

ARTICLE 15

HISTORIC MAIN STREET ZONING OVERLAY DISTRICT

Section 15010 PURPOSE & INTENT.

Section 15020 BOUNDARIES OF THE HISTORIC MAIN STREET ZONING OVERLAY DISTRICT.

Section 15030 CRITERIA & CONDITON FOR EVALUATING APPLICATIONS AND DESIGN GUIDELINES ESTABLISHED.

Section 15040 CERTIFICATE OF APPROPRIATENESS REQUIRED.

Section 15050 CONTENTS OF AN APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS.

Section 15060 PLANNING COMMISSION DUTY TO REVIEW & ACT ON APPLICATIONS.

Section 15070 PLANNING COMMISSION REVIEW PROCEDURE.

Section 15080 PLANNING COMMISSION ACTION.

Section 15090 DETERMINATION OF APPLICABILITY.

Section 15100 CRITERIA AND CONDITIONS FOR EVALUATIONG APPLICATIONS.

Section 15110 DESIGN GUIDELINES.

Section 15010 PURPOSE & INTENT.

Village Council, consistent with the findings and recommendations of the 1993 Urbana/Champaign Comprehensive Plan and 2004 Champaign County Comprehensive Plan for Unincorporated Areas and the Central Business District Overlay Study of the Planning Commission and being mindful of the proud history of Mechanicsburg and the importance of the Central Business District's character and architectural heritage in the everyday lives of citizens and in promoting business and economic development, hereby declares as a matter of policy that the preservation, restoration, rehabilitation, development and redevelopment of the Central Business District are matters of public necessity involving the health, safety, and welfare of its residents and businesses.

The purpose of this Article, "Historic Main Street Zoning Overlay District", is to:

- (1) Provide supplemental regulations consistent with the Village's intent to guide public and private actions within the Overlay in terms of redevelopment and re-use of existing land and structures, new development, and the preservation of the area's historic character and architecturally significant structures. These supplemental regulations are in addition the "base" or underlying zoning district regulations applicable in the Central Business District (B-3). Whenever there is a conflict between the regulations of the underlying district and those of the Overlay, the Overlay regulations will control.
- (2) Provide a more flexible instrument which governs development by the urban design principles and guidelines of building placement, building form, and character, and support a pedestrian-friendly shopping and civic center, contrary to conventional development control strictly by type of use. Those principles and guidelines are included in Overlay's guidelines.
- (3) Maintain and enhance the distinctive character of the Overlay by safeguarding the architectural integrity of the various period structures within it, and to prevent intrusions and alterations within the Overlay that would be incompatible with the established character.
- (4) Provide for a means of design review for those aspects of redevelopment and new development within the Overlay in order to ensure compatibility with the Overlay's character, scale, building

fabric, and historic architectural elements, in an effort to achieve a more attractive and viable business and civic environment for the Village's residents and visitors.

The objectives of this Article, "Historic Main Street Zoning Overlay District", are to:

- (1) Maintain, promote, and ensure the Village's downtown as its historic business and civic center.
- (2) Provide for increased opportunities and land use efficiency for redevelopment, new development, and business development expansion.
- (3) Assist property owners to rehabilitate their property and receive tax credits.
- (4) Protect property and private investment.
- (5) Encourage a viable and compatible mix of commercial, business, office, and residential uses in the Overlay.
- (6) Discourage the use of property with small and isolated free-standing structured oriented primarily to automobile traffic.
- (7) Discourage the development of building additions and new construction which require large buildings, incompatible with the character and scale of the district.
- (8) Maintain a continuous building form, parallel to the street, and without setbacks from the right-of-way.
- (9) Prevent abrupt and severe differences and change in the character of development.
- (10) Enhance the distinguishable character and scale of the Village's Central Business District.
- (11) Protect the historically significant and other contributing structures and promote their longevity as viable resources for re-use and redevelopment.
- (12) Allow the application of performance standards to development and redevelopment so as to mitigate any adverse impacts on adjacent areas and the overall Overlay.
- (13) Promote public health, safety, and welfare.

Therefore, this Article establishes the "Historic Main Street Zoning Overlay District".

Section 15020 BOUNDARIES OF THE HISTORIC MAIN STREET ZONING OVERLAY DISTRICT.

The Historic Main Street Zoning Overlay District is hereby established for the Village. The zoning overlay does not encompass the entire Village, is superimposed upon a portion of the existing Central Business District (B-3), and is confined within specific boundaries. The zoning overlay is placed on top of zoning districts already established and those underlying district regulations still apply; the zoning overlay regulations are in addition to those zoning district regulations.

Section 15030 CRITERIA & CONDITON FOR EVALUATING APPLICATIONS AND DESIGN GUIDELINES ESTABLISHED.

Within the overlay district, criteria and conditions for evaluating applications and design guidelines shall be used to meet the purpose and intent of this Section. 15030 CRITERIA & CONDITON FOR EVALUATING APPLICATIONS and 15110 DESIGN GUIDELINES contained herein are hereby established.

Section 15040 CERTIFICATE OF APPROPRIATENESS REQUIRED.

Whenever any property owner or agent thereof proposes any activity described in Section 15090 Determination of Applicability, that proposal or activity shall comply with the provisions of this section and the property owner or agent shall obtain a Certificate of Appropriateness from the Planning

Commission, prior to the issuance of a zoning certificate or permit from the Village Zoning Inspector and/or a certificate of occupancy or building permit from the County Building Official.

When applicable by the Zoning Ordinance, no property owner or agent thereof shall submit an application for Planned Unit Development as required by Article VI PLANNED UNIT DEVELOPMENT, unless the property owner or agent thereof has secured a Certificate of Appropriateness.

A Certificate of Appropriateness shall expire 12 months from the date of its issuance, if the work described has not significantly commenced as determined by the Village Zoning Inspector. Also, a Certificate of Appropriateness shall expire if the work described is suspended or abandoned for a period of 12 months after it has significantly commenced.

No changes, erasures, modifications or revisions shall be made on any Certificate of Appropriateness after approval has been authorized as described in Section 15080 PLANNING COMMISSION ACTION. Any proposed change, erasure, modification or revision shall be considered a new application and processed as such.

Section 15060 PLANNING COMMISSION DUTY TO REVIEW & ACT ON APPLICATIONS.

The Planning Commission shall review all applications for Certificates of Appropriateness within the zoning overlay and act on those applications to ensure the applications are in accordance with the procedures and design guidelines established by this Article.

Section 15070 PLANNING COMMISSION REVIEW PROCEDURE.

Within thirty (30) days from the submission of the complete application for a Certificate of Appropriateness with the Planning Commission, the Planning Commission shall act on the application.

Section 15080 PLANNING COMMISSION ACTION.

In case of approval of an application for a Certificate of Appropriateness, the Planning Commission shall authorize the application submitted in writing. It shall state, "This serves as your written notice that this Certificate of Appropriateness expires 12 months from the date of its issuance, if the work described has not significantly commenced. Also, this serves as your written notice that this Certificate of Appropriateness expires, if the work described is suspended or abandoned for a period of 12 months after it has significantly commenced." It shall state, "No changes, erasures, modifications or revisions shall be made on any Certificate of Appropriateness after approval has been authorized as described in Section 15080 PLANNING COMMISSION ACTION. Any proposed change, erasure, modification or revision shall be considered a new application and processed as such."

In case of approval with conditions of an application for a Certificate of Appropriateness, the Planning Commission shall authorize the application submitted and briefly state its conditions therefore in writing. It shall state, "This serves as your written notice that this Certificate of Appropriateness expires 12 months from the date of its issuance, if the work described has not significantly commenced. Also, this serves as your written notice that this Certificate of Appropriateness expires, if the work described is suspended or abandoned for a period of 12 months after it has significantly commenced." It shall state, "No changes, erasures, modifications or revisions shall be made on any Certificate of Appropriateness after approval has been authorized as described in Section 15080 PLANNING COMMISSION ACTION. Any

proposed change, erasure, modification or revision shall be considered a new application and processed as such.”

In case of disapproval of an application for a Certificate of Appropriateness, the Planning Commission shall briefly state its reasons therefore in writing. Additionally, it may briefly state recommendations to the applicant with respect to appropriateness of design, arrangement of elements, textures, material, color, and the like of the improvements and/or development involved. It shall state, “Any proposed change, erasure, modification or revision shall be considered a new application and processed as such.”

Section 15090 DETERMINATION OF APPLICABILITY.

Whenever any property owner or agent thereof proposes any activity described herein, that proposal or activity shall comply with the provisions of this Article and the property owner or agent shall obtain a Certificate of Appropriateness from the Planning Commission, prior to the issuance of a zoning certificate or permit from the Village Zoning Inspector and/or a certificate of occupancy or building permit from the Certified Building Official.

- (1) Construction of new buildings and structures;
- (2) All exterior renovations and rehabilitations of existing buildings or structures;
- (3) Additions and expansion of existing principal and accessory buildings or structures;
- (4) Demolition of buildings or structures; and
- (5) Site improvements, including parking lots, driveways, vehicular and/or pedestrian access.

The following activities are exempt from the provisions of this Article and the property owner or agent shall not be required to obtain a Certificate of Appropriateness from the Planning Commission, prior to the issuance of zoning certificate or permit from the Village Zoning Inspector and/or a certificate of occupancy or building permit from the Certified Building Official.

- (1) Changes in occupancy not involving structural or exterior work, provided the change in occupancy is to a use permitted by the Zoning Ordinance;
- (2) Interior work such as HVAC or plumbing, electrical wiring on an existing building or structure;
- (3) Interior building renovations, which will not alter or affect the exterior elevations and façade of the building or structure or any architectural feature that is visible from the outside;
- (4) Ordinary repair and maintenance which does not result in an exterior change; and
- (5) Interior or exterior work on existing structures which are solely used for single and two-family residential purposes and maintain their residential use as their principal use at the time of the enactment of this Article.

Section 15050 CONTENTS OF AN APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS.

Before a Certificate of Appropriateness or Zoning Permit is issued for the construction, reconstruction, or alteration of any building and/or development and redevelopment of property in the zoning overlay in compliance with requirements of this Article, a detailed site plan, building plans, and elevations or and such other information necessary to determine compliance with the standards and guidelines of the zoning overlay shall be submitted to the Planning Commission for review and approval. An application for a Certificate of Appropriateness shall contain at least the following:

- (1) Completed application form.

- (2) Written description of project and work involved and the existing and proposed land use(s).
- (3) A plan for the development and/or redevelopment of the parcels specified showing existing conditions and proposed changes and development with respect to: building(s) in the subject property, driveway, parking area, vehicular circulation, accessory structures, fences, decks, patios, pedestrian access and sidewalks, existing signs, lighting, and other features and including the gross area of the existing building square feet, and number of units in the case of residential development.
- (4) Front, side, rear elevations showing height of the building, roof elevations, identification of any proposed alterations to the façade of the existing building, including the location of any accessible ramps, emergency egress and mechanical apparatus; exterior appearances and coordination of character, including exterior materials to be used including walls, glass, railings, detailing, proposed color scheme, foundation and finish grade lines at the building.
- (5) Building floor plans showing doors, windows, exterior decks and porches, and other proposed elements.
- (6) A context drawing showing adjacent structures in a diagram or in photographs, on each side of the subject property, including the subject property.
- (7) An estimated schedule for construction and for the completion of the development, including all public and private improvements in the development area.
- (8) Any other information, plans, or studies as required by the Planning Commission, as may be deemed necessary.

It is the responsibility of the applicant to provide adequate documentation to ensure compliance with Section 15100 CRITERIA AND CONDITIONS FOR EVALUATIONG APPLICATIONS and Section 15110 DESIGN GUIDELINES.

Section 15100 CRITERIA AND CONDITIONS FOR EVALUATIONG APPLICATIONS.

In considering the appropriateness of an application for any development in the overlay district, the Planning Commission shall take into account all the unique elements and circumstances of the particular site and/or building, and their relationship with the surrounding properties and the character of the overlay district as a whole, and shall utilize the Planning Commission membership to review the application and arrive at a decision.

Specific criteria and conditions for review and approval:

- (1) The proposal does not violate the historic integrity of the existing building as a result of changes, additions, alterations, signs, and other physical improvements;
- (2) The proposal is not an adverse influence on any abutting or surrounding properties and on the overall character and scale of the overlay district;
- (3) The proposal facilitates and encourages the maintenance and creation of the designed overlay district historic fabric and urban form and does not adversely affect the envisioned predominant character in the district;
- (4) The proposal creates a harmonious and coordinated image of the proposed building character, landscaping, signage, and lighting with the adjacent properties and the district;
- (5) The proposal relates effectively ingress/egress to the development to the existing street system in terms of safety and ease of access;

- (6) The proposal is in full compliance with the purpose of the Zoning Ordinance and the overlay district;
- (7) The proposal furthers and conforms to the goals of the Village to reestablish and maintain in the area in the overlay district as a viable business and civic center; and
- (8) Is designed to maximum the public interest and private benefit in a balanced manner.

Section 15110 DESIGN GUIDELINES.

The goal of the design guidelines is to ensure compliance with Section 15030 CRITERIA AND CONDITIONS FOR EVALUATING APPLICATIONS. It is understood that a project might not meet every guideline in order to conform with Section 15030 CRITERIA AND CONDITIONS FOR EVALUATING APPLICATIONS. This section is organized as follows:

- (1) General Guidelines
- (2) Building Rehabilitation and Alteration
- (3) Additions
- (4) New Construction
- (5) Demolition

(1) **General Guidelines (These apply to all applications and include United States Secretary of the Interior's Standards):**

- a. Maintain height and shape as represented by existing buildings.
- b. Maintain existing skyline created by roofline contour and cornice.
- c. Maintain existing rhythm of façade pattern and detail.
- d. Buildings setbacks are to be based on those of abutting properties.
- e. Use construction materials appropriate to the district.
- f. 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 whenever possible.
- g. All buildings, structures, and sites shall be recognized as a product of their own time. Alterations which have no historical basis and which seek to create an earlier appearance shall be discouraged.
- h. 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.
- i. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site, shall be treated with sensitivity.
- j. Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historical, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.

- k. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting should be discouraged.
- l. 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 character of the property, neighborhood, or environment.

(2) Building Rehabilitation and Alteration

- a. Generally:
 - i. The design relates to the original building and neighboring buildings.
 - ii. Avoid removing or altering historic material or distinctive architectural features: if it's original and in good shape, try to keep it.
 - iii. Repair rather than replace wherever possible. If replacing, replicate the original based on existing materials. Do not invent something new that "might have been."
 - iv. When extensive replacement of missing or severely deteriorated materials is necessary and replication to exactly match the original is not feasible, the new work should match the character of the original in terms of scale, texture, design, and composition.
 - v. Avoid making the building look older than it really is. Rehabilitation work should fit the character of the original building. If the building has been substantially altered, nearby buildings of similar age and style may indicate what its original character was.
 - vi. The building may contain clues to guide the rehabilitation: Original detailing may be covered up with other, later materials, or there may be physical evidence of what original work was like and where it was located.
 - vii. Surface cleaning should be done by the gentlest means possible.
 - viii. If no evidence of original materials or detailing exists, alterations should be simply detailed and fit the character of the building.
 - ix. The proposal closely meets guidelines in (1) General Guidelines, (2) Building Rehabilitation and Alteration, and (4) New Construction.
- b. Materials:
 - i. Missing or deteriorated materials should be replaced with recycled or new materials that match the original as closely as possible with regard to the following: type, style, shape, and texture of material. The composition, type of joint, size of units, placement and detailing should be appropriate for the building. Imitation or synthetic materials that duplicate the look of traditional materials are appropriate.
- c. Door and window openings:
 - i. Among the most important features of any building are its opening—its windows and doors. The size and location of openings are an essential part of the overall design and an important element in the building's architecture. Original openings should not be altered.

- ii. Window replacements should match the character of the original. Replacing original windows with an entirely different type of window, can appear out-of-place given the type of window commonly found on buildings of particular styles and particular time periods.
- d. Door and window sash:
 - i. Original doors and window sashes should be repaired rather than replaced whenever feasible. If replacement is necessary, the new door or window sash should match the original in material, size, and style as closely as possible.
- e. Ornamentation:
 - i. Significant architectural features such as window hoods, decorative piers, quoins, bay windows, door and window surrounds, porches, cast-iron storefronts, and other ornamental elements should be preserved whenever possible.
 - ii. Ornamentation should not be removed and/or replaced with substitutes that are of an unlike material or of a different scale or design. Replacement ornamentation should match the character of the existing features as closely as possible with respect to type, style, shape, and texture of material.
- f. Cornice:
 - i. Cornices should not be removed.
- g. Cleaning:
 - i. Exterior surfaces should be cleaned with the gentlest method possible.
- h. Repointing masonry:
 - i. Historic masonry should be repointed with mortar that matches the existing in content and texture and with joints that match in type and thickness.
 - ii. The mortar joints in masonry construction deteriorate for a variety of reasons. Repointing these joints can significantly aid the rehabilitation of a structure. Generally, buildings built prior to 1900 used a lime-based mortar. Hard modern mortar used on historic masonry causes bricks to crack during the freeze-thaw cycle.
 - iii. Covering brick or stone walls with wood siding or aluminum or other artificial material alters the scale and appearance of the wall, and should be avoided whenever possible.
- i. Water-Repellent coatings:
 - i. Water-repellent coatings should meet current historic preservation best practices.
- j. Painting:
 - i. Repaint buildings that were historically painted. Paint is part of the aesthetic design of these buildings and should be maintained. Paint also protects porous nineteenth century masonry and masks alterations and inappropriate repairs. Masonry that has not been painted in the past should generally not be painted.
- k. Wood siding:
 - i. Original wood siding should be maintained and repaired. When replacement is necessary, the new wood should match the original in size, shape, profile, and

detail. If not wood, the new material should closely duplicate the appearance of natural wood siding. All wood siding should be painted.

- l. Shutters:
 - i. Reintroducing missing shutters must be based on physical evidence and the shutters must fit the opening.
- m. Exterior lighting:
 - i. Exterior light fixtures should be appropriate to the style of the building.
- n. Storefronts:
 - i. The design and materials of storefronts in historic buildings should be retained and repaired, and should be in character with the building. Detailing and materials vary considerably. Each design should be considered individually and original materials should be retained whenever possible.
 - ii. Introducing designs and materials not found in the district or in buildings of a particular time period appears incongruous, and often creates a hodgepodge of building materials and a mixture of images.
 - iii. If the storefront has been altered or if none of the original materials remain, old photographs may indicate the original design.
 - iv. The original design of storefronts should be respected. Transparency and scale are very important to storefronts and their relationship to the remainder of the building as well as to the streetscape. Significant elements such as piers, lintels, transoms, original doors, or other similar details should not be covered or removed whenever possible.
 - v. Reducing the size of window openings, often by raising the window sill or filling in the transom, cuts down on transparency which is important to store windows, and eliminates the vertical emphasis to the first floor.
 - vi. Arcading storefronts (setting them back from the face of the building) is inappropriate. Significantly setting back the storefront from the face of the building should not be confused with recessed entrances which are very common. Arcading alters the historic character of the building and the continuity and storefront rhythm of the street.
 - vii. The installation of fabric awnings on storefronts is encouraged. Awnings add color and variety to commercial buildings and highlight the businesses. Awnings should be installed so they do not cover or require the removal of any original architectural feature. Awnings of metal, plastic, vinyl (not vinyl coated fabric), or wood are inappropriate.
 - viii. Internally illuminated awnings are not acceptable.

(3) Additions

- a. Generally:
 - i. Appropriate additions are encouraged as a means of providing for current and future needs and providing for continued use of existing building.
 - ii. The proposed design relates to the original building and neighboring buildings.

- iii. The proposal closely meets guidelines in (1) General Guidelines, (3) Additions, and (4) New Construction.
- iv. In general, additions should follow the guidelines for new construction in terms of materials, form, scale, height, detailing, and siting.
- v. Addition should be compatible with the existing structure. They should appear compatible in character with the original.
- vi. The design of an addition should refer specifically to the architecture of the original building. While the addition should be compatible with the existing building, it should not try to duplicate its style or appear to have been built at the same time as the original building. The design should also be compatible, in a more general way, with adjacent buildings.
- vii. If the original building is architecturally significant, the addition should take a respectful “back seat” to it. The addition should not overpower the original. An addition may be taller than the original building if site considerations and careful design still allow the old building to remain dominant.
- viii. Additions should be designed to relate architecturally to adjacent buildings in general and to the building they are a part of in particular.

(4) New Construction

a. Generally:

- i. Adapt to specific site considerations, to each’s owner’s individual needs, and to the particular design features of nearby buildings.
- ii. Encourage design creativity, rather than “appropriate prototypes.”
- iii. Infill construction is encouraged on vacant sites in the downtown area. The streetscape is weakened by gaps between buildings. New construction will improve the physical quality and economic health of the district and will strengthen the streetscape.
- iv. New construction should appear new. The intent of the overlay and the historic district is not to “freeze” an area in time, but rather to encourage new, complementary buildings which allow for changing needs and tastes. The high quality of the older preserved historic structures demands excellence in design for new buildings.
- v. The review of new construction will focus on design compatibility with older structures. Proposals for new buildings will be reviewed within the context of the existing buildings in the area, which provide an outstanding framework for new construction.
- vi. The review of new construction will focus on the design compatibility with the surrounding structures. The appropriateness of design solutions will be based on the programmatic needs of the applicant—how well the proposed design relates to neighboring buildings and how closely the proposal meets the intent of the guidelines.
- vii. New construction proposals should pay particular attention to composition, openings, rhythm, proportion and height, and materials.

2. **Storefronts:** New storefronts should relate to the characteristics of existing storefronts on historic buildings. Storefronts in the district are emphasized, and have a lintel separating them from the upper floors. Their façade is divided into bays which increases their verticality and provides a pedestrian scale and proportion, and have large, fixed expanses of clear (not tinted or reflective) glass. The storefront windows are set back from the structural elements.
 3. **Rhythm:** Consistent patterns of setback, window placement, and wall treatment establish an architectural rhythm to the street. New buildings should incorporate design features, such as window groupings, articulation of wall surfaces, and decorative elements such as columns or piers in an effort to maintain the rhythm that already exists in the district. New construction should avoid creating long unrelieved expanses of wall along the street by maintaining the rhythm of facades found on the district. Most commercial buildings are relatively narrow, 25 to 50 feet in width. A building façade typically displays vertical subdivisions that establish a visual rhythm. Setback is an important issue in a dense urban area. The setback for new construction should be consistent with the buildings of similar use on adjacent and nearby sites. Most commercial buildings are built up to the property line, with the sidewalk extending from the building to the street curb. In most cases new construction on corner sites should be built up to the edge of both outside property lines.
- d. **Proportion and height:**
- i. New construction should have a vertical emphasis, because buildings are taller than they are wide, window openings are tall and narrow, and storefronts have slender elements, which emphasize verticality.
 - ii. The height of new construction should not vary more than one story from adjacent contributing buildings. Most buildings in this area are between 2 and 3 stories.
- e. **Materials:**
- i. New construction should use materials that are sympathetic to those found on the historic buildings in the district.

(5) Demolition

- a. Generally, demolition is prohibited unless one of the following conditions exists:
 - i. Demolition has been ordered by the County Building Inspector for public safety because of an unsafe or dangerous condition that constitutes an emergency.
 - ii. The owner can demonstrate to the satisfaction of the Planning Commission that the structure cannot be reused nor can a reasonable economic return be gained from the use of all or part of the building proposed for demolition. The applicant should provide the Planning Commission with a list of information that may be

b. Composition:

- i. Buildings in the district share common materials and common methods of organizing parts of the facades. These factors help shape the architectural character of the district.**
 - 1. Façade subdivisions: New buildings should correspond to the traditional subdivisions found on historic property: a base, a middle and a top. Most historic buildings are built with the principal façade parallel to the street it faces. The most important features of buildings are the arrangement of openings on the principal façade and an overall vertical emphasis of the whole design. Each building provides its own variations, but collectively they share many basic features.**
 - 2. Base: New buildings should have a well-defined base. Within the downtown most buildings have a base that is distinguishable from the rest of the building. This is accomplished through a change of materials, a change of scale, and/or a lintel or other type of horizontal banding. In larger buildings, the original base may include more than the first floor.**
 - 3. Middle: Details on new buildings should relate to the detailing of adjacent or nearby buildings. Buildings in the district often incorporate architectural details such as changes in plane or changes in materials on their upper floors. Decorative, horizontal bands indicating the floor lines, sill heights, or lintel heights should not overpower the vertical emphasis of the design.**
 - 4. Top: New construction must employ a strong element that terminates the uppermost part of the building. Distinctive elements in the architecture of historic buildings are elaborate projecting cornices, decorative parapets, and the expressive use of materials.**
 - 5. Roofs: Roofs for new construction should be similar to roofs of adjacent and nearby buildings of similar size and use. In the downtown, buildings of three or more stories generally have low-pitched shed roofs that are not visible above the principal façade. Smaller buildings in the district typically have simple gable roofs.**

c. Openings:

- i. The design, scale, and placement of openings and storefronts in buildings give the unique character to the district, and establish a visual rhythm.**
 - 1. Window openings: Window openings are extremely important. The openings of new buildings should be related to the size and placement of openings found on historic structures of similar use in the district. The openings are taller than wide. Window sash are set back from the wall surface, and openings have some form of definition, such as lintels, sills, or decorative surrounds. Window openings which are typically aligned vertically, usually occupy between 20% and 50% of the principal façade. In all cases the glass must be clear: tinted or reflective glass is not acceptable.**

necessary to satisfy the Planning Commission that the subject building cannot be reused.

- iii. The owner can demonstrate to the satisfaction of the Planning Commission that the denial of the application to demolish would amount to a taking of the owner's property without just compensation.
- iv. The demolition request is for a non-significant portion of a building, and the demolition will not adversely affect those parts of the building that are determined to be significant by Village plans and/or other documentation.
- v. The demolition request is for a building of a later period (constructed after 1950) and the demolition will not adversely affect the character of the district.

PASSED JANUARY 2, 2017
MOTION BY COMPTON SECOND BY SALEE
ALL IN FAVOR



APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

HISTORIC MAIN STREET ZONING OVERLAY DISTRICT

MECHANICSBURG PLANNING COMMISSION

18 N Main Street, Mechanicsburg, OH 43044

937-834-3187 (phone) 937-834-3526 (fax) Email: aprilhugginsdavis@bizwoh.rr.com

Within 30 days of submission of the complete application for a Certificate of Appropriateness with the Planning Commission, the Planning Commission shall act on the application. Incomplete applications will not be scheduled for review until all information has been received.

PROPERTY ADDRESS _____

APPLICANT (all communication by phone, fax, email, or mail will be with the applicant)

Name _____

Mailing Address _____

City _____ State _____ Zip Code _____

Contact Phone _____ Fax Number _____ Email _____

Owner Contractor Architect/Designer Other _____

PROPERTY OWNER (if different from applicant)

Name _____

Mailing Address _____

City _____ State _____ Zip Code _____

Contact Phone _____ Fax Number _____ Email _____

TYPE OF WORK New Construction Addition/Expansion Demolition Renovation/Rehabilitation

Site Improvement Other _____

DESCRIPTION OF WORK (please use a separate sheet of paper for longer descriptions)

Any changes, erasures, modifications, or revisions to the approved work listed on the Certificate of Appropriateness requires resubmission and approval by the Mechanicsburg Planning Commission prior to the issuance of a zoning certificate or permit. A detailed site plan, building plans, elevations, and other information as deemed necessary are required for project review. The Planning Commission retains copies of all materials submitted.

ESTIMATED TIMETABLE/COST FOR WORK _____

SIGNATURE _____ **DATE** _____

The above signed do hereby make application for a Certificate of Appropriateness following plans and proposals to be undertaken within the boundaries of the Mechanicsburg Historic Main Street Overlay District pursuant to Article 15 of the Zoning Ordinance of Mechanicsburg.