fences shall be constructed of materials compatible with other materials used on the site.
  - d. Walls and fencing shall not dominate the buildings or the landscape. Planting should be integrated with fencing in order to soften the visual impact.
  - e. All roof projections including, roof-mounted mechanical equipment, such as heating and air conditioning units, but excluding solar panels and Wind Energy Systems that have received a Conditional Use Permit, shall be shielded and screened from view from the ground level of on-site parking areas, adjacent public streets and adjacent properties.
  - f. The hardware associated with alternative energy sources shall be incorporated into the building's design and not detract from the building and its surroundings.
  - g. All ground-mounted mechanical equipment, including heating and air conditioning units, and trash receptacle areas shall be adequately screened from surrounding properties and streets by the use of a wall, fence, or landscaping, or shall be enclosed within a building.
  - h. All service lines into the subject property shall be installed underground.
  - i. Additional appurtenances shall not be located on existing utility poles.

#### 4. Landscaping

a. Only drought tolerant plant species and/or xeriscape specific plant materials shall be used, as specified by the Hailey Landscaping Manual or an approved alternative.

b. All plant species shall be hardy to the Zone 4 environment.

c. At a minimum, a temporary irrigation system that fully operates for at least two complete growing seasons is required in order to establish drought tolerant plant species and/or xeriscape specific plant materials. Features that minimize water use, such as moisture sensors, are encouraged.

d. Landscaped areas shall be planned as an integral part of the site with consideration of the urban environment. A combination of trees shrubs, vines, ground covers and ornamental grasses shall be used. New landscaped areas having more than 10 trees, a minimum of 10% of the trees shall be at least 4-inch caliper, 20% shall be at least 3-inch caliper, and 20% shall be at least 2½ inch caliper and a maximum of 20% of any single tree species may be used in any landscape plan (excluding street trees). New planting areas shall be designed to accommodate typical trees at maturity. Buildings within the LI and SCI-I zoning district are excluded from this standard.

e. Seasonal plantings in planter boxes, pots, and/or hanging baskets shall be provided to add color and interest to the outside of buildings in the LI and SCI-I zoning districts.

f. Plantings for pedestrian areas within the B, LB, TN and SCI-O zoning districts shall be designed with attention to the details of color, texture and form. A variety of trees, shrubs, perennials, ground covers and seasonal plantings, with different shapes and distinctive foliage, bark and flowers shall be used in beds, planter boxes, pots, and/or hanging baskets.

g. Storm water runoff should be retained on the site wherever possible and used to irrigate plant materials.

h. A plan for maintenance of the landscaping areas is required to ensure that the project appears in a well maintained condition (i.e., all weeds and trash removed, dead plant materials removed and replaced).

i. Retaining walls shall be designed to minimize their impact on the site and the appearance of the site.

j. Retaining walls shall be constructed of materials that are utilized elsewhere on the site, or of natural or decorative materials.

k. Retaining walls, where visible to the public and/or to residents or employees of the project, shall be no higher than four feet or terraced with a three foot horizontal separation of walls.

l. Landscaping should be provided within or in front of extensive retaining walls.

m. Retaining walls over 24" high may require railings or planting buffers for safety.

n. Low retaining walls may be used for seating if capped with a surface of at least 12 to 16 inches wide.

B. Non-Residential Building Located within B, LB, or TN. In addition to the standards applicable to any non-residential, multifamily or mixed use building located within the City of Hailey described in Section 6A.8.A, the following design standards also apply to any non-residential building located within the B, LB, or TN zoning districts.

1. Site Planning
  - a. The site shall support pedestrian circulation and provide pedestrian amenities. Sidewalks shall be provided along building fronts.
  - b. Wider sidewalks are encouraged to provide additional amenities such as seating areas and bicycle racks.
2. Building Design
  - a. The main facade shall be oriented to the street. The main entrance(s) to the building shall be located on the street side of the building. If the building is located on a corner, entrances shall be provided on both street frontages. If the design includes a courtyard, the main entrance may be located through the courtyard. Buildings with more than one retail space on the ground floor are encouraged to have separate entrances for each unit.
  - b. Multi-unit structures shall emphasize the individuality of units or provide visual interest by variations in roof lines or walls or other human scale elements. Breaking the facades and roofs of buildings softens the institutional image which may often accompany large buildings.
  - c. Buildings located within the Business District shall be located directly at the back of the sidewalk. In other zoning districts buildings may be separated from the sidewalk by landscaping or plazas with benches, bicycle racks, trash containers, and other pedestrian amenities.
  - d. Building designs shall maximize the human scale of buildings and enhance the small town “sense of place”. This can be achieved by utilizing voids and masses, as well as details, textures, and colors on building facades. Human scale can also be achieved by incorporating structural elements such as colonnades and covered walkways, overhangs, canopies, entries, and landscaping. Particular attention should be paid to creating interest at the street level.
  - e. Buildings that exceed 30 feet in height, the entire roof surface shall not project to the highest point of the roof. The Commission shall review building height relative to the other dimensions of width and depth combined with detailing of parapets, cornices, roof, and other architectural elements.
  - f. Livable outdoor spaces in multi-story buildings that create pleasing elements and reduce the mass of taller buildings are encouraged.
  - g. Fire department staging areas shall be incorporated into the design elements of the building.
  - h. New buildings adjacent to residential areas shall be designed to ensure that building massing and scale provide a transition to adjoining residential neighborhoods. Possible mitigation techniques include, but are not limited to the following:
    - i) Locating open space and preserving existing vegetation on the edge of the site to further separate the building from less intensive uses;
    - ii) Stepping down the massing of the building along the site’s edge; and
    - iii) Limiting the length of or articulating building facades to reflect adjacent residential patterns

### 3. Landscaping

i. When abutting the LR, GR or TN zoning districts, a landscape buffer between the project and the residential property shall be provided. The buffer shall be at least eight foot wide to create a year-round visual screen of at least 6 feet in height. The buffer shall be designed to avoid the appearance of a straight line or wall of uniform plant material and shall be wide enough to accommodate the planted species when mature.

C. Non-Residential Building Located within the LI, SCI, TI or A. In addition to the standards applicable to any non-residential, multifamily or mixed use building located within the City of Hailey described in Section 6A.8.A, the following design standards also apply to any non-residential building located within the LI, SCI, TI or A zoning districts.

#### 1. Site Planning

a. Adjoining parcels shall be considered when planning building configuration, vehicular circulation and access, parking, and drainage.

b. Reciprocal vehicular ingress and egress, circulation, and parking arrangements are encouraged when the adjacent site(s) allows in order to facilitate the ease of vehicular movement between adjoining properties.

c. Vehicle circulation, parking and loading shall not block pedestrian access ways.

D. Multi-Family. In addition to the standards applicable to any non-residential, multifamily or mixed use building located within the City of Hailey described in Section 6A.8.A, the following design standards also apply to any Multi-Family building located within the City of Hailey.

#### 1. Site Planning

a. The location of buildings shall respond to the specific site conditions such as topography, street corners, open space and existing and planned adjacent uses.

b. Site plans shall include a convenient, attractive and interconnected pedestrian system of sidewalks and shared pathways to reinforce pedestrian circulation within a site.

c. Buildings shall be organized to maximize efficient pedestrian circulation and create gathering places.

#### 2. Building Design

a. Buildings shall incorporate massing, group lines and character that responds to single family homes. Buildings may also include the use of varying materials, textures and colors to break up the bulk and mass of large multi-family buildings. Front doors should be individual and visible from the street. Windows should be residential in scale and thoughtfully placed to provide for privacy and solar gain.

b. At ground level, buildings shall present a setting that is visually pleasing to the pedestrian and that encourages human activity and interaction.

(Ord. 1062, §8, 2010)

6A.9 Design Review Guidelines for Residential and Non-Residential Buildings in the Townsite Overlay District (TO).

*\*\*\*These guidelines were adopted in a format including photographs and sketches. To access the PDF version please refer to the Townsite Overlay Design Review Guidelines located at [www.haileycityhall.org/planning](http://www.haileycityhall.org/planning). A hard copy of the version may be obtained at City Hall.\*\*\**

### **I. Introduction: What is this document?**

The Hailey Townsite Design Review Guidelines have been developed to provide standards for development in Old Hailey. The term “Old Hailey” means all land within the Townsite Overlay District. The attached map (see Appendix A) shows the area where these Design Guidelines apply. These Design Guidelines address the basic elements of design related to building location, orientation, function and scale, as well as how the building and improvements relate to the neighborhood. Section III.A of this document outlines the Guiding Principles that provide a framework for the detailed guidelines. These Design Guidelines allow for a wide variety of building styles, while ensuring that each new building respects the neighborhood character of Old Hailey. The Design Guidelines contain some flexibility to allow for individual solutions to site specific issues.

### **II. Applicability: How to use this document.**

Proposals for new Single Family Dwellings, Accessory Dwelling Units, Accessory Structures and Duplexes will be reviewed for compliance with these Design Guidelines by an Architectural Hearing Examiner, a Hearing Examiner contracted by the City with specific expertise in site design and architectural issues. Also subject to review are additions that add floor area equal to or greater than 50% of the original structure.

Decisions of the Hearing Examiner may be appealed by affected parties. Appeals will be heard by the Planning and Zoning Commission. The process for Hearing Examiners and for appeals is outlined in Article III of the Hailey Zoning Ordinance. Nonresidential uses and residential uses of three (3) units or greater will be reviewed by the Hailey Planning and Zoning Commission. The Commission will use the applicable Design Guidelines for these projects.

This document is organized to include Guidelines and explanatory text that illustrates the intent of the Guidelines. **Guidelines are in bold type.** Some guidelines contain bulleted sections, also in bold type, which are considered part of the Guideline. Explanatory text is not in bold type. This explanatory text is not meant to specifically regulate development proposals, but to elaborate on the intent of the Guideline.

An example of the formatting of this document is provided below.

**This is the Guideline and:**

- **Bold bullets are considered part of the Guideline.**  
   ~ **this further indented bullet is considered part of the Guideline also.**

**This is the Guideline.**

- This is explanatory text.

Guidelines that contain the word “shall” are mandatory. Guidelines that contain the word “should” are discretionary.

### **III. Design Guidelines**

The Design Guidelines are organized into sections based on different elements of building and site design.

#### **A. Guiding Principles**

The Guiding Principles serve as a framework for the specific guidelines in this document. All improvements subject to the Design Guidelines should address these Guiding Principles. They should be used in the review process to ensure that new proposals meet the overall intent of Design Guidelines.

1. Ensure that new buildings and redevelopment are compatible in terms of mass and scale with the existing neighborhood and building pattern in Old Hailey;
2. Maintain the scale of buildings as seen from Hailey streets;
3. Minimize the visual impact of larger buildings on the neighborhood and on adjacent properties;
4. Encourage the preservation of historic structures;
5. Preserve and maintain existing mature trees in Old Hailey;
6. Allow for design diversity in terms of style and character by allowing for approval of alternative design solutions so long as the new styles meet the spirit and intent of the Design Guidelines;
7. Reduce the visual and functional impact of cars and auto traffic on Hailey streetscapes, sidewalks and pedestrian areas.

#### **B. Hierarchy of “Neighborhoods”.**

The design guidelines emphasize neighborhood compatibility in the design process, and in design solutions. The guidelines do not impose hard boundaries for the term “neighborhood”. The term “neighborhood” may be used in different contexts. In some cases, “neighborhood” can refer to the buildings immediately surrounding or on the block. In other cases “neighborhood” can be interpreted in a broader context to refer to all of Old Hailey. Designs should consider the appropriateness of these different contexts. In some cases, design solutions that reflect immediately surrounding buildings may be appropriate, and in other cases designs that reflect the “best” of Old Hailey may be more suitable.

## C. Specific Guidelines

### 1. Site Planning

Site planning encompasses a variety of issues related to the platting of the neighborhoods, building placement on the lot, circulation, light and air, and solar access. Old Hailey has developed with a distinct grid pattern, with the original lots in the neighborhood being proportionately shorter along the street side and rectangular in shape. This lot and block platting pattern has been reinforced by the alignment of buildings on the lots within that grid. The creation of alleys in the early platting of Old Hailey allowed service vehicles to use the back half of the property. This predominant grid pattern has been a strong influence on the site planning of lots in Old Hailey.

Another key element of site planning is the relationship of the building size to the lot. Traditionally, buildings in Old Hailey were proportionally smaller than seen today. A clear front and back yard were visible on the site. The front of the house was easily recognizable. This pattern of front and back yards contributed to a fairly consistent sense of open space in the neighborhoods. This open space makes a valuable contribution to the character of Old Hailey neighborhoods.

**Guideline: The pattern created by the Old Hailey town grid should be respected in all site planning decisions.**

- A rectangular lot shape is preferred to a square one, as the rectangular lot pattern is more in keeping with Old Hailey, and most often results in more useable and visible open spaces.

**Guideline: Site planning for new development and redevelopment shall address the following:**

- **scale and massing of new buildings consistent with the surrounding neighborhood;**
- **building orientation that respects the established grid pattern of Old Hailey;**
- **clearly visible front entrances;**
- **use of alleys as the preferred access for secondary uses and automobile access;**
- **adequate storage for recreational vehicles;**
- **yards and open spaces;**
- **solar access on the site and on adjacent properties where feasible, and where such decisions do not conflict with other Design Guidelines;**
- **snow storage appropriate for the property;**
- **underground utilities for new dwelling units.**

**Guideline: The use of energy-conserving designs that are compatible with the character of Old Hailey are encouraged. The visual impacts of passive and active solar designs should be balanced with other visual concerns outlined in these Design Guidelines.**

- Glass areas should reflect the composition, layout and window-to-wall ratio of windows seen traditionally in Old Hailey versus large continuous surfaces of glass.
- Solar energy collection devices should be integrated into the overall building design.
- Designers should be aware of the solar exposures of neighboring properties, and should, where possible, avoid blocking these exposures with buildings or solar collectors.
- Roof-mounted solar collection panels shall not extend above the ridge line of the roof. They should be integrated into the structure, and as close to the roof angle as feasible.
- Free-standing solar collection panels should be subordinate in size and placement to the structure they serve, and should generally not be located in areas visible from the street.

## **2. Bulk Requirements (Mass and Scale, Height, Setbacks)**

Bulk requirements are addressed in the Hailey Zoning Ordinance, Section 4.13. These requirements govern building height, lot coverage, setbacks and other dimensional standards. The Design Guidelines will work in conjunction with the bulk and dimensional parameters established in the Hailey Zoning Ordinance.

Historically, larger buildings were located on larger lots, such that these buildings appeared proportional when compared to surrounding smaller buildings. While the bulk requirements of the Hailey Zoning Ordinance will govern the exact details of building bulk, larger buildings must be carefully designed so as to meet these Design Guidelines.

**Guideline: The perceived mass of larger buildings shall be diminished by the design.**

- The height of taller buildings should be stepped down on the streetside elevation.
- Buildings with greater mass should be broken into smaller modules.
- Changes in wall planes and building materials should be used to reduce the visual impacts of taller buildings.

## **3. Architectural Character**

Architectural character is a large part of the charm of Old Hailey. Turn of the century and later buildings reflect a diversity of styles, building forms, materials and other elements. At the same time, these buildings are “good neighbors”, having been constructed to be in scale with their surroundings. These standards are not intended to restrict design styles, but to ensure that new ideas and styles also respect the scale and elements of the existing neighborhood.

### a. General

**Guideline: New buildings should be respectful of the past, but may offer new interpretations of old styles, such that they are seen as reflecting the era in which they are built.**

- The Design Guidelines are not intended to dictate a particular style or era for new buildings.
- Exact replication of old buildings is not the intent of these Design Guidelines, so that historic buildings can be appreciated for their own uniqueness. Designers may draw on the past, without necessarily replicating the design of old buildings. The use of traditional building forms, scale and broad design elements is encouraged.

### b. Building Orientation

Most of the buildings in Old Hailey are oriented to the street. Often the front door would face the street, with a porch or other visible entry. Keeping a primary entrance to buildings on the street helps to convey a sense of human scale, allows a clear identity for emergency access and furthers a “neighborly” feel.

**Guideline: The front entry of the primary structure shall be clearly identified such that it is visible and inviting from the street.**

- The use of walkways, porches, smaller roof forms and other design elements is encouraged to emphasize the location of the front entry.

**Guideline: Buildings shall be oriented to respect the existing grid pattern. Aligning the front wall plane to the street is generally the preferred building orientation.**

- In some cases, the front door to a building may be positioned such that it is perpendicular or at an angle to the street. If so, other design elements such as the front wall plane, porch element or walkway elements should be used to help define the front door location, and to respect the overall building orientation pattern in the neighborhood.

### c. Building Form

Buildings in Old Hailey were most commonly rectangular in shape. In addition, the older buildings were generally oriented with the short side facing the street, and the longer side along the side lot lines. This basic building form is encouraged in the Design Guidelines. Some variations may be compatible where the overall mass and scale of the new building is similar to the other buildings in the neighborhood.

**Guideline: The use of building forms traditionally found in Old Hailey is encouraged. Forms that help to reduce the perceived scale of buildings shall be incorporated into the design.**

- Simple rectangles or a combination of rectangles is encouraged.
- Examples of forms that help to reduce the perceived scale include the use of smaller forms combined together and the use of a smaller building form along the street.
- Less traditional forms should be very carefully planned to respond to the scale and character of the neighborhood.

#### **d. Roof Form**

Roofs help define a neighborhood by creating a pattern on the horizon, framing views to distant areas, and defining light and air between buildings. While a variety of roof styles are present in Old Hailey, most of these roofs are pitched roofs with gable elements. Typically, gabled roof slopes were in the range of 8:12 to 12:12. Ridge lengths were typically a maximum of 40-50 feet in length. This ridge length is an important element in the scale and feel of Old Hailey neighborhoods.

**Guideline: Roof forms shall define the entry to the building, breaking up the perceived mass of larger buildings, and to diminish garages where applicable.**

- Garages are preferred to be located off of alleys, as outlined in Sections B.5 and B.6. Where the alley option does not exist or is not feasible, garages on the front of buildings should be diminished by integrating them into the primary roof form, by off-setting them back from the primary structure, or by detaching them.
- Offsets in eave and ridge lines may be helpful in breaking up building mass.

**Guideline: Roof pitch and style shall be designed to meet snow storage needs for the site.**

- **Roof pitch materials and style shall retain snow on the roof, or allow snow to shed safely onto the property, and away from pedestrian travel areas.**
- **Designs should avoid locating drip lines over key pedestrian routes.**
- **Where setbacks are less than ten feet, special attention shall be given to the roof form to ensure that snow does not shed onto adjacent properties.**

**Guideline: The use of roof forms, roof pitch, ridge length and roof materials that are similar to those traditionally found in the neighborhood are encouraged.**

- Sloping roof forms, including gable and hip roofs, are encouraged.
- Dormers and other roof details that do not detract from the primary roof form are encouraged, but should be used in moderation.
- Dormers should stay below the roof line and shall not extend above the roof line of the building.
- Shed roofs, flat roofs and roof pitches under 5:12 may be appropriate in certain locations.
- Ridge lengths should appear similar in scale to those seen in the neighborhood. A break in the roof line can be used to diminish the impact of longer ridge lengths.

**Guideline: The roof pitch of a new building should be compatible with those found traditionally in the surrounding neighborhood.**

- Gable roof pitches in the 8:12 to 12:12 range are encouraged.

### **e. Wall Planes**

Wall planes are the walls of buildings as viewed two-dimensionally. Traditionally, front wall planes in Old Hailey were 25-30 feet in width. The gables ends most often ran parallel to the street. Side wall planes were typically the longer wall plane. Often these side wall planes were broken up with either a jog in the building wall, or a pop-out such as a bay window.

**Guideline: Primary wall planes should be parallel to the front lot line.**

- These guidelines consider the front wall plane to be the primary wall plane.

**Guideline: Wall planes shall be proportional to the site, and shall respect the scale of the surrounding neighborhood.**

- A preference is given towards front wall planes that match the scale of traditional buildings (25-30 feet in width).
- If front wall planes exceed the traditional width, a setback or jog in wall plane should be used to break up the perceived mass.
- In general, one-story wall planes may be longer than two story wall planes, while still appearing proportional to the site.

**Guideline: The use of pop-outs to break up longer wall planes is encouraged.**

- Side wall planes are typically longer than front wall planes: pop-outs such as bay windows, chimneys and other architectural elements can be used to break up these longer wall planes.

### **f. Windows**

Windows are a strong design element in the character of Old Hailey buildings. Diversity and ornamentation in window design add charm, interest and scale to buildings. Window components that influence design include window proportion, window placement on the building, the relationship of window space to wall space, elements that break up the glass such as multi-paned windows, trim detailing and the type of glass.

**Guideline: Windows facing streets are encouraged to be of a traditional size, scale and proportion.**

- Consider the position, area and arrangement of windows when designing street side facades.
- Consider the ratio of window opening area to solid wall area when designing building elevations such that neither dominates.
- Multi-paned windows of a vertical orientation are encouraged. As a general guideline, windows facing streets are encouraged to have a height that is twice the dimension of the width.

**Guideline: Windows on side lot lines adjacent to other buildings should be carefully planned to respect the privacy of neighbors.**

- In general, new windows on side lot lines should be located such that they are not directly opposite windows on neighboring properties.

**g. Decks and Balconies**

Decks and balconies traditionally found in Old Hailey were smaller, subordinate building design elements. They often faced the street, and avoided overhanging near neighboring properties.

**Guideline: Decks and balconies shall be in scale with the building and the neighborhood.**

- Decks and balconies should appear as subordinate elements in terms of scale, location and detailing.

**Guideline: Decks and balconies should be designed with the privacy of neighbors in mind when possible.**

- In general, uncovered decks are preferred to be located to the rear of buildings, while covered porches are preferred to be located in the front of buildings.

**h. Building Materials and Finishes**

Building materials found in Old Hailey were traditionally log, stone, brick, shake and wood siding. All of these materials have a “human” scale, which means the materials are of a recognizable size. Newer materials can also reflect a sense of human scale and may be appropriate, if they can be designed to break up wall planes. In addition to the materials, the use of color adds to the charm and feel of Old Hailey buildings.

**Guideline: Materials and colors shall be selected to avoid the look of large, flat walls. The use of texture and detailing to reduce the perceived scale of large walls is encouraged.**

- A change of materials should be used appropriately on the building to help “ground” the building and to provide a distinction between foundations and walls. For example, a heavier material such as stone would be appropriate around the base of a building.

**Guideline: Large wall planes shall incorporate more than one material or color to break up the mass of the wall plane.**

- Building materials that contribute to a human sense of scale are encouraged. Examples of materials that convey a human sense of scale include wood siding, shake siding, brick and stone.
- Scoring joints, changes in surface, and the use of trim are other ways to break up the perceived scale of large walls.
- A change of building materials may not be necessary if other design elements such as bay windows or pop-outs are used to break up wall planes.

### **i. Ornamentation and Architectural Detailing**

Ornamentation refers to all of the architectural detailing on the buildings. Detailing elements include window treatment, trim pieces, sills, headers, knee braces, posts or columns, shutters, railings, corbels, and other details found on buildings in Old Hailey. Front porches were also very common, and are an important design element in old and new buildings alike. Generally speaking, ornamentation was simple, with one or two of these elements incorporated into the building design. The ornamentation on the buildings helps establish the character of the neighborhood.

**Guideline: Architectural detailing shall be incorporated into the front wall plane of buildings.**

- While ornamentation is encouraged, the use of highly ornamental details not traditionally found in Old Hailey is not.

**Guideline: The use of porches, windows, stoops, shutters, trim detailing and other ornamentation that is reminiscent of the historic nature of Old Hailey is encouraged.**

- Front porches are particularly encouraged. In general, they should be substantial in size, such that they function as more than just a landing, and should be covered by a roof.
- If front porches must be enclosed to provide a cold entry, the use of windows and a higher ratio of window-to-wall surface is encouraged to retain the image of the old front porch.

**Guideline: Architectural details and ornamentation on buildings should be compatible with the scale and pattern of the neighborhood.**

- Buildings that draw on historic details without exact copying are preferred.

### **4. Circulation and Parking**

Parking and vehicular circulation in Old Hailey has traditionally been designed to be subordinate to the main house and walk-up entrance. Many older houses have used the alleys for parking and vehicular access needs. Garages that were located off of the street were typically single car garages, set back from the main house, with a one-car access drive. The standards in this section address today's needs for vehicle circulation and storage, while respecting the historic pattern that placed these uses as secondary on the site. Additionally, pedestrian circulation is an important part of the neighborly feel of the community and should be encouraged in all design considerations.

**Guideline: Safety for pedestrians shall be given high priority in site planning, particularly with respect to parking, vehicular circulation and snow storage issues.**

- Parking areas should be planned with adequate sight distances from sidewalks.

**Guideline: The visual impacts of on-site parking visible from the street shall be minimized.**

- Parking is encouraged to be screened from view with landscaping, fences or low walls.

**Guideline: As a general rule, garages and parking should be accessed from the alley side of the property and not the street side.**

**Guideline: Detached garages accessed from alleys are strongly encouraged.**

**Guideline: When garages must be planned on the street side, garage doors shall be set back and remain subordinate to the front wall plane.**

- See also Roof Form in these guidelines for discussion on the use of roofs to diminish the impact of garages.

**Guideline: When garages and/or parking must be planned on the street side, parking areas are preferred to be one car in width. When curb cuts must be planned, they should be shared or minimized.**

**Guideline: Off-street parking space for recreational vehicles should be developed as part of the overall site planning.**

- Storage areas for recreational vehicles should be screened from view with landscaping, fencing or other building walls.

## **5. Alleys**

Hailey alleys were platted as part of the original townsite in 1881. They remain a key component of the character and function of Old Hailey neighborhoods. Alleys provide a location for utilities, service needs, vehicle circulation, and access to accessory buildings. Often the buildings that were located off of the alleys were funkier, or quirkier than the primary building on the site.

Alleys offer a secondary pedestrian route that passes through the “backyards” of Old Hailey neighborhoods. The guidelines in this section recognize the importance of alleys in Old Hailey.

**Guideline: Alleys shall be retained in site planning. Lot lines generally shall not be modified in ways that eliminate alley access to properties.**

**Guideline: Alleys are the preferred location for utilities, vehicular access to garages, storage areas (including recreational vehicles) and accessory buildings. Design and placement of accessory buildings that access off of alleys is encouraged.**

- Buildings located off of alleys can be quirkier and more unique, reflecting the eclectic nature of alley buildings in Old Hailey.

**Guideline: Generally, the driving surface of alleys within Limited Residential and General Residential may remain a dust-free gravel surface, but should be paved within Business, Limited Business, and Transitional. The remainder of the City alley should be managed for noxious weed control, particularly after construction activity.**

- State law requires that noxious weeds be controlled.

**Guideline: Landscaping and other design elements adjacent to alleys should be kept simple, and respect the functional nature of the area and the pedestrian activity that occurs.**

- Leave enough space between new landscaping and the alley property line to allow trees to grow to maturity without encroaching into the public alley right-of-way.

(Ord 1001 §9, 2008)

## 6. Accessory Structures

Accessory structures are smaller buildings that serve other uses for the primary residence or the primary use on a property. Old Hailey has many accessory structures. These smaller buildings were often located off of the alley, or otherwise designed to complement but not compete with the main house. Often they were quirkier or more eclectic than the primary building on the site. These buildings add to the character and charm of the neighborhoods, and often will break up the scale and mass of building on a site. Accessory structures in Old Hailey are encouraged to be preserved.

**Guideline: Accessory buildings shall appear subordinate to the main building on the property in terms of size, location and function.**

- There may be specific instances where accessory structures may have a larger floor area than the primary structure, such as in the case of an existing small primary structure that has historic significance, and which is proposed to be preserved.

**Guideline: In general, accessory structures shall be located to the rear of the lot and off of the alley unless found to be impractical.**

## 7. Snow Storage

Snow storage is an important issue in Hailey. Good planning at the initial site planning stage is needed to ensure pedestrian safety, clear vision triangles for drivers, adequate parking and walking areas, and that snow does not shed off of the roof onto neighboring properties.

**Guideline: All projects shall be required to provide 25% snow storage on the site.**

- For new construction and additions, snow is not permitted to slide onto the property of others.
- Snow storage areas shall be 25% of on-site parking and circulation areas.

**Guideline: A snow storage plan shall be developed for every project showing:**

- Where snow is stored, key pedestrian routes and clear vision triangles.
- Consideration given to the impacts on adjacent properties when planning snow storage areas.

## **8. Existing Mature Trees and Landscaping**

Mature trees and landscaping are a key component to the character of Old Hailey. Mature trees are the larger ones, which provide an overhead canopy or are at a size, age and in good enough condition to be landmarks in the neighborhood. Old Hailey contains a significant resource in public street trees found in the City rights-of-way, many of which are over 50-70 years old. These city street trees provide a canopy over the streets, separate automobile and walking areas, and create a pattern of landscaping with their trunks and branches. Trees and landscaping on private property also contribute significantly to the character of Old Hailey. They can provide summer shade, give privacy to buildings, and frame the architecture. The standards in this section address both public and private trees.

**Guideline: Existing mature trees shall be shown on the site plan, with notations regarding retention, removal or relocation. Unless shown to be infeasible, a site shall be carefully planned to incorporate existing mature trees on private property into the final design plan.**

**Guideline: Attention shall be given to other significant landscape features which may be present on the site. Mature shrubs, flower beds and other significant landscape features shall be shown on the site plan and be incorporated into the site plan where feasible.**

- Mature shrubs such as lilacs should not be overlooked in site planning.
- The use of plant materials that are appropriate for the Hailey climate and growing season are encouraged.
- Drought-resistant lawn areas that resemble the traditional lawns of Old Hailey are encouraged.
- Xeriscape plantings in other yard areas are good alternatives for retaining landscaping while lowering water use.
- Berms in front yards are generally discouraged.

**Guideline: Noxious weeds shall be controlled according to State Law.**

## **9. Fences and Walls**

Fences are a part of the design character of old Hailey, with some dating to the 19th century. In particular the design of fences in front yards created a neighborly feel. These older front yard fences were most often constructed with transparent material types such as wood picket and wrought iron. They were also lower in height, and had a clearly marked gate.

**Guideline: Fences and walls that abut public streets and sidewalks should be designed to include fence types that provide some transparency, lower heights and clearly marked gates.**

- Fence heights are regulated by Hailey Zoning Ordinance Number 532, Section 8.1.

**Guideline: Retaining walls shall be in scale to the streetscape.**

- Streetside retaining walls should be lower in height, or broken up to avoid the look of a large wall.

## **10. Non-residential and Multi-family Uses**

Non-residential uses and residential uses of three (3) units or greater will be reviewed by the Hailey Planning and Zoning Commission. The Commission will use the Guidelines below and all of the other Guidelines in this document as applicable for these projects, in conjunction with other applicable Design Review Guidelines as set forth in Article 6A of the Hailey Zoning Ordinance.

**Guideline: Non-residential uses in Old Hailey should be designed with a residential, human scale in mind.**

**Guideline: Parking for non-residential uses shall be carefully planned to avoid pedestrian conflicts, and to be subordinate to other design elements on the site.**

- See also Section 4 for other applicable parking guidelines.

**Guideline: Utilities for non-residential and multifamily structures shall be integrated into the site design. Utilities should, in most cases, be fully screened from view.**

- Exhaust hoods, rooftop vents and air conditioner units should be screened from view, either with a parapet wall or by integrating these items into interior roof elements. Small Scale Wind Energy Systems that have received a Conditional Use Permit are excluded from these screening requirements.
- Transformers, gas meters and other site infrastructure should be located in a manner to avoid being seen from entrances, public streets and pedestrian areas. If they cannot be hidden, they should be screened with landscaping, fencing or building walls.

(Ord 1043 §4, 2009)

**Guideline: Multi-family structures shall be designed with a single family residential scale in mind. This includes:**

- **breaking up of wall planes;**
- **use of individual walk-up entrances;**
- **breaking up of parking areas;**
- **ensuring parking areas are subordinate to other uses.**

## 11. Historic Structures

Hailey citizens have stated that the older buildings in town greatly contribute to the cultural heritage and the overall character of the community. In addition to the guidelines below, the Hailey Historic Preservation Commission plays a key role in the demolition and remodeling of historic structures. Careful consideration should be given to the removal of Historic Structures in Old Hailey.

**Definitions.** For the purpose of this Section 11, the terms set forth below have the following definitions:

**Adaptive Re-Use.** The modification of an existing building (most typically a single family dwelling) for use as either an office or a multi-family dwelling unit or a historic institutional use or the conversion of any such structure back to its original use.

**Congruous.** The sensitivity of a development proposal in maintaining the character of existing development. Elements affecting congruousness include, but are not limited to, whether the form, texture, height, mass and bulk of alterations or additions are in agreement, harmony, and coherence with and correspond to the setting and the Townsite Overlay District. Congruous, compatible and harmonious are used as synonyms.

**Contributing.** A contributing building, site, structure or object adds to the historic architectural qualities, historic associations or archeological values for which a property is significant because either (a) it was present during the Period of Significance, and possesses historic integrity reflecting its character at that time or is capable of yielding important information about the period, or (b) it independently meets the criteria of the National Register of Historic Places.

**Periods Of Significance.** The time periods are as follows:

1. 1855-1890 Settlement/Territorial
2. 1890-1904 Early Statehood
3. 1904-1920 Beginning of the New Century
4. 1920-1940 Inter-war/Great Depression

Time periods after 1940 are considered World War II and Pre-Modern, and Modern. Buildings and structures built after 1940 are not subject to the guidelines contained in this Section 11.

**General Guidelines:** Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following guidelines:

- The alteration should be congruous with the historical, architectural, archeological, educational or cultural aspects of other Historic Structures within the Townsite Overlay District, especially those originally constructed in the same Period of Significance.
- The alteration shall be contributing to the Townsite Overlay District. Adaptive re-use of Historic Structures is supported while maintaining the architectural integrity of the original structure.

**Specific Guidelines.** Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following specific guidelines:

- **The design features of repairs and remodels including the general streetscape, materials, windows, doors, porches, and roofs shall not diminish the integrity of the original structure.**
- **New additions should be designed to be recognizable as a product of their own Period of Significance with the following guidelines related to the historical nature of the original structure:**
  - ~ **The addition should not destroy or obscure important architectural features of the original building and/or the primary façade;**
  - ~ **Exterior materials that are compatible with the original building materials should be selected;**
  - ~ **The size and scale of the addition should be compatible with the original building, with the addition appearing subordinate to the primary building;**
  - ~ **The visual impact of the addition should be minimized from the street;**
  - ~ **The mass and scale of the rooftop on the addition should appear subordinate to the rooftop on the original building, and should avoid breaking the roof line of the original building;**
  - ~ **The roof form and slope of the roof on the addition should be in character with the original building;**
  - ~ **The relationship of wall planes to the street and to interior lots should be preserved with new additions.**