

Draft Commercial Design Guidelines Based on Cloverdale, Ca. Example For discussion by PCDC

Commercial Development Design Guidelines

Introduction:

The Lyons Design Guidelines are intended to preserve Lyons's sense of place, reflect the natural beauty, and maintain the essential asset of the town's character. At the same time, these guidelines must enable development that enhances the availability of goods, services and amenities for residents of the town, residents of nearby areas, and visitors. These guidelines apply to all development described in section XXX.

Lyons's setting, nestled within the first significant rise of the Colorado Front Range north of Boulder, is integral to its character. Natural stone formations and uncluttered hillsides surround the town. Both the North St. Vrain River and the South St. Vrain River flow into town and merge midway to form the St. Vrain River. The natural environment attracts new residents and visitors, as does the authentic built environment of the historic downtown commercial district.

Throughout town, businesses tend to be locally owned and operated in buildings that have changed little over time, and the built environment tends to reflect the natural surroundings. The downtown area physically embodies Lyons's historic character and is central to the community. Residents and visitors strolling the historic downtown area might frequent the local shops and restaurants or simply appreciate the area's relaxed pace. In summer, flowers abound, and trees shade the sidewalks. Festivals and concerts often fill the air with music and the parks with music lovers. In winter, the trees sparkle with holiday lighting and occasional snow clings to the mountainsides.

The existing natural and historic character of the town is an asset that should be preserved, even as new and renovated commercial enterprise is encouraged. Such new commercial development can improve access to goods and services for residents and visitors; in addition to providing safety and convenience, development and adaptive reuse would also produce jobs and encourage vibrancy and sustainability in the local economy. Therefore, commercial developments should reflect the historic nature of the town and recognize the outdoor adventure opportunities that abound.

Section A: Intent

The following design guidelines are intended as a reference to assist developers in understanding the Town's goals and objectives for high-quality development and to encourage developments to:

- Emphasize preservation of the town's historic character and natural features;
- Emphasize conservation of resources;
- Consider pedestrians and bicyclists; and
- Serve the residents and visitors of the town.

The guidelines should be consulted for any development in town, but they may be interpreted with some flexibility in their application to specific projects. During the Town's development review process, proposals will be evaluated against the design guidelines to ensure new developments align with

Commented [RJ1]: I had the thought that calling them "Commercial Development Design Guidelines" may be misleading (e.g. would apply to industrial or residential in a commercial building as well – applies to all zoning districts that allow commercial and municipal)

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Comprehensive Plan goals and objectives, respect the natural environment, and become a compatible part of the overall community. The process for using and evaluating a project against the design guidelines is described in Section XXXX below.

All applicable local, State, County, Federal, and Fire District requirements must be abided by for any development in town. The Town's zoning code should always be consulted as the first step of any commercial development project. All structures and landscaping must comply with all applicable safety and health requirements, including those for flood and fire mitigation. The applicable Building Code is _____, or the most current Code approved by the Board of Trustees.

B. Guidelines Applicability

The provisions of this article apply to all development within the town of Lyons in the following zoning districts: B, C, CD, CE-1, CEC, PUD-MU, PUD-C, PUD-I, GI, and M.

Additional overlay guidelines apply to the Downtown and Eastern Corridor areas, which are shown in the map below. The additional criteria can be found in Section XXX and Section XXX. If any specific Downtown or Eastern Corridor overlay design guideline conflicts with the general design guidelines, the specific Downtown and Eastern Corridor guidelines apply.

MAP!!!

Any new structures, additions, remodels or relocations requiring a building permit subject to design review shall adhere to these guidelines where applicable.

Using the Design Guidelines and Evaluation

Applicants should refer to the design guidelines when creating their plans and submissions and are encouraged to meet as many guidelines as possible. Not every design guideline will apply to every project, and guidelines are not requirements; however, a project that substantially conforms to these guidelines would have a high level of defensibility during the review of the development proposal.

Reviewers of a development proposal will consider the design guidelines when evaluating a project located in an area of design guideline applicability. Reviewers should consider which guidelines are or are not relevant to each specific project. During development review, the design guidelines should be considered as a whole when evaluating whether they have been sufficiently addressed.

1. Building Placement

Placement of structures should consider the existing context of the area; this includes the location and character of adjacent and nearby land uses, the location of major traffic generators, as well as an analysis of the specific site's built and natural characteristics.

- a. Building orientation should be optimized for heat gain in winter, shading in summer, daylighting and natural ventilation.

Commented [R2]: Any others?

Commented [R3]: Should this just be requiring a building permit, period? Otherwise, it seems like any development in the above zoning districts that requires a building permit would have to be elevated to a Minor Development Review. Planning is consulted by the Building Department for review of building permits in some cases.

Commented [R4]: Shall?

Commented [R5]: Since these are "guidelines," there is only potential to deny a project, or impose conditions of approval, for poor design during development review processes (there is a review criteria in the development review process related to addressing design guidelines). During a building permit review, Planning staff could not deny a proposal based on poor design/out of character design because these are guidelines (not requirements) unless we specifically wrote in a provision about that.

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- b. Structures should be sited in a manner that will complement adjacent and nearby structures. Sites should be developed in a coordinated manner to provide order, a reasonable level of consistency with varying elements that enhance interest.
- c. Developments should be conducive to pedestrian and bicycle access by connecting to sidewalks, trails and well-designed (CDOT compliant) bicycle lanes to the degree practical
- d. Whenever possible, new structures should be clustered rather than creating long rows of structures. This allows for plazas or pedestrian malls with amenities such as shade, benches, public art, etc. When clustering is impractical, a visual link between separate structures should be established. This link can be accomplished through the use of an arcade system, trellis or other open structure. This guideline does not apply to the Downtown areas as defined herein.
- e. Where practical, refuse/recycling containers should be conveniently located throughout the project, yet sufficiently buffered from main building entries and pedestrian sidewalks/paths.
- f. Structures should be located to minimize pedestrian/vehicle conflicts. Driveways that cross sidewalks or trails should include markings or variations in surface appearance to improve awareness of the potential for vehicle crossings for the sake of safety for pedestrians and cyclists.
- g. Freestanding, singular commercial structures should be oriented with their major entry toward the street where access is provided. The façade should be parallel to the street or, in the case of clusters of buildings, structures should face in the directions of most common access, with the elevations of buildings most visible from roads and streets covered in materials and colors consistent with the façade.

2. Parking and Circulation

- a. Provide separate vehicular and pedestrian circulation systems with a strong emphasis on pedestrian linkages between areas. Commercial buildings should provide convenient connection from parking areas and, where practical to sidewalks and trails.
- b. Pedestrian walkways should provide safe, convenient, well-lit (see lighting guidelines) and well-defined access between parking areas, public sidewalks and the main public access to the building. If no sidewalk currently exists, convenient access to the nearest parking area or sidewalk should be provided.
- c. Parking lots should be sufficient to provide parking for anticipated numbers of employees, customers/clients and visitors. Requirements for paved off-street parking can be found in LMC Sec. 16-8-30, with additional requirements for handicap parking spaces in LMC Sec. 16-8-50.
- d. Individual considerations will be made for developments in areas with shared parking access such as exists in the Downtown area.
- e. Provide secure, protected parking facilities for bicycles.

3. Landscaping and Screening

- a. Landscaping should be in scale with adjacent structures and be of appropriate size at maturity to accomplish its intended purpose, such as shading or screening.
- b. Landscaping should be used to define specific areas, such as emphasizing entrances to buildings and parking lots, defining the edges of various land uses, providing transition between neighboring properties (buffering), and providing screening for loading, refuse, and equipment areas.

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- c. All rooftop equipment shall be screened from public view by screening materials of the same nature as the structure's basic materials or material that blends well with the basic material and the surrounding natural environment. Mechanical equipment should be located below the highest vertical element of the building.
- d. New commercial development should provide for street trees parallel to streets in planter strips, spaced at regular intervals along the street. This provision does not apply if trees are already present. New development should avoid removal or replacement of existing trees without approval from the Town. Commercial developments should commit to maintenance of living trees and replacement of deteriorating trees within their properties and adjacent rights of way.
- e. Screening for outdoor storage should be a minimum of 6 feet and a maximum of 10 feet high. The height should be determined by the height of the material or equipment being screened. Exterior storage should be confined to portions of the site least visible to public view.
- f. Refuse storage and pick-up areas should be combined with other service and loading areas where practicable and located away from public view as much as possible. Loading docks, refuse collection areas and mechanical equipment such as HVAC equipment must be placed away from public streets, parks, plazas and adjoining development. Views of such areas from streets, parks, plazas, pedestrian walkways and adjoining development shall be screened.
- g. Screening enclosures should be incorporated into the building architecture and utilize the same materials as the principal building to the greatest degree possible. Screening shall include walls, fences or evergreen plantings of a minimum height of 6 feet to provide complete screening from normal eye level on all sides here access is not needed.
- h. All refuse containers shall be screened with a six-foot high (minimum) enclosure of solid masonry, concrete or wood with an exterior finish compatible to the main structure.
- i. Refuse containers should be consolidated to minimize the number of collection sites.
- j. Refuse enclosures should be located away from adjacent parcels to minimize noise and odor impacts typically associated with garbage collection and storage.
- k. Refuse enclosures should include separate bins for trash and recycle materials.
- l. Refuse enclosures should be designed so that each bin can be removed and replaced without requiring the removal of other bins, to avoid stacking and to maximize access. Gates must open fully; the area in front of the enclosure shall be kept clear of obstructions and shall be marked "No Parking".
- m. The refuse enclosure should be placed on a concrete pad and have a concrete apron with a minimum depth of 4 inches. Adequate drainage should be provided around the pad area. The percent of grade for access to the pad should not exceed 3%.
- n. Gates on refuse enclosures should be solid, heavy-gauge metal or of a heavy-gauge metal frame with a covering of wood or other suitable, opaque material. Gates should be secured with sturdy hinges or sliders and latches.
- o. Concrete curbs or equivalent should protect refuse, storage or mechanical enclosures from adjacent vehicle parking and travelways.
- p. The perimeter of the recycling and trash enclosure should be planted with drought-resistant landscaping.

4. Lighting

- a. Safety is a prime consideration for lighting around commercial buildings. Lighting should be directed to walkways and paths connecting to parking areas or other lighted areas, without spilling into adjacent areas or shining into residences.

Commented [RJ6]: Shall? Consider revising throughout to say should and also adding into the dev review code with "shall"

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- b. Lighting should be compatible with and integrated into building and landscape design. Lighting should be designed, directed and shielded in such a manner that direct light does not leave the perimeter of the site and the nighttime sky is preserved.
- c. Timing mechanisms and photo cells are encouraged to be used to reduce light levels and conserve energy during non- operational hours.

5. Architecture

These architecture guidelines are intended to encourage building appearance that is appropriate for the form and scale of the project and to provide human scale interest and variety. The following list is not intended to be the only techniques that may be used to accomplish an attractive building design.

Commercial developments should reflect the historic nature of the town and recognize the outdoor adventure opportunities that abound.

- a. Developments should provide shifts in building massing, variation in height, profile and roof form, while maintaining formal relationships of building placement to public street frontage or common courtyards or common parking areas. Consider setbacks, siting, and building mass and form contextually.
- b. Where practical, vary the building form such as recessed or projecting bays. Wall planes should not run in one continuous direction for more than 50 feet without an offset.
- c. Diversify window size, shape or patterns that may relate to interior functions.
- d. Shading on east, west and south walls with overhangs, awnings or deciduous trees is encouraged.
- e. Building entries are encouraged to provide projecting or recessed forms, details, color or materials and provide some protection in inclement weather by use of awnings or overhangs.
- f. The use of local stone for visible surfaces is highly encouraged.
- g. Variation of materials, expressed joints and details, surface relief and color should be used to break up large building forms and wall surfaces. Such detailing could include sills, headers, reveals, pilasters, window bays and similar features.
- h. The roofline at the top of the structure should not run in a continuous plane for more than 50 feet without offsetting or jogging the roof plane.
- i. Building facades adjoining or oriented towards streets and pedestrian areas should incorporate glazing at all occupied levels. Such glazing should be appropriate to the anticipated use of the building. Uses that require more privacy, such as a medical facility, may limit the use of glazing.
- j. Auto-serving uses should have windows and doors that make up at least 25% of street-facing facades. Auto service bays should face away from the street.

C. Downtown (DT) Area Design Standards Overlay.

Downtown area of Lyons holds a significant character of its own. The Downtown area design guidelines overlay is a set of guidelines specific to the downtown area that should be referenced in addition to the general design guidelines when applicable. It is intended to preserve the area's character while enabling development and redevelopment that benefits the community.

- a. In the DT area between 4th and 5th on Main Street, the front of buildings should align to the sidewalk and have a façade consistent with the facades in this area.

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- b. Parking in the DT area is limited. Developments in the DT area should not cause a reduction in the number of available parking spaces and, where practical, should add more parking spaces. Refer to LMC Sec. 16-8-90 to determine if your development is exempt from off-street parking requirements.
- c. The street and sidewalk design standard for the DT area applies to the following locations:
 - 1) Main Street between 3rd and 5th and to
 - 2) High Street between 4th and 5th
 - 3) Broadway between 3rd and 5th (applicable upon completion of planned streetscaping.)
- d. The use of local sandstone on visible external features such as facades and sidewalks is strongly encouraged to recognize the historic contribution that local sandstone quarrying has provided and continues to provide to the community.
- e. The intent of the DT area is to encourage retail storefront design at the street level, so that pedestrian-oriented retail uses and similar activity generating uses can locate in the DT without the need for a storefront redesign.
- f. The design model for the DT area is a tree-lined street where walking is encouraged.
- g. In the DT area, screening of loading docks, refuse collection areas and mechanical equipment for commercial developments or substantial improvements should maintain or, preferably, improve existing screening as practical, using materials consistent with the major structural elements of the proposed development and nearby buildings.
- h. The design model for the DT area is buildings with 1-2 story height, with the first floor designed for pedestrian-oriented retail and activity generating uses and upper stories available for residential, office, or commercial use. Where practical, upper floors will generally be differentiated from first floor designs. Designs for 3 story structures will be considered based on acceptance by the Lyons Regional Fire District of its fire safety and emergency services assessment.
- i. While three story buildings (including adding a second and third story as permitted) the upper floors should not block the view from street level of the iconic Steamboat Mountain to a greater extent than conditions permitted on July 1, 2020; this intent can be achieved by stepping back upper stories.
- j. Buildings should be designed for pedestrian-oriented retail use at the sidewalk level. Windows should generally occupy the majority of the first-floor sidewalk-facing area of the building
- k. A first-floor sidewalk pedestrian-oriented retail design is required, even if the proposed initial use is non-retail so that rework by subsequent retail occupants is minimized.
- l. Building street frontages shall be pedestrian oriented design as defined including building faces flush with back of sidewalk, display windows which allow visibility to the interior of the store, recessed store entrances, provision for entrances at less than 25? feet foot intervals.
- m. Historic design provisions apply to this area. Historic buildings may not be removed or substantially modified without expressed approval of the Board of Trustees. Nothing in these guidelines override standards established by the Lyons Historic preservation Commission as approved by the Lyons Board of Trustees, except that the Board of Trustees may waive any such requirement.
- n. All entrances shall be inset or recessed so that doors can open without encroaching into the sidewalk right of way.
- o. Except for sides of buildings that are not separated from other buildings, all four sides of a building shall be designed with equivalent architectural elements as the building front, unless the elevations are not visible (e.g. flush with an adjoining building).
- p. Chain link fencing is not allowed in the DT area.

Commented [RJ7]: Legally, historic design provisions do not apply because we do not have a designated historic district downtown. There are a few properties individually listed on the National Register of Historic Places, but even then, there is only a consultation requirement from the HPC.
We could spell out the SOI Standards for Rehabilitation in this section to encourage them but not require them. We would need to define "historic" as any structure 50+ years old rather than any designated structure in that case.

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- q. Historic design standards apply in the DT area.
- r. In the DT, between 4th and 5th on Main Street, facades should blend with existing facades in both roof form and floor separation

Commented [RJ8]: Again, it depends on how we'd like to approach this.

Commented [RJ9]: Do you mean architectural details like friezes, parapets, and belt courses?

D. Eastern Corridor Design Guidelines (EC)

The Eastern Corridor design guidelines overlay applies to all in-town properties east of the US Rt. 36/Colorado Rt. 66 interchange. The Eastern Corridor design guidelines overlay is a set of guidelines specific to the Eastern Corridor area that should be referenced in addition to the general design guidelines when applicable. These standards will also apply to locations adjacent to the US Rt. 36/Colorado Rt. 66 interchange (if and when such properties may be annexed).

The intent of the EC design standards is to provide an entrance into the town that identifies Lyons as an attractive place to live and do business. The EC should convey that business investment is welcome and encouraged. Development that celebrates the natural beauty, outdoor adventure opportunities, and the Lyons music and arts culture is strongly encouraged.

Developers may apply for a PUD status with flexible land use, parking, setback, and mixed-use standards.

Guidelines

- a. To the extent practical, in the EC areas, loading docks, and refuse collection areas must be placed away from pedestrian areas. Views of such areas from streets, parks, plazas, pedestrian walkways and adjoining development shall be screened. Screening enclosures shall be incorporated into the building architecture and utilize the same materials as the principal building to the greatest degree possible. Screening shall include walls, fences or evergreen plantings of a minimum height of 6 feet to provide complete screening from normal eye level on all sides where access is not needed.
- b. Pedestrian walkways should provide safe, convenient, well-lit (see lighting guidelines) and well-defined access between parking areas and the public sidewalk and the main public access to the building. Connectivity with trails, sidewalks and bicycle lanes that then connect (or are planned to connect) with the other areas of town is strongly encouraged.
- c. Buildings should be located to make good use of the land and permit adequate parking and easy pedestrian flow. Buildings should have architectural variety (windows, materials, projections) on the ground floor to create visual interest to pedestrians.
- d. Parking should be located in a manner that balances effective use of the land and the cosmetic appearance from the highways and neighboring lots.
- e. To the extent practical, access driveways should be shared between buildings or facilities to comply with CDOT requirements.
- f. Due to the absence of on-street parking, parking lots should be sufficient to provide parking for anticipated numbers of employees, customers/clients and visitors. Parking areas should incorporate landscaping that generally fits with surrounding areas, provides shading where practical and is visually appealing. See LMC Sec. 16-8 for off-street parking requirements.
- g. Parking lots should provide secure, protected parking facilities for bicycles
- h. Shared parking between residential and non-residential use is encouraged.