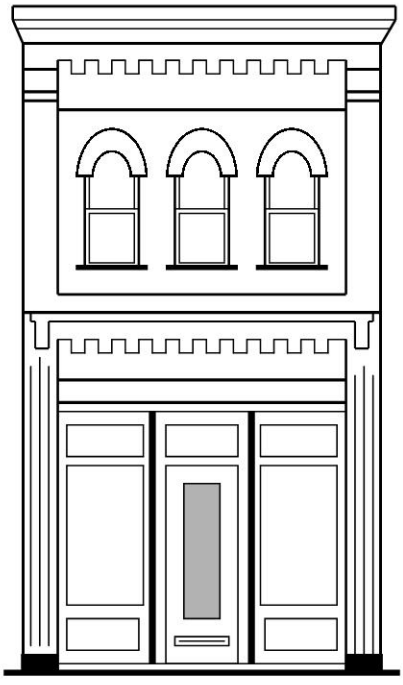
CITY OF GREENSBURG

Design Guidelines for Building Facades and

Your resource for good design



CITY OF GREENSBURG

BILL NO. 20

INTRODUCED: December 18, 2006 **by: Karl E. Eisaman, Mayor**

ADOPTED: January 8, 2007 **as: Ordinance No. 1935**

AN ORDINANCE

OF THE CITY OF GREENSBURG AMENDING CHAPTER 265, ENTITLED 'ZONING' OF ORDINANCE NO. 1646, THE CODE OF THE CITY OF GREENSBURG, UPDATING WORDS AND DEFINITIONS, AND ADDING TERMS AND STIPULATIONS RELATIVE TO THE ESTABLISHMENT OF TWO NEWLY DEFINED DISTRICTS IN THE CITY OF GREENSBURG, THE "DOWNTOWN DISTRICT" AND THE "GATEWAY DISTRICT".

NOW THEREFORE, BE IT ORDAINED AND ENACTED, by the City of Greensburg as follows:

Section 1. § 265-7 'Definitions' of Article II, 'Definitions and Word Usage' is amended to include the following new words and definitions:

ADD the following new words and definitions:

ALTERATION — Any change or rearrangement in the structural parts of a building or structure or in the means of egress; any change to or in a building which would alter its use classification; an enlargement, whether by extending on a side or by increasing in height; or the moving of a structure from one location or position to another. See also "structural alteration."

BASELINE DOCUMENTATION: documentation of the physical condition and historic character of the property describing the physical evolution of the property from as close to its construction period as possible. See attached policy on Baseline Documentation.

BOARD OF HISTORICAL AND ARCHITECTURAL REVIEW — The Board, referred to as the "HARB," which conducts reviews of proposed building construction and/or alteration work within the Downtown District and performs other duties as set forth in this chapter.

CERTIFIED HISTORIC DISTRICT — An historic district which has been delineated by the City of Greensburg and certified for historical significance by the Pennsylvania Historical and Museum Commission in accordance with Pennsylvania Act No. 167. Editor's Note: Exhibit B

CERTIFIED HISTORIC STRUCTURE — A building or structure identified by the City of Greensburg and listed in the National Register of Historic Places or located within a registered historic district and certified by the Secretary of the Interior as being of historical significance to the district.

CERTIFIED REHABILITATION — Rehabilitation/construction plans and work which has been approved by the National Park Service in order to qualify for federal historic preservation tax incentives.

CITY OF GREENSBURG HISTORIC DISTRICT — An historic district listed on the National Register of Historic Places. Editor's Note: Exhibit B.

CONTRIBUTING RESOURCE(S) — A resource in a historic district or historic complex which, as filed with the National Register or the Bureau for Historic Preservation, supports the district's or complex's historical significance through location, design, setting, materials, workmanship, feeling and association.

DETERMINATION OF ELIGIBILITY (DOE) — The process wherein an historic resource is determined by the Secretary of the Interior as meeting National Register criteria, but not listed in the National Register.

HISTORIC BUILDING, STRUCTURE OR SITE — Any building, structure or site that is officially recognized for its historic and/or architectural significance by the United States Department of the Interior, the Pennsylvania Historical and Museum Commission, or the City of Greensburg Historical and Architectural Review Board or is designated as contributing to a National Register or Municipal Historic District.

HISTORIC DISTRICT — Any area or district within the City of Greensburg designated by this ordinance of the City of Greensburg pursuant to Act No. 167 adopted by the General Assembly of the Commonwealth of Pennsylvania and approved by the Governor of the Commonwealth of Pennsylvania on the 13th day of June 1961, as amended by Act of the General Assembly No. 24 on the 23rd day of April 1963.

HISTORIC RESOURCE(S) — All buildings, sites, structures, objects and districts shown on the City of Greensburg Historic Resources Map Editor's Note: Exhibit B. and sites, areas, structures, trails and/or routes which are valued due to their significance as examples and/or locations of events, customs, skills and/or arts of the past.

HISTORIC RESOURCES INVENTORY — An official list, appropriately documented, of historic resources in the City of Greensburg and their classifications Editor's Note: Exhibit C

HISTORIC RESOURCES MAP — A map, adopted as part of this chapter, showing historic resources and their respective classifications. Editor's Note: Exhibit B and C.

LIVE/WORK UNIT - A residential use that permits up to 50% of a residential dwelling unit to be used for the production, showing, and sale of arts and crafts made on the premises by the occupant of said unit. Additionally, for the purposes of this ordinance, it shall also be construed to mean a building or buildings where a portion of the total space is used for residential purposes and other portions for the production, showing, and sale of arts and crafts.

MINOR REPAIR — The replacement of existing work with equivalent materials for the purpose of its routine maintenance and upkeep, but not including the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or bearing support or the removal or change of any required means of egress or rearrangement of parts of a structure affecting the exit way requirements; nor shall "minor repairs" include addition to, alteration of, replacement of or relocation of any stand pipe, water supply sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical or other work affecting public health or general safety.

NATIONAL REGISTER — The National Register of Historic Places, a list maintained by the Secretary of the Interior composed of buildings, sites, structures, objects and districts of national, state or local significance in American history, architecture, archaeology, engineering and culture.

NATIONAL REGISTER HISTORIC DISTRICT — Any area or district listed in the National Register of Historic Places as maintained by the National Park Service, United States Department of the Interior, such as the City of Greensburg Downtown Historic District.

PUBLIC STREET OR WAY — Any land dedicated to public use or passage, including but not limited to streets, alleys, parks and pedestrian rights-of-way, whether constructed, dedicated or proposed.

REGISTERED HISTORIC DISTRICT — An historic district listed in the National Register of Historic Places or a state or local historic district whose statute has been certified by the Secretary of the Interior and which is certified as meeting substantially all the requirements for National Register listing. Editor's Note: Exhibit B

REHABILITATION — The process of returning a property to a state of utility through repair or alteration, which provides for a contemporary use while preserving those portions and features of the property which are significant to its historical, architectural and cultural values.

REPAIR — The replacement of existing construction with the same material for the purpose of maintenance only, but not including any addition, removal or modification in construction.

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION — Standards used by the Secretary of the Interior, as administered by the National Park Service, when determining if a rehabilitation project qualifies as a certified rehabilitation pursuant to the Tax Reform Act of 1986.

STRUCTURAL ALTERATION — Any change in or addition to the supporting or structural members of a building or other structure, such as the bearing walls, fire separation walls, partitions, columns, beams or girders; or any change which could convert an existing building or other structure into a different structure or adapt the structure to a different use or which, in the case of a nonconforming building or other structure, would prolong the life of such building or other structure.

SUBSTANTIAL IMPROVEMENT — Any repair, reconstruction or improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure either before the improvement or repair is started or, if the structure had been damaged and is being restored, before the damage occurred. A "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not the alteration affects the external dimensions of the structure. The term does not, however, include either any project for improvement of a structure to comply with existing state or municipal health, sanitary or safety codes which are solely necessary to assure safe living conditions or any alteration of a structure listed on the National Register of Historic Places or the Pennsylvania Inventory of Historic Places.

TOWNHOUSE - One of two or more residential buildings having a common or party wall separating dwelling units.

Section 2. Under Article III, Classification of Districts, Para. A of § 265–8 ADD the following districts:

Type	Full Name	Short Name
N/A	Downtown District	N/A
N/A	Gateway District	N/A

Section 3. ADD to Chapter 265 the following new Article:

ARTICLE XA

Downtown District

Section 4. Under ARTICLE XA, ADD the following new sections:

§ 265.40.1. Composition, purpose and intent.

A. The City of Greensburg Historic District and Main Street program boundary area as shown in the attached map/ ***Exhibit A and Exhibit B,*** hereinafter referred to as "Downtown District" is hereby established in accordance with the provisions of Act No. 167 of the Commonwealth of Pennsylvania adopted by the General Assembly and approved by the Governor of the Commonwealth of Pennsylvania on the 13th day of June 1961, as amended by Act No. 24 on the 23rd day of April 1963, as, "An Act Authorizing Counties, Cities, Boroughs, Incorporated Towns and Townships To Create Historic Districts Within Their Geographic Boundaries; Providing for the Appointment of Boards of Historical Architectural Review; Empowering Governing Bodies of Political Subdivisions To Protect The Distinctive Historical Character of These Districts And To Regulate The Erection, Reconstruction, Alteration, Restoration, Demolition Or Razing Of Buildings Within The Historic Districts." The City of Greensburg's Downtown District is created for the following purposes**:**

(1) To protect those portions of the City of Greensburg which reflect the cultural, economic, social, political and architectural history of the City, State and Nation.

(2) To awaken and reinforce an interest in the historic past.

(3) To promote the use and reuse of the Downtown District for the culture, education, pleasure and welfare of the general public.

(4) To advocate an interest in civic beauty through the encouragement of appropriate settings and continued construction of buildings in general harmony with respect to style, form, color, proportion, texture and material between buildings of historic design and those of more modern design.

(5) To strengthen the economy of the City by stabilizing and improving property values within the Downtown District.

B. The City of Greensburg Historic District is shown on the City of Greensburg Historic District Map, which is hereby adopted by reference and declared to be a part of this chapter. Editor's Note: Exhibit B. The provisions of this article shall be applied to all land, buildings and structures which are viewed or may be viewed from a public way within the boundaries of the City of Greensburg Downtown District. Note: Exhibit A.

C. The Downtown District shall be considered as an overlay to various districts as shown on the Zoning Map.

D. Interpretation of boundaries.

(1) Boundaries indicated as approximately following the center lines of streets or alleys shall be construed to follow such center lines.

(2) Boundaries indicated as approximately following lot lines shall be construed as following such lines.

(3) Boundaries indicated as parallel to or extensions of features indicated above shall be so construed. Distances not specifically indicated on the map shall be determined by the scale of the map.

(4) Where topographical or man-made features existing on the ground are at variance with those shown on the map or in other circumstances not covered by the above, the City of Greensburg Zoning Hearing Board shall interpret the boundaries of the district.

§ 265.40.2. Applicability.

It is the intent of this article that the requirements contained herein shall only pertain to construction, reconstruction, restoration, rehabilitation, alteration, razing or demolition on sites located within the Downtown District. This includes but is not limited to cleaning methods, such as sandblasting or solvent wash down; the application of nonstructural surface textures or veneers, such as stucco or siding; replacement of similar types of windows, doors and other minor building elements; the alteration of decorative elements, such as cornices or trim; and other work affecting the visual appearance of a building within the district which can be seen from a public street or way.

§ 265.40.3. Application; review, approval and compliance requirements; issuance of permits and/or certificates.

A. Projects that the Secretary of the Interior, as administered by the National Park Service, has approved as certified rehabilitation are deemed approved and need not be reviewed according to the provisions of this article, provided that: Copies (one each) of the Part 1, Evaluation of Significance, and Part 2, Description of Rehabilitation Work, applications, along with evidence of their approval from the National Park Service, are submitted to the Planning Director; and the project is proposed to be completed as stated in the Part 2 application.

B. No permanent sign or other structure within the Downtown District may be constructed, altered or otherwise changed, in whole or part, nor may the exterior architectural character of any structure be altered until after an application for a Uniformed Construction Code (UCC) building, compliance and/or sign permit has been fully reviewed by the HARB, recommended for a certificate of appropriateness by the HARB and approved by the Planning Director.

C. If any proposal for construction, alteration or other change in the Downtown District involves subdivision or land development, approval by the City Council is necessary, all approvals therefore shall be obtained prior to application for permits and HARB review.

D. No structure within the Downtown District may be demolished or removed, in whole or in part, until after the application for a UCC building, compliance and/or demolition permit has been reviewed by the HARB and the Planning Director, unless such building is deemed blighted as per the City's Redevelopment Plan.

E. Uses of properties within the Downtown District shall be in accordance with the zoning district in which the land and/or buildings are situated.

F. Evidence of the required approvals shall be a certificate of appropriateness issued by the Planning Director. The certificate shall be a statement signed by the Planning Director stating that the application for the proposed work is approved.

G. Any person requesting a permit under this article shall be entitled to a hearing on such request before the HARB according to the provisions of § 265.40.5.

H. Nothing in this article shall be construed to prevent the routine maintenance or repair of any exterior elements of any building or structure, nor shall anything in this article be construed to prevent the construction, reconstruction, alteration or demolition of any such elements which the City Council shall certify as required for public safety.

I. The HARB may determine that minor changes to buildings need not undergo the same level of scrutiny as major changes to buildings. Examples of minor changes might include such items as repainting, re-pointing of stone and reconstruction of steps or a roof.

§ 265.40.4. Pre-application review procedure.

A. Prior to the preparation of working drawings and specifications or calling for proposals or bids from contractors and/or developers, owners or agents may prepare preliminary scale drawings and outline specifications, including color samples for outside work, for review and informal discussion with the HARB. The purpose of this review shall be to acquaint the developer, owner or agent with standards of appropriateness of design that are required of their proposed development.

B. The pre-application review shall not require formal application but does require notice to be given to the Planning Director and subsequent notification to the Chairman of the HARB at least seven (7) working days before the date of the meeting at which the preliminary drawings are to be discussed. Ten (10) copies of all documents shall be submitted to the Planning Director, who shall forward one copy each to the HARB members.

C. In the case of very minor projects involving repairs or alterations to existing buildings, the HARB, if preliminary drawings and other data are sufficiently clear and explicit, may recommend to the Planning Director that a UCC building and/or compliance permit be issued after approval by a majority of members attending the review session at which the proposal is presented.

§ 265.40.5. Review by the Historical and Architectural Review Board (HARB).

A. Upon determination by the Planning Director and the HARB that a complete application for a UCC building and/or compliance permit for the erection, reconstruction, alteration, restoration, rehabilitation, demolition or razing of a building or buildings or other structures in the Downtown District has been filed, the HARB shall review the permit application at its regularly scheduled public meeting; or at a special hearing, to take place within 45 days of the date of the filing of the complete application. The applicant for the permit shall be advised of the time and place of said hearing and shall be invited to appear to explain his/her reasons therefore. Additional hearings, if necessary, shall be scheduled within 30 days of each other, unless mutually agreed to otherwise by the HARB and the applicant.

B. Within 45 days of the occurrence of the final hearing upon an application for a permit for the erection, reconstruction, alteration, restoration, rehabilitation, demolition or razing of a building or buildings or other structures in the Downtown District, the HARB shall make recommendation to the Planning Director the approval or denial of the certificate of appropriateness.

(1) In cases where the issuance of a certificate of appropriateness is recommended, the HARB shall forthwith transmit a written report to Planning Director stating the basis upon which such a recommendation for approval was made. If the HARB shall fail to transmit such report within 45 days after the occurrence of the final hearing concerning an application for a permit, the application shall be forwarded to the Planning Commission with no recommendation, except where mutual agreement has been made for an extension of the time limit.

(2) In the case where relatively minor changes in the applicant's plans and specifications will meet the HARB's conditions for recommendation for approval, the HARB may recommend conditional approval for the issuance of a certificate of appropriateness. A written report to the Planning Commission (copied to the applicant) shall clearly state these conditions. If the applicant agrees to the recommended changes, the applicant shall so notify the HARB, in writing, prior to the next regularly scheduled meeting of the HARB.

(3) In the case when the HARB makes a recommendation to deny the issuance of a certificate of appropriateness, the HARB shall transmit a written report to the Planning Director within 45 days after the occurrence of the final hearing, stating their reasons. The report shall state the reasons for a recommendation for disapproval and the changes

necessary for the applicant to obtain approval. The applicant shall be informed, in writing by the HARB, of the decision and the reasons for the recommendation for disapproval.

C. In any case involving the demolition or partial demolition of a structure, before granting or denying approval, the HARB may call upon the City's Consulting Engineer, at the expense of the applicant, to provide it with a report on the state of repair and stability of the structure under consideration.

D. If the applicant intends to re-file revised plans to remedy the defects which led to the recommendation for disapproval, the same review period and procedure set forth above shall apply.

E. Upon determination by the Planning Director that a complete application for a permanent sign has been filed at least seven working days prior to the regularly scheduled HARB meeting, the Planning Director shall forward one copy thereof to HARB. The HARB shall review such permit application at its next regularly scheduled public meeting or at a hearing specially convened, which meeting or hearing, in any event, shall occur within 40 days of the date of the filing of the complete application. The applicant for the permit shall be advised of the time and place of the meeting or hearing and shall be invited to explain the reasons for the application. The HARB shall, as soon as reasonably practicable following the conclusion of the meeting or hearing, issue a written recommendation which shall state, at a minimum, "recommended for the issuance of a certificate of appropriateness," "not recommended for the issuance of a certificate of appropriateness" or "recommended for a certificate of appropriateness with modifications as set forth." The written report shall be forwarded to the applicant and the Planning Director. In the event that the HARB fails to meet to consider the application within 40 days of the completed application, or following the conclusion of a timely scheduled meeting or hearing the HARB fails to forward its written report to the Planning Director, the application shall be deemed approved and a permit shall be issued to the applicant.

§ 265.40.6. Application for Permits.

A. Ten copies of all drawings and plans for the proposed major alterations, additions or changes and for new construction of buildings or property use shall be submitted. The drawings and plans shall be prepared by a registered architect or engineer and shall include, but are not limited, to the following:

(1) Plans and exterior elevations, drawn to scale, with sufficient detail to show, as it relates to exterior appearances, the architectural design of the buildings, including proposed materials, textures and colors and dimensions.

(2) Plot or site plans, drawn to scale not smaller than one inch equals 50 feet, showing adjoining property lines and adjacent streets from which the proposed activity may be viewed and all improvements affecting appearances, such as walls, walks, terraces, landscaping, accessory buildings, parking, signs, lights and other elements.

(3) A location map, drawn at a scale not smaller than one inch equals 20 feet, indicating the general location of the site in relation to nearby roads and properties.

B. Photographs are required with an application for the demolition of an existing structure. Every application for a permit to demolish an existing structure shall be accompanied by Baseline Documentation (see policy requirements) and a set of legible black-and-white or color photographs showing all sides of the building under consideration and any interiors which relate its state of disrepair or substantiate the need for demolition and photographs showing the contiguous properties and the relationship of the building to them.

C. Photographs required with an application for repair, alterations, and/or additions to existing structures. Every application for repair, alterations and/or additions to existing structures shall be accompanied by a set of legible black-and-white or color photographs showing all sides of the structure and photographs showing the adjacent properties and the relationship of the building to them.

D. Photographs are required with an application for new construction. Every application for new construction shall be accompanied by a set of legible black-and-white or color photographs showing the construction site and its relationship to the properties contiguous to it. The direction of the photograph shall be noted for each view and shall be keyed into the plot plan or site plan.

E. All of the materials included in this section shall be filed at least 10 working days prior to the regularly scheduled HARB meeting with the Planning Director, who shall forward them to the Chairman of the HARB. The Chairman of

the HARB shall determine if the application is complete and shall notify the applicant of the date of the HARB review meeting or hearing.

§ 265.40.7. Evaluation criteria.

A. The HARB may recommend against the issuance of a certificate of appropriateness for the erection, reconstruction, alteration, rehabilitation, demolition, partial demolition or removal of any structure within the Downtown District which, in the HARB's opinion, would be detrimental to the district and against the public interests of the City.

B. In determining the recommendation by the HARB to be presented to the Planning Director and Planning Commission concerning the issuing of a certificate of appropriateness authorizing a permit for the erection, reconstruction, alteration, restoration, rehabilitation, demolition or razing of all or a part of any building within the Downtown District, the HARB shall consider the following relative to existing buildings:

(1) The significance of the building to the historic and architectural integrity of the Downtown District.

(2) The development history of the building and its components and the historic period most represented in its existing condition.

(3) The historic period or periods the applicant proposes to use as the exterior appearance objective.

(4) The quality of the documentation used by the applicant to substantiate the proposed exterior appearance objective.

C. The Board shall also consider the degree to which the proposed work complies with the most-current version of the Standards for Rehabilitation of the United States Department of the Interior in making a decision relative to the appropriateness of the proposal whenever rehabilitation work is proposed. The following standards shall be used:

(1) Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration of the building, structure or site and its environment. (The use regulations of the principal zoning district shall apply.)

(2) The distinguishing original qualities or character of a building, structure or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.

(3) All buildings, structures and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.

(4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.

(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be treated with sensitivity.

(6) Deteriorated architectural features shall be repaired, rather than replaced, wherever possible. In the event that replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.

(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.

(8) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.

(9) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

D. The HARB shall also consider the most current version of the Guidelines for Rehabilitating Historic Buildings of the United States Department of the Interior in making its decision relative to the appropriateness of the proposal.

E. The Design Guidelines for construction in the Downtown District which are published by the HARB to further the description of exterior architectural design criteria shall be approved by resolution of City Council. Editor's Note: Exhibit D.

F. In addition to those criteria above for existing buildings which are considered applicable by the HARB, the following shall be evaluated for new construction:

(1) The extent to which the proposed construction conforms to existing building setbacks and yard widths predominant within the block where the proposed construction is proposed.

(2) The relationship to buildings in the immediate area with respect to height, width and materials.

(3) The degree to which the proposed construction respects the established street/sidewalk level character of the Downtown District and the immediate area.

(4) The degree to which the proposed building's various floors are defined with window openings rather than an unbroken opaque facade.

G. Relative to demolition, the HARB shall evaluate:

(1) The extent to which the building constitutes an immediate threat to the public health, safety and welfare.

(2) The significance of the building to the historic and architectural integrity and the economic vitality of the Downtown District.

(3) The extent to which the applicant demonstrates that the building has no economic use.

(4) The extent to which the building's deterioration and loss of economic use has been the result of the applicant's actions.

(5) The efforts made by the applicant to successfully market the building.

(6) The proposed construction after demolition and its impact on the integrity of the Downtown District.

§ 265.40.8. Findings and report by Historical and Architectural Review Board (HARB).

A. The HARB, according to the provisions of § 265.40.5, shall submit to the Planning Director within 45 days of the final hearing or before its next regularly scheduled meeting, a report containing its recommendations regarding the issuance of a certificate of appropriateness of the proposed construction, alteration or demolition within the Downtown District.

B. The report shall describe the following and reference any relevant application materials submitted in accordance with § 265.40.6:

(1) The exact location of the property in question.

(2) A list of adjacent/surrounding structures, stating their general exterior architectural characteristics.

(3) Proposed landscape work, such as tree removal, additional plantings, grading and access roads.

(4) Proposed construction, reconstruction, restoration, rehabilitation, alteration, razing or demolition work.

(5) The finished height and width of any proposed construction or alterations.

(6) The extent to which the proposed work meets the various evaluation criteria contained in § 265.40.7.

(7) The opinion of the HARB, including any dissent, as to the appropriateness of the proposed work and the recommendation regarding the issuance of a certificate of appropriateness.

(8) If the recommendation of the HARB is for disapproval or conditional approval, the reasons for disapproval or conditional approval and changes in the applicant's plans which are necessary to meet the HARB approval.

§ 265.40.9. Procedures by City Council; approval.

A. Upon receipt of the report from the HARB, the Planning Commission will forward the HARB's recommendation for the denial of an issuance of a certificate of appropriateness by the Planning Director to the City Council for consideration at its next regularly scheduled or special meeting. The applicant shall be advised by the Planning Director of the time and place of the meeting at which the application shall be considered. The applicant shall have the right to attend this meeting and to comment on the application.

B. In determining whether or not to issue a certificate of appropriateness, City Council shall consider the HARB report and the same criteria used by the HARB as set forth in § 265.40.7.

C. If City Council approves the application, it shall authorize the Planning Director to issue a certificate of appropriateness and applicable UCC building and/or compliance permit for the work covered.

D. If City Council disapproves the application, it shall do so in writing, and copies shall be given to the Planning Director, the applicant and to the Pennsylvania Historical and Museum Commission. The disapproval shall set forth the reasons therefore and shall indicate the reasons for disapproval and changes in the applicant's plans which are necessary to meet the HARB approval.

E. In either case, City Council shall notify the applicant within 10 days of its meeting at which the application was considered, unless mutually agreed otherwise.

F. When a certificate of appropriateness has been issued, the Planning Director shall, from time to time, inspect the work approved by such certificate. All work not in accordance with such certificate shall constitute a basis for the issuance of a cease-and-desist order. Applicants issued a certificate of appropriateness may immediately apply for a UCC building and/or compliance permit.

G. Violators of this portion of the City Code shall be subject to civil judgments as prescribed in § 265-150 and §265-151 of this Chapter.

§ 265.40.10. Powers and duties of Planning Director.

A. The Planning Director shall issue a permit for the construction, alteration, restoration, demolition or razing of a building, in whole or in part (which shall include replacement of windows and other major architectural features on the exterior of a building or dwelling), in the Downtown District only after the proposal is found to be in accordance with this chapter and the Subdivision and Land Development Ordinance (Editor's Note: See, Subdivision and Land Development) and the a certificate of appropriateness has been issued. Upon receipt of a written disapproval by the HARB, the Planning Director shall disapprove the application for a permit and so advise the applicant.

B. The Planning Director is authorized to issue a permit for the construction, alteration or restoration of a building in the Downtown District if evidence is presented that the project is an approved certified rehabilitation as defined in § 265-7 and approved pursuant to § 265-40.3. Approved certified rehabilitation projects need not be reviewed by the HARB or the City Council.

C. Upon receipt of an application for a UCC building and/or compliance permit for work to be done in the Downtown District, the Planning Director shall act in accordance with the documented procedures in acting upon an application for a UCC building and/or compliance permit, except as those procedures are necessarily modified by the following requirements:

(1) The Planning Director shall inform the applicant of the specific requirements for the issuance of a UCC building and/or compliance permit, including application procedures and materials to be submitted as set forth herein, within the Downtown District and of the time and place of the meeting and/or hearing before the HARB at which he/she may appear to explain the application.

(2) The Planning Director shall forward to the Chairman of the HARB a copy of the application for a UCC building and/or compliance permit, together with the Baseline Documentation as per the provisions of **§ 265.40.11**.

(3) The Planning Director shall maintain a record of all such applications and final dispositions of the same, which shall be in addition to and appropriately cross-referenced to other records.

D. The Planning Director shall have the power to institute any proceedings at law or in equity necessary for the enforcement of this article in the same manner as in his/her enforcement of any other provision of the Zoning Ordinance.

§ 265.40.11. Baseline Documentation Policy.

A. All property owners in the Downtown District initiating physical changes to any structure(s) on their property located in the Downtown District are required to establish Baseline Documentation of the physical conditions and historic character of said property, as per the Baseline Documentation Policy administered by the Planning Department. Baseline Documentation may include but is not limited to the following:

(1) Location, address and boundaries of the property (legal description)

(2) Brief statement of significance of the property

(3) Description of physical evolution of property, noting major additions, alterations

(4) Assessment of condition of property from a visual inspection

(5) Site plan or survey

(6) Sketch of floor plans

(7) Photographic Record

B. Any costs associated in the creation of the baseline documentation may be included in the total cost of the grant request if said property is located in the Downtown District as per the provisions of this article.

Section 5. <u>ADD to Chapter 265 the following new Article:</u>

ARTICLE XB

Gateway Overlay District

Section 6. <u>Under ARTICLE XB, ADD the following new sections:</u>

§ 265.40.12. Overview.

Greensburg has been a city of opportunity for over 200 years, providing a home and a livelihood for generations of residents and entrepreneurs. In the next century, our prosperity will depend on a sustained commitment to investments in people and places that create new opportunities for generations to come. Showcasing Greensburg's unique cultural, artistic and historic assets within the Greensburg Gateway District can serve as a source of civic pride and a foundation for citywide economic development. The first step in changing the image and perception of Greensburg is to reach out to others in our own community. We must share our dreams, and work together to build a better future. Everyone has a role to play in improving the public environment, including neighborhood residents, businesses, civic organizations, and the City. It is especially important to reach out to young people and engage them in environmental change. Only by working collaboratively to create a shared sense of pride and ownership can we truly change the landscape of the city. Greensburg has an outstanding legacy of historic architecture, engineering and urban design. Our efforts to improve the public environment should highlight and celebrate this legacy, restoring Greensburg as one of America's most beautiful cities.

§ 265.40.13. Purpose.

The Greensburg Gateway Overlay District is designed to permit economically sustainable development, unlock the potential of historic land use patterns and buildings, and provide the foundation for long-term private reinvestment in the Greensburg Gateway District. In order to market and promote the City of Greensburg and the Greensburg Gateway District, a two-fold approach is required: first, to increase awareness of the positive assets we already have; and second, to change the conditions that have contributed to its negative image. The strength of the regional economy combined with Greensburg's geographic location and access to roads, rail, and air travel can be tapped to spark new development and growth in the city. In addition, our regional proximity to amenities such as, mountains, parks, historic sites and cultural assets; can make Greensburg a highly attractive location for current and future residents and businesses.

§ 265.40.14. Composition and Public Infrastructure.

Improvements to the public environment in the Greensburg Gateway District include parks and recreational facilities, streets, sidewalks, lighting, street furnishings, signage, public transportation, and parking. Investments in the public environment should include streets, sidewalks, street furniture, lighting, alleys, parks, playgrounds, trails, and public parking facilities. These elements should be treated as interconnected elements of a unified system. Improvements to the public environment should be designed to increase pedestrian and cycle access throughout the city for all people, including those with disabilities. Public spaces should be designed to maximize the use and accessibility of public transportation, with safe, attractive and well-lit waiting areas. Shared parking and multi-level garages should be encouraged to increase efficiency and maximize the land area available for other uses. Investments in public infrastructure should complement and support investments in bricks and mortar projects. Targeted infrastructure improvements, from street repairs to better transit service, can play a critical role in protecting and enhancing the value of private development projects. Within the Greensburg Gateway District, consistent, high-quality design standards should be used for streets, sidewalks, parks and public spaces to reinforce the unity and continuity of the area.

§ 265.40.15. Boundaries.

The boundaries of the Greensburg Gateway Overlay District are the following streets:

(1) East and West Pittsburgh Street from City limit to City limit (also known as the Lincoln Highway Heritage Corridor, Old Route 30)

(2) East and West Otterman Street from City limit to City limit (also known as the Lincoln Highway Heritage Corridor, Old Route 30)

(3) Main Street from City line south to City line north (US Route 66)

(4) West Newton Street from W. Pittsburgh Street to City limits (Route 136)

§ 265.40.16. Existing Zoning

The Greensburg Gateway Overlay District shall be overlaid over the **R-1 Single Family Residence, R-2 General Residence, C-1 Neighborhood Shopping, C-2 Business, S Special Institutional and M Industrial Districts**; within the boundaries shown on the Greensburg Zoning Map. The owners of property shall maintain all zoning rights consistent with said districts. However, if an owner elects to develop consistent with the Greensburg Gateway Overlay District, the rules and regulations of the Greensburg Gateway Overlay District shall apply. Where the Greensburg Gateway Overlay District provisions are silent on a zoning regulation the requirements of the C-2 Business District shall apply.

§ 265.40.17. Permitted uses:links to individual underlying zoning districts.

A. In the R-1 Single Family and R-2 General Residence Zoning Districts the uses listed in Sections 265- 12, 265-15, 265-17 shall apply as indicated except that the following uses shall be permitted as of right:

(1) Rehabilitation of existing multi-family structures.

(2) New Development of Multi-family residential, with the required off street parking

(3) Mixed use development, including residential Townhouses

(4) Commercial development, such as professional medical offices, law offices, and the like, retail operations , personal services such as beauty shops, small inns, or bed & breakfast facilities, eating and drinking establishments, and other uses related to the area.

(5) Live/work units.

B. In the C-1 Neighborhood Shopping and C-2 Business Districts the uses listed in 265-21 and 265-25 shall apply as indicated except that the following uses shall be permitted as of right:

(1) Rehabilitation of multi-family structures.

(2) Rehabilitation of commercial uses and mixed use development.

(3) Mixed-use development including residential uses.

(4) Commercial development

(5) Restaurants

(6) Bar and café

(7) Rehabilitation of commercial uses and mixed use development.

(8) Live /work units

§ 265.40.18. Dimensional Regulations: l**inks to individual underlying zoning districts.**

A. For the R-1 and R-2 Zoning Districts, the Dimensional Regulations listed in Section 265-47, Schedule of area requirements, shall **not apply**, rather the following shall apply:

(1) Minimum Lot Area; 5,000 square feet

(2) Minimum Lot Frontage; 50 feet

(3) Minimum Lot Area per Dwelling Unit: 2,500 square feet

(5) Yards, Minimum in feet:

(a) Front: at the property line, or in alignment with existing property buildings, to be determined by the HARB.

(b) Side: 5' or less depending on existing conditions

(c) Rear: 15 or more, depending on parking development

(d) Lot Coverage (maximum in percent): Dwelling 40%; Accessory structures 10%; Max. Impervious surface 75%

(e) Height of Structures (maximum in feet)—must be compatible with existing structure.

B. For the C-1, C-2, M and S Zoning Districts the Dimensional Regulations listed in Section 265-47, Schedule of area requirements, for C-2 shall apply to all Greensburg Gateway Overlay District related development where the underlying Zoning District is C-1, C-2, M and S.

C. Townhouses as permitted in the Greensburg Gateway Overlay District

(1) Townhouses that abut more than one public right-of -way shall be set back 12feet from each public right-of-way.

(2) All facades of a Townhouse that abut a public right-of-way shall be designed with windows and other architectural openings.

D. Mixed use development in the Greensburg Gateway Overlay District.

(1) Mixed use development shall be residential use with retail, offices, and similar uses.

(2) Mixed use development in the Greensburg Gateway Overlay District shall require residential uses to occur on floors above the ground floor, except for live/work units which shall be permitted on any floor. All development, except for live/work units, shall provide for a distinct and separate entrance on the ground floor to the upper floors. Further, except for live/work units, commercial use of the ground floor shall not exceed 90% of the floor area of the ground floor.

(3) There shall be no required minimum or maximum percentage of residential or retail, offices, and similar uses in any type of mixed use development.

E. Restaurants and Outdoor Cafés in the Greensburg Gateway Overlay District where the underlying Zoning District is C-1, C-2, S or M District.

(1) Restaurants shall be allowed by right if they are located in whole or in part in an existing building and seat at least 50 persons. In the instance where a restaurant includes a bar or a lounge said facility shall also be permitted as of right if it is designed to seat at least 20 people in addition to the minimum 50 restaurant seats.

(2) Drive-through food service facilities, and stand-alone fast food restaurants of any kind shall not be permitted as of right.

(3) Outdoor cafés shall also be permitted as of right if they are a subsidiary portion of a restaurant, or as a separate operation if they seat at least 15 people.

F. Live/Work Units in the Greensburg Gateway Overlay District.

The configuration of live/work units can be as separate living and workspace in the same building but on separate floors; or a building where each individual living space can be used for the creation of art or arts and craft products. In either configuration showrooms and other areas for public display and sale shall also be permitted.

G. Issues to consider regarding new development:

(1) New developments and additions to existing buildings must be compatible with the architectural style that is characteristic of the neighborhood;

(2) Proposed development will strengthen the identity of the commercial areas and the downtown core as the heart of the Greensburg neighborhood;

(3) New development will create of new opportunities for public open spaces and gathering spaces in the commercial core of Greensburg;

(4) New developments within the gateway overlay areas must be pedestrian-friendly and provide places for civic activities; and

(5) New developments will improve the visual appearance, increase property values, and reduce vacancy rates within the City of Greensburg

§ 265.40.19. Baseline Documentation Policy.

A. The establishment of Baseline Documentation of the physical conditions and historic character on all properties being considered for a reuse in the Gateway Overlay District is required

as per the Baseline Documentation Policy administered by the Planning Department. Baseline Documentation may include but is not limited to the following:

(1) Location, address and boundaries of the property (legal description)

(2) Brief statement of significance of the property

(3) Description of physical evolution of property, noting major additions, alterations

(4) Assessment of condition of property from a visual inspection

(5) Site plan or survey

(6) Sketch of floor plans

(7) Photographic Record

B. Any costs associated in the creation of the baseline documentation may be included in the total cost of the grant request if said property is located in the Downtown District as per the provisions of this article.

§ 265.40.20. Parking Regulations.

Parking Regulations in the Greensburg Gateway Overlay District for all underlying districts shall be consistent with the City of Greensburg Zoning Ordinance as indicated in Section 265-65, Off-Street Parking Requirements, Minimum Off-Street Parking Spaces and the other applicable subsections except for the following:

(1) Townhouses with two (2) or fewer bedrooms shall be required to provide one (1) off-street parking space; townhouses with three (3) bedrooms shall be required to provide two (2) off-street parking spaces; and townhouses with four (4) or more bedrooms shall be required to provide one (1) parking space per bedroom.

(2) Rehabilitation or adaptive reuse projects with two (2) or fewer bedrooms shall be required to provide one (1) off-street parking space; rehabilitation or adaptive reuse projects with three (3) bedrooms shall be required to provide two (2) off-street parking spaces; and rehabilitation or adaptive reuse projects with four (4) or more bedrooms shall be required to provide one (1) parking space per bedroom.

(3) New residential development with two (2) or fewer bedrooms shall be required to provide one (1) off-street parking space; new residential development with three (3) bedrooms shall be required to provide two (2) off-street parking spaces; and new residential development with four (4) or more bedrooms shall be required to provide one (1) parking space per bedroom.

(4) Live/work units shall require one (1) space per live/work unit and no parking requirement for any common gallery or showroom space.

(5) All or a portion of the off-street parking requirement for any type of Greensburg Gateway Overlay District development may be met by the presentation of a long-term lease of at least ten (10) years with the ability to renew, with a private or public parking facility within 1,000 feet of the property line of the proposed Greensburg Gateway Overlay District use; or by certification from the City of Greensburg Planning Department that a public parking facility within 1,000 feet has the capacity to accommodate the proposed use. For Greensburg Gateway Overlay District residential uses intending to use public parking supply, the availability of capacity shall be measured between the weekday hours of 5:30 PM to 7:30 AM (the "off" leasing hours). On street parking may also be counted, if available, depending on street location and the neighborhood related to permit parking requirements.

6) Off-street parking shall be primarily located in the rear and side areas of any new development using Greensburg Gateway Overlay District regulations.

§ 265.40.20. Site Plan Review.

All new development occurring as a result of the Greensburg Gateway Overlay District shall be subject to Site Plan Review under the provisions of this chapter as applicable.

§ 265.40.20. Design Considerations; size, shape and scale.

A. **Site Plan**: The primary façade of the newly constructed building should front at least one principal street whenever possible. Additionally, a drive-thru shall not be permitted on main streets, but rather someplace less obtrusive.

B. **Lot size**: The predominant lot size of surrounding buildings shall be respected; building anything significantly larger is inappropriate.

C. **Setback**: The setback of a new building should be consistent with adjacent buildings. Commercial buildings are traditionally built to the sidewalk.

D. **Height:** Height should be similar to that of adjacent buildings. New construction should respect the floor to floor heights of surrounding buildings as well as the height-to-width ration seen on the back; thereby creating a uniform streetscape without gaps or the "lost tooth" phenomenon.

E. **Materials**: Materials should be compatible in color and texture to those used in surrounding area. It is best to use the same materials used on adjacent buildings whenever possible. Avoid using materials that were unavailable when surrounding buildings were originally constructed. For example, it is inappropriate to use synthetic stucco when all surrounding buildings are composed of brick and /or wood.

F. **Windows and Doors**: New construction on any street in the Gateway Overlay District should have storefront windows. (Often times major companies are resistant to windows because they utilize prime display areas) At the very least, shadow-box windows should be considered when a corporate design does not call for actual windows. Windows and doors should be similar in height, size and orientation to those in adjacent buildings. Any pattern created by windows and door placement should be likewise respected.

G. **Parking**: Locating a sizable parking lot in front of a building is inappropriate as stated earlier. On-street parking is encouraged when feasible. Parking lots should be located to the rear or side in a location that is unobtrusive to the main streetscape.

H. **Landscaping**: Landscaping can be used to create a buffer between the parking lot and the new building. Landscaping may also be used to soften the design of a new building by including benches, and fences, built of materials compatible to the building and vegetation.

I. **Vehicular curb cuts**: limiting the amount of curb cuts and encouraging the use of shared curb cuts

J. **Sidewalks:** all sidewalks must be maintained and new developments must provide sidewalks along any property that fronts a public street. Sidewalks should also be considered to connect various properties to each other to create further pedestrian traffic patterns.

K. **Streetscape lighting and furniture:** the use of pedestrian scaled lighting and other streetscape features to visually link these districts to the downtown and create a more attractive and accessible pedestrian environment

See Exhibits D-1 (planter), D-2 (bench), D-3 (bulb) and D-4 (lighting); D-5 (bike rack) attached hereto and made part of this ordinance.

L. **Signage**: Signage should compliment the scale, design and materials of the new building. The City proposes that the Sign Guidelines be used to determine the signage for new construction and adaptive reuses of buildings.

M. **Design Agreement**: It may be necessary for the City to enter into a design agreement with new construction projects to ensure proper design principles as presented the City's Design Guidelines.

§ 265.40.21. Zoning Map Amendment.

The creation of this Gateway District hereby amends the City's Zoning Map in order to delineate the boundary of the Greensburg Gateway Overlay District.

§ 265.40.21. Gateway Overlay District vs. Downtown District.

It is not the intention of the Gateway Overlay District to override the proposed Downtown District but to, in fact, compliment it. Therefore if a property is in the Gateway District the proposed Design and Sign Guidelines for the Downtown District will also pertain to the Gateway District. Said guidelines are to be as stated, a guide to assist the development of the City. Furthermore, if a property is in the Downtown District, those regulations would supersede the Gateway District regulations.

§ 265.40.22. Procedures for Gateway District review.

A. New Development: HARB review, Planning Director review, Planning Commission review, and City Council for final approval

B. Existing Building/adaptive reuse: UCC building and/or compliance permit application process, HARB review and recommendations to the Planning Director.

C. Appeals from any HARB review would go to the Planning Commission and City Council**.**

Section 6. All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed.

Section 7. This ordinance shall become effective immediately upon enactment.

ORDAINED AND ENACTED by the Council of the City of Greensburg, Pennsylvania, this 8th day of January, 2007.

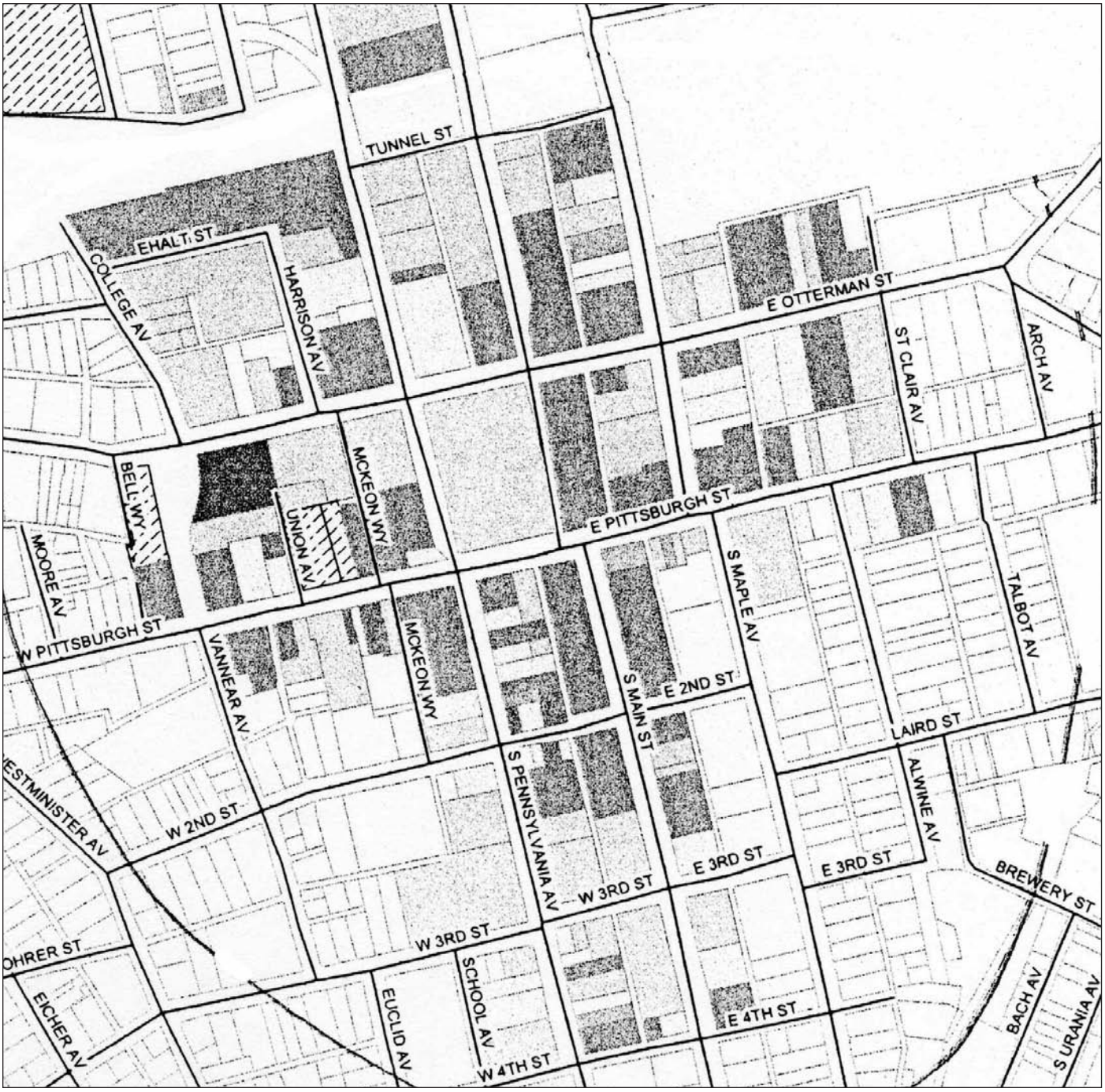
CITY OF GREENSBURG

By: SIGNED COPY ON FILE
CITY ADMINISTRATION OFFICE
Mayor and President of Council

ATTEST:

_____

City Administrator and Secretary of
City Council

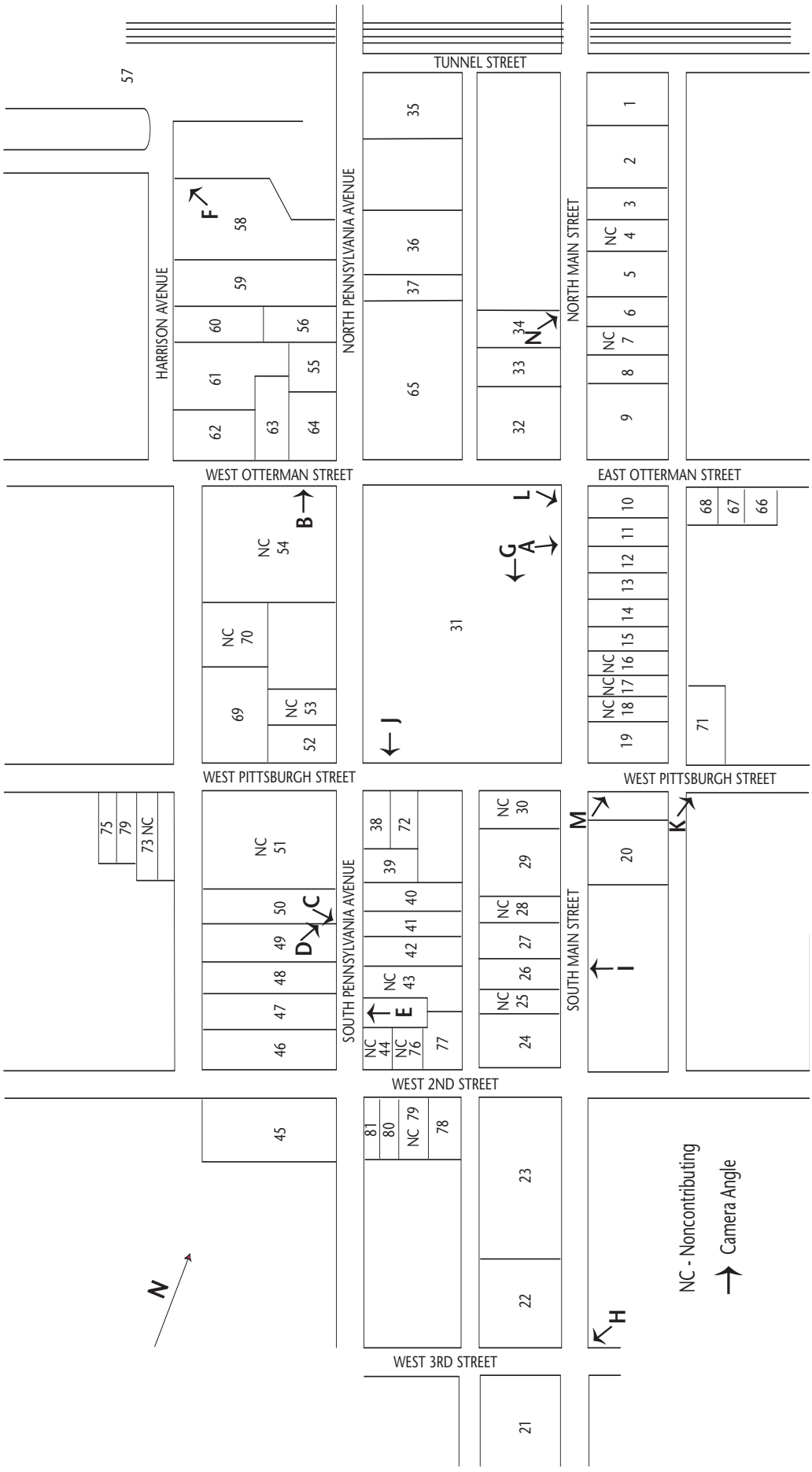


Residential	Land
Commercial	Unimproved Land
Mixed Res & Commercial	Transportation
Institutional	Utilities
Parking	Parcel Not Surveyed

EXHIBIT B

Greensburg Downtown Historic District

March, 1995



#	Name of Property Address	Historic Function	Present Function	Architect Style	Building Material	Stories	Date	C/NC	Comments
1	Christ Episcopal Church 145 North Main Street	RELIGION/ Religious Structure	RELIGION/ Religious Structure	Gothic Revival	Sandstone	1	1889	C	Second church on same site
2	Trinity United Church of Christ 139 North Main Street	RELIGION/ Religious Structure	RELIGION/ Religious Structure	Gothic Revival	Brick with Stone Window Trim	1	1880-1	C	Present church formed 1849
3	Old Pershing Building 127 North Main Street	DOMESTIC/ Single Dwelling	COMMERCE/ Professional	Georgian Revival	Brick with Stone Trim	2	Circa 1876	C	Townsend-Resid, Pershing Bldg. Ladies Clothing
4	Wesner Dahar Office 123 North Main Street	COMMERCE/ Specialty	HEALTH CARE/ Medical Office	Post Modern	Stucco Bronze Apron	3	Circa 1903	NC	Former Salvation Army Recent changes to facade have compromised architectural integrity.
5	Park Building 121 North Main Street	COMMERCE/ Business	COMMERCE/ Professional	Italianate	Solid Brick	3	1886	C	Private Residence, Irwin Gas & Coal Co. (Added 3rd Floor and back 1925)
6	Belden Building 117 North Main Street	DOMESTIC/ Single Dwelling	COMMERCE/ Professional	Queen Anne Revival	Brick Stone Trim	3	1886	C	Res. - Apts.
7.	Roach Office 115 North Main Street	COMMERCE/ Specialty	COMMERCE/ Professional	Modern	Stucco	3	1925	NC	Former Sears storage, Thomas Florist, Recent changes to facade have compromised architectural integrity.
8	Lee's Restaurant 111 North Main Street	COMMERCE/ Specialty	COMMERCE/ Restaurant	Queen Anne Revival	Brick with Wood Trim	3	Circa 1890	C	Longest Continuously operating Rest. in Gbg.
9	Old Sears & Roebuck 101 North Main Street	COMMERCE/ Department Store	COMMERCE/ Business	Classical Revival	Brick with Stone	3	Circa 1930	C	Old Sears
10	Bank & Trust Bldg. North Main Street	COMMERCE/ Financial	COMMERCE/ Business	Romanesque Revival	Brick and Stone	4 4	1896 1896	C C	Old Bank & Trust "Old Fellows"
11	Merchants & Farmers Bank 39 North Main Street	COMMERCE/ Financial	COMMERCE/ Specialty	Classical Revival	Limestone	3	1910's	C	Merchants and Farmers Nat. Bank: then Tea Room
12	Brown Bldg. 37 North Main Street	COMMERCE/ Specialty	COMMERCE/ Specialty	Greek Revival	Brick	3	Circa 1886	C	Wrights Jewelry Men's Clothing
13	31 North Main	COMMERCE/ Specialty	COMMERCE/ Professional	Italianate	Brick and Wood	3	Circa 1886	C	
14	Emar Creations 25 North Main Street	COMMERCE/ Specialty	COMMERCE/ Specialty	Italianate	Brick	3	Circa 1886	C	Old J. S. Raub Shoe

#	Name of Property Address	Historic Function	Present Function	Architect Style	Building Material	Stories	Date	C/NC	Comments
15	Court Yard Deli (Isaly's) 21 North Main Street	COMMERCE/ Financial	COMMERCE/ Restaurant	Classical Revival	Roman Brick	3	1903	C	Sullivanesque Stained Glass Windows Behind Brick, Safe in Basement
16	Commercial National Bank 19 North Main Street	COMMERCE/ Financial	COMMERCE/ Financial	Georgian Revival	Brick	3	Circa 1899	NC	Formerly Integra Bank, Kock's Store, various early banks. Recent renovation has compromised architectural integrity.
17	15 North Main Street Specialty	COMMERCE/ Professional	COMMERCE/	Moderne Bronze	Brick	3	1890's	NC	Formerly Orhinger Furniture. Changes in facade have compromised architectural integrity.
18	9 - 13 North Main	COMMERCE	COMMERCE/ Professional	No Style	Brick	2	1880's	NC	Changes in facade have compromised architectural integrity.
19	Mellon Bank 1 North Main Street	COMMERCE/ Financial	COMMERCE/ Financial	Classical Revival	Limestone	3	1928	C	Barclay Bank
20	Southwest National Bank 111 South Main Street	COMMERCE/ Financial	COMMERCE/ Financial	Classical Revival	Stone & Brick	7	1924	C	Former 1st National Bank
21	1st Presbyterian Church 300 South Main Street	RELIGION/ Religious Structure	RELIGION/ Religious Structure	Gothic Revival	Sandstone Granite	1	1919	C	Ralph Adams Cram (Architect)
22	1st Evangelical Lutheran Church 246 South Main Street	RELIGION/ Religious Structure	RELIGION/ Religious Structure	Gothic Revival	Brick	1	1883	C	
23	Troutmans 202-226 South Main Street	COMMERCE/ Department	Vacant	Italianate	Limestone Terra-Cotta	6	1923	C	First Store Began in 1897
24	PNC Bank 144 South Main Street	COMMERCE/ Department	COMMERCE/ Financial	Italianate	Stucco & Terra-Cotta	4	Circa 1890	C	Old Bonton store First Troutman's store
25	South Main Specialty	COMMERCE/ Specialty	COMMERCE/	Moderne Terra-Cotta	Brick &	2	1950's	NC	Old Pross Store
26	Masonic Temple Building 132 South Main Street	SOCIAL/ Meeting Hall	COMMERCE/ Business	Italianate	Brick with Formed Metal Facade	4	1872	C	Fourth Floor Added-1876, Stained Glass Windows in rear
27	St. Vincent de Paul 121 South Main Street	COMMERCE/ Department	COMMERCE/ Department	Moderne	Terra-Cotta	2	1920's	C	Old Joe Workman's, 1st McCory (5 & 10)
28	122 South Main Street	COMMERCE/ Specialty	COMMERCE	Moderne	Brick	3	1920's	NC	Old La Rose Shop Remodeling has compromised architectural integrity.

#	Name of Property Address	Historic Function	Present Function	Architect Style	Building Material	Stories	Date	C/NC	Comments
29	Royers Building 114 South Main Street	COMMERCE/ Department	COMMERCE/ Business	Moderne	Brick Granux	3	Circa 1914	C	Royers Building, 1st Library started on 2nd Floor
30	Pgh Beauty Academy 100 South Main Street	COMMERCE	EDUCATION/ School	Moderne	Stucco	1	Circa 1935	NC	Site of Old Fisher House. Changes in facade have compromised architectural integrity.
31	Westmoreland County Court House North Main	GOV'T/ Courthouse	GOV'T Courthouse	Beaux Arts	Granite	4	1907-7	C	4th Bldg on same site. Listed on National Register. Attached annex built in 1979.
32	Union Trust Building 100-104-106 North Main Street 5-7 West Otterman Street	COMMERCE/ Financial	COMMERCE/ Business COMMERCE/ Specialty	Classical Revival	Brick & Terra Cotta	2	1921	C	Site of Old Null House
33	110-112-114-116 North Main Street	DOMESTIC/ Single HEALTH CARE/Clinic	COMMERCE/ Specialty	Classical Revival	Brick & Terra Cotta	2	1890's	C	Residence Johnston & Kline (doctors) 1916-Jamison
34	Jamison Building 118 North Main Street	COMMERCE/ Business	COMMERCE/ Specialty	Colonial Revival	Originally Stucco Now Siding	3	1890's	C	Residence Jamison C&C
35	Coshey & Son 157 North Penna Ave.	COMMERCE/ Warehouse	COMMERCE/ Warehouse	Romanesque Revival	Brick	4	1890	C	Used by Funeral Director (Storage & Garage)
36	Greensburg Hose Co. #2	GOV'T/ Fire Station	GOV'T Fire Station	Dutch Colonial	Brick & Terra-Cotta	2	1923	C	Central Fire Station
37	William Penn Building 129 North Pennsylvania Avenue	SOCIAL/ Meeting Hall	COMMERCE/ Professional COMMERCE/ Organizationa	Federal	Brick Stone Trim	3	1910	C	Former William Penn Beneficial Association
38	Cope Building 101-105-107 S. Penn. 27 West Pittsburgh	DOMESTIC/ Hotel	COMMERCE/ Specialty	Romanesque Revival	Brick & Stone	5	1893	C	Originally Grant House then Cope House
39	115 S. Penna	COMMERCE/ Specialty	COMMERCE/ Specialty	Italianate	Brick	3	1890's	C	Small Hotel Quints Market
40	Bortz Hardware 119 South Pennsylvania Avenue	COMMERCE/ Specialty	COMMERCE/ Specialty	Classical Revival	Brick	2	1909	C	2 Buildings, connected. Both built between 1903 & 1909.
41	Penelope's 123-125 South Pennsylvania	COMMERCE/ Specialty	COMMERCE/ Specialty	Classical Revival	Brick	3	Circa 1900	C	"Columbus Home Club" Jewelry Store

#	Name of Property Address	Historic Function	Present Function	Architect Style	Building Material	Stories	Date	C/NC	Comments
42	Derby's Restaurant 127-131 South Pennsylvania Avenue	COMMERCE/ Specialty DOMESTIC/ Multiple	COMMERCE/ Restaurant DOMESTIC/ Multiple	Classical Revival	Brick	3	1900	C	Apts - upstairs
43	Art-Tech 135 South Pennsylvania	COMMERCE/ Specialty	COMMERCE/ Specialty	Moderne	Brick & Glass	1	1958	NC	Formerly Greensburg Photo Supply
44	Hammer Building 137-139 South Pennsylvania Avenue	COMMERCE/ Business	COMMERCE/ Professional Specialty HEALTH CARE/ Medical Office	Postmedieval English	Siding	3	1880's	NC	Original building added on to between 1909-15. Formerly Peoples Natural Gas. Currently completely covered with aluminum siding.
45	Durbin Building 200-202-206-208 South Pennsylvania Avenue 36 West Second Street	COMMERCE/ Specialty	COMMERCE/ Specialty	Queen Anne Revival	Brick and Siding	3	Circa 1886	C	Former Residence
46	Zion Lutheran Church South Pennsylvania Avenue	RELIGION/ Religious Structure	RELIGION/ Religious Structure	Gothic Revival	Brick Limestone Trim	1	1877	C	1936-Addition 1952-New Exterior
47	Interiors By Philips 136 South Pennsylvania Avenue	COMMERCE/ Specialty	COMMERCE/ Specialty	Italianate	Brick, Stone Terra-Cotta Trim	4	Late 1910's	C	Grocery- "Rubino"
48	Elliot Building 132 South Pennsylvania Avenue	COMMERCE/ Specialty	COMMERCE/ Professional	Moderne	Brick	3	1920's	C	Formerly Wallpaper, Paint Store
49	128 South Pennsylvania Avenue	COMMERCE/ Specialty	COMMERCE/ Specialty Business	Art Deco	Brick	4	1930's	C	
50	Sarah Building 124 South Pennsylvania Avenue	COMMERCE/ Specialty	COMMERCE/ Professional HEALTH CARE/ Medical Office	Moderne	Brick, Glass Block	2	Circa 1900	C	Formerly Westmoreland Hardware Co.
51	100-102-106 South Pennsylvania Avenue	COMMERCE/ Specialty	COMMERCE/ Specialty	No Style	Brick and Glass	1	Circa 1957	NC	Site of Old Keystone Hotel
52	Thomas Drug Store 2 North Pennsylvania Avenue	HEALTH CARE/Medical	HEALTH CARE/Medical	Italianate	Brick Terra Cotta	3	1920's	C	
53	Durbin's Pub 8 North Pennsylvania Avenue	RECREATION/ Theatre	COMMERCE/ Restaurant	Moderne	Vert. Siding	1	1907	NC	"Casino" Movie Theatre - First in Greensburg. Changes to facade have compromised architectural integrity.

#	Name of Property Address	Historic Function	Present Function	Architect Style	Building Material	Stories	Date	C/NC	Comments
54	Court House Square Extension North Pennsylvania Avenue	GOV'T/ Office	GOV'T/ Office	Classical Revival	Granite & Glass	2	1993	NC	Site of Old Nathaniel Greene Hotel Formerly Rappe Hotel
55	112-114-118-120 North Pennsylvania Avenue	COMMERCE/ Specialty	COMMERCE/ Specialty	Romanesque Revival	Brick	3	1910	C	Penn Hardware
56	122-124 North Pennsylvania Avenue	COMMERCE/ Specialty	COMMERCE/ Specialty	Classical Revival	Brick	3	1930's	C	"WHJB"-Annex - Penn Albert
57	Train Station Corner of Ehalt & Harrison Avenue	TRANSPORTA-TION/Rail-Related	TRANSPORTA-TION/Rail-Related	Postmedieval English	Brick and Stone	1	1911	C	Greensburg Railroad Station
58	Penn Towers 137 Harrison Avenue	DOMESTIC/ Hotel	DOMESTIC/ Multiple	Georgian	Brick	11	1923	C	High Rise for Elderly
59	133-136 Harrison Avenue	COMMERCE/ Restaurant	Vacant	Georgian	Brick	3	1930's	C	Former-Penn Albert Chrome Room
60	125 Harrison Avenue	COMMERCE/ Business	COMMERCE/ Business	Classical Revival	Ornamenta Brick Bond	3	Circa 1900	C	
61	State Store 105-119 Harrison Avenue	COMMERCE/ Specialty SOCIAL/ Meeting Hall	COMMERCE/ Specialty SOCIAL/ Meeting Hall	Georgian Revival	Brick	2	1890's	C	Formerly An Armory Gymnasium/Dances Slavonic American Home
62	Stark Building 39 West Otterman Street	DOMESTIC/ Hotel	DOMESTIC/ Specialty	Romanesque Revival	Brick	3	1889	C	Apts-Upstairs
63	Bus. Careers Institute 33 West Otterman	DOMESTIC/ Hotel	EDUCATION/ School	Romanesque Revival	Brick	3	1888-89	C	Originally part of Hotel Stark
64	Rialto Cafe 31-25 West Otterman Street	COMMERCE/ Specialty Restaurant	COMMERCE/ Specialty Restaurant	Romanesque Revival	Brick	2	1888	C	Section of Bldg. Built in 1796
65	Palace Theatre 21-23 West Otterman Street	RECREATION/ Auditorium Theater	RECREATION/ Auditorium Music Facility COMMERCE/ Specialty	Art Deco	Brick & Terra Cotta	3	1925	C	Rialto Theatre on Same Site
66	Loyal Order of Moose 20 East Otterman Street	SOCIAL/ Meeting Hall	SOCIAL/ Meeting Hall	Colonial Revival	Brick and Stone	4	1892	C	Hotel Originally - Newspaper Pub. Co.
67	Law Office 16 E. Otterman	COMMERCE/ Specialty	COMMERCE/ Professional	Second Empire	Brick	3	1891	C	Corset Shop "Eagles Club"
68	Central Building 10-12 East Otterman	COMMERCE/ Business	COMMERCE/ Professional	Moderne	Brick	3	1900-10	C	3 First Floor Store Fronts

#	Name of Property Address	Historic Function	Present Function	Architect Style	Building Material	Stories	Date	C/NC	Comments
69	Law and Finance Building 35 West Pittsburgh Street	COMMERCE/ Business	COMMERCE/ Professional	Classical Revival	Brick	2	1907	C	Built by Bell Telephone. Well built to hold cable - Cable vault under street
70	Law Office 35 West Pittsburgh St. Rear	COMMERCE/ Warehouse	COMMERCE/ Professional	Classical Revival	Brick	2	1950's	NC	Storage for Bell Telephone
71	Baggy Knee/Germano's 9-13-15 E. Pittsburgh Street	COMMERCE/ Restaurant	COMMERCE/ Restaurant	Italianate	Brick and Stone	3	1890	C	
72	Chives Cafe 18 West Pittsburgh Street	COMMERCE/ Restaurant	COMMERCE/ Restaurant	Colonial Revival	Brick	2	1894	C	Part of Old Cope Building (Hotel)
73	Law Office (Milie) 106 West Pittsburgh Street	COMMERCE/ Professional	COMMERCE/ Professional	No Style	Brick	1	1966	NC	Original Part of Building in Brick Walls
74	108 West Pittsburgh Street	HEALTHCARE/ Hospital Sanitarium DOMESTIC/ Multiple	COMMERCE/ Business	Stick/Eastlake	Brick	3	Circa 1880	C	Residence Then Old Hospital, Boarding House, Hotel Former Cowan Building
75	112 West Pittsburgh Street	COMMERCE/ Business	COMMERCE/ Business	Eastlake	Brick	2	Circa 1880	C	
76	Memory Lane 23 West Second Street	COMMERCE/ Specialty	COMMERCE/ Specialty	No Style	Frame	2	Circa 1890	NC	Formerly - plumbing, funeral home. New siding conceals original architecture
77	Lilly Shop 17 West Second Street	COMMERCE/ Specialty	COMMERCE/ Specialty	Art Deco	Brick	3	Circa late 1890's	C	Formerly Greensburg Hardware
78	The Nature Nook 14 West Second Street	COMMERCE/ Specialty	COMMERCE/ Multiple COMMERCE/ Specialty	Georgian	Brick and Stone	4	Circa 1890	C	Upstairs: 6 Apts.
79	Cativa/Crossroads Boutique 18-24 West Second Street	COMMERCE/ Specialty	COMMERCE/ Specialty	No Style	Siding	1	Post 1944	NC	Too new to be contributing
80	28 West Second Street	COMMERCE/ Specialty	COMMERCE/ Specialty	Georgian	Brick and Stone	4	1890	C	Residence Gift Shop
81	30-32 Wst Second Street	COMMERCE/ Specialty	COMMERCE/ Specialty	Classical Revival	Brick and Stone	5	Post 1903	C	

Introduction

The City of Greensburg (the County seat of Westmoreland County), is a vibrant, distinctive, small-scale urban core offering a variety of goods and services as well as specialty shops and restaurants, coffee shops and pizzerias. The district, which encompasses the area on the attached map, has nearly three hundred fifty two (352) commercial businesses. Some of the downtown's historic buildings have been listed on the National Register of Historic Places and Downtown Greensburg is listed as a National Historic District. In fact, 139 buildings have historic value and 102 are rehab candidates.

The City of Greensburg encourages property owners, merchants and residents to recognize, enhance, protect and promote the district's unique character and identity. To assist business and property owners in improving their storefronts and building facades as part of this revitalization process, The City and the Greensburg Community Development Corporation (GCDC), Design Committee, have created these guidelines in conjunction with its Facade Improvement Program and Sign, Lighting and Awning Program, which offer matching grants. The program seeks to develop a more coherent, creative and attractive appearance in Downtown Greensburg. These guidelines provide general information about the renovation of existing buildings and considerations for new development. The design process is established to encourage the pursuit of the historical community significance, along with the most appropriate professional design for individual identity. The ultimate goal is to enhance property values within the City and develop a "Downtown District" with a distinct personality that is visually harmonious with the surrounding sites and structures. Additional guidance is available through the Design Committee/Historical and Architectural Review Board.

The economic vitality as well as the aesthetic quality of each business enterprise is important, and both are linked in part to the success of surrounding commercial establishments. Studies have shown that thoughtful design improvements often lead to greater sales for a business. Similarly, the physical character of the City of Greensburg Downtown Area contributes greatly to the overall image of the community for its residents, customers and visitors. By establishing these guidelines, the City and the GCDC hopes that several important public and private objectives can be met, including:

- Enhancement of the commercial success of the City's downtown by ensuring a pleasant experience for business patrons.
- Preservation and enhancement of the Downtown historic buildings, streetscape, and architectural features.
- Recognition that Greensburg is a community with unique qualities and characteristics which should be reinforced by planning and improvements specific and appropriate to this place.

This document is a set of guidelines and shall not include designs deemed appropriate by the Design Committee/HARB and or the City of Greensburg. This document is not meant to be used as a strict and rigid rule book. The Design Guidelines are a flexible tool for ensuring the preservation of the architectural character of the Downtown District. To achieve this goal, the guidelines strive to meet the following objectives:

- To assist property owners in planning for the acquisition and alterations of properties within the Downtown District by being more specific than the City's ordinance.
- To provide applicants with the criteria that the HARB follows in rendering decisions
- To minimize decisions based on individual tastes or arbitrary preferences
- To ensure consistency of the HARB in its review of applications
- To augment the Secretary of the Interiors' Standards for Rehabilitation

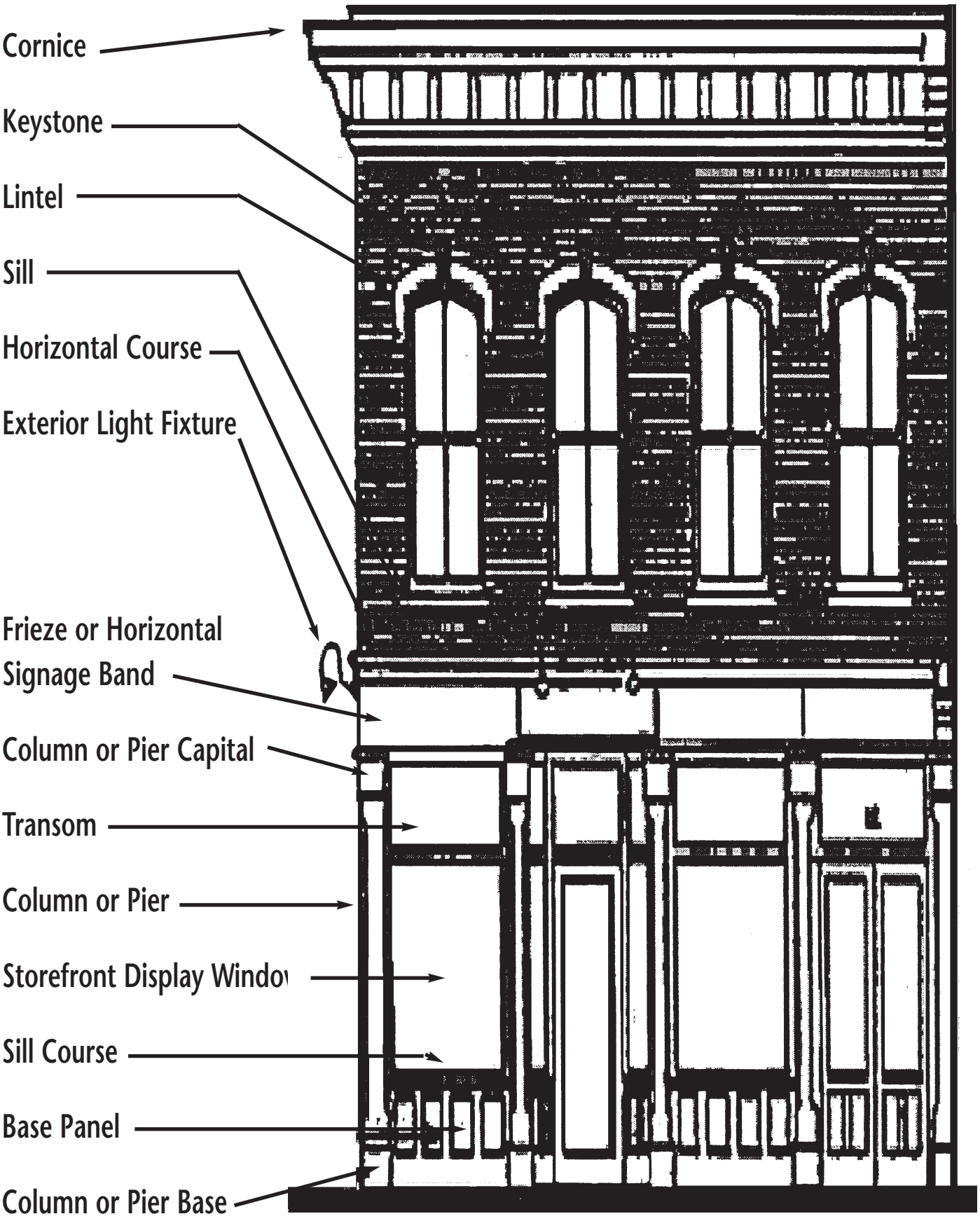
Facade Improvement Grant Program and Sign, Lighting and Awning Program matching grant applications are available from the Greensburg Community Development office in the Stark Building on West Otterman Street. Any questions should be directed to the executive director.

Façade Improvement Grant Program Summary

The Façade Improvement Grant Program offers up to $5,000 in matching funds and, in certain cases, design assistance to businesses in the City of Greensburg Main Street District in order to improve the appearance of individual building facades and storefronts. Improvements should be to areas visible from the public way. The goal of this program is to leverage private improvements while making revitalization efforts affordable, creative, and community-based.

Any building owner or store proprietor/tenant with lease authority or authorization from the owner can apply for funding. Non-profit and religious organizations are not eligible for Façade Improvement Grants, during the initial years of the program due to the fact that they can secure their own funding allocations from the same foundations that the GCDC is contacting for support. The project site must be located within the City of Greensburg Main Street District, which is also known as the "Downtown District" Editor's Note: Exhibit A Tenants must have a minimum of two (2) years remaining on their lease or an option to renew.

Anatomy of a Building



Design Guidelines

Each individual building facade plays an important role in the makeup of the downtown district. Storefronts, window displays, signage, color, canopies, and architectural details all play an integral part in the successful design of individual buildings. Rehabilitating your building can be overwhelming:

- What materials should I use?
- What colors are best?
- Is an awning appropriate?
- What kind of sign would look best?

  Property owners or tenants who wish to improve their buildings should begin by assessing the current visual condition of the entire facade.

- How could storefront improvements relate to the entire visual impact of the building?
- How does the building relate to neighboring buildings?
- How does a storefront improvement relate to the historic upper portion of the building?
- What changes are needed to improve the appearance and integrity of the upper portion of the building?
- How will a better image of the building improve my business?

Fortunately, all of these questions can now be answered by the City and the GCDC's Design Committee. The Main Street program offers design assistance to business/property owners within the Main Street area who are interested in doing exterior and interior renovation projects. This program can help take the guesswork out of your rehab project by providing you with sample drawings of possible facade improvements. Color schemes, paint and awning samples, signs as well as technical information about how to get the work done are just some of the solutions the program can offer. You can also get assistance for a sign project alone.

These design guidelines serve as a guide for various improvement projects. They are intended to suggest ways in which property/business owners can take advantage of Greensburg's unique charm and history.

Compliance with Federal and State building codes are the responsibility of property/business owners when beginning a building restoration or renovation project. Depending on the type of work proposed, building permits may be required by the City of Greensburg. Please contact the Planning Department at 724-838-4335 for more information.

Overall Goals

The goal of the GCDC and the City of Greensburg is to revitalize the downtown, not to gentrify it or change it into a different place. GCDC hopes to make downtown Greensburg and its buildings better versions of themselves, not to mimic malls, suburbs or even other commercial districts. GCDC encourages renovations and improvements which create a unique and attractive image for each business while respecting the original design parameters of its facade as well as those of its neighbors. Finally, while GCDC values high design standards and creativity, it also encourages solutions which achieve these goals affordably so that business and property owners are benefited rather than burdened by the revitalization process.

In general:

- All improvements must be compatible with applicable zoning codes, satisfy permit requirements, and conform to any other regulatory restrictions.
- Creativity is always encouraged.
- If a building has historic or aesthetic merit, improvements should be designed to reveal the building's original style, form, and materials, whenever possible. False historic measures inconsistent with the building's original era are discouraged.
- A building's distinguishing elements should be identified and preserved, when possible. Replacement of former distinguishing elements should be done carefully with the highest respect of the original image.
- Previous renovations are sometimes evidence of a building's history and use. In instances where alterations have acquired their own significance and contribute a positive visual quality to the building and the district, they should be recognized and preserved. However, when they are not integrated into the building's design, added elements should be removed.

- In the case where original building elements have been removed or substantially altered, contemporary treatments should be sympathetic to and contribute to the building's original character without being mistaken as original. In addition, they should not appear to be of poor quality, of temporary nature, or ill-suited to the area (e.g., vinyl or aluminum siding).

- Individuality within a standardized or unified appearance is encouraged for single buildings containing multiple storefronts. Separate buildings — even in cases where several adjacent to each other are occupied by a single tenant or owner — should remain visually distinct.

- Colors of exterior materials, signs, window frames, cornices, storefronts and other building features should be coordinated. Choice of colors should be determined by the nature of the building and sensitive to the time period of the building's construction. The exterior colors of historic buildings should be chosen with their historic character in mind. More contemporary designs may allow for a larger range of colors.

  To determine the color scheme to be used, consult a professional or go to the local paint store and ask to see color cards for historic paint colors and their combinations.

If you have a masonry facade that is already painted and the paint seems to be holding - paint it again. If masonry is to be painted, the colors used should be within the natural color range of the material to be painted.

Colors should accentuate the architectural details of the building. The levels of coloration might be broken down as follows:

Base Color, Major Trim Color, Minor Trim Color, Accent Color

- Facades should relate to their surroundings and provide a sense of cohesiveness in the district without strict uniformity.

- Facades should present a visually-balanced composition and maintain original proportions.

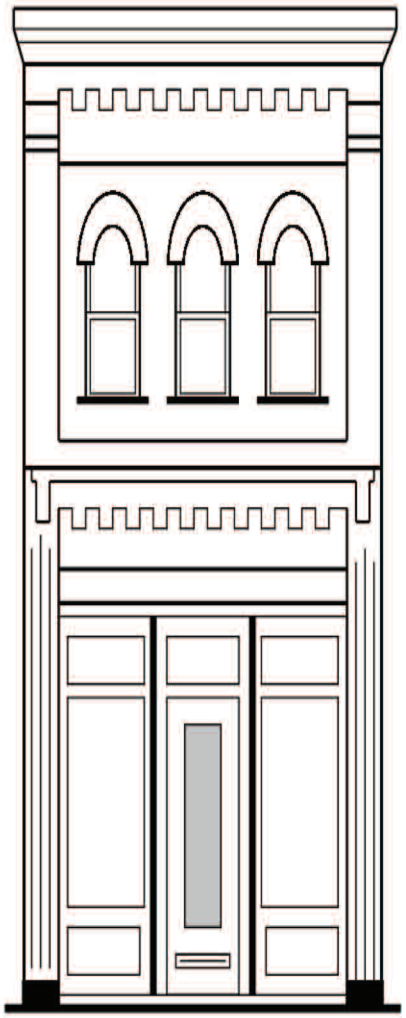
- High-quality materials should be used in order to convey substance and integrity.

BASE COLOR
- WALL SURFACES
- STOREFRONT PIERS
- CORNICE-WHEN SAME MATERIAL AS WALL

MAJOR TRIM COLOR
- CORNICE
- WINDOW HOODS
- WINDOW FRAMES
- STOREFRONT CORNICE
- STOREFRONT COLUMNS
- STOREFRONT & BULKHEADS

MINOR TRIM COLOR
- WINDOW SASH
- DOORS

ACCENT COLORS
- SMALL DETAILS ON WINDOW HOODS, CORNICES, COLUMNS & BULKHEADS



- The use of traditional building materials is encouraged. Whether using traditional or non-traditional materials, the quality of the design and durability of materials chosen will be factors in the consideration of all designs.

Storefront Design and Display

- Most facades consist of an architectural framework designed to identify individual storefronts. Each storefront should respect this architectural framework and not extend beyond it.

- Storefronts' design should be in keeping with a building's overall design. Storefront elements — such as windows, entrances, and signage — provide clarity and lend interest to facades. It is important that the distinction between individual storefronts, the entire building facade, and adjacent properties be maintained.

- Individual storefronts should be clearly defined by architectural elements, such as pillars, piers, or separations of glass.
- A horizontal band at the top of each storefront can serve as an appropriate location for business signage.
- Height and design with storefront doors to create a cohesive appearance.
- Storefront windows should not be completely obscured with display cases that prevent customers and pedestrians from seeing inside.
- Storefront windows should display products or services, local business logos, hours of operation, and/or public service messages. Displays in both retail and non-retail storefront windows that add color, texture, information, and/or visual activity to the pedestrian experience are encouraged.
- "Transparent" storefronts are not necessary for some businesses, such as professional offices. Nevertheless, even for such businesses it is preferable to maintain the size of original storefront windows. Proprietors can provide attractive window displays or install blinds. This solution contributes to the vitality of the streetscape and is more flexible for future changes than permanently blocking windows.

Doors and Entrances

- Primary entrances should be clearly marked and provide a sense of welcome and easy passage from exterior to interior. Whenever possible, they should be located on the front of buildings.
- Side entrances should be located as close to the street front as possible.
- Recessed doorways are encouraged; they provide cover for pedestrians and customers in bad weather and help identify the location of store entrances. They also provide a clear area for out-swinging doors and offer the opportunity for interesting paving patterns, signage, and displays.
- By federal law and state building codes, new store entrances must be accessible to the physically disabled. Renovation of existing entrances is encouraged, but may not be required to meet the ADA requirements. At no time will an outside ramp construction impede into the city sidewalk area
- Loading and service entrances should be located on the side or rear of buildings, whenever possible. They should be screened from public ways and adjacent properties to the greatest extent possible.

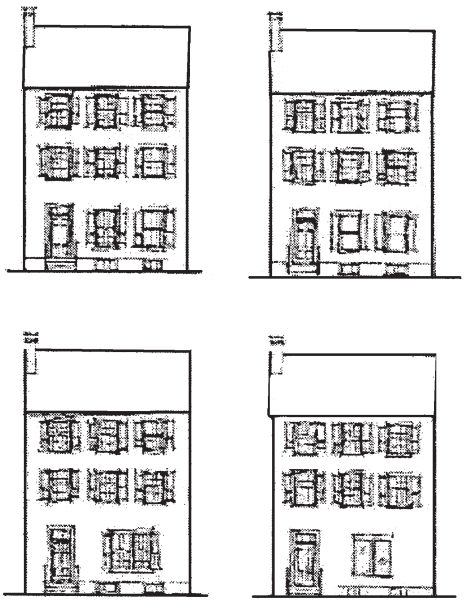
Windows

Windows are one of the most prominent and important features of storefronts. Unfortunately, they are often the most altered and neglected of the storefront or façade materials. If the historic windows are still in place, they should be repaired if at all possible. If irreparable or altered, new replacements should be based on the window's historic appearance. Window replacement can be expensive, but worth the cost when replaced with the proper unit. Good windows contain several attributes.

1. Energy Conservation. Modern units contain insulated glazing and "thermally broken" frames. Both glazing and frames contain an air space and gasketing to eliminate frost and moisture penetration. If original units are repaired, custom fabricated storm units can be installed to achieve the same result.
2. Light Quality. Proper sizing of the storefront window can enhance the amount of natural light entering the space. Glass can also be rated to control the type of light entering through it, such as low E-rated glass which prevents discoloring of merchandise. This can be valuable to the store owner for merchandise display.
3. Aesthetics. Window manufacturers offer a wide variety of color, shape, and style of standard units. With additional cost, custom units can be made to fit any opening or building style. Properly designed windows will enhance the original character of the buildings.

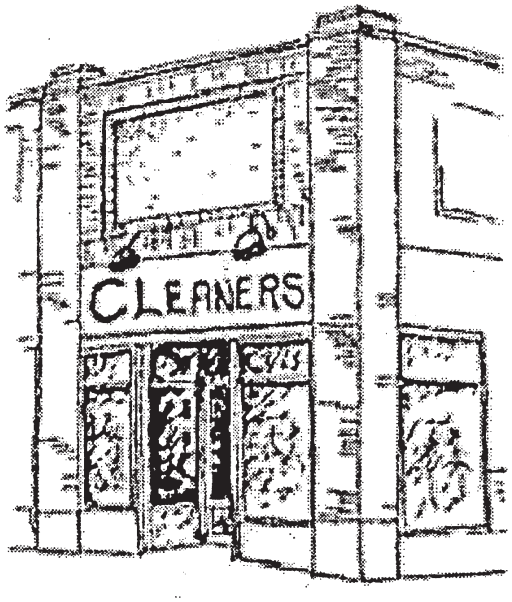
If windows are completely replaced, the new units should contain the same proportions and similar profiles as the original. (This is not to be confused with replacement units that may be presently installed.) Consideration should be given to horizontal and vertical mullions that provide design continuity throughout the building. Always use the entire original window opening, even if the opening was partially filled in from previous remodeling. One other alternative to consider when full replacement is too expensive is sash replacement. This is when only the sashes (movable portions of the window) are replaced with custom replications. New jamb liners are often installed for a smoother operation and weather stripping purposes.

- Whenever possible, a building's original window pattern should be retained. Avoid blocking, reducing the size, or changing the design of windows. (Zoning requires that a minimum of 60 percent of a storefront between 3 feet and 8 feet above grade be transparent glass.)
- Windows should be used to display products and services, and maximize visibility into storefronts.
- Commercial storefront windows traditionally tended to be large at the ground-floor level. During renovation or new construction, this approach is encouraged.
- If ceilings must be lowered below the height of storefront windows, provide an interior, full-height space immediately adjacent to the window before the drop in the ceiling. This lets more light into the storefront and allows the retention of larger windows.
- Try to retain or increase window transparency whenever possible. Replace reflective or dark tinted glass with clear glass, if possible. In general, dark glass alienates pedestrians from the business activity inside a storefront and reduces the impact of window displays.
- Avoid installing opaque panels, such as metal, wood, and/or other materials, to replace clear glass windows.
- Windows with multiple, small-paned windows should be avoided unless they are historically appropriate to the building style, or integrate well into the overall design.
- Do not use Plexiglas or other replacement materials instead of glass.
- Safety glass is required when windows are 18" or less from the floor level. Consult the local building codes for other required locations of safety glass.
- Fix broken windows immediately. Broken or boarded windows negatively impact business and the district.



YES NO

Exterior Lighting



Gooseneck lights are a popular historic lighting treatment.

- Exterior lighting should highlight building elements, signs, or other distinctive features rather than attract attention to the light fixture itself. Lighting that attracts attention to itself, such as neon tubing surrounding display windows, should be avoided. However, the creative use of neon in individual circumstances is encouraged. Because these guidelines strive to promote a unique character for Downtown Greensburg, the use of nationally distributed neon signs that promote brand name goods is discouraged.
- In order to maintain an attractive image, exterior building lighting should be appropriate to the building's architectural style.
- Building lighting should provide an even illumination level. Flashing, pulsating, or similar dynamic lighting that poses a hazard to motorists are prohibited under City of Greensburg ordinance 265-112 (Prohibited Signs).
- Avoid lights which glare onto streets, public ways, or onto adjacent properties.
- Provide indirect lighting whenever possible.

Exterior Materials

Most common building material in the City of Greensburg is brick and masonry block.

- Facade design should be complementary to a building's original materials as well as to those of adjacent buildings.
- Terra cotta, brick and stone convey permanence and should be used when architecturally appropriate.
- When using new brick, care should be taken to match the color and type of original brickwork.
- Use of decorative concrete block, applied
- False-brick veneer, vinyl or aluminum siding is discouraged as it is not consistent with the exterior materials commonly used on buildings within the City of Greensburg. Other materials made to either imitate exterior finish materials or used to cover original architectural features is also discouraged.
- Materials used near sidewalks and adjacent to building entrances should be highly durable and easily maintained while compatible with other exterior building materials.
- The surface cleaning of structures should be done by the gentlest means possible. Sandblasting and other cleaning methods, such as chemical washes, that will damage exterior building materials and features should not be undertaken. Consult a professional when in doubt to which cleaning method is appropriate to your building.

Building Walls and Roofing

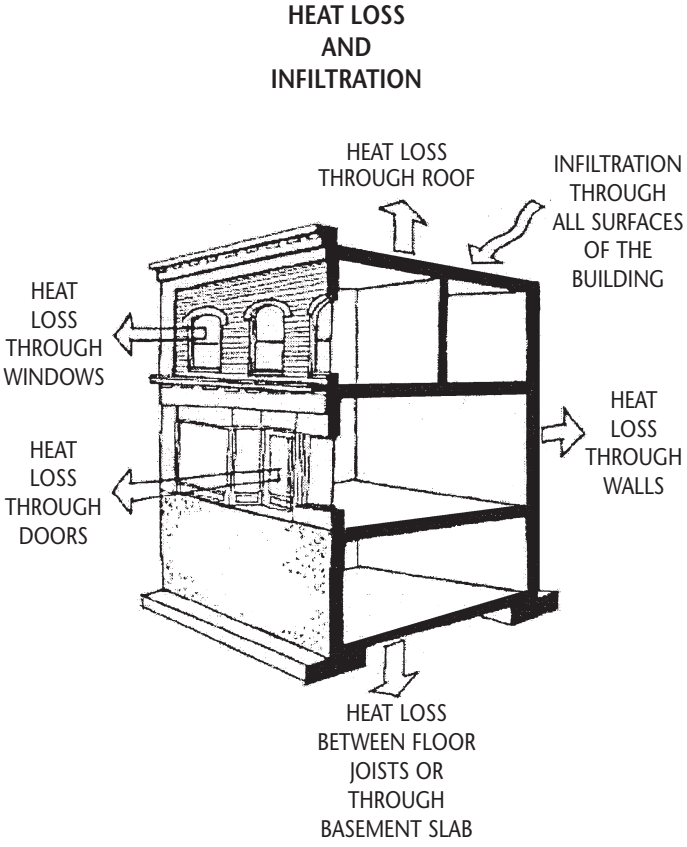
- Facades and roofing that can be seen by the public should be well maintained.
- The size and configuration of doors and windows should be in proportion to the overall building. Attention should be paid to window heights, glass types, and doors.
- In order to provide clear design intent, the number of exterior colors should be limited. Use of a large number of colors is not prohibited; however, designs which do so will need to be supported by a strong rationale and possible historic precedent.Building elements, such as awnings, signs, doors, windows, and lighting fixtures, should complement each other.
- Blank walls, if visible from a public way, should be softened by incorporating elements such as signage, murals, art, lighting, pilasters, and the like.

Building Systems

- A building's mechanical, electrical and plumbing systems should be concealed completely from view from the street or sidewalk. If such equipment cannot be concealed, efforts should be taken to minimize their visual impact on building facades.
- Rooftop equipment should be hidden by a screening device so as not to be visible from the street and sidewalk.
- Avoid placing air-conditioning units in windows or any other openings facing onto the street. Units located in non-window openings are acceptable if they are flush with building walls. They should be screened with a decorative grill or any grill appropriate to the storefront design. Air-conditioning units can not drain onto pedestrians passing below.
- Downspouts and other drains should be kept clear and well-maintained.

Mechanical, Electrical, Plumbing

Heating, ventilating, and electrical systems are becoming more sophisticated as energy conservation is foremost in today's society. It is essential that all systems be inspected by licensed contractors or engineers. Existing systems may have been altered to a condition that is impossible to evaluate by a layperson. Expansion of store area also dictates an investigation of the system's capacity. Store owners should also be aware that spending more money on efficient systems will mean cost savings on a daily basis. All systems must satisfy the Commonwealth of Pennsylvania's Uniform Construction Code which has been adopted by the City of Greensburg.



Maintenance and Repair

Many of Greensburg's existing downtown structures contain two favorable qualities. One is that they are structurally sound. Modifications that may have been done were basically superficial, affecting features such as windows, doors, and facades. A second quality is the building's survival of original design features and materials. It is fortunate that we can easily see what the original structure's appearance was. Alterations usually consist of materials that are attached to existing walls rather than involving reconstruction and demolition. With a few exceptions, we can transform the downtown district into an accurate semblance of what it once was.

Exterior materials will be addressed more extensively than those of the interior, as interiors are often dictated by business related items such as image, display, and theme.

However, considerable attention should be made in inviting the original building design to work both inside and out. With this in mind, GCDC is offering design assistance for both exterior and interior renovation projects.

Before considering any repair or remodeling, materials should be examined by an architect or contractor as to their actual condition and potential for cleaning or repair. Once evaluated, cleaning and repair may proceed. All work should be professionally done, as proper equipment, working experience, and basic knowledge can be utilized. We will briefly describe repair and maintenance for the store owner's basic familiarity.

Masonry

As in most cities, a large number of Greensburg's buildings consist of brick masonry. There also exist some structures consisting of stone and concrete block. It should not be an assumption that all masonry needs cleaning. Several buildings have already been cleaned and repaired, and others were never painted. Minor staining or discoloration can sometimes add character to a structure, or simply remain as an acceptable condition. If, however, the masonry is unacceptable, several cleaning methods may be use

Water Cleaning

Washing with water and a detergent is the simplest of all methods and is successful on lightly soiled masonry. This method is probably the easiest for the amateur, but also time consuming. Water cleaning involves two steps. The first is spraying to presoak the masonry, removing dirt deposits not tightly bonded to the surface. The second is time consuming and more difficult as it involves scrubbing with a hand or power brush. Whether done by an amateur or professional, care must be taken to use water efficiently. Cracks in walls or around openings can lead to interior water damage. Brick cleaning should be done before finishing the interior of that particular wall. Water cleaning should be avoided in cold weather, absorbed water can freeze and fracture surfaces. Test washing a small area of the wall will determine how long it takes and who will finish the job.

High Pressure Water Cleaning

A newer method is to use special equipment that develops enough hydraulic pressure to "force spray" masonry. A high amount of pressure actually injects water into the surface of the masonry, forcing out dirt and staining. Even though less water is used in this process, interior water damage is still a concern as pressure can force water into openings. High pressure water cleaning should be done only be professionals and should not exceed 1000 p.s.i.

Chemical Cleaning

Due to the large variety of chemicals, potential toxicity, clean-up, and specialized equipment, professional help must be seriously considered. Chemical cleaning is best utilized for paint removal and elimination of deep stains. Care must be taken in the use of acids. Even in a diluted solution, acids can harm limestone and marble.

Sandblasting

Sandblasting removes the outer surface of the brick, exposing the softer inner surface. This leaves the brick more susceptible to weathering. Sandblasting also pits the surface,

leaving horizontal areas and pockets for moisture and dirt to collect. We do not and will not encourage sandblastings to buildings listed on the State and National Register, nor any other building in the Downtown District. Sandblasting is not an acceptable method of cleaning any masonry in the City of Greensburg.

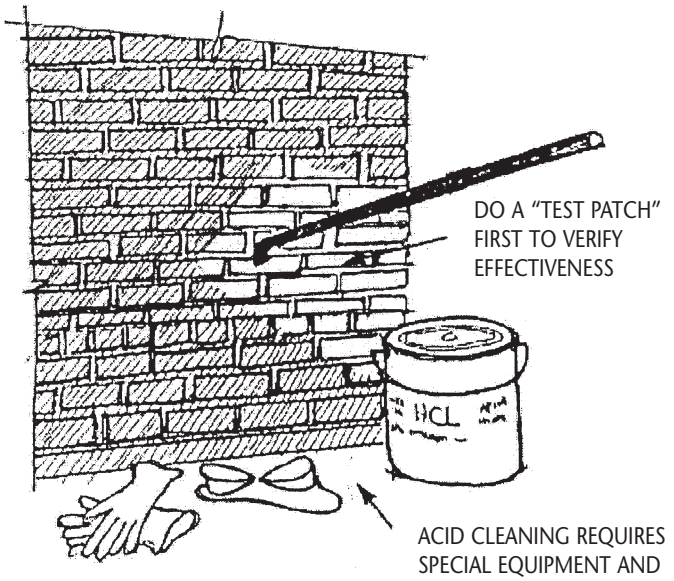
Tuck pointing

Weathering of masonry also involves the mortar joints. If masonry is to be cleaned, the addition of new mortar to the joints is necessary. This is called tuck pointing. The joints are first thoroughly cleaned out to existing sound mortar. Then, the new mortar is filled in and finished to match the depth and style of the intended original joint. Mortar can be pigmented to match any existing color. The recommended mortar formula is two parts lime, one part white Portland cement, and eight to ten parts natural aggregate (sand). However, an analysis of the existing mortar can lead to more successful results. Structures from the late 1800's and early 1900's had higher lime content in the mortar, resulting in softer mortar. In correct mortar mixes can lead to damaging existing brick due to incompatible hardness levels. The best color match can be achieved by matching the sand color to the sand used originally in the historic mortar. Add color pigment if needed to match existing mortar, but do not exceed 10% of total weight. After tuck pointing, the surrounding masonry must be cleaned as it is impossible to fill joints without touching them with mortar.

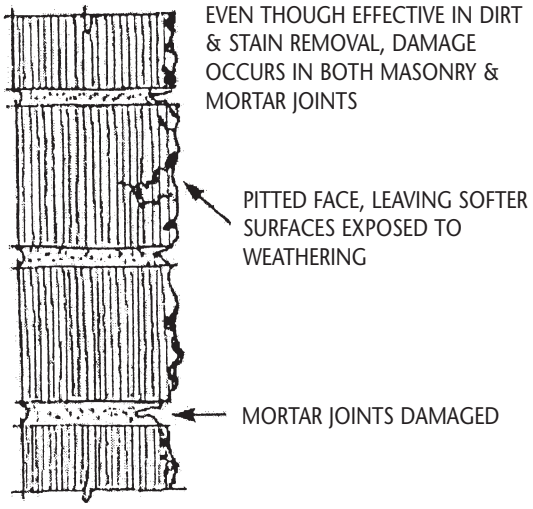
Toothing

An occasion may arise when an opening must be cut into or enlarged in an existing masonry wall. As the opening is cut into the wall, every masonry unit is cut back to the adjacent vertical joint. This allows new masonry units to be set in such a way as to blend in with existing masonry while creating a stronger joint.

ACID CLEANING



SAND BLASTING

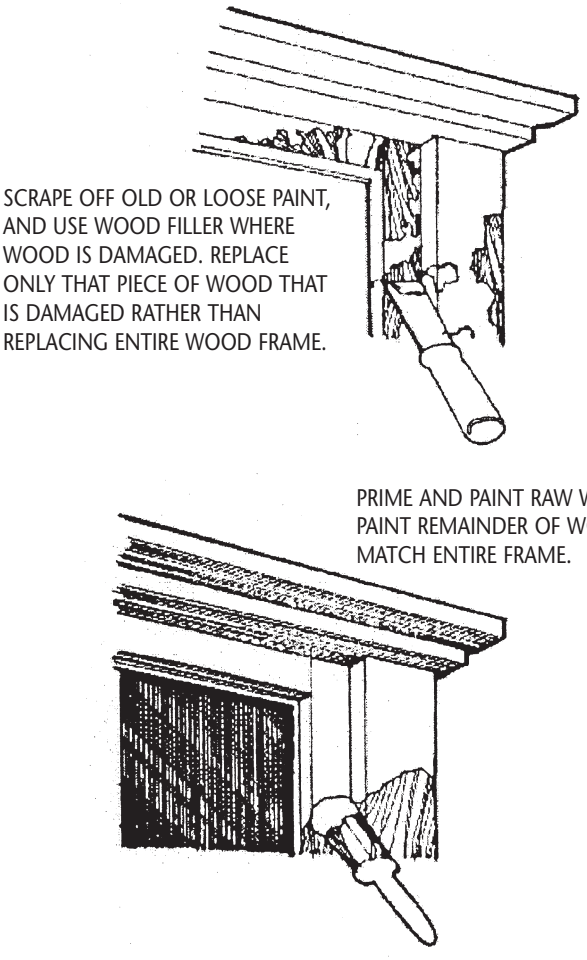


Wood

Greensburg's existing buildings use wood on the exterior primarily for window and door framing, trim, cornices, bracing and brackets. Although masonry dominates storefronts, maintenance and repair of wood is essential in restoring original building design and integrity. Wood accents the masonry, and is the material people actually put their hands on.

If wood is found to be in need of repair, replace or patch that particular piece of wood. Replacing the wood frame, for example, is not necessary if just one section of the frame is damaged. Replace with the same species of wood if possible for uniform finishing. Conversely, refinishing wood should not be a patch job. Rather, the entire frame, as an example, should be refinished. Paint or stain can be removed by several methods. Among these are sanding, melting or dissolving with chemicals.

PAINTING OF WOOD



Architectural Metals

Architectural metals such as cast iron, galvanized steel, aluminum, copper, zinc, and tin, are used sparingly at roof parapet and flashing. Aluminum is also used for flashing, but mainly for window frames and doors. Any metal encountered can be cleaned. As with masonry, care should be taken to avoid damage by using gentle methods. Sandblasting is to be avoided with cast iron being the only exception. Softer metals can be cleaned with solvents or sanding.

Ferrous metals (metals with iron content), such as steel door frames, should be painted. Copper, stainless steel, or other similar metals, were meant to be exposed. Aluminum can be left unfinished, painted, or factory finished with a baked coating.

Most metals in need of repair can be fabricated and replaced. Metals damaged beyond repair are replaced by wood, fiberglass, epoxy, or other metal. Dissimilar metals must be insulated from each other to avoid electrolysis, a naturally occurring reaction.

A Word of Warning

Maintenance and repair of existing buildings often requires removal of undesirable or damaged materials. If asbestos or other hazardous materials are suspected, notify a certified building inspector or an abatement specialist. They can verify its presence and recommend alternatives to deal with the materials including suggesting certified abatement companies.

Not only is it unhealthy to remove certain forms of asbestos, it is unlawful.

Infill Structures and New Construction

New construction on vacant lots in the central business district is encouraged. The success of these buildings can be enhanced by recreating the original rhythm of existing building facades. It is important that individual buildings act as part of the entire street facade. When a building is missing and a parking lot or park takes its place, the streetscape is disrupted when these "holes" or "missing teeth" exist.

The design of new buildings must be appropriate and compatible with neighboring buildings. Because these infill buildings are new they should look contemporary and not attempt to duplicate historic structures. Their appearance, however, should be sensitive to the characteristics of the surrounding buildings. Infill structures must take design cues from existing architectural parameters already established in the district.

Proportion

The height and width of infill structures will be determined by the proportions of buildings immediately adjacent. Height should be the same as adjacent buildings. Width should fill the entire void between buildings. If the void is very wide, the facade should be broken up into discernible bays which mimic the rhythm of facades on the streetscape.

Composition

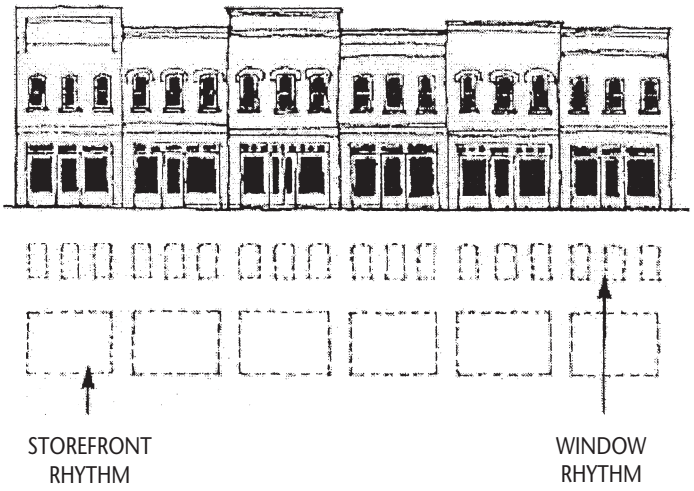
The organization of elements of new facades should be similar to that of surrounding facades. Storefront cornice heights, bulkhead heights, rhythms of architecture that exist throughout the block should be carried out in the new facade. Existing window opening patterns of the upper facade and existing window openings of the lower storefront should be acknowledged in the new design. The ratio of window opening to solid wall should also be in keeping with nearby buildings.

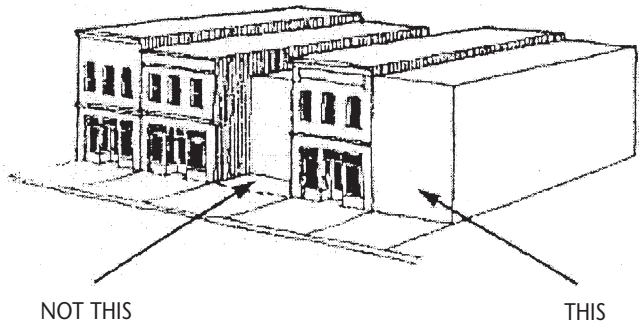
Building Setback

Infill structures should align their facades flush with the adjacent buildings to reinforce the rhythm and consistency of the streetscape.

Materials

The most dominant building material in downtown Greensburg is masonry. Infill facades should be constructed with materials similar to the material in adjacent facades. Infill buildings should not stand out from the others. Material color should be chosen that is compatible with adjacent facades.





NEW FACADES ARE BUILT FLUSH WITH THE EXISTING STOREFRONTS

BUILDING CODES

Remodeling of existing buildings or the construction of new structures must comply with applicable building codes. The City of Greensburg utilizes the Commonwealth of Pennsylvania's Uniform Construction Code. Its use may save historic elements that the regular codes may require to be changed. Eating establishments must also comply with the City of Greensburg's Department of Health. It is the responsibility of the property owner, the tenant and/or the professional hired by either of the aforementioned parties to conform to the City Codes. However, it is beneficial for the store owner to become aware of several regulations which affect floor layout and material.

Exits

Except for small storage and equipment mezzanines, all floor levels must have at least two exits. All exit corridors must be at least three feet eight inches wide (3'8"), and all exit doors must be at least three feet wide (3'). Exit doors must swing outward and in the direction of exiting in buildings containing more than twenty-five people. Locks on the inside of exit doors are not permitted unless the lock mechanism can be operated by a thumb turn or similar device. Exits must be clearly identified with illuminated exit signs.

Depending on the size and construction of the building, stairways and duct shafts must be enclosed by walls and doors of a fire rated construction. The enclosure must extend from the lowest level of the structure to the highest level.

Materials

Wall, ceiling, and floor finishes must meet or exceed flame and smoke test ratings that are recognized by the State. All materials are labeled by the manufacturers as to what ratings are achieved. An architect or interior designer will recommend suitable materials that comply.

Glass installed in or near doors, or near floors must be tempered or laminated. The owner must be aware that replacement glass must also have "safety glazing" as considerable legal action has resulted from injury.

Toilet room materials must be water impervious. Floors and baseboards must be finished with surfaces such as ceramic or quarry tile, or sealed concrete. There are State approved vinyl bases available. Ceilings must be drywall, metal or vinyl faced. Walls should be tile, painted masonry or drywall.

Fire Restrictions

The City of Greensburg Code Enforcement Department will inspect the premises for the presence of fire extinguishers, unobstructed exit paths, illuminated exit signs, and other items related to fire safety. General configuration of the store and construction type may require sprinkler installation and/or a fire alarm system with smoke detectors. An Occupancy Permit is necessary for all businesses in the City of Greensburg. Said permit should be in place prior to opening.

Handicapped Access

Depending on the amount of remodeling, existing toilets must be made handicap accessible, according to the Americans with Disabilities Act (ADA) and Uniform Construction Codes (UCC).

The Americans with Disabilities Act was written to establish standards and procedures to end discrimination against disabled people in privately-owned commercial buildings and places of public accommodation. It became law on July 26, 1991 and had an effective date of January 26, 1992. Quoting from the Act, "the ADA codifies guidelines for accessibility to places of public accommodation and commercial facilities for people with disabilities."

The basic intent of the act is to have new buildings and buildings that are being altered readily accessible and usable by individuals with disabilities. It does not require new construction or alterations specifically for this act but, rather, when a public accommodation or privately-owned facility undertakes construction of a facility it must be made accessible. In the case of the Historic District in Downtown Greensburg changes related to ingress and egress accommodations can not be part of the public sidewalk, i.e, no ramps, lifts, etc can be in any public right of way.

The Secretary of the Interior's "Standards for Rehabilitation"

The following Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking in to consideration economic an technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

6. Deteriorated historic features shall be repaired, rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design color, texture, and other visual qualities, and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials will not be permitted. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

APPENDIX B

Tax Credits

Owning a historic property in Pennsylvania carries with it several benefits. One of these is the ability to participate in federal and state income tax incentive programs for rehabilitating historic properties. For more information about these programs, contact: Steve Gifford, Executive Director of the Greensburg Community Development Corporation 724-838-4360 or Barbara Ciampini, Planning Director 734-838-4334.

DESIGN GUIDELINES FOR SIGNS

This presents design guidelines for the design of new signs in the City of Greensburg.

The design guidelines are organized into a series of relevant design topics. Within each category, individual policies and design guidelines are presented, which the City will use in determining the appropriateness of the work proposed.

Traditionally, a variety of signs are seen in the downtown. Five different types occurred:

- Small, freestanding signs mounted on a pole or post; located near the sidewalk because the primary structure or business was set-back from the street (e.g., an area with residential character); printed on both sides
- Medium-sized, square or rectangularly-shaped signs that projected from the building above the awnings or canopies; printed on both sides building.
- Small, horizontally-oriented rectangular signs that protruded from the building below the awnings or canopies but above pedestrians' heads; printed on both sides
- Medium- to large-sized, horizontally-oriented rectangular signs attached flat against the building, above and/or below the awnings; printed on one side only
- Window signs, painted on glass; used at the street level and on upper floors

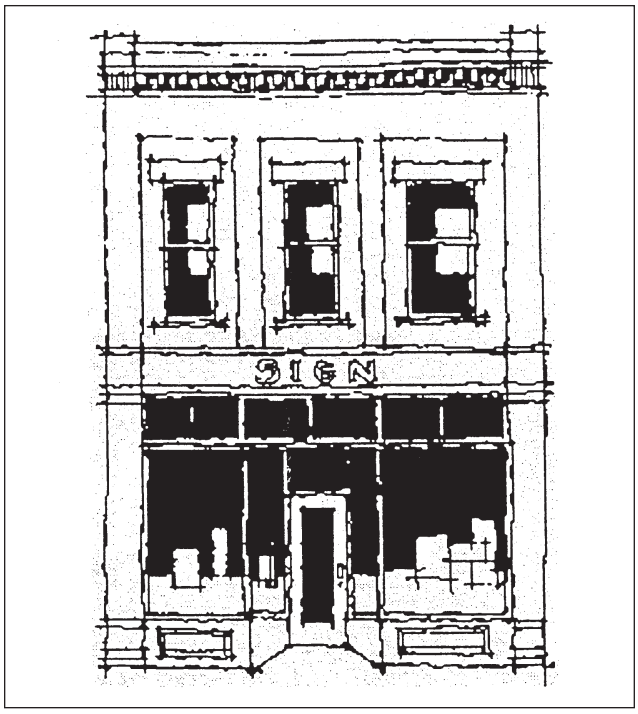
Signs that were mounted on the exterior advertised the primary business of a building. Typically, this use occupied a street level space and sometimes upper floors as well. In the case of a large structure that included several businesses on upper floors, the name of the building itself was displayed on an exterior sign. Tenants relied on a directory at the street level.

In addition, signs were mounted to fit within architectural features. In many cases, they were mounted flush above the storefront, just above moldings. Others were located between columns or centered in 'panels' on a building face. This method also enabled one to perceive the design character of individual structures.

Each business in the City of Greensburg is permitted to have up to four types of signs in use at any given time: primary, secondary, portable and temporary.

- A primary sign represents the owner's largest sign expense and is likely the most important of the four sign types. Only one primary sign will be allowed per business per building.
- Secondary signs are utilized in addition to the primary building sign. Typically, a secondary sign is an awning, hanging or window sign. The secondary sign is generally intended to capture the attention of the pedestrian walking on the sidewalk, while the primary sign's audience is specifically the viewer driving past in a vehicle.
- Portable signs are intended for the pedestrian walking on the sidewalk. Portable signs include sandwich boards, signs mounted on easels or freestanding frames with sign inserts.
- Temporary signs are used for a special purposes. The City will approve temporary signs for up to thirty days.

For more information regarding the types of signs allowed in the Downtown District, including sign area standards, please consult the City of Greensburg's Sign Ordinance, adopted in 1986



The overall facade composition, including ornamental details and signs, should be coordinated.

The use of "strip-commercial" building styles and several colorful, attention-getting signs are inappropriate in the City of Greensburg.

POLICY:

Design a sign to be in balance with the overall character of the property.

A sign typically serves two functions: first, to attract attention, and second to convey information, essentially identifying the business or services offered within. If it is well designed, the building front alone can serve the attention-getting function, allowing the sign to be focused on conveying information in a well-conceived manner. All new signs should be developed with the overall context of the building and of the area in mind.

Consider the building front as part of an overall sign program.

- Coordinate a sign within the overall facade composition.
- A sign should be in proportion to the building, such that it does not dominate the appearance.
- Develop a master sign plan for the entire building; this should be used to guide individual sign design decisions.
- This is especially important on East Pittsburgh Street where the use of contemporary building forms and styles and several colorful, attention-getting signs are the norm. Such a typical 'strip-commercial' development pattern is inappropriate in the Downtown.

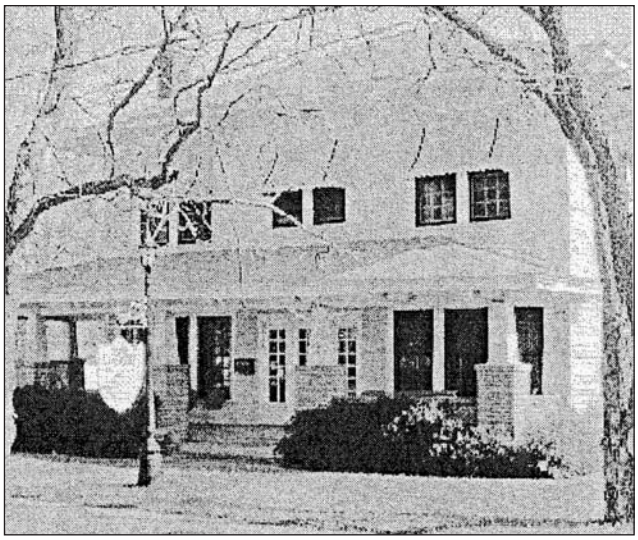
A sign shall be subordinate to the overall building composition.

- A sign should appear to be in scale with the facade.
- Locate a sign on a building such that it will emphasize design elements of the facade itself.
- Mount a sign to fit within existing architectural features. Use the shape of the sign to help reinforce the horizontal lines of moldings and transoms seen along the street.

POLICY:

Appropriate signs include freestanding, flush-mounted, window, projecting, hanging, awning and directory signs.

The placement of location of a sign is perhaps the most critical factor in maintaining the order and integrity of the City of Greensburg. Consistent placement of signs according to building type, size and location—either inside or outside of the Historic District—create a visual pattern that the pedestrian can easily interpret and utilize to the mutual benefit of merchants, tourists and customers.



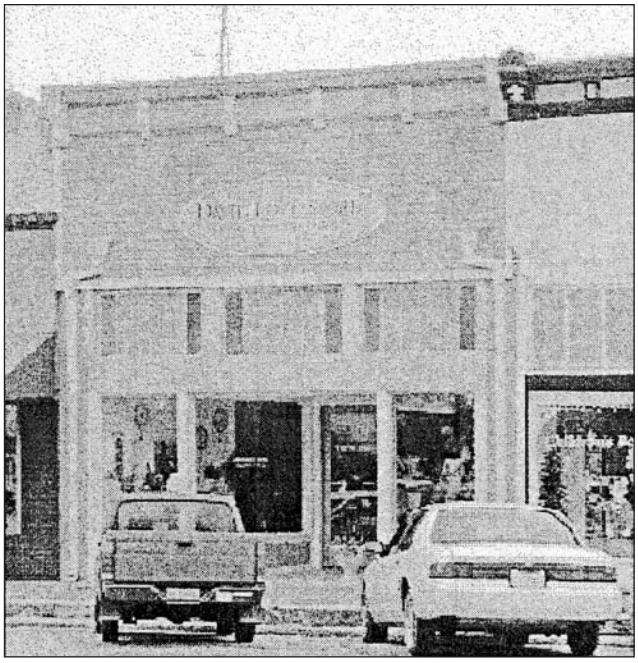
Freestanding or pole mounted signs may be considered.

Freestanding or pole mounted signs may be considered.

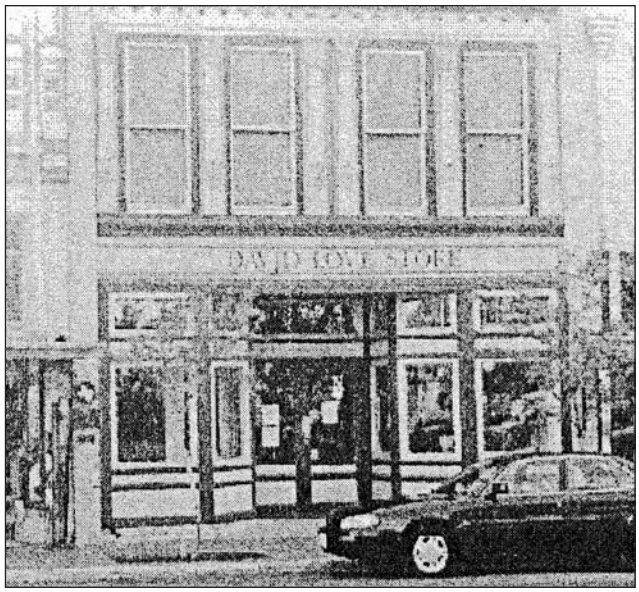
- A freestanding sign may be used in the front yard of a residence with a commercial use.
- A freestanding sign may also be used in areas where the primary use is setback from the street edge.

A flush-mounted wall sign may be considered.

- In many cases, turn-of-the century building types common in Greensburg have a sign frieze. This is the ideal location for the primary building sign. The sign frieze is typically located above the transom and below the second-floor windows.
- When utilizing the sign frieze as the sign placement location, it is important to respect the frieze borders. In other words, the sign should not overlap or crowd the top, bottom or ends of the frieze.
- When feasible, place a wall sign such that it aligns with others on the block.

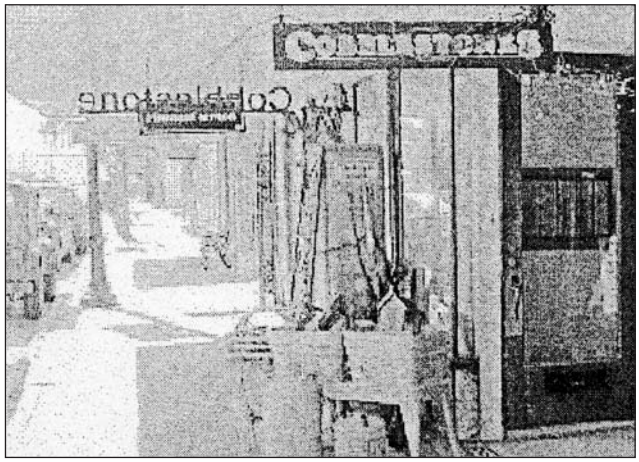


Locate a flush-mounted sign such that it fits within a panel formed by moldings or transom panels.



When utilizing the sign frieze as the sign placement location, it is important to respect the frieze borders.

A window sign may be considered. A window sign may be painted on or hung just inside a window. (Wichita, KS)



A small hanging sign should be located near the business entrance.

A flush-mounted wall sign shall not exceed one square feet for every one foot of linear facade width.

- For instance, a building with twenty feet of street frontage would be eligible for a sign of twenty square feet (20 x 1 = 20). In true sign dimensions, this would be a sign of approximately two feet by ten feet.
- It is important to note that a sign does not have to be as large as this equation allows. In many cases, the first consideration should be given to the dimension of the sign frieze.

A window sign may be considered.

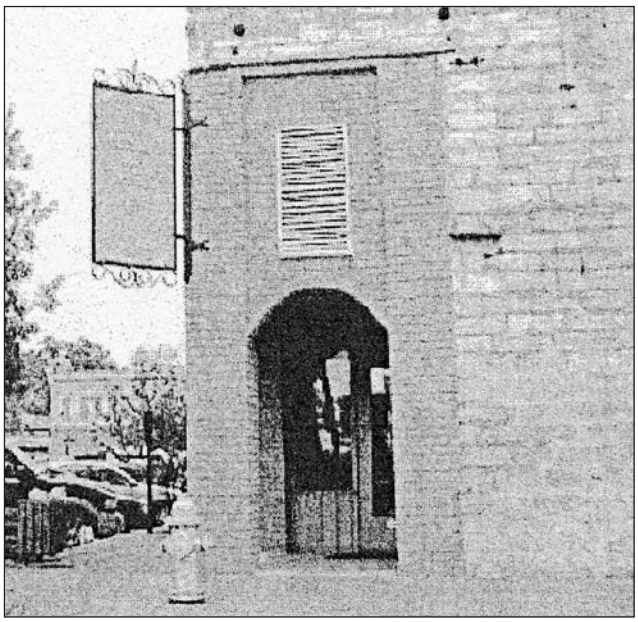
- A window sign may be considered in addition to the primary building sign.
- A window sign should cover no more than thirty percent (30%) of the total window area.
- It may be painted on the glass or hung just inside a window.
- While window displays are not reviewed by the City or the GCDC, their use is very important to retailers. The attractiveness of a display is likely the highest contributing factor to whether or not a pedestrian will enter a store, and its design should be carefully planned.
- *Please note that the City will take cognizance and assume oversight of signs within a store that is obviously intended to be viewed through a window.*

A hanging sign may be considered.

- A small hanging sign is easier for a pedestrian to read than other sign types and is encouraged.
- A small hanging sign should be located near the business entrance, just above the door or to the side of it.
- A hanging sign installed under a canopy should be a maximum of 50% of the canopy's width.
- A hanging sign should be mounted perpendicular with the building facade.
- A hanging sign should provide a minimum of eight feet clearance between the sidewalk surface the bottom of the sign. However, a hanging sign mounted under a canopy may provide a minimum clearance of seven feet.
- A hanging sign shall be no more than eight square feet in size.

A projecting sign may be considered.

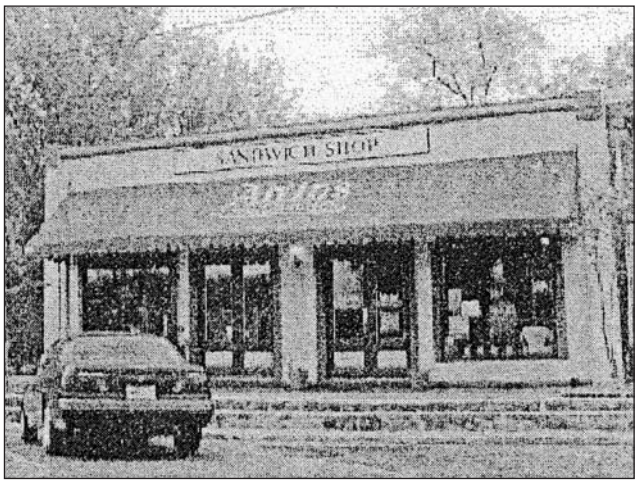
- A larger projecting sign should be mounted higher, and centered on the facade or positioned at the corner of a building.
- A projecting sign shall provide a minimum clearance of eight feet between the sidewalk surface and the bottom of the sign.
- A projecting sign shall be no more than fifteen square feet in size with a maximum sign height of five feet.
- Additionally, a projecting sign shall in no case project beyond 1/2 of the sidewalk width.



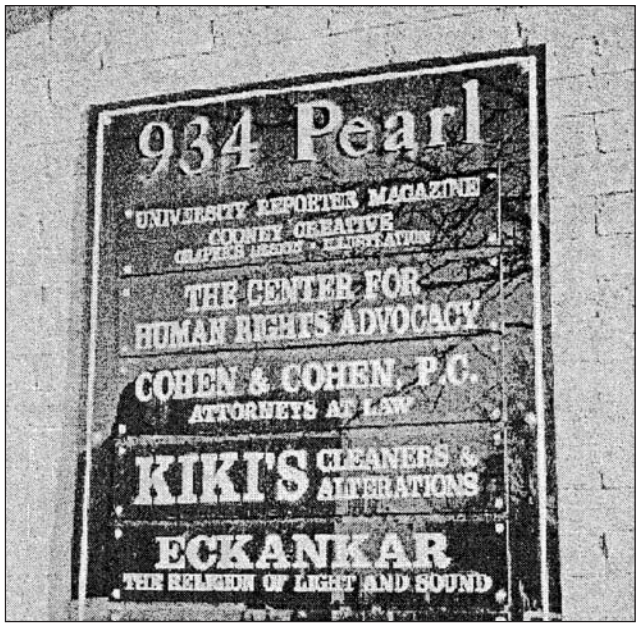
A larger projecting sign should be mounted higher, and centered on the facade or positioned at the corner of a building.

Awning and canopy signs may be considered.

- An awning or canopy sign shall not exceed one square feet for every one foot of facade width. In no case should an awning or canopy sign exceed the size of the awning or canopy surface to which it is applied.
- The size of an awning or canopy sign shall be calculated by its actual area and shall be included in the calculation for total allowable building signage.
- Consider mounting a sign centered on top of a building canopy where a flush-mounted sign would obscure architectural details.



Awning and canopy signs may be considered.



Where several businesses share a building, coordinate the signs. (Boulder, CO)

A directory sign may be considered.

- Where several businesses share a building, coordinate the signs. Align several smaller signs, or group them into a single panel as a directory.
- Use similar forms or backgrounds for the signs to tie them together visually and make them easier to read.
- The manner in which a directory sign is mounted to a building, either flush to or projecting from a wall, will determine the maximum allowable sign area.
  - *For the maximum area of a flush-mounted Sign refer to criteria contained on page 4.*
  - *For the maximum area of a projecting sign refer to page 5 of this document.*

A portable sign may be considered, in Area 1.

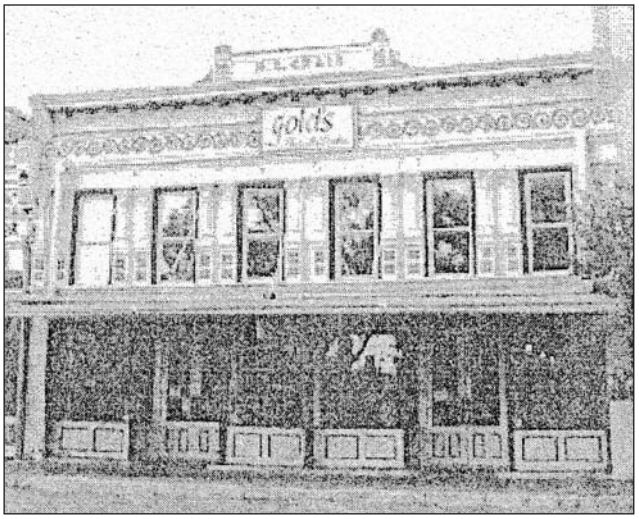
- Portable signs include A-frame, sandwich boards, signs mounted on easels or free-standing frames with sign inserts.
- An A-frame or sandwich board sign should be limited to twelve square feet of surface per side and should in no case exceed four feet in height and three feet in width.
- A sign mounted on an easel or a free-standing frame with a sign insert should be limited to six square feet of surface per side and should in no case exceed five feet in height and three feet in width.
- A portable sign should not interfere with pedestrian traffic.
- A portable sign should be secured to the sidewalk. An eye bolt should be placed below the sidewalk surface, and a steel wire should be used to attach the sign to the bolt.

A temporary sign may be considered.

- A temporary sign should be limited to a maximum of twenty-four square feet in area with a maximum height of three feet.
- A temporary sign, when installed, should not obscure windows or other architectural details of a building.
- In no case will a temporary sign be allowed to substitute as a permanent sign.
- The City will approve temporary signs for up to thirty days.

A sign should not in any way obscure or compete with architectural details of an historic building facade.

- This is especially important for a building with historic significance.
- A sign should be designed to integrate with the architectural features of the building which it is to be installed and not distract attention from them.



Although this sign is appropriately designed and scaled to fit this traditional building, it is mounted in a manner that obscures architectural details.

POLICY:

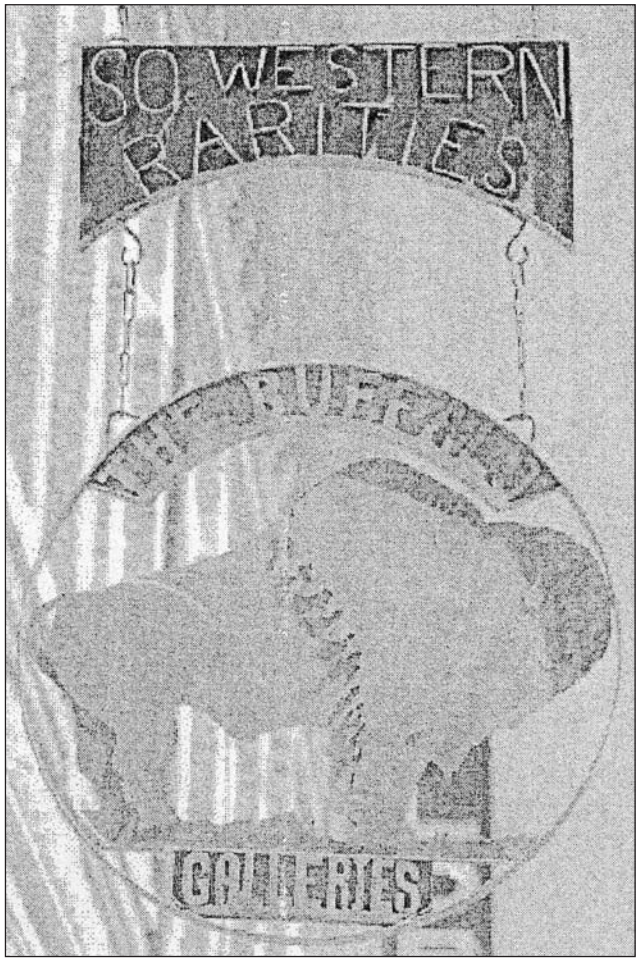
A sign should be in character with the material, color and detail of a building.

Signs that are out of character with those seen historically and that would alter the historic character of the street are inappropriate.

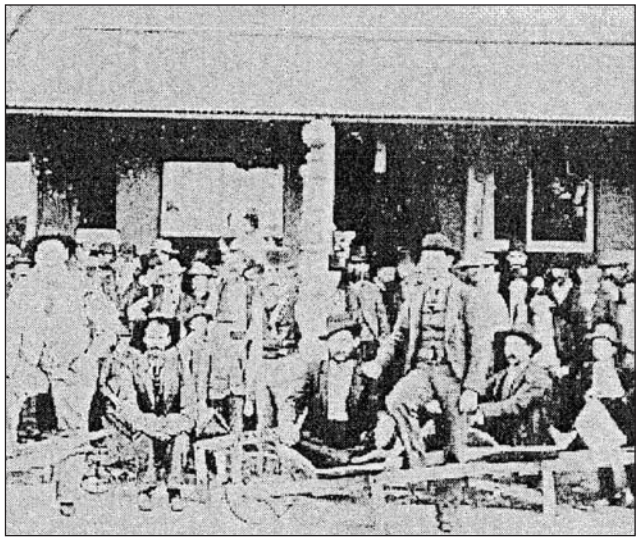
- Animated signs are prohibited.
- Any sign that visually overpowers the building or obscures significant architectural features is inappropriate.

Sign materials should be compatible with that of the building facade.

- Painted wood and metal are appropriate materials for signs. Their use is encouraged. Unfinished materials, including unpainted wood, are discouraged because they are out of character with the context.
- Plastic is permitted, on a case by case basis.
- Highly reflective materials that will be difficult to read are inappropriate.
- Painted signs on blank walls were common historically and may be considered.



Symbol signs add interest to the street, are quickly read and are remembered better than written words. (Durango, CO)



Symbol signs, like this barber's pole, were used historically and are encouraged.

Using a symbol for a sign is encouraged.

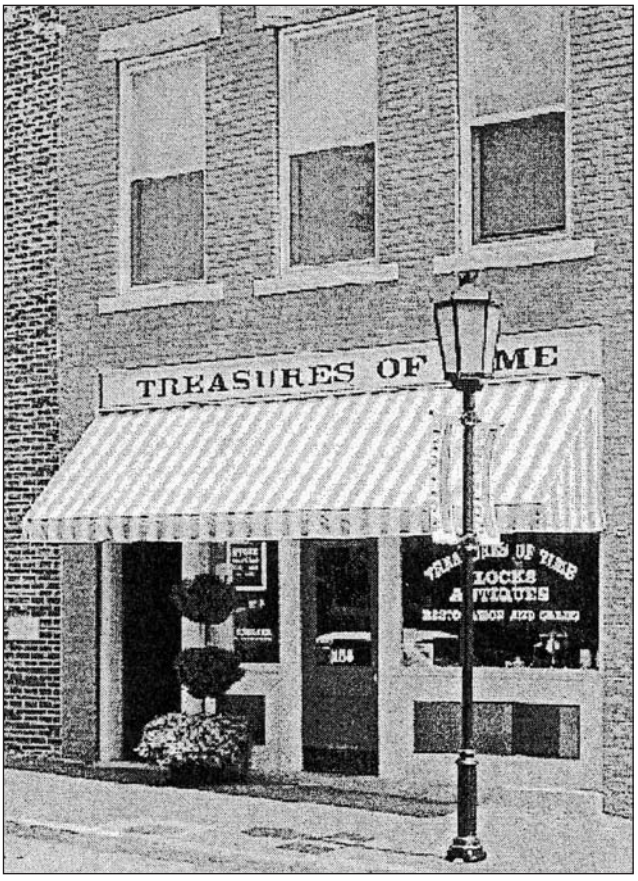
- A symbol sign adds interest to the street, can be read quickly and is remembered better than written words.

Use colors for the sign that are compatible with those of the building front.

- Also limit the number of colors used on a sign. In general, no more than three colors should be used.

A simple sign design is preferred.

- Typefaces that are in keeping with those seen in the area traditionally are encouraged. Select letter styles and sizes that will be compatible with the building front.
- Generally, these are typefaces with serifs.
- ï• Avoid hard-to-read or overly intricate type-face styles. Examples of fonts that fit this description are: Times New Roman, Bodoni, Garamond, Minion Web, ITC Stone Serif, MS Georgia, Bitstream Cyberbit.



A simple sign design is preferred. (Greenville, SC)

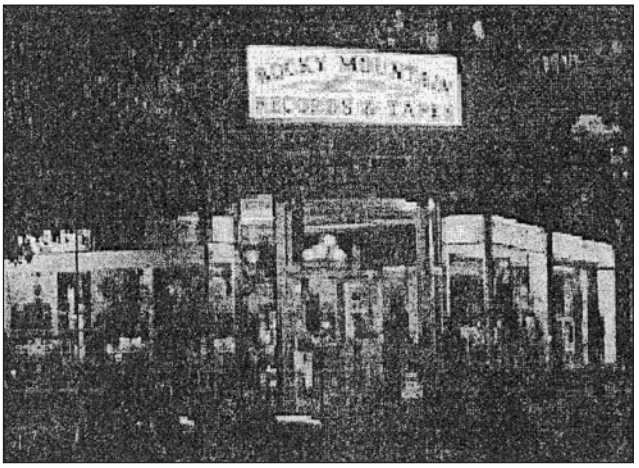
The light for a sign should be an indirect source.

- Light should be directed at the sign from an external, shielded lamp.
- A warm light, similar to daylight, is appropriate.
- Light should not shine directly in the eyes of pedestrians.

Lighting that is directed at a sign from an external, shielded lamp, is preferred. (Danville, CA)

If internal illumination is used, it should be designed to be subordinate to the overall building composition.

- Internal illumination of an entire sign panel is discouraged. If internal illumination is used, a system that backlights sign text only is preferred.
- Neon and other tubular illumination may be considered. However, use neon in limited amounts so it does not become visually obtrusive.
- Internal illumination of an awning is inappropriate.



Internal illumination of an entire sign panel is discouraged. (Boulder, CO)

Sign brackets and hardware should be compatible with the building and installed in a workman-like manner.

Maintenance of signs.

- Re-secure sign mounts to the building front.
- Repaint faded graphics.
- Repair worn wiring.
- Replace burned out bulbs.
- Remove non-historic, obsolete signs.
- Preserve historic painted signs in place as decorative features.