

**REGULAR MEETING OF THE
CITY OF ALVARADO PLANNING AND ZONING COMMISSION
104 W. COLLEGE AVE.
JANUARY 16, 2025
6:30 PM
AGENDA**

The Planning and Zoning Commission of the City of Alvarado will meet in a regularly called session on Thursday, January 16, 2024 at 6:30 p.m. in the Council Chambers at City Hall for the following agenda items.

CALL TO ORDER - Roll Call

INVOCATION

PLEDGE OF ALLEGIANCE

CITIZEN PARTICIPATION AND PUBLIC INPUT:

This is an opportunity for citizens to address the convened board of this meeting on any matter. The presiding officer may ask for the citizen to hold his or her comment on an agenda item until that agenda item is reached. The convened board has no obligation to respond in any matter to comments or questions from the public. Any response from a member of the convened Board to comments related to items not on the agenda is limited to a statement of specific factual information, a recitation of existing policy, or direction to staff to place the subject on the agenda for a future meeting.

APPROVAL OF MINUTES

1. Consideration and action to approve Minutes from the 11/7/2024 Regular Planning and Zoning Commission Meeting.

CONSENT AGENDA: NA

NEW BUSINESS:

2. Workshop and discussion on a Downtown Overlay District. (French)

EXECUTIVE SESSION: (OPTIONAL WITH ADVANCED NOTICE TO CITY ATTORNEY)

Pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the City Council or other Board may convene in closed session to deliberate regarding the following matters: §551.071 Consultation with Attorney. The City Council or other Board may convene in Executive Session to conduct a private consultation with its Attorney on any legally posted agenda item, when the City Council or other Board seeks the advice of its attorney about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the Attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of Chapter 551.

COMMISSIONER COMMENTS:

Pursuant to LGC Section 551.0415, Commission Members may make a report about items of Community interest during a meeting of the governing body without having given notice of the report. Items of community interest may include, but not necessarily limited to any of the following:

- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;
- An honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of the person's public office of public employment is not an honorary or salutary recognition for purposes of this subdivision;
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and

- Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

ADJOURN


ACCESSIBILITY STATEMENT

The Alvarado City Hall and Council Chamber are wheelchair accessible. The exit and parking ramps are located in the front of the building. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 817-790-3351, FAX: 817-783-7925, e-mail: wallsb@cityofalvarado.org. Please call at least two (2) working days prior to the meeting so that appropriate arrangements can be made.

NON-DISCRIMINATION STATEMENT

The City of Alvarado does not discriminate on the basis of race, color, national origin, sex, religion, or disability in the employment or the provision of services.

I, the undersigned authority, do hereby certify that the above agenda was posted on the bulletin board at the City Hall of the City of Alvarado, Texas, a place convenient and readily accessible to the general public at all times, and said agenda was posted on January 13, 2025 before 5:30 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

A handwritten signature in cursive script that reads "Justin French".

Justin French, AICP
Community Development Director
City of Alvarado, Texas

**REGULAR MEETING OF
THE CITY OF ALVARADO PLANNING AND ZONING COMMISSION**

**104 W. COLLEGE
November 7, 2024 @ 6:30 PM**

MINUTES

The Planning and Zoning Commission of the City of Alvarado met in a regular session on Thursday, November 7, 2024 at 6:30 p.m. in the Council Chambers at City Hall. The following members were present for roll call:

Bryan Thornton
Mike McBee
Kelly Richardson
Joshua Rendon

The following members was absent for roll call:
Ryan Banister

The following alternate were absent for roll call:
Flint Webb
Coleman Reed

City personnel present: Justin French, Community Development Director

Chairman Thornton called the meeting to order at 6:31 p.m.

INVOCATION

PLEDGE OF ALLEGIANCE

CITIZEN PARTICIPATION AND PUBLIC INPUT – None

APPROVAL OF MINUTES – Commissioner McBee moved to approve the October 15, 2024 minutes as written. Commissioner Richardson seconded the motion. Motion passed with four votes in favor and none opposed.

CONSENT AGENDA – None

NEW BUSINESS

Consideration and action on the application of Drew Terrel with Bruckner Truck Sales for approval of a combination plat to create Lot 1, Block 1 of the Bruckner Addition being 26.995 acres, approximately addressed at 6624 CR 604. Mr. French presented a brief overview of the request. The applicant was not present to speak in favor. Being no one further to speak upon the request, Chairman Thornton asked for a motion. Commissioner Rendon moved to recommend conditional approval as written in the draft letter. Commissioner Richardson seconded the motion. Motion passed with four votes in favor and none opposed.

Public Hearing, consideration, and possible action to consider approval of Ordinance No. 2024-0022, an Ordinance amending Article VII, "Administration and Enforcement," of Chapter 42, "Zoning," of the Code of Ordinances, City of Alvarado, Texas by adding a new section reestablishing the Planning and Zoning Commission; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; and providing an effective date. Mr. French presented a brief overview of the request. Being no one present to speak in favor or opposition of the request, Chairman Thornton opened and closed the public hearing and asked for a motion. Chairman Thornton then moved to recommend approval on Ordinance No. 2024-0023. Commissioner McBee seconded the motion. Motion passed with four votes in favor and none opposed.

ADJOURNMENT

Chairman Thornton adjourned the regular meeting at 7:04 p.m.

Passed and approved this _____ day of _____, 2024.

Bryan Thornton, Chairman

Attest:

Justin French, Community Development Director



Planning and Zoning Commission Meeting Management Report

Meeting Date: January 16, 2025

Contact: Justin French, Community Development Director

AGENDA ITEM:

Workshop and discussion on a Downtown Overlay District.

BACKGROUND & FINDINGS:

On October 23, 2024, the City Council approved a professional services agreement with LJA Engineering, Inc. to propose a Downtown Overlay District, and revision to the agreement was approved by City Council on November 18, 2024.

The purpose of the Downtown Overlay District is to establish safeguards for the core of Downtown Alvarado and ensure that any new development reflects a historic character, is functional, and has organized design. This zoning overlay provides a framework for thoughtful development and redevelopment while preserving the downtown area's unique assets and character. Any regulations not mentioned within this overlay default to the underlying zoning district. In cases of conflict, the most restrictive regulations shall apply.

The Downtown Overlay District is designed to manage development through the use of Specific Use Permits (SUPs), with waived fees for property owners and businesses within the downtown area (pending City Council approval). This approach provides flexibility and adaptability during the interim period while the City of Alvarado completes its new comprehensive plan. The comprehensive plan will guide future zoning changes based on the community's collective wants and desires. Once the plan is finalized, permanent zoning regulations tailored to the Downtown will replace the overlay.

Key Highlights:

- Design Standards:
 - New developments must harmonize with the historic architectural style and integrate features from the 1800s and early 1900s.
 - Masonry requirements apply to maintain visual cohesion.
- Permitted Uses and Parking:
 - A wide range of uses is allowed, with parking requirements outlined for each.
 - Shared parking and parking reductions are encouraged where applicable.
- Signage and Transparency:
 - Signage size, placement, and design must align with historic aesthetics.
 - Transparency standards for building facades ensure street-level engagement.
- Future Transition:
 - The overlay ensures downtown remains functional and appealing until comprehensive community-driven zoning is implemented.

The proposed framework emphasizes preserving the historic character of Downtown Alvarado while accommodating responsible growth and preparing for a future alignment with community input.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

The proposed Downtown Overlay District is consistent with the Future Land Use map within the 2017 Comprehensive Plan. Therefore, staff suggests the Planning and Zoning Commission recommend approval to Council after discussion and particularly the following:

1. Full waiver of Specific Use Permit (SUP) application fees within the Downtown Overlay District, and
2. Prohibition of shipping, cargo, Conex, and like containers within the Downtown Overlay District.

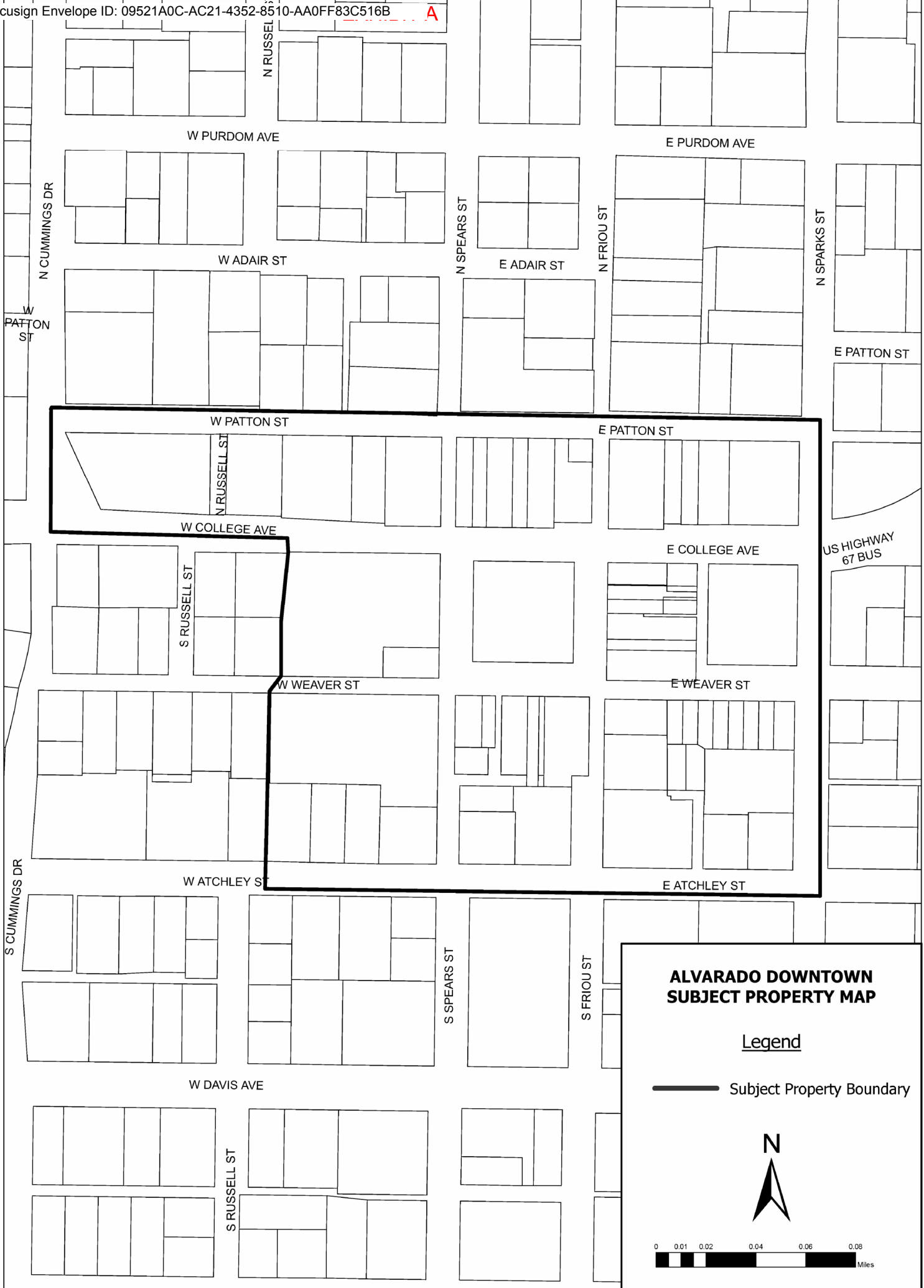
MANAGEMENT REVIEW:

Paul DeBuff, City Manager

ATTACHMENT:

Proposed Downtown Overlay District Boundaries

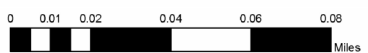
Proposed Downtown Overlay District Standards



**ALVARADO DOWNTOWN
SUBJECT PROPERTY MAP**

Legend

 Subject Property Boundary



§ 42-37 SFA, single family-Attached dwelling district.

...

§ 42-38 Downtown Overlay District

- (a) Purpose The Downtown Overlay District is established to safeguard the core of Downtown Alvarado and ensure that any new development is compatible with existing development and also reflects a historic character, is functional, and has organized design. This zoning overlay is intended to provide a framework for the thoughtful consideration of development and redevelopment, while preserving the Downtown area's unique assets and character. Any regulations not mentioned within this overlay shall default to the underlying zoning district. When there is a conflict, the most restrictive regulations shall apply.
- (b) Permitted uses and parking regulations Within the overlay district encompassing Alvarado's core downtown area, the use and development of buildings and land shall adhere to standards contained herein. No buildings or land shall be used, and no buildings shall be erected, placed, reconstructed, altered, or enlarged, unless otherwise provided herein. Permitted uses include those as specified in the Permitted Uses and Parking Requirements Table below. Minimum residential unit sizes shall be controlled only by the Building Code (outside any dimensional standards for lots and structures for any use contained herein). All buildings within the overlay district must harmonize with the downtown character through thoughtful design and architectural features that integrate development harmoniously. In cases where regulations from the underlying zoning districts conflict, the most restrictive requirement shall apply to ensure consistency and preserve the cohesive character of the area. Any land use within the below table that requires a specific use permit (S) shall only be permitted under the provisions of section 42-45 of Alvarado's zoning ordinance; **except that the specific use permit application fee shall be waived:**

PERMITTED USES AND PARKING REQUIREMENTS TABLE

Land Use	Downtown Overlay	Parking
Accessory building to main use	S	1 space per employee to be occupying the building
Amusement, commercial (indoor or outdoor)	S	<p>1 space per 150 sq. ft. for uses not otherwise listed below</p> <p>Bowling, miniature golf, axe-throwing or similar use: 2 spaces per lane or hole</p> <p>Stadiums, outdoor theaters, or similar uses: 1 space per 4 seats in assembly areas or 1 space per 8 linear feet of seating</p> <p>Playing fields: 40 spaces per field. If fixed seating is provided the ratio shall be 1 space per 4 seats or 1 space per 8 linear feet of seating</p> <p>Golf course: 5 spaces per hole</p> <p>Miniature golf or driving range: 3 spaces per hole; or 1.5 spaces per driving bay</p> <p>Sports courts: 4 spaces per court; or if fixed seating is provided the ratio shall be 1 space per 4 seats or 1 space per 8 linear feet of seating</p>
Antique shop	P	1/200 sq. ft.
Arcade	S	1/200 sq. ft.
Arts, crafts store (inside sales)	P	1/200 sq. ft.
Arts, crafts store (outdoor sales)	S	1/200 sq. ft.
Assisted living facility		
Auto laundry		
Auto parts sales (inside)		
Auto repair, minor		

Automobile and trailer sales area, new or used		
Automobile service station (no garage or automobile repair facilities)	S	3 spaces per service bay, plus 1 space per employee (maximum shift), plus 1 space per tow truck or other service vehicle
Bakery and confectionary, commercial	S	1/300 sq. ft.
Bakery and confectionary, retail sales	P	1/300 sq. ft.
Bank, savings and loan, credit union	P	1/200 sq. ft.
Bar, tavern, nightclub	S	1/300 sq. ft.
Barber school or college		
Barbershop	P	1/200 sq. ft.
Beauty culture school; cosmetology spec. shop		
Beauty shop	P	1/200 sq. ft.
Bed and breakfast inn	S	One (1) space per guest room in addition to the requirements for a normal residential use
Boarding home facility	S	1 space per employee, plus 1 space for each 6 beds
Boat sales and storage		
Bowling alley	S	6 spaces for each lane
Building materials, hardware (inside storage)	S	2 spaces plus 1 additional parking space for each 500 square feet of gross floor area over 1,000 sq. ft.
Building materials, hardware (outside storage)		
Business service	P	1/300 sq. ft.
Cabinet and upholstery shop		
Candle manufacturing	S	1 space for each 2 employees on the maximum working shift, plus space to accommodate all vehicles used in connection therewith, but not less than 1 space per 1,000 square feet of gross floor area, whichever is greater

Carport	P	0 spaces
Carwash		
Cemetery or mausoleum	S	1 space per employee plus 1 space for every 1,000 square feet of gross floor area
Child care center	S	1/300 sq. ft.
Church, rectory, place of worship	P	1 space for every 4 seats in the main auditorium
Civic center	P	10 spaces plus 1 space for each 300 square feet of floor area in excess of 2,000 square feet. In an auditorium is included as part of the building, its floor area shall be deducted from the total and additional parking provided on the basis of 1 space for each 4 seats that it contains
Cleaning and dyeing, small shop		
Clinic, medical or dental	S	1/200 sq. ft.
College or university		
Community center, private	S	10 spaces plus 1 additional space for each 300 square feet of gross floor area in excess of 2,000 square feet. If an auditorium is included as a part of the building, its floor area shall be deducted from the total and additional parking provided on the basis of 1 space for each 4 seats that it contains
Community center, public	S	10 spaces plus 1 additional space for each 300 square feet of gross floor area in excess of 2,000 square feet. If an auditorium is included as a part of the building, its floor area shall be deducted from the total and additional parking provided on the basis of 1 space for each 4 seats that it contains
Community home	S	1 space per employee, plus 1 space for each 6 beds

Concrete, asphalt batching plant (allowed only on a temporary basis in a new subdivision composed of no less than 100 lots, to cease upon completion and dedication of the streets)		
Concrete, asphalt batching plant (temporary)		
Construction yard (temporary)		
Convenience store	S	1 space per 300 square feet of gross floor area or 32 [sic]
Country club (private)		
Custom personal service shop	P	1/200 sq. ft.
Dance hall	S	1/100 sq. ft.
Discount, variety, or department store of not greater than 20,000 square feet floor space	S	1/200 sq. ft.
Dormitory		
Drapery, needlework, or weaving shop	P	1/300 sq. ft.
Electrical substation	S	1 space per employee
Electrical transmission line	S	0 spaces
Exhibition area	S	1 space per employee, plus 1 space for each 2 patrons based on maximum patron load
Fairgrounds	S	1 space per employee, plus 1 space for each 2 patrons based on maximum patron load
Farm, ranch, or orchard		
Feed and farm supply (inside sales/storage)		
Field or sales office, temporary	S	1 space per employee
Florist	P	1/300 sq. ft.
Food store; grocery store with floor space not greater than 20,000 square feet	S	1/300 sq. ft.

Forge plant		
Foundry (iron, steel, brass or copper)		
Fraternal organization, lodge		
Fraternal organization, lodge or civic club		
Furniture, appliance store	S	2 spaces plus 1 additional parking space for each 500 square feet of gross floor area over 1,000 sq. ft.
Garage, private		1 space per employee to be occupying the garage
Garden center (retail sales)	S	1/200 sq. ft.
Gas metering station	S	1 space per employee
General merchandise indoor auction		
General merchandise store	P	1/200 sq. ft.
Glass products		
Golf course		
Golf driving range		
Greenhouse or plant nursery, commercial		
Greenhouse or plant nursery, noncommercial		
Guest house	S	1 space per unit
Gymnastic or dance studio	S	1/200 sp. Ft
Handcraft shop	P	1/300 sq. ft.
Health club; gymnasium	S	1 space per employee plus 1 space per 100 square feet of floor area
Heliport or helistop		
Home occupation	P	0 spaces
Hospital (acute care)		
Hospital (chronic care); long term health care facility		

Hotel, motel, motor hotel, or motor lodge	S	1 space for each sleeping room, unit or guest accommodation, plus 1 space for each 300 square feet of commercial floor area
Household care facility		
Household care institution		
Kennel (no outside pens)		
Laboratory, medical or dental		
Laundry and cleaning, commercial		
Library	P	10 spaces plus 1 additional space for each 300 square feet of gross floor area in excess of 2,000 square feet. If an auditorium is included as a part of the building, its floor area shall be deducted from the total and additional parking provided on the basis of 1 space for each 4 seats that it contains
Local utility distribution lines	P	0 spaces
Medical supplies, sales and service		
Metal dealer, crafted precious	S	1/300 sq. ft.
Metal fabrication		
Mobile food vendor	S	0 spaces
Mortuary or funeral home		
Motorcycle sales and service		
Museum or art gallery	P	10 spaces plus 1 additional space for each 300 square feet of gross floor area in excess of 2,000 square feet. If an auditorium is included as a part of the building, its floor area shall be deducted from the total and additional parking provided on the basis of 1 space for each 4 seats that it contains
Musical instrument manufacturing		
Nonprofit animal shelter		

Nursery school, kindergarten	S	1 space per 10 pupils/clients (design capacity)
Office center	S	1/300 sq. ft.
Office, professional or general administrative	S	1/300 sq. ft.
Office-showroom/warehouse		
Oil, gas, other mineral extraction		
Park, playground or recreation center (private)	S	1 space per acre plus additional parking per facility constructed as herein provided
Park, playground or recreation center (public)	S	1 space per acre plus additional parking per facility constructed as herein provided
Parking lot or parking garage, automobile	S	1 space per employee, plus 1 space per vehicle to be parked
Personal service shop	S	1/200 sq. ft.
Pet shop		
Pharmacy		
Post office, government and private		
Print shop	S	1/300 sq. ft.
Prison, jail or place of incarceration		
Private open space as a part of a planned residential development	P	0 spaces required
Public or private franchised utility, excluding office buildings, garages, shops, railroad yards, loading yards, and warehouses	S	1 space per employee
Racetrack		
Racquetball facilities		
Radio, TV or microwave operation, amateur. (See further regulations in section 42-5(i))	S	1 space per employee
Railroad track and right-of-way	S	1 space per employee
Registered family home	S	1 space per employee
Residence hotel		

Restaurant or cafeteria, with drive-in or drive-through service		
Restaurant or cafeteria, without drive-in or drive-through service	P	1/100 sq. ft.
Retirement housing	s	1 per dwelling unit
Rodeo arena and grounds		
School, commercial		1 space for each 2 students, plus 1 space for each classroom, laboratory or instruction area
School, private (primary and/or secondary)		1 space for each four seats in the main auditorium or 1 space for each classroom plus 1 space for each 2 students, whichever is greater
School, public (primary and/or secondary)		1 space for each four seats in the main auditorium or 1 space for each classroom plus 1 space for each 2 students, whichever is greater
School, trade	S	
School, trade or commercial	S	1 space for each 2 students, plus 1 space for each classroom, laboratory or instruction area
Second hand store, furniture/clothing	S	1/200 sq. ft.
Servant's, caretaker's or guard's residence	S	1 space per unit
Service yards of government agency	S	1 space per employee
Service, retail	S	1/200 sq. ft.
Sewage pumping station	S	0 spaces
Sewage treatment plant		
Shooting range, target range		
Shopping center	S	1 space per 200 square feet of gross floor area. The total floor area used for restaurants and cafeterias (but not including private clubs) which exceeds 10 percent of the shopping center floor area, shall require an additional 1 parking space per 100 square feet of gross floor area

Single-family dwelling, attached		
Single-family dwelling, detached	S	2 spaces per unit
Stadium or playfield		
Studio (photographer, musician, artist)	P	1/200 sq. ft.
Studio for radio and television		
Swimming pool, commercial	S	1 space for each 100 square feet of gross water surface and deck area
Swimming pool, private	S	1 space for each 100 square feet of gross water surface and deck area
Tanning salon		
Tattoo parlor/body piercing studio	S	1/200 sq. ft.
Taxidermist		
Telephone exchange		
Telephone line	P	0 spaces
Theater (indoor)	S	1 parking space for each 4 seats
Tire dealer (with outside storage)		
Tobacco sales		
Tool rental shop		
Townhouse or row dwelling	S	2 spaces per unit, 1 covered
Transit station or turnaround	S	1 space per intended user
Two-family dwelling	S	2 spaces per unit, 1 covered
Vendor, stationary	S	1/200 sq. ft.
Veterinarian clinic (no outside pens)		
Washateria		
Water pumping station or well	S	0 spaces
Water storage, elevated	S	0 spaces
Water storage, ground		
Water treatment plant	S	1 space per employee

Zero lot line house		
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(c) Parking Requirement Reduction Developments seeking a parking reduction shall submit a formal request, with justification and explanation, as part of the site plan review process. Eligibility for a reduction is based on compliance with one or more of the parking reduction criteria established below. Approval of any parking reduction request is discretionary and shall be considered on a case-by-case basis to ensure the request aligns with the purpose of the Downtown Overlay District and to ensure that adequate provision of parking is provided. Final approval shall be subject to review and determination by City Council.

(1) Shared Parking:

a. Review Criteria: Under specific circumstances listed below, some off-street parking spaces may be shared between different uses and properties. The Director of Planning may approve a proposed shared parking arrangement during the Site Plan process for up to 50 percent of the parking spaces required, as outlined below.

1. For any shared parking arrangement or off-site parking arrangement described above, a written parking agreement ensuring retention of parking spaces for such purposes, shall be properly drawn and executed by the parties concerned, approved as to form by the city attorney and shall be filed with the County as part of the Site Plan approval process. The agreement shall meet the following:

- i. A permanent easement for shared or off-site parking facilities shall be dedicated and recorded as a condition of such use.
- ii. The City shall be made a party to any shared parking agreement necessary for meeting parking requirements.

Option	Requirements
Off-Peak Shared Parking	Parking spaces may be shared if the peak business hours do not overlap for the businesses that propose to share. Businesses sharing parking shall be within 500 feet of one another.
Surplus Shared Parking	Parking spaces may be shared if they exceed a use's minimum requirements and are located on non-residential property within 500 feet of the other use to share parking. Parking spaces may also be utilized from an off-site parking lot within 500 feet as long as they are not being utilized by another use.
Parking Reductions for Developments with Parking Garages	A reduction of up to 20 percent in the minimum parking requirements, based on land use, may be considered for developments that incorporate a parking garage as part of the project.

- b. Application Requirements: The applicant shall submit a formal Parking Reduction Request as part of the site plan review process. The Request shall include data, studies, or other supporting documentation sufficient to demonstrate that the proposed reduction will not negatively affect parking availability, site functionality, or surrounding properties.
- c. Final Determination: All parking reduction requests within the Overlay shall be subject to review by City staff and shall require final approval by City Council.

(d) Dimensional Standards

Minimum Lot Area:	1600'
Minimum Lot Width:	20'
Minimum Lot Depth:	80'
Minimum Front Yard:	Setback Averaging ¹
Minimum Side Yard for Interior Unit:	0'
Minimum Side Yard not abutting street:	5'
Minimum Side Yard abutting residential street:	10'
Minimum Side Yard abutting collector or major street:	15'
Minimum Rear Yard Setback adjacent to Overlay boundary properties:	10'
Minimum Rear Yard Setback adjacent to Overlay boundary properties:	25'
Max Imperious Coverage:	90%
Max Density/Acre:	8 DU/A
Max Height:	35'

¹The proposed building shall be located within the range of existing primary street setbacks, no closer than the smallest setback in the range and no further than the largest setback in the range. On an interior lot, the range of setbacks is measured on the basis of the two closest lots in either direction along the block face. On a corner lot, the range of setbacks is measured on the basis of the three closest lots along the block face.

(e) Masonry Requirements

- (1) Masonry shall mean and include that form of construction defined below and composed of brick, stone, granite, marble, stucco (three-step hard coat), and exterior insulation finish systems (EIFS).
- (2) All single-story buildings hereafter constructed or placed in the overlay district shall have at least 75 percent of their exterior wall surface constructed of masonry and/or glass pane.
- (3) All buildings having more than a single-story hereafter constructed or placed in the overlay district shall have at least 50 percent of their exterior wall surface constructed of masonry and/or glass pane.

- (4) All additions hereafter constructed to buildings in the overlay district shall have at least 50 percent of their exterior wall surface constructed of masonry and/or glass pane.

(f) Architectural Guidelines

- (1) New development sites, signage, and other structural elements within the overlay district shall not be permitted unless architecturally consistent with other historic buildings within the area to maintain the functional and visual appearance of the historic architectural style.
- (2) Buildings within the overlay district shall be oriented toward the street in order to create a cohesive, pedestrian-oriented development plan. Front building facades and sidewalks may be utilized for outdoor uses such as cafes, restaurant seating, street side seating, etc., provided these uses do not obstruct pedestrian movement or disrupt the streetscape's aesthetic continuity. Parking areas shall be located primarily in the rear of buildings to preserve the visual integrity of the streetscape and minimize disruptions to the pedestrian environment.
- (3) New development/renovation in the overlay district shall incorporate design elements dating from the 1800's and early 1900's. Retail uses are preferred with parking in common areas. Roof lines featuring parapets, articulated cornice line, articulated ground floor levels, and strong corner treatments are a few of the design options. Exterior finishes should utilize the classic base colors of the natural environment, e.g., tan, ochre, beige, and terra cotta.
- (4) A high-quality durable base material, such as terra cotta, natural stone, cast stone, clay fired tile, or other approved masonry material is suggested for building facades abutting the sidewalk. The base should be a minimum of 18 inches in height and appropriately proportioned and detailed for the facade of the building.

(g) Design A minimum of three of the following elements must be incorporated in the design of a new or refurbished building in the overlay district:

- (1) Overhangs
- (2) Cornices
- (3) String courses
- (4) Peaked roof forms
- (5) Arches
- (6) Lintels
- (7) Pilasters
- (8) Rustication
- (9) Canopies
- (10) Awnings or porticos
- (11) Outdoor Patios

(h) Window Transparency The following transparency standards apply to building façades to ensure visibility and engagement at the street level:

- (1) Transparency percentages refer to the area of clear, unobstructed glass that allows views into the building interior.
- (2) Reflective, mirrored, or opaque treatments that obstruct visibility shall not qualify as transparent.
- (3) The remaining window area may be used for signage, decorative elements, or illustrative graphics, provided they do not obstruct transparency minimums.

Level	Minimum Transparency Requirement
Floor 1	65%
Floor 2	30%

(i) **Signage** The types of signage listed in the table below shall be permitted within the overlay district, provided all applicable requirements of this ordinance are met.

- (1) Any permanent signage not explicitly listed herein shall be prohibited within the overlay district.
- (2) All permitted signage shall comply with the size, placement, design, and operational standards established by this ordinance.
- (3) Any sign authorized by this ordinance is allowed to contain a noncommercial message in place of any other authorized message.

SCHEDULE OF PERMANENT SIGNS							
Sign regulation/ Sign Type		Permit Required	Maximum Gross Surface Area (sq. ft.)	Sign Height	Number of Signs	Setback	Spacing of Signs
Wall		Yes	25% of wall	Attached to structure and not to exceed the roofline	One sign for each exterior wall; not to exceed four in total.	---	---
Ground		Yes	Off-premises 150' On-premises 300'	Off-premises 20' On-premises 25' 10' from bottom of sign to ground. On-premises signs on property	One for each premises, or for each street frontage	10' (any portion of the sign)	100' separation from adjacent ground sign on each premises. Minimum

				with I-35 or Hwy 67 frontage 70'			of 50' on adjacent premises
Wall— Residential		Yes	1'	Attached to structure and not to exceed the roofline	One sign for each exterior wall; not to exceed four in total.	---	---
Canopy, marquee or projection		Yes	50% of canopy, marquee or projection	---	One for each premises, or for each street frontage	---	---
Window		No	See window transparency standard listed in (g) above.	---	---	---	---
Monument		Yes	Off-premises 150' On-premises 300'	8 feet	One for each premises (multitenant sites see § 30-12)	10' (any portion of the sign)	No restrictions
Nameplate		No	5 sf in SF-1, -2, -3, MH-1, MH-2, MF, TF 10 sf in C-1, C-2, M-1, M-2	10' from top of roof, not to exceed a total distance of 40' from ground	One for each premises, or for each street frontage	---	---
Roof		Yes	200 sf in C-1, C-2, CBD, M-1, M-2	10' from top of roof, not to exceed a total distance of 40' from ground	One for each main structure	---	---

(j) Temporary and portable type accessory buildings are permitted per sections 42-48(b) and 42-44(g); however, shipping, cargo, Conex, and like containers are prohibited.

§ 42-39 through § 42-44. (Reserved)