TOWN OF FAIRPLAY

CERTIFICATE OF APPROPRIATENESS

Applicant			Property Owne	Property Owner of Record (if other than Applicant)		
Mailing Address		City, State, Zip	Mailing Addres	s	City, State, Zip	
Telephone	Email	l	Telephone	Email		
roperty Zone	District:		(Attach addition	(Attach additional owners information if necessary)		
rovide a brie	f description o	of proposed work:	·····		······	
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ADDIT	ONAL	In addition to this appli	cation and fee, the followin	a itams must be	submitted (Town staff	
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ARCHITECTURAL PLANS

- Scale: Drawn to a commonly accepted scale suitable to the size of project
- Elevation drawings, 3D depiction or similar plans adequate to describe concept and allow effective design review
- _____ Major materials indicated

APPLICANT INFORMED TO BRING TO MEETING

- _____ Quality photos of site, surrounding areas, structures and streetscape of neighborhood, appropriately labeled
- A total of three sets of plans are needed at the meeting (one in the file and the applicant brings two sets of plans to the meeting)
- Asbestos Free statement and executed CDPHE application with proof of paid fees (if demolition is required)

DEMOLITION REQUESTS ONLY:

Please describe the reason for the demolition request and the proposed land use after demolition.

CERTIFICATION

I certify that I am the Property Owner of Record or an Agent authorized by the Property Owner to file this application on their behalf. I understand and acknowledge that a Certificate of Appropriateness is not a permit to begin work. If a Certificate of Appropriateness is issued for my project, I will obtain all required licenses and permits prior to commencing work.

Applicant Signature		Date			
OFFICE USE ONLY					
Date Received	By	File Number			
Level of Review	Architectural Review Committee Town Staff				
Action	Approved as Submitted Approved with Conditions Denied				
Date of Action					

ARCHITECTURAL REVIEW PROCEDURE

Preliminary Review

- (1) An application for a Certificate of Appropriateness shall first be reviewed by the Town Staff.
- (2) As part of this preliminary review, Town Staff shall review the application, the plans and exterior design and may make suggestions for revisions to the applicant. Staff shall also make suggestions and recommendations, in the form of a written report, to the Architectural Review Committee regarding approval, conditions of approval or denial of the application for a Certificate of Appropriateness. Minor work in the nature of routine maintenance and repairs may be approved administratively by the Town Staff without submission to the Committee.

Final Review

- (1) Following preliminary review the application shall be formally reviewed by the Architectural Review Committee.
- (2) The application and plans submitted to the Architectural Review Committee shall include:
 - a. A written explanation of work to be accomplished, including architectural style, arrangement, texture and construction material of the existing and proposed improvements and their relation to other nearby structures
 - b. The condition of the existing structure, if any, and whether or not it is a hazard to public health or safety
 - c. A proposed final site plan
 - d. A recent photograph of any existing structure
 - e. A rendering of any proposed structure sufficiently detailed to allow effective review of the proposed work and which specifically describes and depicts:
 - 1. Any exterior or site changes
 - 2. Any exterior paint/color which replaces existing or approved colors and any changes thereof
 - 3. Any door and window changes in existing facades if changes match the existing building
 - 4. Addition of parking spaces
 - S. Any landscaping to the existing site or minor changes to proposed landscaping of the project
 - 6. Other information or material as reasonably required by Town Staff following the preliminary review

Certificate of Appropriateness

If the Architectural Review Committee approves the application as submitted, a Certificate of Appropriateness shall be issued within seven (7) business days by the Town Clerk per plans submitted and approved or modified by the Committee.

Failure to Attend Meeting

If the applicant fails to appear at a review meeting or hearing:

- (1) The item shall be automatically moved to the end of the regular agenda.
- (2) If the applicant is not present by the end of the meeting, the item will be continued to the following meeting.
- (3) If after fifteen (15) days the applicant has not requested a continuance or withdrawn the application, the Chairperson will request a motion to delete the item from the agenda.

Findings

- (1) In reviewing all proposed plans, the Committee is required to consider the Overlay District Design Standards and shall be guided by the protection, safety and preservation, as nearly as is practicable, of the historic style, qualities and characteristics of the buildings, structures and architectural features associated with or surrounding the subject development and historic district.
- (2) In order to disapprove or deny a project, the Committee shall make findings relating to the project's inconsistency with one (1) or more of the Overlay District Design Standards or the goals and policies set forth for the district or as stated in this Article.

Action, Appeals and Expiration of Approval

- (1) Action by Committee: The Committee is required to take action (approval, conditional approval or denial) on an application no later than thirty (30) days from the date of the meeting at which the application was heard. The application may be continued for a reasonable period of time not to exceed sixty (60) days at the request of the applicant or by action of the Committee. The Committee may continue an application if it is necessary to receive reports from other agencies or departments which pertain to the project.
- (2) Expiration of approval: A final approval is valid for one (1) year from the date of final action unless a time extension has been granted or a building permit has been issued.
- (3) Time extensions: Time extensions must be requested by the applicant prior to the expiration of the approval. The Committee may only grant a maximum extension of one (1) year on a final approval.
- (4) Judicial review. Decisions of the Architectural Review Committee shall be final subject to judicial review pursuant to Rule 106(a)(4) of the Colorado Rules of Civil Procedure.
- (5) Refiling denied project: When an application is denied by the Committee, the same application cannot be refiled for one (1) year unless the application is substantially changed from the original. Any changes must address the original reasons for denial. Upon acceptance by an applicant of changes recommended by the Committee and in the absence of changed facts or circumstances, the Committee may issue a certificate with the conditions of approval noted on the certificate.

Plan Check and Building Permit

Following final approval, the Certificate of Appropriateness shall note that approval is conditioned upon a plan check and building permit to be secured by the applicant from the Building Official.

Fees

All fees as may be established by the Board of Trustees for processing applications under this Article shall be paid by the applicant upon submittal of the application for a certificate of appropriateness to the Town Clerk. Applicants proposing a demolition may be required to post a bond, the amount of which shall be set by the Committee prior to the issuance of the certificate of appropriateness, in order to ensure restoration of the subject site and the complete removal of debris left by said demolition.

TOWN OF FAIRPLAY, COLORADO RESOLUTION NO. 2014-____

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, ADOPTING DESIGN STANDARDS FOR THE TOWN CENTER OVERLAY DISTRICT AND ESTABLISHING DISTRICT BOUNDARIES

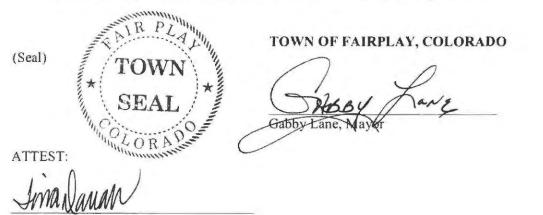
WHEREAS, the Board of Trustees has the authority to make and adopt design standards for the Town Center Overlay District and establish district boundaries, and;

WHEREAS, the Design Standards have been prepared by the Board of Trustees for the Town Center Overlay District per the 2013 Fairplay Comprehensive Plan and in conjunction with the Steering Committee and Town Staff, and;

WHEREAS, the Board of Trustees believes that it is in the best interest of the Town that the Town Center Overlay District Design Standards be adopted and implemented.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO THAT the Town Center Overlay District Design Standards and District Boundaries attached hereto are hereby adopted.

RESOLVED, APPROVED, and ADOPTED this 4th day of August, 2014.



Tina Darrah, Town Clerk

Town Center Overlay District DESIGN STANDARDS

The Town Center represents Fairplay's historic community hub, with mining heritage and architecture typified by many of the older buildings. Newer buildings incorporate architectural features that enhance the historic designs of the past. Main Street (State Highway 9) is a major traffic corridor through the Town Center. Front Street is anchored by South Park City on the north. A map defining the district is included. Where the map is defined by a street, the boundary is considered the centerline of the street right of way.

An "Overlay District" is defined as an area within the Town where additional land development requirements are added to the underlying zoning district to protect or enhance the character of the community. Overlay districts are not designed to prevent changes, but to assist in shaping changes that enhance the characteristics that make a town unique. This overlay district encourages consistency in architecture, but does not force "sameness."

The Fairplay Town Center Overlay District has been established to ensure that high standards of design are maintained to protect the aesthetic qualities of Fairplay's historic building stock.

The Design Standards serve as a tool for preserving the Town Center by informing property owners and builders about compatible and appropriate design for new construction within the District. The Standards also provide design expectations for additions and alterations made to the District's historic buildings and give property owners direction in preserving their historic commercial buildings and houses.

The Design Standards are used by the Fairplay Staff and the Architectural Review Committee as they review design plans for construction projects within the Town Center Overlay District.

ARCHITECTURAL REVIEW PROCEDURE

All construction work within the Town Center Overlay District that would affect the exterior of a structure and which would require a building permit must obtain a Certificate of Appropriateness before a building permit will be issued.

GENERAL DESIGN STANDARDS

The following Design Standards apply to all construction projects within the Town Center Overlay District, including new construction, additions, and alterations.

CONTEXT

The Fairplay Town Center Overlay District contains a variety of architectural styles, visual patterns, and open spaces that contributes to the overall visual appearance of the town. Both the commercial district and the residential neighborhoods have a degree of visual continuity based on recurrent patterns, spacing, sizes, and shapes. In some

blocks this continuity is very strong. In other blocks there is less continuity, because buildings of different architectural styles or types are located next to each other.

Standards

- Design of a new building must be compatible with the spirit of the historic character of the Town Center.
- Design of an addition or modification must be compatible with the spirit of the historic buildings.

AUTHENTICITY

The Fairplay Town Center Overlay District has value because of its authentic architectural styles and elements. Constructing copies of historic buildings or using duplicate historic features lessens the integrity of the District.

Standards

- The design of a new building or exterior modification to an existing structure should not be an exact duplication of a historic building.
- Renditions of historic design are encouraged while "mirror" renditions are not encouraged.

MODERN DEVICES

Modern devices, such as solar panels, skylights, satellite dishes, and wind turbines can detract from the appearance of a Town Center Overlay District. These Standards are not intended to discourage alternative energy sources. It is hoped that these devices will be used, and will be incorporated inconspicuously into building design.

Standards

- If installing modern devices on a property in the Town Center Overlay District such as skylights or satellite dishes, care must be taken to incorporate them inconspicuously into building design.
- A modern device, such as a satellite dish or skylight, should not detract from the historic integrity of the building.

DEMOLITION

Fairplay has an ordinance governing the issuance of permits for demolitions. A permit must be acquired prior to the demolition of any structure within the Town.

Standards

- If you plan to demolish and reconstruct, review and a detailed list of ALL salvageable materials from the demolished building shall be provided prior to issuance of a COA and all listed materials, embellishments, hardware, appointments, etc. shall be incorporated into the new construction.
- All demolitions shall be performed in accordance with the Town Code.
- Speculative demolitions are discouraged.

NEW CONSTRUCTION

New construction should complement existing historic buildings. The form, height, exterior materials, and decorative elements of a new building should be compatible with those in the surrounding area.

SITE CONSIDERATIONS

The way in which a building is placed on its lot and relates to the neighboring buildings contributes to the visual unity of a historic area.

For example, commercial buildings in historic Fairplay were typically rectangular in form, one to two stories in height, built to the front lot line, and placed on a 25' by 100' lot. Residential buildings were typically set back from the front property line.

Standards

- New construction should complement the size, height, and arrangement of the surrounding buildings.
- For new commercial buildings on corner lots, both street-facing walls should be treated as primary facades.

HEIGHT AND WIDTH

Early commercial buildings in Fairplay were 25 feet wide and had 0 side yard setbacks on the 25-foot-wide lots. Those that occupied multiple lots were broken into 25-foot storefronts. Both masonry buildings and wood frame buildings were one or two stories tall. Log buildings were typically one story in height. Residential buildings were typically narrow allowing them to be built on a 25 foot wide lot.

Standards

- Limit building width to 25 feet, or break up a wider building into smaller storefronts of approximately 25 feet.
- Consider the height and width of surrounding buildings.
- Do not dwarf neighboring buildings.

FORM AND MASS

Commercial buildings were rectangular in form and built to the front of the lot line to conform to the long, narrow lot. Historic buildings typically were smaller in mass than today's commercial buildings. This smaller size provided a more human scale, accentuated by sidewalks, boardwalks, large display windows and recessed entries that invited pedestrians down the street and into the stores. Residential buildings were typically narrow allowing them to be built on a 25 foot wide lot with a front setback.

Standards

- Use a solid, rectangular form in design of a new building.
- Design a new building so that its mass appears similar to that of the historic structures.

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Break up the façade of a large new building into smaller visual units.

SCALE AND RHYTHM

Two-story buildings in the Town Center Overlay District had a visual distinction between the ground floor and upper stories. One-story false front buildings generally had a similar horizontal alignment of their façade cornices. Both featured a 25-foot width that provided a visual pattern along the commercial block.

Standards

- Include a horizontal division on the building fronts: on two-story buildings between the first and second story, and on one-story buildings between the windows and the false-front façade.
- Repeat horizontal rhythm reflected in adjacent buildings.

PLACEMENT

The buildings in the Town Center Overlay District were traditionally placed at the front of the lot line to provide ready pedestrian access. Most were fronted by a sidewalk or boardwalk and a few had a shed-roofed porch. Horses and horse-drawn wagons were tied to hitching rails in front of the building.

Guideline

 Place a new building to the front of the lot line with the entrance at the front of the building.

SIDEWALKS AND PORCHES

Sidewalks and boardwalks allowed people to walk along the street edge without becoming soiled by dust and mud. They are an integral part of the business district's historic character. Several wood frame buildings also had shed-roofed porches supported by posts that sheltered customers from inclement weather.

Standards

- Wooden boardwalks are allowed but must meet the Town of Fairplay design standards and accessibility standards of the Americans with Disabilities Act (ADA).
- Consider using synthetic materials that simulate wood.
- Consider including a shed-roofed porch in your new building design, if appropriate to the architectural design of the building. A right-of-way permit may be required if the porch extends out over public property.
- Other appropriate sidewalk materials would be stone or brick.

SIGNS

Fairplay merchants advertised their wares in a variety of ways. They painted their store name on the building façade, hung a sign from the wall extending over the sidewalk, and painted a sign on the inside of the window glass. They did not have the electrical signage available to today's merchants. The Unified Development Code defines acceptable sign size, type, and placement.

Standards

- Consider a window sign either painted or hung inside of the window.
- Mount signs so they will not obscure any architectural details.
- Use sign materials and colors that are compatible with the façade materials and colors. Best are those that appear similar to signs used historically. For example, painted wood and metal are appropriate.
- Consider whole building façade as part of an overall sign plan or program. Signs should be in scale with the building front. Avoid a sign that overwhelms the building.
- Lighted signs will be evaluated based on the lumen level. Externally lighted signs are preferable to internally lighted signs and the light source should be directed at the sign without visibility of the light source from pedestrians or passing vehicles or creating lighting trespass on adjoining properties.

ARCHITECTURAL FEATURES

The architectural features of historic commercial and residential buildings reflected both practicality and the popular tastes of the time. Builders selected materials and incorporated roof forms, storefront arrangements, window patterns, and ornamental elements based upon local availability of materials, functional use of the building, and design styles favored elsewhere in Colorado and the United States.

Standards

- A new building should blend in with its historic counterparts.
- A new building should have compatible form, placement, height, and massing.
- A new building should include architectural features that complement those on the historic buildings.

EXTERIOR MATERIALS

Traditional exterior materials included log, milled wood, brick, and stone. New buildings must use materials that are compatible with the historic structures. Materials should consider those of buildings in the surrounding areas.

Standards

- Use materials that appear similar in scale, texture, and finish to those used traditionally, such as brick, stone, molded metal, and wood.
- Preferred wood materials are horizontal wood siding and board and batten siding.
- Brick and stone are acceptable exterior materials.

ROOF FORMS, MATERIALS, AND FEATURES

Commercial buildings possessed various roof types; some with false front facades. Masonry buildings had a flat roof that sloped slightly to the rear, with a cornice or

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parapet at the front wall. Wood frame buildings possessed a front-gabled roof, many with a false front façade. Both roof forms are acceptable for new construction in the Town Center Overlay District. However, the design should complement the design and exterior materials of the surrounding buildings.

Masonry buildings typically had a cornice at the front roof line, a feature that was both attractive and structural. One-story masonry buildings had a patterned brick cornice with dentiling or corbelling. Some false front façades had metal sheathing.

Standards

- Complement the roof forms and materials of nearby historic buildings in your roof design.
- False front façade should be incorporated into the design of new front gabled building.
- For new commercial buildings on corner lots, both street-facing elevations should be treated as primary facades.

STOREFRONTS

Most historic business buildings had a first floor storefront that consisted of a recessed entry flanked by large windows with panes. Some store windows had kickplates below to protect the glass and transom windows above to allow sunlight into the far rear reaches of stores. New design may reflect contemporary versions of historic features.

Some historic buildings had cloth awnings. These provided shelter and shade for pedestrians, reinforced the color scheme of the façade, and sometimes served as a location for signs.

Standards

- Incorporate large windows with panes on the first floor of your commercial design.
- Consider incorporating a recessed entry into your commercial design.
- Consider including kickplates and transoms in your design.
- Use contemporary versions of historic features, such as cornices or cornice brackets.
- Consider including a shed-roofed porch in your new building design if appropriate to the architectural design of the building.
- Cloth awnings are allowed, if appropriate to the design of your building.
- For new commercial buildings on corner lots, both street-facing elevations should be treated as primary facades.

WINDOWS

Second story and side windows were typically tall and narrow. Windows on masonry buildings had stone lintels and sills to support the wall load. Window lintels in masonry buildings often had curved tops that were both structural and decorative. Upper stories typically had more wall surface than window openings. New design should complement this traditional arrangement. Residential windows were typically vertical with window

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lights.

Standards

- Use tall, narrow windows in the upper stories and side walls of building.
- Arrange windows in the upper stories of the front façade in a rhythmic pattern.
- The arrangement of upper story windows should have more wall surface than windows.
- Consider including contemporary renditions of decorative historic window features such as a pediment or lintel.
- Use a contemporary rendition rather than an exact duplicate.
- Use divided light patterns in windows that complement the original windows.

DECORATIVE ELEMENTS

Fairplay's historic buildings have decorative features that complement the architectural styles and tastes of the time. New commercial design can incorporate simplified versions of historic ornamentation.

Standards

- Include a cornice or parapet treatment in your design of a new commercial building.
- Include a false front façade or a roof parapet.
- Consider including cornice brackets.
- Refrain from creating exact duplicates of historic decorative features.
- For a building located on a corner lot, use compatible decorative elements for all street-facing walls.

PRESERVATION & ALTERATION OF HISTORIC BUILDINGS

ARCHITECTURAL FEATURES

Fairplay's historic buildings convey the essence of the town's origins as a mining town. They are an asset, not just of the individual property owners, but of the entire community. Therefore, they must be cared for and preserved. The architectural features of a historic building identify it as a specific architectural style or from a particular period. Collectively, the historic buildings contribute to the community's unique character and its sense of place. These features should be carefully preserved.

Standards

- Preserve the historic features that distinguish the building. For example, preserve the original storefront arrangement of recessed entrance, large display windows, clerestories, and transoms.
- Refrain from removing or altering original materials and details.
- Repair rather than replace deteriorated features. If replacement is needed, try to match new material and details to the original.

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- Preserve architectural features, such as arched window lintels, window molding, or ornamental cornices, which are examples of skilled craftsmanship that characterize older buildings.
- Changes to buildings and environments over time are evidence of the history of the building and the area. Alterations older than 50 years should be preserved.
- Design new additions or alterations so that the essential form and integrity of the original building remains obvious.
- The document entitled <u>Secretary of Interior's Standards for Historic</u> <u>Preservation</u>, is a good reference for historic preservation projects.

EXTERIOR MATERIALS

Traditional exterior materials included log, clapboard, board and batten, brick, and stone. Cornices were made of pressed metal or wood. Historic materials should be carefully preserved. New materials should complement those of buildings in the surrounding areas.

Standards

- Preserve historic exterior materials.
- Repair wood features by carefully patching or reinforcing the wood.
- Attempt to preserve as much of the original wood as possible.
- Replace extensively deteriorated or missing parts with a compatible substitute material.
- Protect and maintain wood features by providing proper drainage.

ROOF FORMS, MATERIALS, AND FEATURES

Commercial buildings had one of two roof forms. Masonry buildings had a flat roof with a cornice or parapet at the front wall. Wood frame buildings possessed a front gabled roof, many with a false front façade. Residential buildings had a sloped roof.

Both roof forms are acceptable for new construction in the Town Center Overlay District, but your design should complement surrounding buildings and the building materials used (masonry or wood frame).

Masonry buildings typically had a cornice or parapet at the façade roofline. This feature was attractive and provided structural support. The two-story blocks have cornices with decorative elements. The one-story masonry buildings had a patterned brick cornice with dentils or corbels. The roof forms, materials, and features are an important part of the appearance of a historic building and must be preserved.

Standards

- Preserve historic roof forms and features, including cornices, brackets, molding, brick corbels, and dentils.
- Preserve false front façades.

 Install mechanical and service equipment on the roof, so that it is inconspicuous from the public right-of-way and does not damage or obscure the character of the building.

STOREFRONTS

Turn-of-the-century commercial buildings typically had a recessed entry way flanked by large display windows. The large window space allowed merchants to display their goods and provided interior natural lighting. This arrangement is an important architectural element of commercial buildings and contributes to the visual unity of Front Street's commercial buildings.

Other features of the historic storefront were kickplates below the display windows, and, above, transom windows that offered additional natural lighting to the interior. Several historic buildings also had boardwalks.

Cloth awnings were used on some historic buildings. They provided shelter and shade for pedestrians, reinforced the color scheme of the façade, and served as a location for signs.

Standards

- Preserve storefront arrangement, including the recessed entry way, doors, large windows, transoms, and kickplates.
- Preserve the elements that distinguish the first floor from upper stories, such as the horizontal metal lintel.
- Preserve the porch and boardwalk.
- Cloth awnings are allowed.

DOORS AND WINDOWS

A door centered between large display windows is the typical arrangement for historic commercial buildings. The second story windows on these are tall and narrow, and they are grouped together or are in a rhythmic arrangement.

Standards

- Preserve original entrances.
- Preserve the locations and shapes of original window openings.
- Storm windows or double-pane glass are acceptable if the casing emulates the original design.

DECORATIVE ELEMENTS

The town's historic buildings have ornamental features that reflect the architectural styles and tastes of the time. Elements such as decorative cornices, corbelled or detailed brick cornices, curved window tops, decorative window tops, and ornamental woodworking should be carefully preserved.

Standards

Preserve decorative elements.

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- When original decorative elements are gone:
 - If historic photographs are available of your building, reproduce these historic features.
 - If no historic photographs are available, choose a simplified contemporary rendition of an ornamental feature.
- Refrain from adding elaborate decorative elements that were not originally on your historic commercial building.
- Repair and repaint decorative features. If deteriorated, replace with a substitute item of similar design and material.

ADDITIONS

Many buildings in the Fairplay Town Center Overlay District have evolved over time. An addition to a historic building should be made toward the rear, where it is least visible.

An addition should be smaller than and visually subordinate to the original structure.

Standards

- Place any additions toward the rear of the building, if possible.
- Preserve the original form and profile of the building.
- Make an addition so that all the architectural features of the original building are left intact.
- Additions should be clad in exterior material that resembles the appearance, texture, and dimension of the historic materials on the original building.

APPROPRIATENESS OF USE

Selecting a new use that is similar to a building's original function can help minimize substantial changes to the historic building.

Standards

- Seek a new use that is compatible with the historic character of the building.
- Select a new use that requires minimal change to the original structure.

