



CITY OF IDAHO SPRINGS
1711 Miner Street
P.O. Box 907
Idaho Springs, CO 80452-0907
Telephone (303) 567-4421
FAX (303) 567-4955

NOTICE AND AGENDA
HISTORIC PRESERVATION REVIEW COMMISSION

Idaho Springs City Hall
1711 Miner Street
Tuesday, May 21, 2024 – 6:00 p.m.

NOTICE AND AGENDA OF
HISTORIC PRESERVATION REVIEW COMMISSION
WORK SESSION
Tuesday, June 18th, 2024

- ❖ Idaho Springs Cemetery Sign – Refurbishment/Replacement
- ❖ Design Guidelines and other Historic Preservation Regulations Update/Discussion

IN-PERSON AND REMOTE MEETING PUBLIC ATTENDANCE AND PARTICIPATION
INSTRUCTIONS

The Public is able to view and hear this meeting remotely at the following address on the City's website:
<https://cityofidahosprings.colorado.gov/your-government/live-meetings-packets>

The Public is able to participate in person and remotely by utilizing the link below:
<https://us02web.zoom.us/j/87554198581?pwd=cDRtWkF5bHE1S25heFQyaWRsaFpMdz09>

Passcode: 528946



CITY OF IDAHO SPRINGS
1711 Miner Street
P.O. Box 907
Idaho Springs, CO 80452-0907
Telephone (303) 567-2400
FAX (303) 567-0124

TO: MAYOR and COUNCIL
FROM: Paul Crain
DATE: June 10th 2024

On May 30th, the Idaho Springs Cemetery sign was damaged by a tractor trailer turning around at the Cemetery pull out. While the current sign is not damaged beyond repair, this may be a good opportunity to create a new sign for the Cemetery.

This is not the first time the sign structure has been hit, the sign has been struck, posts damaged and repaired, and the sign listed, or leaned because of previous batterings it has taken as well as wear and tear from decades of weather. This sign has been an occasional maintenance item, and considered for a more permanent repair for many years.

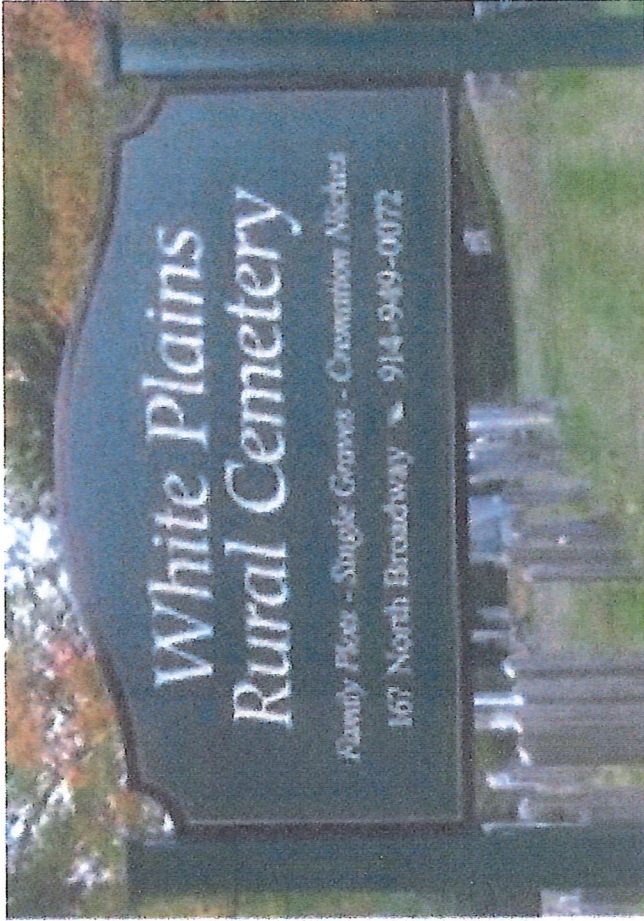
Now is an opportune time to make some changes or not, we can simply remount the existing sign with some new posts, which will be necessary for all options, a revitalization of the sign faces and fresh paint. I have collaborated with Mountainview Woodworking, to come up with a couple of ideas that took into consideration purpose, time, materials and cost. We conceptualized two designs we felt kept a simplicity that is commonly observed in cemetery signs, and still holds a distinction or reverence for its purpose to the community.

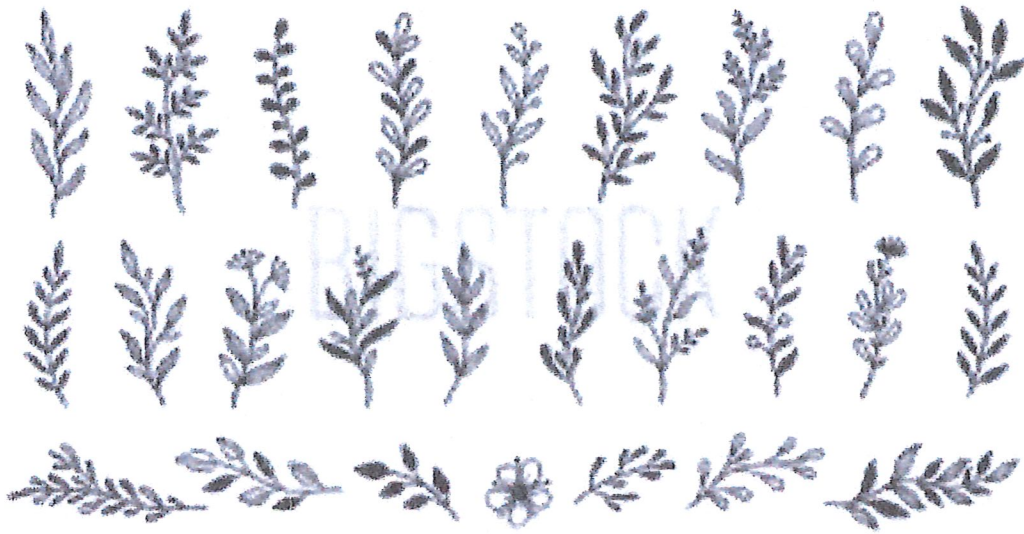
Included in this packet are some renderings and design elements that could be used or omitted. One addition that occurred to me after creating the images, that is common on many other cemetery signs, is an established date. No matter which direction Council chooses we can add this element.

We are looking for direction as to which elements or designs Council is in favor of if they choose to create a new sign for the Idaho Springs Cemetery, or if Council simply wants to refresh our current sign.

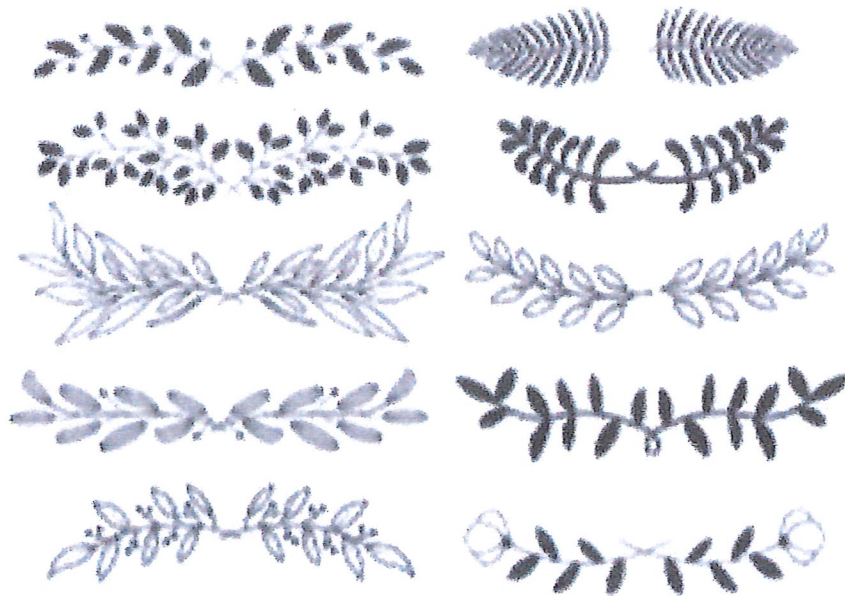
Paul Crain
Public Works Superintendent





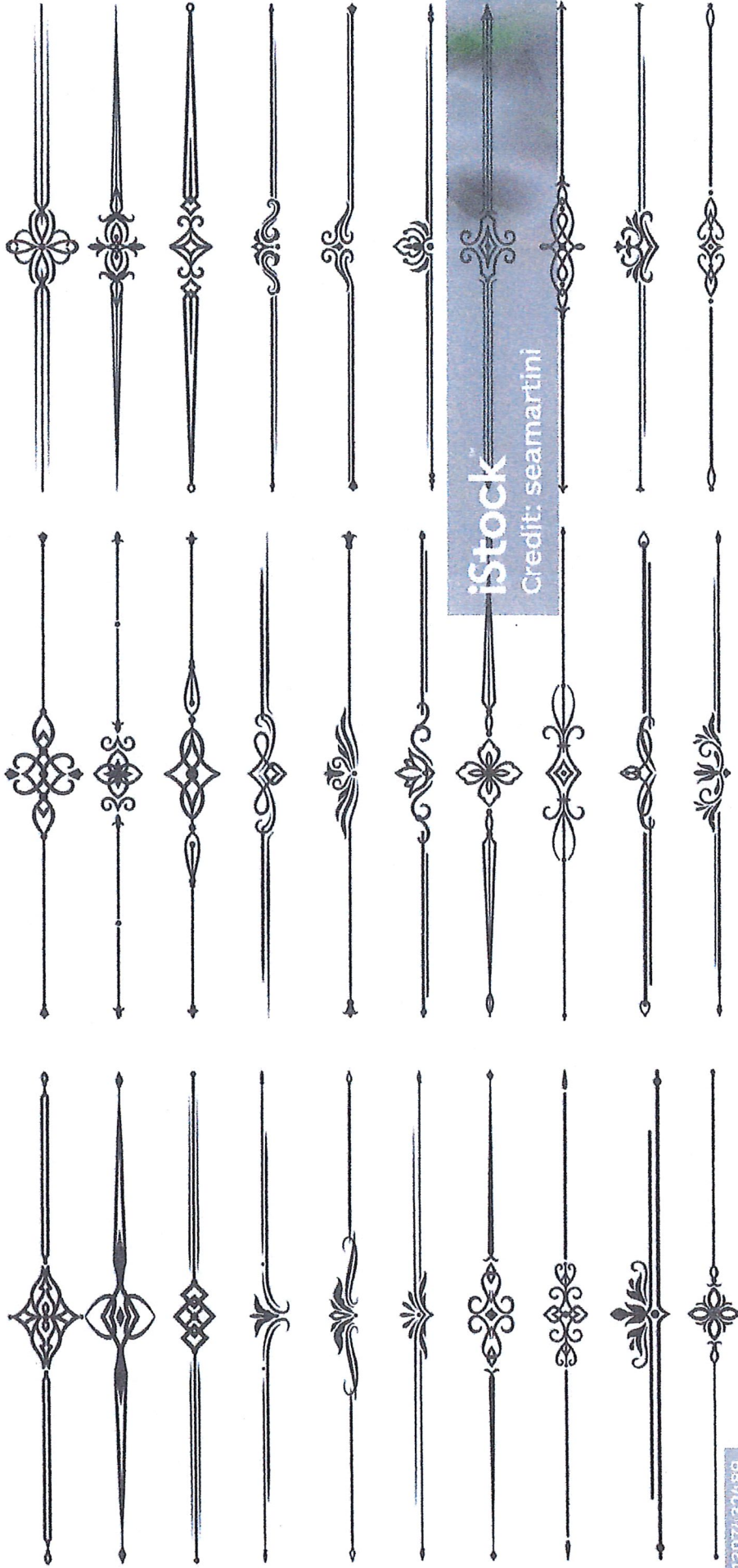


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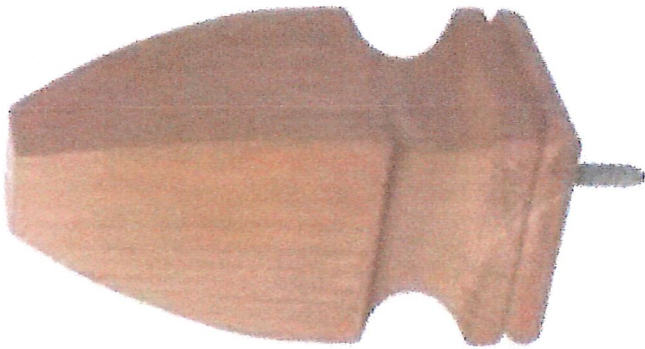
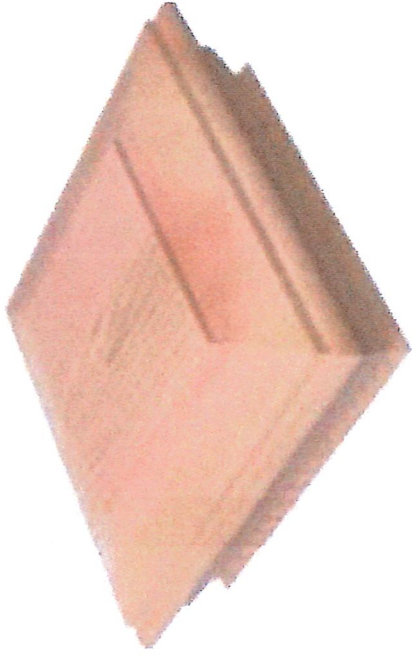


30 LEAF DIVIDER

SVG | PNG | EPS | AI
JPEG | PDF | DXF



5 1/2 x 5 1/2





TO: Historic Preservation Review Commission
CC: City Administrator Andrew Marsh, Assistant Administrator Jon Cain
FROM: Dylan Graves, Community Development Planner
SUBJECT: City of Idaho Springs Design Guidelines for Historic Structures - Update
MEETING DATE: June 18, 2024

The scope of this work session item is to continue discussions on updating the City's *Design Guidelines for Historic Structures* (Design Guidelines). The current *Design Guidelines* have not been updated since 2007 and while they remain largely relevant at present, minor updates to the document would be useful to ensure that the City's priorities and goals for historic preservation continue to be met. Updates to the Design Guidelines ensure that the intent and purpose of the document continues to be carried out for historic properties in the City. City Staff took this item to City Council for discussion on June 10, 2024, to get feedback and see if there were any priorities that they had that Staff and HPRC had not discussed. Discussion is included below.

As we discussed at the May HPRC meeting, the purpose of this work session is to bring back thoughts and edits that came up during an initial review regarding existing language that could be revised to improve clarity, strengthen regulations as needed, and address easy fixes before digging deeper into the bigger discussion items and projects related to the City's historic preservation regulations, which are also discussed below as reminders so we can determine how to proceed with future meetings.

CLARIFICATION OF EXISTING GUIDELINES

Staff and the HPRC have discussed that as a first step, an internal review of the Design Guidelines to determine areas where clarity is lacking, or additional strength is needed. We do not believe that a full overhaul is necessary because a large majority of the Design Guidelines function well to achieve the City's goals and priorities but minor changes to language to clarify and strengthen the document in places may be beneficial presently. Additionally, the historic preservation field has evolved since 2007 and the NPS has updated guidelines and created new policy documents since the City's regulations were adopted. Incorporating new research, policy direction, and ideas from the State and Federal agencies would allow the City to better align its guidelines with these agencies and facilitate enforcement as a CLG.

Included as an attachment is an initial, red-lined attempt to edit the existing document. During the meeting we can pull up this document and add changes/edits that HPRC has identified.

INTRODUCTORY GOALS, PRIORITIES, AND PURPOSES FOR DESIGN GUIDELINES

The Design Guidelines currently include an introduction that explains the purpose of the guidelines and a history of preservation, architecture, and development in Idaho Springs. This would benefit from an update to reflect current priorities but also to strengthen the discussion on why historic preservation is important and why individual guidelines are critical to the continued preservation of the City's Historic District and other historic resources. Staff believes that this could be updated in-house with feedback from Council and the HPRC about City goals and priorities for our historic properties.

COMPARISON TO NEARBY MUNICIPALITIES WITH HISTORIC DESIGN GUIDELINES

HPRC member Mike Davenport researched historic design guidelines in other municipalities similar to Idaho Springs – Georgetown and Central City – to see whether their guidelines contain anything that Idaho Springs' Design Guidelines are lacking that might be beneficial to add. This was incorporated into a comparison chart that is included as Attachment 1. Staff believes that a thorough review of similar municipalities would ensure that our Guidelines are not missing any critical elements that other communities are using to preserve their historic properties and districts. This will require additions to the existing Design Guidelines to add these new sections and Staff has not yet begun this but would like to discuss the next steps for this portion of the project.

INTEGRATION OF NPS AND SHPO GUIDELINES

The NPS and SHPO have updated their guidelines periodically over the past 17 years since the City's guidelines were updated. Staff thus believes that a benefit of updating the Guidelines would be to align current City policies and regulations with state and national guidance. With HPRC guidance, Staff can begin review of NPS and SHPO guidelines to see where the City's guidelines are lacking/need to be updated.

HOW-TO GUIDES

While the City's Guidelines are robust and broadly successful in achieving City goals for preservation, they are not always the most clear or user-friendly for a property owner who does not have a background in preservation. As an accessory resource to the City's Guidelines, we had previously discussed the development of "How-To" type documents that clearly lay out project elements that do or do not meet the City's Guidelines could help the community more easily understand the purpose of the regulations and how they can be met when pursuing approvals to work on their historic buildings. Other communities have developed similar resources that help guide a non-professional through the Guidelines to find solutions that work for the property owner as well as the City. Development of these resources once the City's new website is active would make it easy for anyone looking for resources to be able to access the Guidelines as well as more user-friendly how-to guides.

Creating these types of resources and incorporating similar resources from other sources (NPS, state documents, etc.) on our website that we could direct people to when they have questions might be beneficial to be able to effectively provide property owners with information that can help guide their projects before they come to the HPRC for review. Staff has begun compiling resources but has not yet put together any draft how-to documents. Direction on timeline for this is sought.

ACTION ITEMS/IDEAS FROM JUNE 10 CITY COUNCIL MEETING

City Council is in support of Design Guideline updates and broader updates related to historic preservation guidance and regulations. During the June 10 City Council meeting, the following items were discussed in addition to the above:

1. Need for consideration of safety improvements to existing buildings to improve fire safety, building code updates, etc.

At the City Council meeting, it was mentioned that the Design Guidelines would be wise to contemplate projects that would improve the safety of buildings that are on the historic register and that we should not make safety-focused projects (for fire, building code, etc.) overly difficult or restrictive.

2. Adaptive reuse of buildings and use of new technologies/materials to improve longevity and functionality

Adaptive reuse of buildings is important to ensure they remain used and viable going forward but setting clear limitations on what types of reuse/changes would be appropriate seems advantageous to ensure that allowances to improve efficiency and usefulness of buildings do not lead to loopholes that can be exploited that reduce the historic qualities of the building or district as a whole.

3. Historic Tax Credit information in ISMC/Design Guidelines

Clarifying the role of the HPRC in ISMC and in the Design Guidelines in reviewing tax credits might be advantageous as property owners seek subsidies and cost reductions for historic preservation projects.

4. Appropriate uses in HD

It may be beneficial to take a look at the Use by Right table in Sec. 21-63 of the ISMC to ensure that the allowed uses in HD align with the continued success and preservation of the district and determine whether any changes may be needed.

5. Changes to ISMC to consider impact on neighboring buildings from projects on historic buildings

There have been a few projects that proposed major interior changes to buildings in the Historic Downtown district. Staff believes that it could be beneficial to add to the ISMC requirements related to avoidance of impacts to adjacent properties from structural work/changes that could have adverse effects if not well considered. A Final Development Plan (FDP) is required where an addition of more than 20% of the gross floor area is proposed but considering whether there is more that should be done in the HD might be useful.

ATTACHMENTS

1. **Municipal Guideline Comparison Chart – Georgetown, Central City, and Idaho Springs**
2. **Draft, Red-Lined Design Guidelines**

Design Guideline Categories: Comparison of Cities

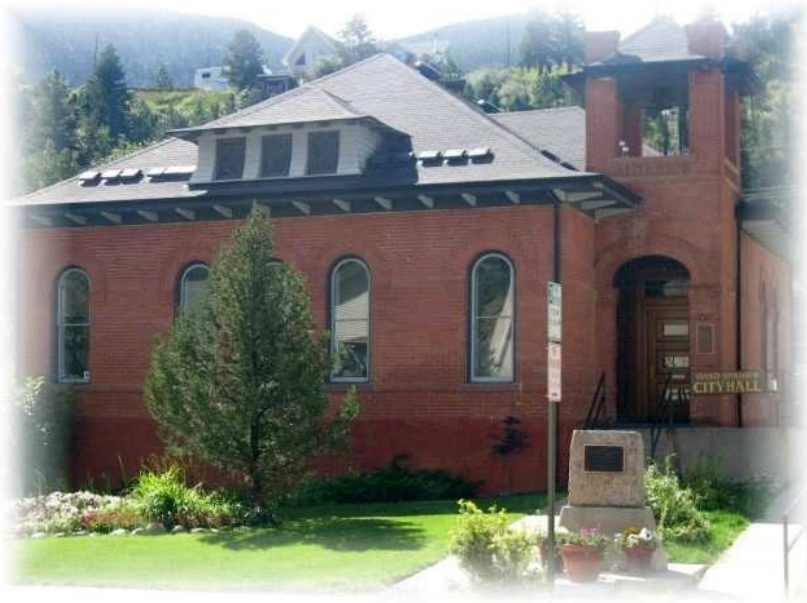
6/3/2024		Idaho Springs (2007)	Georgetown (2010)	Central City (2022)
CATEGORY GROUPS	GUIDELINE CATEGORIES			
CONTEXT: How well a project fits with its surroundings	Settlement Patterns			x
	Appropriateness of Use			x
	Architectural Character	x	x	
	Platting		x	
LOCATION ON THE PROPERTY	Building Orientation		x	
	Building Setbacks		x	
	Site Relationship		x	
BUILDING SIZE & SHAPE	Scale and Proportion	x		x
	Building Scale			x
	Mass & Size		x	
	Third Stories on Storefront Buildings		x	
	Building & Roof Form		x	x
	Roofs	x	x	x
	Roof & Dormer Additions		x	
	Existing & New Accessory Structures	x	x	x
	Existing & New Additions	x	x	x
PROJECTIONS & RECESSES	Recessed Entries		x	
	Awnings	x	x	
	Porches	x	x	x
	Patios	x	x	
	Decks	x		x
	Chimneys and Stovepipes	x	x	
FACADES & OPENINGS	Vertical and Horizontal Emphasis	x	x	
	Corner Lots		x	
	Storefronts	x		
	Preservation of Commercial Storefronts		x	
	New Storefront Character		x	

	Detail Alignment		x	
	Windows and Doors	x	x	x
	Other Openings	x		
	Alley Entrances	x		
BUILDING MATERIALS	Building Materials, in general	x		x
	Color			x
	Wood and Siding	x	x	x
	Paint	x	x	
	Masonry	x	x	
	Metal	x	x	
	Building Foundations	x	x	
	New Building Materials		x	
	Roof Materials		x	
ALTERATIONS & REPLACEMENTS	Preservation of Historic Features	x	x	
	Preservation of Significant Original Qualities			x
	Replacement of Missing Elements	x	x	
	Replacement or Substitution of Original Features			x
	Existing Alterations on Historic Buildings			x
	New System and Code Compliance in Existing Buildings			x
DEVICES & EQUIPMENT	Solar Energy and Wind Devices	x		x
	Hot Tubs	x		
	Lighting or Exterior Lighting	x	x	x
	Utilities	x	x	
	Security Devices	x		
	Wireless, Green Roofs, etc.			x
	Other Mechanical Equipment	x		
	New System and Code Compliance in Existing Buildings			x
	Snow Shedding		x	
	Signs	x		
	Address Numbers & Signs			x
SITE FEATURES & IMPROVEMENTS	Fences and Walls	x	x	x

	Rock Walls			x
	Cut-and-Fill and Retaining Walls		x	
	Sidewalks	x	x	
	Pedestrian Systems & Site Furniture		x	
	Landscaping		x	x
	Paving			x
	Streets & Parking		x	
	Driveways	x	x	
	View Preservation		x	x
	Service Areas		x	
	Natural resources, Site Features, and On-Site Hazards		x	
	Site Drainage		x	

CITY OF IDAHO SPRINGS

DESIGN GUIDELINES for HISTORIC STRUCTURES



2007

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Acknowledgements

These guidelines were prepared by the Idaho Springs Historic Preservation Commission members. Their hours of work, discussion and consideration have resulted in a document the City of Idaho Springs can be proud of.

Concerned citizens and property owners who attended the public meetings and provided valuable input are gratefully acknowledged.

The Idaho Springs City Council ultimately reviewed and adopted this document on October 22, 2007. The Council's support of historic preservation and its value to the City cannot be overstated.

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Idaho Springs City Council

Dennis Lunbery, Mayor
Nancy Jeffrey, Mayor *pro tem*
Dan Abbott
Rick Adams
Robert Bowland
Asta Loevlie
Delores Munchiando

Historic Preservation Review Commission

Phyllis Adams, Chair
Mary Jane Loevlie, Vice Chair
Chip Bair
Elaine Hillman
Delores Munchiando

City Staff

Cindy Condon, City Administrator
Reba Bechtel, City Clerk
Diane Breece, Administrative Secretary

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Photos by Phyllis Adams

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PART ONE – GENERAL INFORMATION

PURPOSE OF GUIDELINES

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Design guidelines form the backbone of the design review system. They are specific guidelines outlining the treatments that are appropriate and inappropriate for construction or renovation features. Design Guidelines are for use in the Historic District and at all other locally designated sites. They address a variety of construction and repair activities, including the rehabilitation of historic properties, alterations to noncontributing structures and the construction of new buildings. They also provide guidelines for landscape and site design.

One purpose of the design guidelines is to preserve the integrity of the community's historic resources and allow compatible new construction. They indicate an approach to design that will help sustain the character of the community that is so appealing to residents and visitors. Another purpose is to provide information that property owners may use in making decisions about their properties.

The guidelines further provide the City, through its Historic Preservation Review Commission (HPRC), a basis for making informed, consistent decisions about proposed new construction and alterations to buildings and sites in the District and other locally designated sites in its formal permitting processes. The guidelines help provide uniform review and increase predictability, and are a means to prevent delays and minimize added costs to developers and builders when they are followed carefully. The guidelines are administered by the HPRC and the Idaho Springs City Council so that applicants may understand the City's standards for historic preservation in the early stages of project development.

All affected property owners who plan to make changes to the exteriors of buildings must be issued a Certificate of Appropriateness (COA) by the HPRC. In order to review each project in a consistent manner, the HPRC will use these guidelines as a basis for determining the appropriateness of the work proposed.

The guidelines are provided to property owners to aid in planning an approach to development in the City. Property owners are encouraged to review the guidelines when planning an improvement project. Owners must comply with the guidelines and receive their COA prior to securing a building permit. Although the design guidelines are written so that they can be used by the layman to plan improvements, property owners are strongly encouraged to enlist the assistance of qualified design and planning professionals, including architects and preservation consultants.

These guidelines are intended to direct design alternatives and indicate the range of approaches to yield results that are compatible with the character of Idaho Springs. The guidelines are not intended to unreasonably restrict creativity, nor to require residents to spend more money on their projects. Rather, they are intended to protect the District and other locally designated sites from designs unsympathetic to the existing historic structures.

HISTORIC PRESERVATION IN IDAHO SPRINGS

In the 1980s, the Idaho Springs City Council recognized the unique character and historical importance of the "downtown" area of the City. In January of 1984, the Idaho Springs Downtown Commercial District was added to the National Register of Historic Places.

Recognizing the need for the area to be preserved and protected, the City Council adopted Ordinance No. 4, Series 1988, establishing the Idaho Springs Historic Preservation District, creating the Idaho Springs Historic Preservation Review Commission and setting forth regulations and criteria for the consideration of applications for Certificates of Appropriateness. Adoption of that ordinance was the culmination of years of work and effort on the part of the City and its preservation-minded citizens.

Since that time, a number of other properties within the City have been locally designated for preservation outside the original District. Appendix B contains a list of all such locally designated properties.

Today, the Historic Preservation Review Commission (HPRC) continues its primary task of reviewing proposed changes in the District and at other locally designated sites and determining their appropriateness.

The regulations, criteria and guidelines for Historic Preservation in Idaho Springs are based on the U.S. Secretary of the Interior's Standards and Guidelines for Historic Preservation Projects. Those Standards and Guidelines are the basis for these guidelines and the City's comprehensive efforts to protect our historic properties and, thereby, our heritage.

Historic preservation entails far more than simply keeping the historic structures standing. It assures that today's residents and visitors, and future generations, can have a sense of the past and the strong ties Idaho Springs has with Colorado history. With the goal to foster civic pride while also protecting the unique historic atmosphere and character of the City and strengthening the local economy, Idaho Springs strives to draw a reasonable balance between the desires of property owners and the preservation of the City's heritage.

The HPRC is the City Council-appointed group of volunteers charged with administering the standards, regulations and guidelines to reach the goal of preservation while avoiding the imposition of any unreasonable economic hardship.

The historic sites in Idaho Springs must be protected from changes that will erode their historic integrity, so that they can be held in trust for future generations to enjoy.

SHORT HISTORY OF IDAHO SPRINGS AND ITS ARCHITECTURE



The Miner Street Commercial District forms the heart of the two mile long and one quarter mile wide City of Idaho Springs. This area is a collection of one- and two-story brick and a few frame buildings that housed the markets, hardware stores, banks, offices and saloons of the 19th century mining center. Only a few clapboard structures survive from the early commercial district which was composed mostly of false-fronted wood frame buildings. Although there was never a major fire in the Idaho Springs commercial district, the coming of the railroad made it easier to obtain bricks, iron and other durable construction materials, and the frame

buildings were gradually replaced.

Commercial structures, as with residential, began with logs. However, as the city grew, these original rough buildings were either demolished or covered over by the lap sided, wooded faces of the false fronts for which western architecture is so noted. These buildings were termed "vernacular", which indicated that local custom and materials took precedence over any particular architectural style.

Soon, however, the influence of Revival designs began to take effect. Brick construction brought Italian and Romanesque styles into focus in large buildings finished with fine cornices, ornamental brackets and elaborately detailed arched windows.



Colonial characteristics are rare, but do appear on the Idaho Springs Library.



The Elks Lodge is an excellent representation of mission style architecture.

Newer brick buildings in Idaho Springs reflect the later 19th century commercial style characterized by recessed entrances, large display windows, elaborate metal cornices, cast-iron pilasters, and intricate patterns of decorative brickwork. Later modifications, particularly on the first floor storefronts, include the use of stucco, board and batten, plywood sheathing and composition stone. These alterations are, however, generally minor compromises to the tourist and automobile oriented economy of the 20th century.



The buildings of the commercial district of Idaho Springs all assisted in establishing the city as something more than a western mining camp. It became a reflective piece of history.



Much of the beauty of Idaho Springs lies not with its specific historic sites, but in the street after street of well-tended period homes. These homes accurately reflect the diversity of architecture in the last half of the 19th century.



Idaho Springs' mining camp period was characterized by the construction of simple log structures; more or less temporary shelters. The earliest permanent homes were built in a simplified version of the Gothic Revival style. These homes can be recognized by their steep, central gable roofs and tall narrow windows. The use of the lancet (pointed top) window under the central gable is also quite common. Narrow, four-inch siding was the most frequent exterior material and houses were small, without fireplaces, to conserve heat. These houses are Country or Cottage style Gothic as opposed

to Classic Gothic of massive churches and mansions.



As Idaho Springs became established, the simple Gothic home was embellished with porches, bay windows and cut out trim known as carpenter's lace.



The hipped, or four-sided roofs, often with double chimneys on top, mark the next wave of Victorian architecture: the Italian box style. These large square houses were built in the more prosperous time of the late 1870s and 1880s. Some were built of brick although many continued to use the wood lap siding. Windows, still tall and narrow, are often surmounted with a keystone arch. Bracketed cornices were also characteristic.

Other styles are represented in details if not entire structures.



Many times, the residential styles are not distinct, being mixed in happy combination with each other. Fine native stonework and delicate wrought iron were used to accent any style.

HOW TO UNDERSTAND THE GUIDELINES

A Typical Guideline

Guidelines are contained in Parts Two, Three and Four of this document. A typical design guideline will contain the following:

- First is the design element category (e.g., scale and proportion, porches and awnings, masonry) under which the design guideline falls.
- Next is a brief discussion of the design element and why it is important. Included in this discussion may be a policy statement that describes a desired state or condition of the design element being discussed. Policy statements are shown in italics.
- Third is the design guideline statement itself, which is typically performance-oriented, describing a desired design treatment.
- The design guideline statement is followed by supplemental information that may include additional requirements, or may provide an expanded explanation.
- Additionally, a photograph or illustration may be provided to clarify the intent of the guideline.

It is important to note that *all* of the elements of the design guidelines constitute the material upon which the HPRC will make its determination of the appropriateness of a proposed project.

The numerical ordering of the guidelines does not imply a ranking of importance. The emphasis placed on individual guidelines varies on a case-by-case basis, depending on the context of the proposed project.

Definitions of Key Terminology

The degree to which a project must comply with design guidelines varies from guideline to guideline. The degree of compliance required is dictated by the language used in the guideline itself. The following terms related to compliance are used in the design guidelines. The definitions of these terms indicate the degree of compliance required.

Appropriate – In some cases, a stated action or design choice is defined as being “appropriate” in the text. In such cases, by choosing that design approach, the applicant will be in compliance with the guideline. However, in other cases, there may be a design that is not expressly mentioned in the text that also may be deemed “appropriate” by the HPRC.

Consider – When the term “consider” is used, a design suggestion is offered to the applicant as an example of one method of how the design guideline at hand could be met. Applicants may elect to follow these suggestions, but may also seek alternative means of meeting it.

Imperative mood – Throughout this document, many of the guidelines are written in the imperative mood. The applicant is often instructed to “maintain” or “preserve” an established characteristic. For example, one guideline states, “Preserve features such as original doors, windows and porches in their original form and position.” In such cases, the user *must* comply.

Inappropriate – Inappropriate means not allowed. When the term “inappropriate” is used, the relevant design approach cannot be allowed. For example, one guideline states, “Use of metal, fiberglass or plastic awnings is inappropriate.” In this case, the proposed use of such awnings would not be approved.

Preferred – In some cases, the applicant is instructed that a certain design approach is “preferred”. In such a case, the applicant is strongly encouraged, but not required, to choose the design option mentioned. Other approaches may be considered.

Shall – If the term “shall” appears in a design guideline, compliance is required.

Should – If the term “should” appears in a design guideline, compliance is strongly encouraged, but ~~is-may not be~~ not required.

When feasible – In some design guidelines, the applicant is asked to comply with the statement “when feasible”. In these cases, compliance is required, except when the applicant can demonstrate that it is not physically or financially possible to do so. For example, one guideline states, “Repair metal features by patching, splicing or otherwise reinforcing the original metal when feasible.” In this case, the applicant must retain and repair the existing material unless they can demonstrate that it has deteriorated to the extent that it is not practical to do so.

THE REVIEW PROCESS

The design review process is "reactive", in that it only applies to proposed actions initiated by the property owner. While it guides an approach to certain design problems by offering alternative solutions, it does not dictate a specific outcome and it does not require a property owner to instigate improvements that are not contemplated. For example, if an owner plans to repair a deteriorated doorway, the guidelines indicate appropriate methods for such work. If doorway repair is the only work proposed by the property owner, the process does not require that other building features that may be deteriorated, such as a roof in poor condition, be repaired.

Following these steps should result in an organized and, hopefully, more successful application process for a COA.

Step 1. Consider Professional Design Assistance

These guidelines are not intended to take the place of professional design assistance, which is highly recommended, but rather to assist the owner and designer in creating the best project. Property owners are strongly encouraged to engage licensed architects and other design and planning professionals to assist them in developing their concepts. Doing so may facilitate a quick review process and often will save the owner time and money. *Please note that the HPRC cannot design or assist in the design process of any project submitted for approval.*

Step 2. Check Other City Regulations

Remember that the guidelines supplement other adopted Idaho Springs ordinances. City Hall staff can provide information about these regulations. These other regulations also may affect the design character of a project. Examples include:

- ▶ Zoning Code
- ▶ Building Codes

Step 3. Become Familiar with the Design Guidelines

Review the basic organization of the guidelines book and determine which parts will apply to the project.

Step 4. Review the Site Context

Consider immediately adjacent properties and also the character of an entire block. The general character of an area is an important feature. Understanding the historic character of the area, as well as that of surviving historic resources, is vital to the development of an appropriate design.

Step 5. Develop a Design Concept Using the Guidelines

These guidelines form the basis for the HPRC's design review decisions.

Step 6. Preliminary Review (optional)

Prepare a packet for preliminary review by the HPRC prior to the expenditure of drawings for

final review. This step is highly recommended for new construction, accessory buildings and major alterations.

Step 7. Prepare and Submit a Complete Application Packet for Formal Review

An application packet ~~should~~shall be prepared (the contents of which are discussed in the following section) and submitted to the HPRC for review. A presentation of the proposed project to the HPRC is necessary to obtain a COA.

Step 8. Submit the design for formal review.

Presentation to the HPRC is the culmination of the design review process. The presentation should focus on how the proposed work complies with the Guidelines.

APPLICATION PROCEDURES

An application for a building permit constitutes an application for a Certificate of Appropriateness when such Certificate is required. Applications, and HPRC checklists, can be obtained at City Hall. In order for an application to be heard at a regularly scheduled HPRC meeting, a completed application, along with all required documentation, must be submitted to the City Administrator a minimum of five working days prior to that scheduled meeting. Applications submitted without the necessary information attached will be considered incomplete and will be returned to the applicant by City Staff. See Appendix E for a sample checklist. *The HPRC will not receive or consider incomplete applications.*

Preliminary Review

A preliminary review by the HPRC is highly recommended for new construction or major alterations, and is welcome for any level project. As with any application, preliminary review applications are due a minimum of five working days prior to the HPRC meeting for which they are to be reviewed. The review packet ~~should~~shall contain the following materials:

- ✓ Preliminary review request
- ✓ Scaled elevations with dimensions
- ✓ List of exterior materials
- ✓ Scaled floor plans with dimensions (for new construction or new addition)

Application for Approval

In addition to a completed building permit application, review packets should contain the following:

- ✓ A drawing, picture or scale model which shows the exterior surfaces of the structure as proposed to be constructed, repaired, reconstructed or remodeled, in sufficient detail to depict the finished appearance of the structure.
- ✓ A detailed list of the type of exterior materials and finishes proposed to be used.
- ✓ For any new construction, a site plan showing the structure's relation to and location on its building site.

COMMISSION PROCEDURES

The HPRC meets monthly. Meeting schedules and agendas are properly posted at City Hall. Meetings may be cancelled if no completed applications or requests for preliminary reviews have been submitted.

All HPRC meetings are open to the public and consideration of all applications is conducted in the general manner of a public hearing.

The Commission will either approve or deny the application, based on the criteria set forth in Chapter 22 of the Idaho Springs Municipal Code, and listed below. It may also conditionally approve the application, with the agreement of the applicant to comply with such conditions. Such conditions will then become conditions of the COA and the building permit.

If the Commission determines that the criteria are met and no additional conditions need to be required, it will issue the COA and forward a copy of it to the Building Official. Following approval of the application and issuance of a COA, the Building Official may issue the building permit, provided that all other applicable requirements of the City building code and other regulations and ordinances are met.

IMPORTANT NOTE: A Certificate of Appropriateness does not constitute a building permit. Building Permits must be obtained and appropriate fees paid prior to construction.

The HPRC must review the following types of work proposed in the District or at other locally designated sites:

Rehabilitation and Alterations of Structures

Any alteration to the exterior of a building, including the construction of an addition to it, is subject to review.

New Construction

Construction of any new, freestanding structure, either as a primary or an accessory structure is subject to review.

Demolition or Relocation

Demolition of whole or parts of buildings or accessory structures, as well as relocation of structures, requires review. Demolition of site features such as fences or walls also requires approval.

Public Sector Projects

Any public sector project that proposes to alter the historic and/or visual character of the District or any other locally designated site is subject to review by the HPRC.

Maintenance and Repair Exception

Maintenance and repair generally are not reviewed by the HPRC. However, if the maintenance and repair activity changes the physical appearance of a building or involves the removal and replacement of significant materials and components on a structure, HPRC approval may be required.

“Small Project” Exceptions

The HPRC has developed a list of “small projects” that will be deemed “appropriate” upon a required review by the Building Official, rather than through a review by the HPRC, except as noted. This list will continue to evolve; however, currently “small projects” are defined as the following:

- **Reroofing** – Any reroofing which uses the same material as the existing roof and does not in any other way alter the roof’s appearance is appropriate. All other roofing, including all metal roofs, requires HPRC review.
- **Gutters and Downspouts** – Guttering is appropriate if painted to match the building AND if no exterior trim elements are altered or obscured in any way.
- **Mechanical Installations** (e.g., air conditioners, etc.) – Small unit mechanical systems that are placed on side or rear façades, painted to match the existing structure, have no reflective metallic surfaces and/or are screened from view and do not exceed 3’ by 2 ½’ by 2 ½’ are appropriate.
- **Satellite Dishes** – Satellite dishes are appropriate if no more than 2 feet across and are mounted on sections of the roof or property that are not visible from the primary street running in front of the main entrance to the building.

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- **Signs** – All signs that meet the requirements of Chapter 20 of the Idaho Springs Municipal Code, including size, materials, lighting and location, may be approved by the City's authorized agent. At the discretion of the authorized agent, a sign application may be referred to the HPRC when it requests alternative materials, extensive brackets, unusual lighting arrangements or unusual configurations.

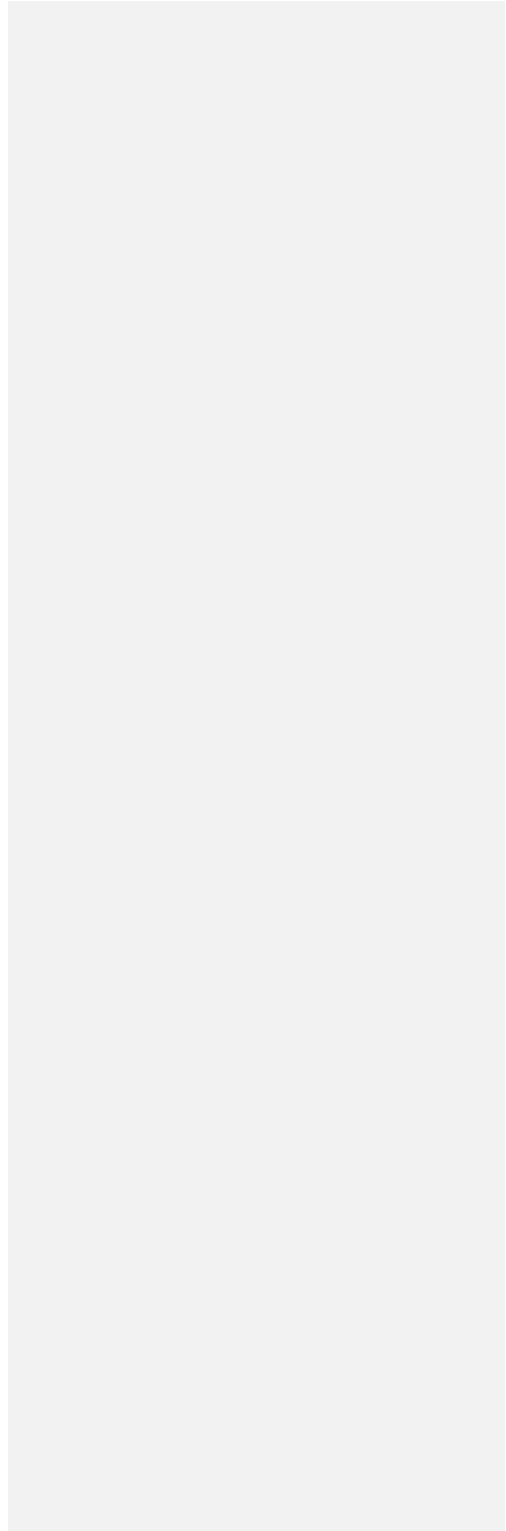
CRITERIA

All proposed projects within the District or at any other locally designated site must satisfy the following:

1. With respect to an existing structure, the proposed work must not adversely, materially affect its historic quality.
2. The proposed work must have no adverse material effect on the historic atmosphere and character of the District as a whole or of other locally designated sites.
3. The proposed must be in compliance with all current, applicable design guidelines.
4. **The proposed project must not damage adjoining properties.**

In reviewing any application for a Certificate of Appropriateness, the HPRC will consider the following with reference to the Guidelines:

1. The effect on the general historic architectural character of the structure.
2. The architectural style, arrangement, texture and material used on the existing and proposed structures and their relation and compatibility with other structures in the District and other locally designated sites.
3. The effects of the proposed work in creating, changing, destroying or otherwise affecting the exterior architectural features of the structure upon which such work is done.
4. The effects of the proposed work on the protection, enhancement and perpetuation of the structure.
5. The condition of existing improvements and whether or not they are a hazard to public health and safety.
6. The compatibility of accessory structures and fences with the main structure on the site, with other structures and with the character of the District or locally designated site.
7. Substantial compliance with the Secretary of the Interior's "Standards for Historic Preservation Projects" as they apply to building exteriors only, except those relating to paint color, which shall not apply.

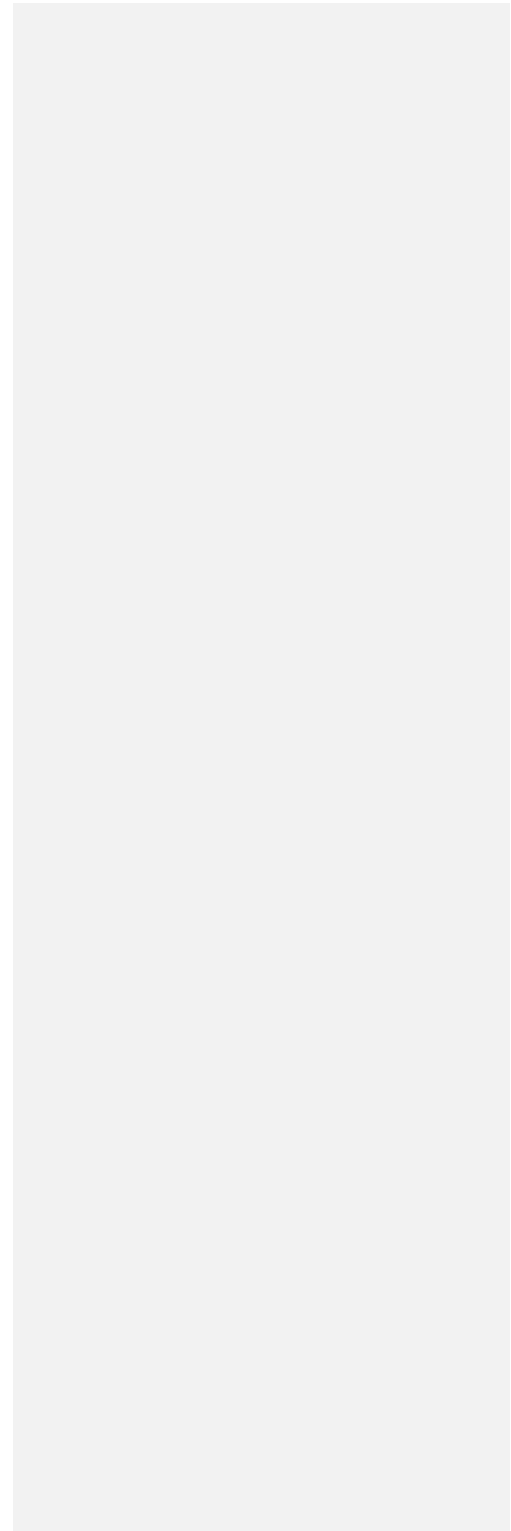


PART TWO – GUIDELINES for REHABILITATION, RESTORATION or RENOVATION of CONTRIBUTING STRUCTURES

1. **Architectural Character.** Buildings ~~shall~~~~should~~ be visually compatible with other structures in the District or neighborhood. Use styles appropriate to the District or neighborhood.
 - a. *Avoid stylistic ornamentation that confuses the history of Idaho Springs.*
 - 1) Use ornamental details with constraint.
 - 2) Elaborate ornamentation, which is atypical in Idaho Springs, is discouraged.
 - 3) Other styles that would also be misleading about the history of Idaho Springs are inappropriate.
2. **Scale and Proportion.** The height, width and proportions of a building ~~should~~~~shall~~ conform generally with other buildings in the District or neighborhood. *Scale and proportion of a structure will be a primary consideration of the HPRC.*
 - a. *Large façade designs ~~should~~~~shall~~ be divided into segments to conform with established façade patterns.*
 - b. *Cornice and clerestory alignment ~~should~~~~shall~~ be maintained wherever possible.*
 - c. *Ratio of wall surface to openings ~~should~~~~shall~~ also be consistent within the District or neighborhood.*
3. **Vertical and Horizontal Emphasis.** The vertical or horizontal appearance of a structure is created by its proportion and scale, door and window openings.
 - a. *Buildings **should** generally have a vertical emphasis.* Deviations will be considered on a case-by-case basis.
 - b. *Window and door openings ~~should~~~~shall~~ reinforce the vertical emphasis of a building.*
4. **Preservation of Historic Features.** Historic features, including building and architectural details, along with building form and scale contribute to the character and significance of a structure and ~~should~~~~shall~~ be preserved. Distinctive stylistic features or examples of skilled craftsmanship ~~should~~~~shall~~ be treated with sensitivity. Continued maintenance is the best preservation method. *Rehabilitation work ~~should~~~~shall~~ not destroy or detract from the distinguishing qualities or character of the property and its environment.*
 - a. *Protect and maintain significant stylistic features.*
 - 1) The best preservation procedure is to maintain historic features from the outset so that intervention is not required.
 - 2) Employ treatments such as rust removal, caulking, limited paint removal and reapplication of paint.
 - 3) Retain the original shape of the clerestory as glass, a sign band or a decorative panel.
 - 4) Where it exists, maintain the pattern created by recessed entrances.
 - 5) Retain or restore the kickplate as a decorative or simple panel, coordinated with the rest of the façade.
 - b. *Avoid removing or altering any historic or significant architectural features.*
 - 1) Preserve features such as original doors, windows and porches in their original form and position.
 - c. *Limit intervention with historic features.*
 - 1) Maintain character-defining features. Repair only those features that are deteriorated. Replace only those features that are beyond repair.

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2) Patch, piece-in, splice, consolidate or otherwise upgrade the feature, using



recognized preservation methods when feasible.

- 3) Protect materials and features that are adjacent to the area being worked on.
 - d. *Parapet or false front walls ~~should-shall~~ not be altered, especially those on primary elevations or highly visible façades.*
 - 1) When a parapet or false front wall becomes deteriorated, there is sometimes a temptation to lower or remove it.
 - e. *Avoid adding features that were not part of the original building.*
 - 1) For example, decorative millwork **should** not be added if it was not an original feature of that structure.
 - f. *When disassembly of an historic feature is necessary for its restoration, minimize damage to the original materials.*
 - 1) Document the location of an historic feature if disassembly is required so it may be repositioned accurately.
5. **Replacement of Missing Elements.** While restoration is the preferred alternative, replacement with a similar feature is an option. In the event replacement is necessary, the new material **should** match that being replaced in design, color, texture and other visual qualities. Replacement ~~should-shall~~ occur only if the existing historic material cannot be reasonably repaired.
- a. *Replacement of missing elements may be included in repair activities.*
 - 1) Replace only those portions that are beyond repair.
 - b. *Replace missing original features in-kind.*
 - 1) Use the same kind of material as the original. A substitute material may be acceptable only if the size, shape, texture and finish conveys the visual appearance of the original material.
 - c. *Replacement of missing or deteriorated architectural elements ~~should-shall~~ be based on accurate duplications of original features.*
 - 1) The design **should** be substantiated by physical or pictorial evidence to avoid creating a misrepresentation of the building's genuine heritage.
 - d. *When reconstruction of an element is impossible, develop a new design that is a simplified interpretation of the original.*


This is appropriate when inadequate information exists to allow for an accurate reconstruction of missing features. The new element ~~should-shall~~ be similar to comparable features in general size, shape, texture and finish.
 - e. *Conjectural designs for replacement parts that cannot be substantiated by written, physical or pictorial evidence are generally inappropriate.*

However, consider designs that are based on details from similar buildings within the District or neighborhood, when there is evidence that a similar element once existed. For example, where "scars" on the exterior siding suggest the location of decorative brackets but no photographs exist of its design, then designs for historic brackets on historic buildings that are clearly similar in character may be used as a model.
6. **Roofs.** Typical residential roof shapes are gabled, hipped and shed. Gabled roofs are the most frequent, and usually the gable end is oriented toward the street. Most commercial buildings have gently sloping, almost flat, roofs, but some have gable and shed roofs. Because roof forms are often one of the most significant character-defining elements, their preservation is important.
- a. *Preserve the original roof form.*
 - 1) Avoid altering the angle of the roof.

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- 2) In general, low gable, shed vaulted, domed, free form, A-frame and geometric shape roofs will be deemed inappropriate.
 - 3) Shed roof may be used for small additions or accessory buildings.
 - 4) All roofs ~~should~~ shall have appropriate overhangs.
 - 5) Flat skylights mounted flush with the roof may be considered in areas that limit their visibility from public ways. Raised skylights are generally not appropriate.
 - 6) Placement of crickets or other snow guard devices ~~should~~ shall be done in such a way that they do not alter the form of the roof. Preserve decorative roof accessories such as cresting, ridge caps and finials.
- b. *Preserve the original eave depth.*
- 1) The shadows created by traditional overhangs contribute to one's perception of the building's historic scale and therefore, these overhangs ~~should~~ shall be preserved where possible.
 - 2) Cutting back roof rafters and soffits or in other ways altering the traditional roof overhang is inappropriate.
- c. *Preserve original roof materials.*
- 1) Avoid removing roof material that is in good condition.
 - 2) It is especially important to preserve historic materials, or replace them with similar materials when necessary.
 - 3) Roof materials ~~should~~ shall be used in a manner similar to that seen historically and chosen based on its compatible appearance to the structure and the neighborhood.
- d. *Replacement roof materials for an historic structure ~~should~~ shall convey a size and texture similar to those used traditionally.*
- 1) Roof materials should have a matte, non-reflective finish.
 - 2) When choosing a roof replacement material the architectural style of the structure ~~should~~ shall be considered.
 - 3) Roll roofing, built-up tar and gravel, plastic or fiberglass roofing materials are generally not appropriate; however, on flat roofs which are not visible from public areas, alternative roof materials may be considered.
 - 4) Where replacement is necessary, use similar materials to that seen historically.
- e. *If they are to be used, metal roofs ~~should~~ shall be applied and detailed in a manner that does not distract from the historic appearance of the building.*
- 1) Metal roof materials should have a matte, non-reflective finish.
 - 2) Seams should be of a thin profile.
 - 3) The edges of a standing seam metal roof should be bent downward at the edges of the roof and have a very slight overhang. In most cases the gutters should hide this detail.
7. **Windows, Doors and Other Openings.** Windows and doors are some of the most important character-defining features of a structure. They give scale to buildings and provide visual interest to the composition of individual façades. They cast shadows that contribute to the character of the building. *Because windows and doors so significantly affect the character of a structure, their size and shape ~~should~~ shall be preserved on historic structures.*
- 
- a. *Preserve the functional and decorative features of original windows and doors.*
- 1) Repair frames and sash by patching, splicing or reinforcing.
 - 2) If replacement is necessary, replace with similar features, to match the original.
 - 3) Avoid the removal of historic windows and sash.
 - 4) Shutters should be sized to match windows, but will be considered on a case-by-case basis only if photographic evidence can support their use.

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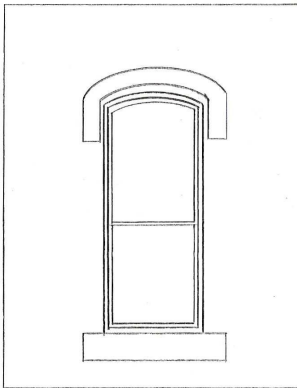
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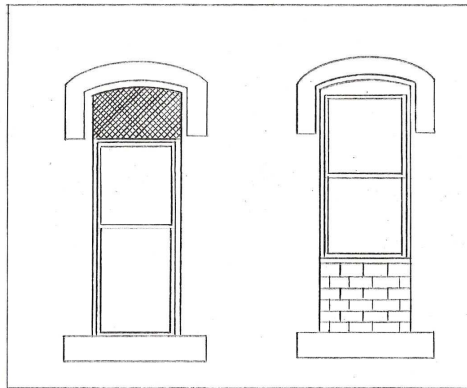
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- 5) Be mindful that some existing windows or doors may not be original to the building and were inappropriate replacements. Replacement in accordance with these design guidelines is encouraged.
- b. *Avoid changing the position of historic openings.*
 - 1) This is especially important on significant façades.
 - 2) Avoid adding additional openings or removing existing openings on façades that are visible from the street.
 - c. *Maintain original window and door proportions.*
 - 1) Altering the original size and shape is inappropriate.
 - 2) Do not close down an original opening to accommodate a smaller window.
 - 3) Restoring original openings which have been altered over time is encouraged.



Preserve the shape of original window openings.



Avoid closing the original opening to fit new window sizes. If the original opening is blocked, consider restoring it.

- d. *Maintain the historic subdivisions of window lights.*
 - 1) Replacing multiple panes with a single pane or operable windows with fixed panes is inappropriate.
- e. *Maintain the historic ratio of window and door openings to solid wall.*
 - 1) Large surfaces of glass are inappropriate on residential structures and on the upper floors and sides of commercial buildings.
 - 2) If necessary, divide large glass surfaces into smaller windows that are in scale with those seen traditionally.
- f. *Preserve original exterior storm windows.*
 - 1) Where exterior storm windows are necessary, or when replacing originals, wood windows with a sash matching that of the original windows are appropriate.
 - 2) If storm windows were not an historic feature of a building, install new storm windows on the interior when feasible.
 - 3) Exterior storm windows may be considered only if the frames match the proportions of the original windows.
- g. *When replacing a window or door is necessary on an historic structure, match the original design as closely as possible.*
 - 1) Preserve the original casing, and use it with the replacement.
 - 2) Use the same material (wood) as that used historically.
 - 3) Vinyl clad and aluminum windows are inappropriate.
 - 4) Simple paneled doors were typical.

- 5) For residential buildings, very ornate doors are discouraged, unless photographic evidence can support their use.
 - 6) Match the number and size of divided lights and panels.
 - 7) Glass in a window or door ~~should~~shall be clear. Any type of tinting is inappropriate.
- h. A new opening ~~should~~shall be similar in location, size and type to those seen traditionally.
- 1) All buildings which face the street ~~should~~shall have a well-defined front entrance unless the building historically did not contain this feature.
 - 2) A general rule for a window opening is that the height **should** be twice the dimension of the width.
 - 3) Windows **should** be simple in shape, arrangement and detail.
 - 4) Unusually shaped windows, such as triangles and trapezoids may be considered as accents only.
- i. Windows and doors ~~should~~shall be finished with trim elements similar to those used traditionally.
- 1) This trim ~~should~~shall have a dimension similar to that used historically.
 - 2) Divided lights **should** be formed from smaller mullions integral to the window.
8. **Porches and Awnings.** Projecting elements, such as porches and awnings, help to provide visual interest to a building, can influence its perceived scale, protect entrances and pedestrians from rain or snow and provide shade in summer. A porch is often one of the most important character-defining elements of a residential façade. *Where porches exist on historic structures, they ~~should~~shall be maintained in their original condition and form. If a porch no longer exists on an historic structure, then it **should** be replaced.*
- a. *Preserve an original porch.*
 - 1) Replace missing posts and railings where necessary.
 - 2) Match the original proportions and the spacing of balusters.
 - 3) Avoid using wrought iron posts and railings unless photographic evidence can support the use.
 - b. *Avoid enclosing porches.*
 - 1) Enclosing a porch with opaque materials that destroy the openness and transparency of a porch is inappropriate.
 - c. *If replacing a porch is necessary, reconstruct it to match the form and detail of the original using materials similar to the original.*
 - 1) Avoid decorative elements that are not known to have been used on the building.
 - 2) If it is known that a building had a porch, efforts **should** be made to accurately reconstruct it.
 - 3) When it is unknown what the original looked like, it is important that new details be compatible with the design of the porch and the style of the house.
 - d. *The use of an awning on a commercial building may be considered.*
 - 1) The awning ~~should~~shall fit the dimensions of the storefront or window opening.
 - 2) It **should** not obscure ornamental details.
 - 3) Avoid exotic forms that were not traditionally found in Idaho Springs.
 - 4) Coordinate the color of the awning with the color scheme of the entire building.
 - 5) Operable fabric awnings are appropriate.
 - 6) Use of metal, fiberglass or plastic awnings is inappropriate.
 - 7) Installing lighting in awnings so they effectively act as an internally lit sign is inappropriate.
9. **Building Foundations.** Many of Idaho Springs's historic structures were built on stone foundations. Some of these have deteriorated and must be replaced. *When replaced, foundations ~~should~~shall be consistent with the original foundation, as much as practicable.*

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- a. *When repairing or replacing a visible foundation wall, design it to be compatible with that seen on similar historic buildings.*
 - 1) The form, materials and detailing of a foundation wall ~~should~~shall be similar to the original foundation and of nearby historic buildings.
 - 2) Match the mortar in strength, detail, composition and color.
 - 3) New foundation walls ~~should~~shall not increase the height of the structure to the degree that the historic character or alignment of building fronts are compromised.
 - 4) If it is necessary to install windows and window wells in the foundation for egress, avoid placing them on the street façade.

- 10. **Chimneys and Stovepipes.** The sole purpose of a chimney is the safe removal of smoke and sparks. Any major deterioration of a chimney compromises this purpose, with many implications for the comfort and safety of the building's inhabitants. *The proper maintenance and repair of historic chimneys is therefore important.*
 - a. *An historic chimney ~~should~~shall not be removed.*
 - 1) A chimney is an important exterior design element.
 - b. *If replacement is absolutely necessary, a chimney ~~should~~shall be replaced in the historic style.*
 - 1) The chimney shape ~~should~~shall match that of the historic one being replaced.
 - 2) The brick laying pattern and mortar should match that of the historic chimney being replaced.
 - c. *A stovepipe, on any building, should have a matte, non-metallic dark finish.*

- 11. **Building Materials, in general.** Traditionally, a limited selection of building materials – wood, brick and stone – was used in Idaho Springs. Accessory structures were often constructed of a limited range of materials that were rustic and utilitarian in character. *The use of natural materials, especially brick for commercial structures, is preferred.*
 - a. *Maintain the existing range of exterior wall materials found throughout the District or the neighborhood.*
 - 1) Reflective materials, rustic shakes and imitation or synthetic materials will generally be deemed inappropriate.
 - 2) Corrugated metal may be considered on accessory structures.

- 12. **Wood Siding.** To preserve wood, its painted or stained finish ~~should~~shall be maintained.
 - a. *Preserve original siding.*
 - 1) Avoid removing siding that is in good condition or that can be repaired in place.
 - 2) Remove only siding which is deteriorated and must be replaced.
 - 3) If portions of wood siding must be replaced, be sure to match the style and lap dimensions of the original.
 - b. *Protect wood features from deterioration.*
 - 1) Provide proper drainage and ventilation to avoid rot.
 - 2) Maintain protective coatings to retard drying and ultraviolet damage.
 - 3) If the building was painted historically, it should remain painted, including all trim.
 - c. *Repair wood features by patching, piecing-in, consolidating or otherwise reinforcing the wood.*
 - 1) Avoid the removal of damaged wood that can be repaired.
 - d. *Use technical procedures that preserve, clean, refinish or repair historic materials and finishes.*
 - 1) Abrasive methods such as sandblasting are generally not appropriate, as it permanently erodes building materials and finishes and accelerates deterioration. A

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- firm experienced in the cleaning of historic buildings **should** be hired to advise on the best, lowest impact method of cleaning appropriate to the project.
- 2) Property owners also **should** note that early paint layers may be lead-based, in which case, special procedures are required for its treatment.
 - 3) If siding materials that contain asbestos were used to cover original material, it is highly recommended that they be removed. Please note that asbestos is a hazardous material and may require removal by a qualified contractor.
- e. *Remove later covering materials that have not achieved historic significance.*
- 1) If original materials are presently covered, consider exposing them. For example, asphalt siding that covers original wood siding is considered to be inappropriate.
 - 2) Once the non-historic siding is removed, repair the original, underlying material.
 - 3) If a structure has a stucco finish, removing the covering may be difficult and may not be desirable. Test the stucco to ensure that the original material underneath will not be damaged by removing the stucco.
- f. *Original building materials ~~should~~ shall not be covered.*
- 1) Vinyl, aluminum, imitation brick, stucco or other composite materials are generally inappropriate.
 - 2) If a property already has a non-historic building material covering the original, it is not appropriate to add another layer of new material, which would further obscure the original.
- g. *Where a covering of stucco has taken on historic significance, consider repairing damaged areas and periodically cleaning it.*
- 1) New coatings of stucco **should** not be applied.
13. **Paint.** Wood residences and commercial buildings were usually painted to protect the wood. Only sheds and mills were left unfinished.
- a. *Always prepare a good substrate.*
 - 1) Prior to painting, remove damaged or deteriorated paint only to the next intact layer, using the gentlest method possible.
 - b. *Do not allow frequent repainting to obscure architectural details.*
 - 1) When this occurs, consider stripping paint layers to retrieve details. However, the buildup of old paint layers is an important historic record of the building.
 - c. *Paint experts suggest that the wholesale removal of lead-based paint is not appropriate.*
 - 1) Lead-based paint is a toxic material.
 - 2) Remove, control or manage the lead hazard rather than implementing wholesale removal of historic features and finishes.
 - 3) Careful cleaning and treatment of deteriorating paint, friction surfaces, surfaces accessible to young children and lead in soil is a basic approach.
 - 4) Lead-based paint that is not causing a hazard is appropriate to remain on a building.
 - d. *Using the historic color scheme is encouraged.*
The HPRC will not review actual color selections. However, if an historic scheme is not to be used, then consider the following:
 - Generally, one muted color is used as a background, which unifies the composition.
 - One or two colors are usually used for accent, to highlight details and trim.



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- A single color scheme **should** be used for the entire exterior so upper and lower floors and subordinate wings of buildings are seen as components of a single structure.
- Muted colors can help reduce the perceived size of a building.

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14. **Masonry.** Many of the buildings in the District were built of brick or stone. Some of the houses in the residential areas were also constructed of masonry. *Masonry construction ~~should~~shall be preserved in its original condition.*

- a. *Preserve masonry features that define the overall historic character of the building.*
Examples are walls, cornices, pediments, steps and foundations.
 - 1) Avoid rebuilding a major portion of exterior masonry walls that could be repaired.
 - 2) Reconstruction may result in a building which is no longer historic and is essentially new construction.
- b. *Preserve the original mortar joint and masonry unit size, the tooling and bonding patterns, coatings and color.*
 - 1) Original mortar, in good condition, ~~should~~shall be preserved in place.
- c. *Repoint mortar joints where there is evidence of deterioration.*
 - 1) Duplicate the old mortar in strength, composition, color, texture, joint width and profile.
 - 2) Mortar joints **should** be cleared with hand tools. Using electric saws and hammers to remove mortar can seriously damage the adjacent brick or stone.
 - 3) Avoid using mortar with a high Portland cement content, because it will be substantially harder than the brick and does not allow for expanding and contracting, nor does it allow the mortar to breathe. The result will be deterioration of the brick itself.
- d. *Brick or stone that was not painted historically **should** not be painted.*
 - 1) Masonry naturally has a water-protective layer, or patina, to protect it from the elements.
 - 2) Painting masonry walls can seal in moisture already in the masonry, thereby not allowing it to breathe and causing extensive damage over the years.
- e. *Protect masonry from water deterioration.*
 - 1) Provide proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in decorative features.
 - 2) Provide positive drainage away from foundations to avoid rising moisture.
- f. *Clean masonry with the gentlest methods possible.*
 - 1) Clean masonry only as described below. Test cleaning procedures in sample patches first.
 - 2) Low pressure water and detergent cleaning, using bristle brushes, is encouraged.
 - 3) Abrasive cleaning methods, such as sand blasting, will not be allowed for brick structures. They may remove the water-protective outer layer of the brick and thereby accelerate deterioration.

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15. **Metal.** Metals were used for a variety of applications including columns, storefronts, siding, roofing, window hoods and decorative features. Metal applications ~~should~~shall be maintained where they exist(ed).

- a. *Preserve architectural metal features that contribute to the overall historic character of the building.*
Examples are columns, roofs, window hoods and storefronts.
- b. *Protect metals from corrosion.*
 - 1) Provide proper drainage to avoid water retention.

- 2) Maintain protective coatings, such as paint, on exposed metals.
- c. *Repair metal features by patching, splicing or otherwise reinforcing the original metal when feasible.*
- d. *Use the gentlest cleaning method possible when removing deteriorated paint or rust from metal surfaces.*
 - 1) Harsh abrasive cleaning methods **should** be avoided.

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- 16. **Existing Additions.** Some changes to a building may be evidence of the history of the structure, its inhabitants and its neighborhood. Such changes may have developed significance in their own right, and *this significance **should** be recognized and respected.*

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- a. *Preserve an older addition that has achieved historic significance in its own right.*
For example, a porch or a kitchen wing may have been added to the original building early in its history. Such an addition is usually similar in character to the original building in terms of materials, finishes and design.
- b. *A more recent addition that is not historically significant may be removed.*
For example, a sun room or greenhouse may have been added within the last several decades that has not achieved historic significance. In this case, removal of this addition and restoration of the original façade would be encouraged.

- 17. **Existing Accessory Structures.** Accessory structures include garages, carriage houses, barns, sheds and mining structures. *Because accessory structures help interpret how an entire lot was used historically, their preservation is strongly encouraged.*

- a. *If an existing accessory structure dates from the City's period of significance, then its preservation is encouraged.*

- 1) When treating an historic accessory building, respect its character-defining features such as primary materials, roof materials, roof form, historic windows, historic doors and architectural details.
- 2) Avoid moving an historic accessory structure from its original location.
- 3) If an accessory structure does not date from the period of significance, then its preservation is optional.



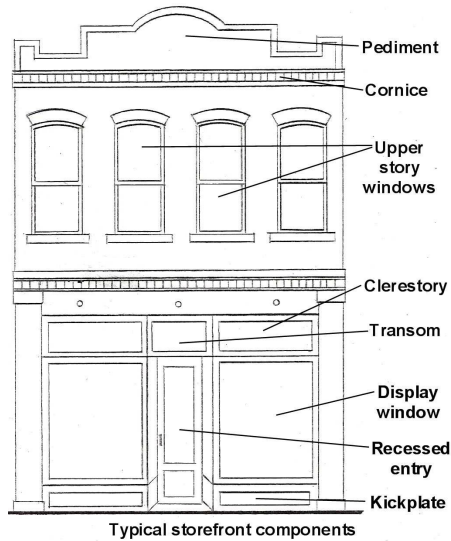
- b. *If an existing accessory structure is beyond repair, then replacing it in-kind is encouraged.*

- 1) An exact reconstruction of the accessory structure is not necessary in these cases.
- 2) The replacement ~~should~~shall be compatible with the overall character of the historic structure, while accommodating new uses.
- 3) If a new accessory structure is needed, refer to the design guidelines for New Accessory Structures in Part Three of this document.

- c. *New uses that require minimal change and maintain the utilitarian character of an accessory structure are preferred.*

- 1) New uses which significantly alter the character or size of an accessory structure are not appropriate.

- 18. **Storefronts.** A pedestrian oriented storefront format ~~should~~shall be maintained, along with typical storefront components of display windows, recessed entrance and clerestory. The overall shape of the storefront establishes the proportions of the building. *Be certain to preserve its original lines.*



- a. Display windows ~~should~~ shall be at the same height as other display windows on the street.
 - b. The original dimensions of a storefront ~~should~~ shall be maintained.
 - 1) Avoid altering the size. If it has already been altered, restore it to its original shape so it will align with others in the District, if possible.
 - 2) In some cases, an original storefront may have been altered early in the history of the building, and may itself have taken on significance. Such alterations ~~should~~ shall be preserved if significant.
19. **Fences and Walls.** Where fences are used, they ~~should~~ shall be of wood, iron, stone or plant materials.

- a. These ~~should~~ shall not exceed four feet in the front yard.
 - 1) Chain link or metal fences, concrete block, plastic, fiberglass or plywood fences are not acceptable.
 - 2) Solid (privacy) wood fences are discouraged except where they are necessary for screening, parking or storage.
 - 3) Retaining walls ~~should~~ shall be of dry stone or stone masonry.
 - 4) Log and railroad ties may be used on a limited basis, provided that the horizontal method of construction is utilized.
 - 5) Unfaced concrete or concrete block are not appropriate.

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20. **Utilities and Exterior Lighting.**

- a. All utility lines should be underground and entry fixtures located away from high use areas and main entrances or screened in an approved manner.
- b. All lighting ~~should~~ shall be appropriate to the building and its surroundings in terms of style, scale and intensity of illumination.
 - 1) Low wattage systems are recommended and site lighting should be shielded.

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c. Necessary security lighting will be considered on an individual case-by-case basis.

21. **Sidewalks, Patios and Driveways.** Where walkways, patios and driveways are necessary, asphalt and concrete **should** be avoided.

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a. Standard brick, flagstone and board are appropriate for walkways and patios.

b. In the District, sidewalk materials must match those existing.

c. Aggregate concrete, gravel or chip and seal are appropriate for driveways.

22. **Decks.** Generally there are three types of decks: decks at grade, second-story decks and roof decks. Care ~~should~~shall be taken with their design to make them fit into the traditional character of the neighborhood. Consider privacy impacts on neighboring properties.

a. Minimize the appearance of any deck.

1) Decks **should** be subordinate in terms of scale and detailing.

2) Locate a deck to the rear of the building where feasible.

3) Wherever possible, second-story decks **should** be incorporated into the roof and mass of the building.

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23. **Alley Entrances.** Alley entrances **should** be preserved.

a. Consider developing back entrances for public access to new commercial uses.

1) Back entrances offer great potential for new entrances and store display windows. Development of these areas ~~should~~shall be in keeping with the style of the main building from and the simple functional quality of the alley.



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24. **Solar Energy and Wind Devices.** Where solar energy is to be used as a primary or supplementary source of heat or other energy, solar collection devices ~~should~~shall be mounted in a manner that preserves the property's character defining features.

a. Solar collection devices which are not attached to the building ~~should~~shall be located only in the side or rear yards.

b. Exposed hardware, frames and piping must be finished to be non-reflective and consistent with the color scheme of the building.

c. Wind generators or other energy devices ~~should~~shall be located in rear and side yards away from public view.

1) Their height will be determined by the height of the principal structure and they ~~should~~shall be painted to blend with or match the adjacent buildings or natural surroundings.

25. **Security Devices.** Lighting and alarm systems are preferred because they will not alter the appearance of the building front.

a. Permanently fixed security bars ~~should~~shall not be used on windows.

26. **Other Mechanical Equipment.** The impact of mechanical equipment on the appearance of the building and its surroundings **should** be minimized.

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a. Window air conditioning units or condenser elements **should** not be located on the front façades.

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b. Antennas ~~should~~shall be located where they are not visible on the front façade.

- c. *Mechanical equipment on the ground ~~should~~ shall be screened from view.*
 - 1) A fence, plant materials or a housing structure that is in harmony with the surroundings will be preferred.
 - d. *Mechanical equipment attached to the side or roof of a building, including heating vents, ~~should~~ shall be kept as low as possible and covered or painted to blend with the background.*
27. **Hot Tubs.** Hot tubs ~~should~~ shall be placed entirely within an enclosure and not be visible from any public way. Other exterior hot tub installations may be considered.
28. **Signs.** Although the HPRC will not routinely review sign applications, business and property owners are encouraged to consider the following:

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

The placement or location of a sign is perhaps the most critical factor in maintaining the order and integrity of the District. Consistent placement of signs according to building type, size, location and even building materials create a visual pattern that the pedestrian and passing motorist can easily interpret and utilize to the mutual benefit of merchants, tourists and customers.

When a sign application is referred to the HPRC, the following guidelines will be used to determine the sign's appropriateness.

- a. *Coordinate a sign within the overall façade composition and with other signs on the property.*
 - 1) A sign ~~should~~ shall be in proportion to the building such that it does not dominate the appearance.
- b. *Position a sign to be a part of the overall building composition.*
 - 1) Locate a sign on a building such that it will emphasize design elements of the façade itself.
 - 2) Mount a sign to fit within existing architectural features. Use the shape of the sign to help reinforce the horizontal lines of moldings and transoms seen along the street.
- c. *Preserve an historic painted sign where it exists, when feasible.*
- d. *A sign ~~should~~ shall not obscure or compete with architectural details of an historic building façade.*
 - 1) A sign ~~should~~ shall be designed to integrate with the architectural features of a building, not distract attention from them.
- e. *Signs that are out of character with those seen historically and that would alter the historic character of the District are inappropriate.*
- f. *Sign materials ~~should~~ shall be compatible with that of the building façade.*
 - 1) Painted or stained wood and metal are appropriate materials for signs. Their use is encouraged. Unfinished materials, including unpainted wood, are discouraged because they are out of character with the context.
 - 2) Highly reflective materials are inappropriate.

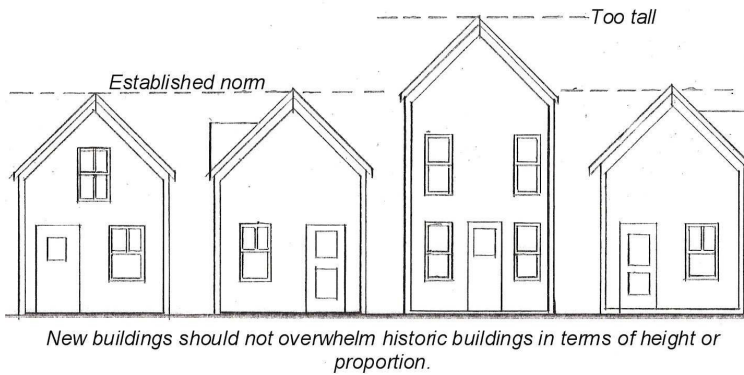
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- g. *A simple sign design is preferred.*
 - 1) Typefaces that are in keeping with those seen in the District traditionally are encouraged. Photographic evidence of historic signs may be helpful.
- h. *Flags ~~should~~shall not exceed 26 inches by 44 inches.*
- i. *Flag poles attached to building façades ~~should~~shall not exceed 60 inches in length.*

PART THREE – GUIDELINES for NEW CONSTRUCTION and REHABILITATION, RESTORATION or RENOVATION of NONCONTRIBUTING STRUCTURES

1. **Architectural Character.** Buildings ~~should~~ shall be visually compatible with other structures in the District without being direct copies of historic buildings.
 - a. *Respect the sense of time and place in all projects.*
 - 1) In all new construction, one **should** be able to perceive the character of the City as it was historically and how it has changed.
 - 2) Attempts to create an exact perception of a point of time in the past are discouraged.
 - b. *Avoid stylistic ornamentation that confuses the history of Idaho Springs.*
 - 1) Use ornamental details with constraint.
 - 2) Elaborate ornamentation, which is atypical in Idaho Springs, is discouraged.
 - 3) Other styles that would also be misleading about the history of Idaho Springs are inappropriate.
 - c. *New interpretations of traditional building styles are encouraged.*
 - 1) A new design that draws upon the fundamental similarities among historic buildings in the District or neighborhood, without copying them, is preferred.
 - 2) This will allow new structures to be seen as products of their own time, yet compatible with their historic neighbors.
 - 3) The exact copying or replication of historic styles is discouraged.
 - d. *New construction ~~should~~ shall not change the character of the area as seen from a distance.*
2. **Scale and Proportion.** *Scale and proportion of a structure will be a primary consideration of the HPRC.*

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- a. *The height, width and proportions of a building ~~should~~ shall conform generally with other buildings in the District or neighborhood.*
 - 1) Large façade designs ~~should~~ shall be divided into segments to conform with established façade patterns.
 - 2) Cornice and clerestory alignment **should** be maintained wherever possible.
 - 3) Ratio of wall surface to openings ~~should~~ shall also be consistent within the District or neighborhood.
 - 4) Avoid a blank wall appearance that does not provide interest to pedestrians.
 - 5) New structures ~~should~~ shall not appear appreciably larger in mass than existing buildings in the area.
 - 6) Similarities in heights among prominent building features, such as cornices and porches, are equally as important as the similarity of overall building heights.

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These features often appear to align along the block and this characteristic ~~should~~
~~shall~~ be respected.

- b. *Respect the building scale established by historic structures within the District or the neighborhood.*
 - 1) An abrupt change in scale within the area is inappropriate, especially where a new, larger structure would directly abut smaller historic buildings.
3. **Vertical and Horizontal Emphasis.** The vertical or horizontal appearance of a structure is created by its proportion and scale, door and window openings. *This ~~should~~~~shall~~ be continued in new construction.*
 - a. *Buildings ~~should~~~~shall~~ generally have a vertical emphasis.*
 - 1) Deviations will be considered on a case-by-case basis.
 - b. *Window and door openings ~~should~~~~shall~~ reinforce the vertical emphasis of a building.*
 - 1) Upper story windows in new construction ~~should~~~~shall~~ relate to the window proportions seen historically.
 - c. *Maintain the distinction between the street level and the upper floor of commercial buildings.*
 - 1) Upper floors **should** be perceived as being more opaque than the lower floor.
 - 2) Express the traditional distinction in floor heights between the street level and upper levels through detailing, materials and fenestration.
4. **Windows, Doors and Other Openings.** Windows and doors are some of the most important character-defining features of a structure. They give scale to buildings and provide visual interest to the composition of individual façades. They cast shadows that contribute to the character of the building. *Because windows and doors so significantly affect the character of a structure, their appropriate use in new construction is a very important consideration.*
 - a. *Windows ~~should~~~~shall~~ be similar in location, size and type to those seen traditionally.*
 - 1) A general rule for a window opening is that the height **should** be twice the dimension of the width.
 - 2) Windows ~~should~~~~shall~~ be simple in shape, arrangement and detail with dimensions similar to those used traditionally.
 - 3) Unusually shaped windows, such as triangles and trapezoids may be considered as accents only.
 - 4) Windows ~~should~~~~shall~~ align with others in a block.
 - b. *Windows on the first floor of the primary façade ~~should~~~~shall~~ be predominantly transparent glass.*
 - 1) Highly reflective or darkly tinted glass is inappropriate.
 - b. *Residential buildings that appear to face the street need to be compatible with the established context.*
 - 1) A primary entry that is clearly visible from the street will also help to convey a sense of connection with the neighborhood.
 - 2) In some cases, the front door itself is positioned perpendicular to the street, whereas the entry **should** still be clearly defined with a walkway that orients to the street.
 - c. *Commercial building entrances ~~should~~~~shall~~ appear similar to those used historically.*
 - 1) Clearly define the primary entrance, i.e., with an awning or other architectural feature.
 - 2) A contemporary interpretation of a traditional building entry, which is similar in scale and overall character to those seen historically, is encouraged.
 - 3) Secondary public entrances are also encouraged on a larger building, on a corner lot and along an alley.

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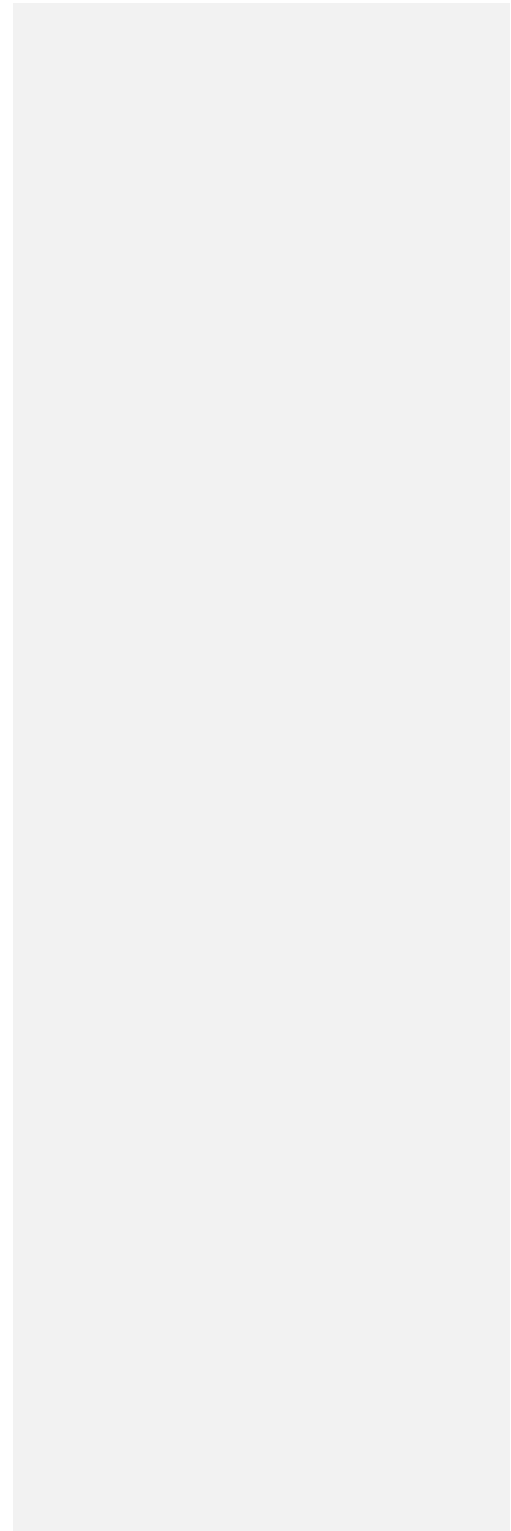
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- d. Windows and doors ~~should~~ shall be finished with trim elements appropriate to the building design.
5. **Porches and Awnings.** Projecting elements, such as porches and awnings, help to provide visual interest to a building, can influence its perceived scale, protect entrances and pedestrians from snow and provide shade in summer. A porch is often one of the most important character-defining elements of a residential façade. These features ~~should~~ shall also be provided in new construction, and ~~should~~ shall be compatible in size and shape and type to those seen historically.
- a. The use of an awning on a commercial building may be considered.
- 1) The awning ~~should~~ shall fit the dimensions of the storefront or window opening.
 - 2) It ~~should~~ shall not obscure ornamental details.
 - 3) Avoid exotic forms that are not traditionally found in Idaho Springs.
 - 4) Coordinate the color of the awning with the color scheme of the entire building.
 - 5) Operable fabric awnings are appropriate.
 - 6) Use of metal, fiberglass or plastic awnings is generally inappropriate.
 - 7) Installing lighting in awnings so they effectively act as an internally lit sign is generally inappropriate.
6. **Building Foundations.** Many of Idaho Springs's historic structures were built on stone foundations. Foundations ~~should~~ shall be appropriate to the building design.
- a. In new construction, a clear distinction between foundation and wall material ~~should~~ shall be present.
- 1) For example, wood siding **should** not extend to the ground.
- b. Exposed foundation walls on new construction ~~should~~ shall be as inconspicuous as possible.
- 1) In general, the maximum exposure of smooth concrete **should** be ten inches.
7. **Roofs.** Typical residential roof shapes are gabled, hipped and shed. Gabled roofs are the most frequent, and usually the gable end is oriented toward the street. Most commercial buildings have gently sloping, almost flat, roofs, but some have gable and shed roofs. Roof forms are often one of the most significant character-defining elements of a structure.
- a. Design a roof form similar to those seen in the District or the neighborhood.
- b. In the District, use flat rooflines as the dominant roof form.
- 1) Parapets on side façades ~~should~~ shall step down toward the rear of the building.
 - 2) Gable roof forms may be considered if they are obscured by a false front storefront similar to those seen historically.
- c. In residential areas, consider incorporating dormers in the roof design.
- 1) Dormers must be in scale with those used traditionally in the neighborhood.
 - 2) Dormers must be in proportion, such that they do not overwhelm the building as seen from adjacent properties.
- d. Flat skylights mounted flush with the roof may be considered in areas that limit their visibility from public ways. Raised skylights are generally inappropriate.
8. **Building Materials, in general.** Traditionally, a limited selection of building materials – wood, brick and stone – was used in Idaho Springs. Accessory structures were often constructed of a limited range of materials that were rustic and utilitarian in character. The use of natural materials, especially brick for commercial structures, is preferred.
- a. Maintain the existing range of exterior wall materials found throughout the District or the

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neighborhood.



- 1) Reflective materials, rustic shakes and imitation or synthetic materials will generally be deemed inappropriate.
 - 2) Corrugated metal may be considered on accessory structures and as additive forms on commercial buildings.
- b. *Use materials that appear to be the same as those used historically.*
- 1) New materials that appear to be the same in scale, texture and finish as those used historically may be considered.
 - 2) Imitation materials that do not successfully repeat these historic material characteristics are inappropriate.
9. **Paint.** Wood residences and commercial buildings were usually painted to protect the wood. Only sheds and mills were left unfinished. *Similar treatments are preferred for new construction.*
- a. *Using the historic color scheme is encouraged.*
The HPRC will not review actual color selections, however, if an historic scheme is not to be used, then consider the following:
- Generally, one muted color is used as a background, which unifies the composition.
 - One or two colors are usually used for accent, to highlight details and trim.
 - A single color scheme should be used for the entire exterior so upper and lower floors and subordinate wings of buildings are seen as components of a single structure.
 - Muted colors can help reduce the perceived size of a building.
10. **Masonry.** Many of the buildings in the District were built of brick or stone. Some of the houses in the residential areas were also constructed of masonry. *Similar materials are preferred for new construction.*
11. **Metal.** Metals were used for a variety of applications including columns, storefronts, siding, roofing, window hoods and decorative features. Metal applications **should** be maintained where they exist(ed), and used in new construction where they were seen historically.
- a. *Protect metals from corrosion.*
- 1) Provide proper drainage to avoid water retention. Maintain protective coatings, such as paint, on exposed metals.
12. **New Additions.** When planning an addition to an historic building, consider the effect the addition will have on the historic building itself. The negative effects that may occur to the historic building fabric as well as to its character should be minimized. Loss of historic materials, when part of constructing an addition, must be avoided to the extent possible. A design for a new addition that would create an appearance inconsistent with the historic character of the building is inappropriate.
- a. *Design an addition such that it will not obscure or destroy the character of the original building.*
- 1) An addition that seeks to imply an earlier or later period than that of the building is inappropriate.
 - 2) An addition that conveys an inaccurate variation on the historic style is inappropriate. For example, introducing very ornate "Victorian" details is inappropriate on simple homes.
 - 3) An addition **should not obscure or damage character-defining features such as windows, doors, porches, brackets or roof lines.**
- b. *An addition ~~should~~ shall be visually subordinate to the main building.*

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- 1) An addition ~~should~~shall respect the proportions, massing and siting of the historic building.
 - 2) The form and detailing of an addition ~~should~~shall be compatible with the existing building.
 - 3) Simpler details on an addition can help distinguish it from the original structure.
 - 4) When feasible, set an addition back from the primary façade in order to allow the original proportions, form and overall character of the historic building to remain prominent.
 - 5) If an addition would be taller than the main building, set it back substantially from primary character-defining façades.
 - 6) A small "connector" linking the existing building and the addition may be considered.
 - 7) When constructing a rooftop addition, keep the mass and scale subordinate to the scale of the historic building.
- c. *A substantial addition ~~should~~shall be distinguishable from the existing building so it can be understood as a more recent change.*
 - 1) This can be accomplished with a jog in the wall planes, or by using a cornerboard to define the connection, or a subtle change in material or a subtle differentiation between historic and more current styles.
 - d. *The materials of an addition ~~should~~shall be similar to that of the primary structure.*
 - 1) The materials ~~should~~shall also be similar to those seen historically in the District or the neighborhood.
 - 2) Match the lap dimension, finish and size of materials on the existing structure.
 - e. *Windows in an addition ~~should~~shall be generally the same as those of the existing structure.*
 - 1) The window-to-wall ratio ~~should~~shall be similar to that of the historic structure.
 - f. *Preserve historic alignments that may exist on the street.*
 - g. *The roof form and slope of a new addition ~~should~~shall be in character with the historic building.*
13. **New Accessory Structures.** Accessory structures include garages, carriage houses, barns and sheds. A new accessory structure ~~should~~shall be subordinate to the primary structure on a site.
- a. *Locate an accessory structure to the rear of a lot when feasible.*
 - 1) Locating an accessory structure to the side of a primary structure, but set back substantially may also be considered.
 - b. *Construct an accessory structure that is subordinate in size and character to the primary structure.*
 - 1) In general, accessory structures **should** be unobtrusive and not compete visually with the primary structure.
 - 2) While the roof lines do not have to match, it is best that it not vary significantly.
 - 3) An accessory structure ~~should~~shall remain subordinate, in terms of mass, size and height, to the primary structure.
 - 4) Tuff Sheds® and other pre-manufactured storage structures are generally not deemed appropriate.
 - c. *An accessory structure ~~should~~shall be similar in character to those seen traditionally.*
 - 1) Basic rectangular forms, with hip, gable or shed roofs, are appropriate.
 - d. *Maintain the traditional range of building materials on accessory structures.*

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- 1) Appropriate materials for secondary buildings include but are not limited to: unpainted or stained wood siding, wood planks, vertical board and batten siding or corrugated metal.
 - 2) These materials **should** be utilitarian in appearance.
 - 3) The use of muted, natural colors and finishes is particularly encouraged.
- e. *Maintain the simple detailing found on accessory structures.*
- 1) Ornate detailing on accessory structures is inappropriate.
 - 2) Avoid details that may give an out building a residential appearance.
 - 3) Accessory structures **should** not mimic primary structures.
14. **Storefronts.** A pedestrian oriented storefront format ~~should~~shall be maintained, along with typical storefront components of display windows, recessed entrance and clerestory.
- a. *Display windows ~~should~~shall be generally at the same height as other display windows on the street.*
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 - 2) Locate a deck to the rear of the building where feasible.
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- a. *Solar collection devices which are not attached to the building ~~should-shall~~ be located only in the side or rear yards.*
- b. *Exposed hardware, frames and piping must be finished to be non-reflective and consistent with the color scheme of the building.*
- c. *Wind generators or other energy devices ~~should-shall~~ be located in rear and side yards away from public view.*
 - 1) Their height will be determined by the height of the principal structure and they ~~should-shall~~ be painted to blend with or match the adjacent buildings or natural surroundings.

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- a. *Permanently fixed security bars ~~should-shall~~ not be used on doors or windows.*

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 - 1) A sign ~~should~~shall be in proportion to the building such that it does not dominate the appearance.
- b. *Position a sign to be a part of the overall building composition.*
 - 1) Locate a sign on a building such that it will emphasize design elements of the façade itself.
 - 2) Mount a sign to fit within existing architectural features. Use the shape of the sign to help reinforce the horizontal lines of moldings and transoms seen along the street.
- c. *Preserve an historic painted sign where it exists, when feasible.*
- d. *A sign ~~should~~shall not obscure or compete with architectural details of an historic building façade.*
 - 1) A sign ~~should~~shall be designed to integrate with the architectural features of a building, not distract attention from them.
- e. *Signs that are out of character with those seen historically and that would alter the historic character of the District are inappropriate.*
- f. *Sign materials ~~should~~shall be compatible with that of the building façade.*
 - 1) Painted or stained wood and metal are appropriate materials for signs. Their use is encouraged. Unfinished materials, including unpainted wood, are discouraged because they are out of character with the context.
 - 2) Highly reflective materials are inappropriate.
- g. *A simple sign design is preferred.*
 - 1) Typefaces that are in keeping with those seen in the District traditionally are encouraged. Photographic evidence of historic signs may be helpful.
- h. *Flags should not exceed 26 inches by 44 inches.*
- i. *Flag poles attached to building façades ~~should~~shall not exceed 60 inches in length.*

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PART FOUR – DEMOLITION

Idaho Springs Municipal Code, Chapter 22, Section 22-2. Regulations.

No person shall demolish a historic building or structure located within the District, or otherwise designated as a historic building or structure, without first obtaining a COA therefor from the Commission and the appropriate permit from the Building Official. Any requests for such demolition permits must be submitted to the Commission and shall be considered by the Commission at its next regularly scheduled meeting, but in any event, within thirty (30) days of submittal. Any application not considered by the Commission within thirty (30) days of submittal shall be deemed approved.

Nothing contained herein shall prevent the demolition of any building or structure which the Building Official shall certify, in writing, to the Commission is required for the public health, safety or welfare because of an unsafe or dangerous condition.

This Part of the guidelines will apply to the demolition, complete or partial, or the relocation of any structure in the Historic District or at any other locally designated site.

APPLICATION

In addition to the standard application form, the application must include the following:

1. A completed Colorado Cultural Resource Survey Architectural Inventory Form for the property, which will be provided by City Staff for completion by the applicant.
2. A report regarding the effect that the removal or demolition of the structure, or portion thereof, will have on the character of the site and the adjacent properties.
3. A report outlining the plan to salvage any reusable materials from the structure and reuse them in proposed reconstruction.
4. A plan for the redevelopment of the property. *Note: Allowing the property lie vacant is not preferred.*

INITIAL CONSIDERATION

Before the HPRC considers whether to issue or deny a COA for any demolition or relocation, the applicant and the HPRC must be equally satisfied that the proposed work is the minimum that will address the needs of the property with respect to its historic significance, the Historic District or neighborhood where the structure is located and still allow the property owner reasonable use and enjoyment of ~~his~~-their property. The following issues may be considered:

1. Feasibility of modification of the plans.
2. Feasibility of any alternative use of the structure which would substantially preserve the original character.

The HPRC is not empowered to consider, or pass approval on, the current or proposed use of any property. Such matters are addressed in the City's Zoning Code and questions should be directed to the City Building Official.

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CRITERIA

The following criteria will be considered by the HPRC when considering whether or not to grant a COA for demolition or relocation of a structure in the Historic District or on any other locally designated site.

1. The effect of the proposed work on the general historical and/or architectural character of the structure and adjacent properties.
2. The architectural style, design, construction, arrangement and materials of existing and proposed structures.
3. The effect of the proposed work in creating, changing or destroying the exterior characteristics of the structure upon which work is to be done.
4. The effect of the proposed work on the protection, enhancement, perpetuation and use of the structure.

5. The effect of the proposed work on adjacent and surrounding structures and the plans to mitigate such effects.
6. The extent to which the proposed work meets the standards of the City and the United States Secretary of the Interior then in effect for the preservation, reconstruction, restoration or rehabilitation.

Demolition may be considered acceptable only under the following conditions:

1. If the building is so deteriorated that the owner cannot feasibly restore it.
2. No alternative site is available for relocation of the building.

Relocation may be considered acceptable, or even desirable, under the following conditions:

1. If the building is threatened in its present setting because of hazardous conditions and the potential to preserve the building will be enhanced by relocating it.
2. If the building will continue to deteriorate through neglect, or if it is particularly susceptible to vandalism on the original site.
3. If the historic context of the building has been so radically altered that the present setting does not appropriately convey its history, and relocation would enhance the ability to interpret the historic character of the building.

The original condition of the building and its setting must be accurately recorded before removal of the structure. Detailed photographs, notes and drawings must be prepared which accurately record the exterior design, character of interiors, finishes and general structural system. Reference measurements **should** be included of overall building dimensions, set backs and relationships to adjacent buildings. A copy of this documentation must be filed permanently with the City.

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GUIDELINES FOR THE DEMOLITION OR RELOCATION OF STRUCTURES

1. **Existing Site Conditions.** Demolition or relocation must be merited because of site conditions.
 - a. *It is not the intent of the City to allow demolition or relocation of historic structures simply to facilitate new construction on the original site.*
2. **Preservation Potential.**
 - a. *Where the current setting has been radically altered from the historic character, the building may be enhanced if the receiving site is more similar to the historic setting.*
 - 1) Adequate historic documentation of the historic condition must be provided.
3. **Moving Procedures.**
 - a. *Removal procedures must minimize damage to the historic materials.*
 - b. *Removal procedures must minimize damage to surrounding buildings.*
4. **Relocation Site.**
 - a. *The new site ~~should~~ shall convey a character similar to that of the historic site in terms of scale of neighboring buildings, materials, site relationships and age.*
 - b. *The building should be located on the new site in an orientation similar to the historic setting.*
5. **Rehabilitation Plan.**
 - a. *The building cannot be “moth-balled” for later rehabilitation.*
 - b. *A complete rehabilitation plan must be submitted to the HPRC for review using the appropriate guidelines for rehabilitation found elsewhere in this document.*
 - 1) The rehabilitation plan ~~should~~ shall be submitted at the same time the application for relocation is submitted.
6. **Replacement Materials.**
 - a. *If subordinate additions or trim must be removed during relocation, these materials must be preserved and re-assembled at the new site if feasible.*
 - b. *Replacement materials, if necessary must match the original material.*
 - 1) A substitute material may be acceptable only if the size, shape, texture and finish conveys the visual appearance of the original material.
7. **Original Site.**
 - a. *After the historic building is removed, redevelopment of the historic site should commence within 60 days.*
 - b. *Impact of the demolition or removal on surrounding properties must be minimized.*
 - 1) Plans for impact mitigation will be considered before granting approval for the proposed work.
 - 2) This may involve cooperation of adjacent property owners.

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- c. *The redevelopment plan will be reviewed by the HPRC using the guidelines in Part Three of this document.*



Demolition can create an undesirable impact on an adjoining structure. Careful planning for mitigation can prevent similar results.

PART FIVE – GLOSSARY OF TERMS

Addition, substantial. Any new construction which increases the total square footage or foundation footprint of a structure.

Alignment. The arrangement of objects along a straight line.

Alteration. Any act or process which changes one (1) or more of the exterior characteristics of a designated site, structure, object, or district or a site, structure, object or district eligible for designation.

Baluster. A short, upright column or urn-shaped support of a railing.

Board and Batten. Vertical plank siding with joints covered by narrow wood strips.

Bracket. A supporting member for a projecting element or shelf, sometimes in the shape of an inverted L and sometimes as a solid piece or a triangular truss.

Building. A resource created principally to shelter any form of human activity, such as a house. (See also, Structure)

Certificate of Appropriateness (COA). The official document issued by the Historic Preservation Review Commission approving an application or permit for the erection, moving, demolition, alteration or addition to, or the external construction or external restoration of, any building or structure in the Historic District or any other locally designated site. A COA, once issued, will expire under the same conditions as its associated building permit.

Character-Defining Features. A series of design features that, taken together, form the visual identity of an historic district, site or structure. On an historic structure for example, the character-defining features might include the size, materials, details and window and door openings of the building.

Characteristics. The visible and tangible attributes of a site, structure, object or district, including but not limited to the architectural design, style, general arrangement and components of all the outer surfaces of a site, object, structure or improvement, including but not limited to the color, texture, materials, type and style of all windows, doors, lights, signs and other fixtures appurtenant to said site, object, structure or improvement.

Clerestory. The upper portion of a display window that is separated from the main window by a frame.

Column. A slender upright structure, generally consisting of a shaft, a base and a capital; pillar: It is usually a supporting or ornamental member in a building.

Commission (HPRC). The Idaho Springs Historic Preservation Review Commission.

Contributing building. In general, a building that is at least fifty (50) years old or older or is associated with significant people or events. A *contributing building* is one eligible for designation, or formally designated, that has significance and that may have experienced some alterations which, while not seriously damaging the exterior integrity of the property, have altered the appearance enough to be noted. These sites, structures, or objects retain enough exterior integrity to contribute to the significant characteristics of the district.

Cornice. The continuous projection at the top of a wall. The top course or molding of a wall when it serves as a crowning member.

Demolition. Any act or process that destroys in part or in whole an eligible or designated site, structure or object, or a site, structure or object within an eligible or designated district.

Dentil. One of a series of small rectangular blocks projecting like teeth from a molding or a cornice.

Design. As related to the determination of "integrity" of a property, design refers to the elements that create the physical form, plan, space, structure and style of a property.

District. The Historic Preservation District, as defined in Section 22-3 of the Idaho Springs Municipal Code. (see Appendix A of these guidelines) *District* may also mean a geographically definable area possessing a significant concentration, linkage, or continuity of sites, structures, or objects and their surrounding environs united by past events or aesthetically by plan or physical development. A district may also comprise individual elements separated geographically but linked by association or history.

Eave. The underside of a sloping roof projecting beyond the wall of a building.

Elevation. A mechanically accurate, "head on" drawing of a face of a building or object, without any allowance for the effect of the laws of perspective. Any measurement on an elevation will be in a fixed proportion, or scale, to the corresponding measurement on the real building.

Façade. Front or principal face of a building, any side of a building that faces a street or other open space.

Fenestration. The arrangement of windows on a building.

Form. The overall shape of a structure (i.e., most structures are rectangular in form).

Frame. A window or door component. See window parts. *Also*, describes a structure with wood siding, as opposed to brick or other masonry material.

Gable. The portion, above eave level, of an end wall of a building with a pitched or gambrel roof. In the case of a pitched roof this takes the form of a triangle. The term is also used sometimes to refer to the whole end wall.

Historic Resource. A building, site, structure or object adding to the historic significance of an historic district.

In-Kind Replacement. To replace a feature of a building with materials of the same characteristics, such as material, texture, color, etc.

Integrity. Results when a sufficient percentage of a structure dates from the period of significance. The majority of a building's structural system and materials **should** date from the period of significance and its character-defining features also **should** remain intact.

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Kickplate. The horizontal element or assembly at the base of a storefront parallel to a public walkway. The kickplate provides a transition between the ground and storefront window area.

Lintel. A horizontal structural member, such as a beam or stone, that spans an opening, as between the uprights of a door or window or between two columns. Also referred to as a "header".

Maintenance. Work done on a site, structure or object in order to correct any deterioration, decay or damage to any part thereof in order to restore the same as nearly as practical to its condition prior to such deterioration, decay or damage.

Mass. The physical size and bulk of a structure.

Masonry. Construction materials such as stone, brick, concrete block or tile.

Mullion. See Window Parts.

Muntin. A bar member supporting and separating panes of glass in a window or door. (*See also*, Window Parts)

New construction. Any complete construction of a building or any substantial addition to an existing building. A “substantial” addition is one which increases the total square footage or the foundation footprint of the building.

Noncontributing buildings. Buildings, regardless of age, which do not possess sufficient significance and/or exterior integrity necessary for designation, and is considered noncontributing to a district, or not eligible to be designated as an individual landmark.

Orientation. Generally, orientation refers to the manner in which a building relates to the street. The entrance to the building plays a large role in the orientation of a building; whereas, it **should** face the street.

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Paneled door. A door having a sunken or raised portion with a frame-like border.

Pediment. A triangular section framed by a horizontal molding on its base and two sloping moldings on each of its sides. Usually used as a crowning member for doors, windows and mantles.

Period of Significance. Span of time in which a property attained the significance. In Idaho Springs, the original Period of Significance is from 1860 to 1910.

Preservation. The act or process of applying measures to sustain the *existing* form, integrity and materials of a building or structure, and the existing form and vegetative cover of a site. It may include initial stabilization work, where necessary, as well as ongoing maintenance of the historic building materials.

Property. Area of land containing a single historic resource or a group of resources.

Protection. The act or process of applying measures designed to affect the physical condition of a property by defending or guarding it from deterioration, loss or attack or to cover or shield the property from danger of injury. In the case of buildings and structures, such treatment is generally of a temporary nature and anticipates future historic preservation treatment; in the case of archaeological sites, the protective measure may be temporary or permanent.

Reconstruction. The act or process of reproducing by new construction the exact form and detail of a vanished building, structure or object, or part thereof, as it appeared at a specific period of time.

Rehabilitation. The act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property which are significant to its historical, architectural and cultural value.

Relocation. Moving all or part of a structure or object to a different location.

Remodeling (exterior only). The act or process of making over the design image of a building. The appearance is changed by removing original detail and/or by adding new features that are out of character with the original. A remodeling project is inappropriate in the District or on any other locally designated site.

Renovation. The act or process of returning a property to a state of utility through repair or alteration which makes possible a contemporary use. The basic character and significant details are respected and preserved, but some sympathetic alterations may also occur.

Restoration. The act or process of accurately recovering the form and details of a property and its setting as it appeared at a particular period of time by means of the removal of later work or by the replacement of missing earlier work.

Roof. The top covering of a building. Following are some types:

- o **Flat roof** has only enough pitch so that rain water or melting snow can drain.
- o **Gable roof** has a pitched roof with ridge and vertical ends.
- o **Hip roof** has sloped ends instead of vertical ends.
- o **Shed roof** (lean-to) has one slope only and is built against a higher wall.

Sash. See window parts.

Scale. The size of structure as it appears to the pedestrian.

Shape. The general outline of a building or its façade.

Siding. The narrow horizontal or vertical wood boards that form the outer face of the walls in a traditional wood frame house. Horizontal wood siding is also referred to as clapboards. The term "siding" is also more loosely used to describe any material that can be applied to the outside of a building as a finish.

Size. The dimensions in height and width of a building's face.

Soffit. The underside of a part of a building, such as an arch or overhang or beam etc., most commonly used to define the underside of the eave.

Standing Seam Metal Roof. A standing seam roof is a roof with vertical panels. Historically, the panels were fitted together with hand rolled seams.

Structure. That which is built or constructed, an edifice or building of any kind or any piece of work artificially built up or composed of parts joined together in some definite manner. (*See also*, Building)

Traditional. Based on or established by the history of the area.

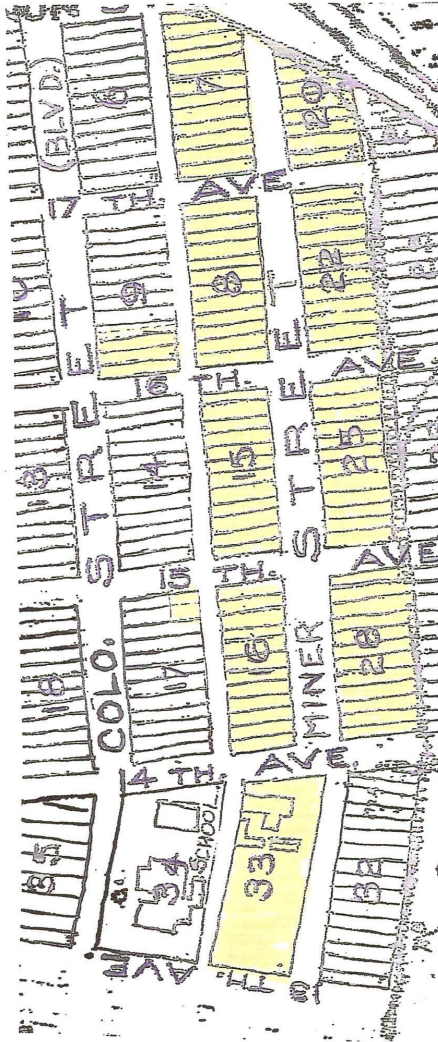
Transom. A panel of glass above a door or above a casement or double hung window. A *transom* is usually moveable to allow air flow.

Vernacular. This means that a building does not have details associated with a specific architectural style, but is a simple building with modest detailing and form. Historically, factors often influencing vernacular building were things such as local building materials, local climate and building forms used by successive generations.

Window Parts. The moving units of a window are known as sashes and move within the fixed frame. The sash may consist of one large pane of glass or may be subdivided into smaller panes by thin members called muntins or glazing bars. Sometimes in nineteenth-century houses windows are arranged side by side and divided by heavy vertical wood members called mullions.

APPENDIX A - Map of Idaho Springs Historic Preservation District

IDAHO SPRINGS
HISTORIC PRESERVATION DISTRICT
1988



APPENDIX B – Additional Locally Designated Historic Sites in Idaho Springs

(as of ~~July, 2007~~2024)

804 Colorado Blvd., *Private residence*

1520 Virginia Street, *Private residence*

1414 Colorado Blvd. – *Methodist Episcopal Church, United Center*

Charlie Tayler Waterwheel

Illinois and Virginia Streets - *Bryan Hose House*

600 Colorado Blvd. - *Hose House No. 2*

1921 Virginia Street, *Zion Lutheran Church*

302 Soda Creek Road, *Indian Hot Springs*

Jackson Monument

Blue Ribbon Tunnel

Steve Canyon Statute

Zion Evangelical Church

Elks Lodge

1711 Miner Street, City Hall

APPENDIX C – Designated noncontributing structures within the District

Based on 1976 survey conducted by the Colorado Office of Archaeology & Historic Preservation

1438 - 1446 Miner Street

1534 Miner Street

1536 Miner Street

1601 - 1607 Miner Street

1608 – 1612 Miner Street

1631 - 1633 Miner Street

1743 Miner Street

APPENDIX D – Secretary of Interior’s Standards

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Standards for Preservation

1. A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.
2. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

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

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

Standards for Restoration

1. A property will be used as it was historically or be given a new use which reflects the property's restoration period.

2. Materials and features from the restoration period will be retained and preserved. The removal of materials or alteration of features, spaces, and spatial relationships that characterize the period will not be undertaken.

3. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate and conserve materials and features from the restoration period will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.

4. Materials, features, spaces, and finishes that characterize other historical periods will be documented prior to their alteration or removal.

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the restoration period will be preserved.

6. Deteriorated features from the restoration period will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials.

7. Replacement of missing features from the restoration period will be substantiated by documentary and physical evidence. A false sense of history will not be created by adding conjectural features, features from other properties, or by combining features that never existed together historically.

8. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

9. Archeological resources affected by a project will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

10. Designs that were never executed historically will not be constructed.

The complete text of the Secretary of the Interior's Standards and Guidelines for the Treatment of Historic Properties can be found online at

www.cr.nps.gov/hps/tps/Standards/standards_complete.pdf

or a photocopy of the entire document can be purchased at City Hall.

APPENDIX E – Application Checklist

Applications for review by the HPRC must include the following, along with an application for a building or sign permit.

Complete applications must be submitted a minimum of 5 working days prior to a meeting date.

- Complete list of exterior materials and finishes with samples of all materials that are different in any way from the original.
- Drawings. Professional drawings are not required as long as the necessary information is adequately conveyed. *All drawings must contain dimensions.* Two sets of drawings must be submitted. One copy will be returned to the applicant upon approval and issuance of a permit. Drawings **should** include the following:
 - Each affected elevation must be presented.
 - Scaled drawings must show the dimensions of all existing and proposed features (i.e., windows, doors, total height and width of façade, spacing of columns, roof pitch, chimneys, porches and decks, placement of signs when applicable).
 - Scale and relation to neighboring structures.
 - Requests for amendments must be accompanied by new scaled drawings of all affected elevations.
 - Site plans are required for any new structure, addition, fence, sidewalk, retaining wall, hard landscaping elements or building relocation. Site plans must show the structure's relation to and location on its building site.

NOTE: *This checklist is in reference to applications for Certificates of Appropriateness only. The Idaho Springs Building Department may require additional information. Contact City Staff for details.*

Copies of this Checklist will be provided by City Staff to all applicants prior to submission of any application for review by the HPRC.

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