April 2008

RENAISSANCE DESIGN STANDARDS

City of Hopkinsville, KY

Prepared by:

Hopkinsville • Christian Co. PLANNING COMMISSION

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I. General Provisions

Declaration of Public Policy

The City Council declares as a matter of public policy that the preservation, protection, perpetuation, and use of the Downtown Renaissance District is a public necessity because of the special or distinctive character or a special historic, architectural, aesthetic, or cultural interest and value, serving as visible reminders of the history and heritage of this city, state, and nation. The Council finds that this chapter benefits all the residents and property owners of the city, declaring as a matter of public policy that this chapter is required in the interest of the health, prosperity, safety, welfare, and economic well being of the people.

Downtown Renaissance District Map

(A) The Downtown Renaissance District Map is incorporated by reference and exhibited in Appendix A. The map shows the boundaries of the district and sub-districts which are created by and through this chapter.

(B) The Downtown Renaissance District Map will be kept on file in the Hopkinsville-Christian County Planning Commission.

(C) The district and sub-districts are incorporated herein and adopted as referenced (see Appendix A).

(D) The boundary lines of the district and sub-districts, unless otherwise specified, will run along the centerline of the roads and known property lines.

(E) Any individual seeking an interpretation of boundary on the map shall submit the request for interpretation to the Renaissance Design Review Board (RDRB) for determination.

(F) The applicant shall have an appeal to the Circuit Court from a decision of the RDRB on a request of interpretation.

II. Renaissance Design Review Board

Establishment; Members

(A) There shall be established a Renaissance Design Review Board (RDRB) which shall consist of five members.

(B) (1) Members. The Mayor shall appoint five (5) members to the RDRB to meet requirements of the Renaissance Design Standards. The members shall have demonstrated interest in historic preservation, and at least two of the five members shall have training or experience in preservation related to architecture, history, archaeology, architectural history, planning, or related fields. When the RDRB reviews an issue that is normally evaluated by a professional and that field is not represented on the RDRB, the RDRB shall seek expert advice before rendering its decision.

(2) Initial appointments of the members shall have the following staggered terms:

Two members	One year
One member	Two years
One member	Three years
One member	Four years
1st Alternate member	Four years
2nd Alternate member	Two years

(3) Any RDRB member will be required to excuse themselves from voting when property which they have interest in is affected directly.

(4) If such conflicts of interest arise, the respective member may be replaced by the First Alternate member, if the Alternate member does not have a conflict. If the First Alternate member has a conflict the member may be replaced by the Second Alternate.

(5) Every member and Alternate member of the Renaissance Design Review Board shall comply with the standards of ethical conduct as set forth in Chapter 36 of the Hopkinsville Code of Ordinances.

(C) RDRB members appointed to the board after the initial staggered terms will serve four years.

(D) Vacancies in unexpired terms and expired terms will be filled by the Mayor within 60 days of the vacancy. If a vacancy is not filled upon completion of the 60 day period, the RDRB will fill the vacancy.

(E) Bylaws will be adopted by the RDRB outlining rules and procedures to conduct the business of the RDRB.

(F) The Director of the Planning Commission or the Planning Commission designee shall act as recording secretary for all meetings and shall provide staff functions. The minutes of the meeting will be filed in the Planning Commission offices and are public record.

(G) No member of the RDRB shall vote on any matter that may affect property, income, or business interest of that member.

(H) The RDRB shall adopt and make public rules for the transaction of its business and shall hold monthly public meetings and special public meetings, when necessary. All meetings shall have a previously available agenda and shall comply with the state open meeting statute, KRS 61.805 through KRS 61.850. A simple majority of the membership shall be required for decisions involving the Renaissance District.

(I) The RDRB shall prepare and keep on file, available for public inspection, a written annual report of its activities, cases, decisions, qualifications of members, and other work.

(J) The RDRB may receive assistance in the performance of its responsibilities from a Planning Commission staff member or designee whose assigned duties may include work with the RDRB and who shall have expertise in historic preservation or a closely related field. Other city staff members may be asked to assist the RDRB by providing technical advice or helping in the administration of this chapter.

Duties and Powers

The RDRB shall have the following duties and powers:

(A) Conducting surveys of historic buildings in accordance with the guidelines of the Kentucky Heritage Council;

(B) Developing plans for development, redevelopment, and preservation;

(C) Regulating changes to properties within designated sub-districts where exterior alterations which will distract from the character of the structure are proposed;

(D) Regulating demolitions, relocations, and new construction involving properties within designated sub-districts;

(E) Adopting guidelines for changes to properties within the designated sub-districts;

(F) Working with federal, state, and local governments;

(G) Advising and assisting interested individuals or groups about preservation; and

(H) Undertaking educational programs including the preparation of publications.

District Amendment; Designation

Amendments of any district or sub-district shall comply with §158.240 through §158.249 (Amendments) of the City of Hopkinsville Code of Ordinances.

Design Standards/Amendment

A proposal to amend the text of the Renaissance Design Standards which must be voted upon by the Hopkinsville City Council may originate with the Property Owner, the Planning Commission or Hopkinsville City Council. Regardless of the

origin of the proposed amendment, it shall be referred to the Planning Commission before adoption. The Planning Commission shall hold at least one (1) public hearing after notice and make a recommendation as to the text of the amendment and whether the amendment shall be approved or disapproved and shall state the reasons for its recommendation. The Planning Commission shall make its recommendation to Hopkinsville City Council within sixty (60) days of the date of its receipt of the proposed amendment. It shall take an affirmative vote of a majority of the Hopkinsville City Council to adopt the proposed amendment.

Plan Review Process

(A) A certificate of appropriateness (COA) and a building/zoning Permit shall be required before a person may undertake the following actions affecting property in the Downtown Renaissance District:

(1) Alteration of any exterior part of a structure,
(2) New Construction, or
(3) Demolition.

(B) The Renaissance Design Standards will apply to any alteration, new construction, or demolition to property located in the Downtown Renaissance District. Incentives for these activities will be provided for a period of two (2) years. There are three such incentive packages as listed below:

(1) 50/50 Matching Grant Incentive Program
(2) Collateralized Loan Program
(3) Preservation-In-Lieu-Of-Taxes Program (PILOT)

Copies of the Incentive Packages and Application Form can be obtained from the Hopkinsville-Christian County Planning Commission office.

(C) Upon expiration of said two (2) year period, Hopkinsville City Council may require the Design Standards listed herein be mandatory for any alterations, new construction, or demolition to property.

(D) The plan review process is initiated when a property owner whose property lies within a designated district applies for a building permit. The building permit may not be issued until a Certificate of Appropriateness (COA) has been approved by the RDRB.

(E) Applications for a COA (Certificate of Appropriateness) are available from the Code Enforcement Officer in the Hopkinsville-Christian County Planning Commission.

(F) The Code Enforcement Officer shall forward to the RDRB every application for a COA that would authorize an exterior alteration, new construction or demolition, of property in the Renaissance District. The Code Enforcement Officer shall give the applicant a form from the RDRB requesting additional information from the applicant. Where applicable, the applicant shall provide to the RDRB or its designee drawings of the proposed work, photographs of the existing building or structure and adjacent properties, and information about the building materials to be used. In the event work is being performed without required certificate of appropriateness and/or building/zoning permit, the Code Enforcement Officer shall issue a stop work order.

(G) Once the RDRB issues a certificate of appropriateness; the applicant may then request a building permit from the Code Enforcement Officer. The applicant must comply with the pertinent regulations. The building permit may not be issued until the plans have been reviewed by the appropriate reviewing body.

(H) In making a decision on an application, the RDRB shall use its general guidelines and the design standards adopted for the Renaissance District. The RDRB shall consider: (1) the effect of the proposed work on the property upon which such work is to be done; and (2) the relationship between such work and other properties in the district. In evaluating the effect and the relationship, the RDRB shall consider historical and architectural significance, architectural style, design, arrangement, texture, and materials, and compliance with the design standards. The certificate from the RDRB shall not relieve the property owner from complying with the requirements of other state and local laws and regulations.

(I) When an applicant wishes to demolish a building or structure in a district, the RDRB shall discuss with the applicant alternatives to demolition. The RDRB may ask interested individuals and organizations for assistance in seeking an alternative to demolition. After a public hearing, the RDRB may decide that a building or structure in the district may be demolished because it does not contribute to the district. The public hearing notice shall conform to the requirements found in Kentucky Revised Statutes 424. If the RDRB decides that the demolition application shall be denied, the RDRB shall study whether the property in the district can be put to reasonable beneficial use and document the alternative use. The RDRB may ask applicants for additional information to be used in making these determinations. These determinations shall be in addition to the points contained in section (F) above. If economic hardship or a lack of reasonable return is not proved, the RDRB shall deny the demolition application unless the RDRB finds to grant the demolition application under the points contained in section (F) above.

(J) When an applicant wishes to construct a new structure within the district, the RDRB will require plans showing the external façade and scale of the new structure for review. The RDRB will decide to grant a certificate of appropriateness based on the design of the facility and compliance with section (H) above, deny the issuance of a certificate of appropriateness based on section (H) above, or make recommendations based on criteria found in section (H) above.

(K) The applicant shall have an appeal to the Circuit Court from a decision of the RDRB on an application for a certificate of appropriateness.

(L) Ordinary repairs and maintenance may be undertaken without a certificate of appropriateness provided this work is listed in Appendix D. Guideline Chart found herein.

(M) In any case where the Code Enforcement Officer determines that there are emergency conditions dangerous to life, health, or property affecting a property in a district, action may be taken by the Code Enforcement Officer to order the remedy of the condition without the approval of the RDRB. The Code Enforcement Officer shall promptly notify the Chairman of the RDRB of the action being taken.

(N) All work performed pursuant to a certificate of appropriateness shall conform to the provision of such certificate. It shall be the responsibility of the Code

Enforcement Officer to inspect from time to time any work being performed to assure such compliance. Inspections should occur at least once a week. In the event work is being performed not in accordance with the certificate, the Code Enforcement Officer shall issue a stop work order, and all work shall cease. No additional work shall be undertaken as long as such stop work order shall continue in effect.

(O) All Certificate of Appropriateness (COA) applications should be submitted no later than 28 days prior to the scheduled meeting of the RDRB.

(P) Upon receipt of the application and the required exhibits, the RDRB shall have 30 – 45 days to review the application.

Penalty

(A) Violations of the Renaissance Design Standards. Violations of the design standards shall be governed by Chapter 33 of the Hopkinsville Code of Ordinances. Any person who violates this chapter shall be fined not more than $1,000 nor less than $350.

(B) Enforcement Process. Enforcement proceedings for the Renaissance Design Standards shall comply with Chapter 33.188, 33.189, 33.190, 33.191, 33.192 and 33.193 of the Hopkinsville Code of Ordinances.
(Ord. 25-06, passed 7-11-06

III. Renaissance Design Standards

The purpose of the Design Standards

The Guidelines address **new construction, demolition** and **exterior renovation of existing buildings,** because all have the potential to significantly impact the character of the downtown. The Guidelines supplement the basic use, location, bulk and other standards found within the Zoning Ordinance. They are intended to preserve and enhance the existing quality and scale of the downtown while facilitating appropriate new development and renovation, allowing for significant design freedom within general parameters that ensure that all structures contribute to the whole.

Sub-Districts

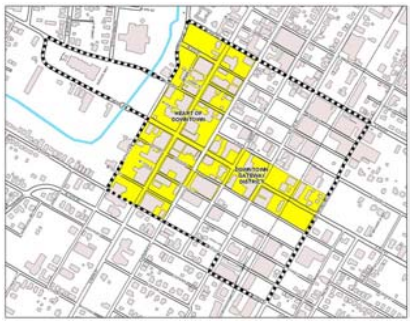
Within the Renaissance District, there are eight (8) sub-districts. These areas are delineated on the Renaissance District Map in Appendix A. The Guidelines respond to the unique characteristics and needs of each of these areas. They are briefly described as follows:

(A) Heart of Downtown District:

Generally described as being bound on the north by 4th Street, on the south by 14th Street, on the west by Riverfront Drive/Bethel Street, and on the east by South Virginia Street.

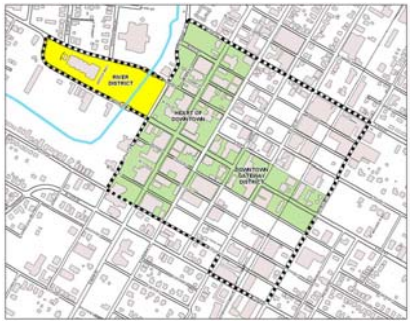
(B) Downtown Gateway District:

Generally described as being bound on the north by 8th Street, on the south by 10th Street, on the west by South Virginia Street, and on the east by South Campbell Street.



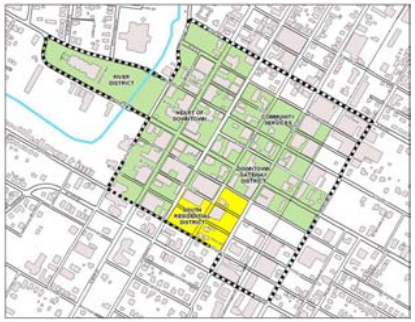
(C) River District:

Generally described as being bound on the north by West 7th Street, on the south by West 9th Street, on the west by the intersection of West 7th & West 9th Streets, and on the east by Riverfront Drive/Bethel Street.



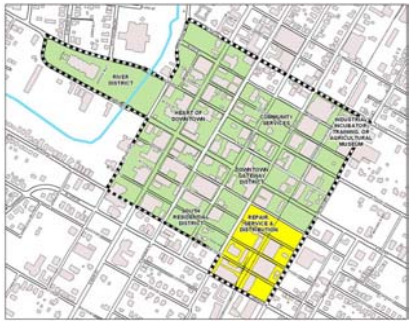
(D) South Residential District:

Generally described as being bound on the north by East 10th Street, on the south by East 13th Street, on the west by South Virginia Street, and on the east by South Clay Street.



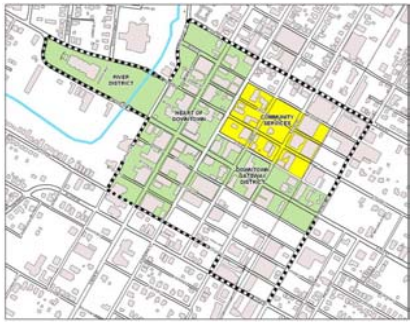
(E) Repair, Service and Distribution District:

Generally described as being bound on the north by East 10th Street, on the south by East 14th Street, on the west by South Clay Street, and on the east by South Campbell Street.



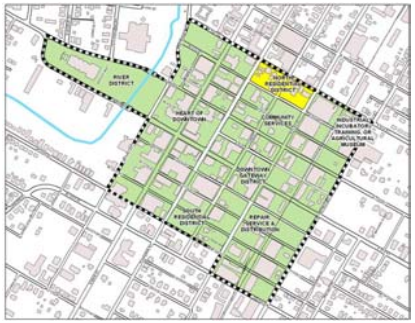
(F) Community Services District:

Generally described as being bound on the north by East 5th Street, on the south by East 8th Street, on the west by South Virginia Street, and on the east by the railroad line.



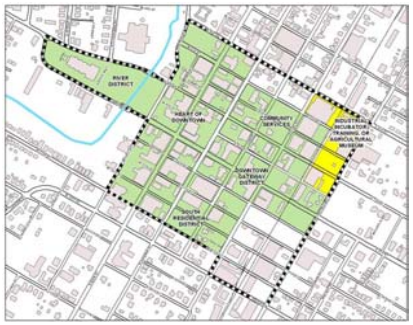
(G) North Residential District:

Generally described as being bound on the north by East 4th Street, on the south by East 5th Street, on the west by South Virginia Street, and on the east by South Clay Street.



(H) Industrial Incubator/Training or Agricultural Museum:

Generally described as being bound on the north by East 4th Street, on the south by East 8th Street, on the west by portions of South Clay Street and the railroad line, and on the east by South Campbell Street.



Goals of the Renaissance Design Standards

The Renaissance Design Standards seek to achieve the following:

- Maintain a compact development pattern that encourages pedestrian traffic, while accommodating parking primarily on-street or in City-owned or private parking lots.
- Accommodate high quality, auto-oriented uses without compromising pedestrian-oriented activities.
- Maintain the unique scale and character of residences at the downtown's edge to sustain a high residential quality of life.

Organization of the Design Standards

The design standards that follow begin with some general standards that are applicable to all sub-districts, with respect to new construction, exterior renovations and demolition. Area-specific standards follow for each of the eight distinct sub-districts described above. Refer to the Renaissance District Map in Appendix A to determine which area-specific section will apply to any particular property within the downtown.

The following guidelines will be considered by the Renaissance Design Review Board when reviewing proposed projects throughout the Renaissance District.

The use of the words *should* and *recommended,* and the phrase *not recommended* shall be interpreted to mean strongly encouraged and will be required by the RDRB unless documentation of an undue hardship is provided.

General Design Standards

1. Newly constructed buildings should not overwhelm or disregard the adjacent context with regard to building location, scale, bulk, massing, material, color, texture and fenestration.
2. Contemporary designs should respect the traditional character of their context and maintain the front setback established by neighboring buildings.

Façade redesign should reflect surrounding architecture.

3. Distinguishing features, historic elements and examples of craftsmanship should not be removed or covered during the alteration of existing older structures. Where damaged, they should be restored or recreated.
4. Signage, awnings, light fixtures and other applied elements should not cover architectural details, and should be in scale with the building façade and its immediate context.

These awnings are well sized and located so as not to conceal architectural details or span across piers between the windows.

5. Materials that have been applied to cover older traditional façade elements should be removed and not replaced.
6. Materials used should be of high quality and durability, and should complement existing contextual materials.
7. Consider the effect of small-scale details on visual appeal for pedestrians.
8. Consider the effect of overall forms, materials and colors on visual appeal for drivers.
9. Accommodate accessibility modifications at side or rear entrances if necessary to maintain façade integrity.
10. While specific colors are not addressed in these guidelines, selected colors shall be appropriate to the historic building of that time, the district itself, and in context of the surrounding buildings.

Site and Building Layout

1. The main entrance(s) to all buildings should face the major street, with secondary entrance(s) from off-street parking areas or secondary street facades.
2. All service entrances, dumpsters and loading facilities should be located at the rear of buildings. They should be

screened from view with solid fencing, a masonry wall and/or landscaping so that they are not visible from public streets or parking areas.

3. Equipment (such as air conditioner units or exhaust fans) should be screened from view, and be located either in the rear of the building or on the roof. No equipment should be mounted on street façade(s), or be visible from the street or customer parking areas.
4. Outdoor storage areas (including auto repair staging areas) should be located behind or beside buildings and be shielded from view of the street.

Building Massing and Scale

1. Buildings should meet the ground with a solid base treatment that creates a visual transition from sidewalk to building wall. Glass storefront wall systems that extend to the ground are not recommended.
2. Break up long expanses of blank wall with pilasters to suggest structural bays, or vary massing and/or roofline to provide visual interest.

The massing and roofline of these buildings are designed to reflect traditional buildings along the same street.

Building Materials

1. The following materials and finishes are recommended for exterior use in new construction and renovations:
    - Brick
    - Cut or cast stone (smooth or rusticated finish)
    - Limestone
    - Painted or stained wood trim elements
    - Metal trim elements
    - Split-face (rough) concrete blocks, at rear facades only
2. The following materials and finishes are not recommended for exterior use in new construction and renovations:
    - Rustic-finished wood (such as rough cedar siding or cedar shingles)
    - Aluminum siding, trim or panel systems
    - Exposed aggregate (rough finish) concrete wall panels
    - Glass storefront wall systems that extend to the ground
    - Plastic trim elements
3. Colors should be muted and complementary, with no more than two or three colors used on each façade. Harsh shades, such as true white or black, should be avoided.
4. A natural, neutral color should be chosen for the primary exterior façade material in new construction. Contrasting trim colors should be used to highlight architectural elements, such as window and door surrounds.
5. Applied elements – such as railings, awnings, signage and light fixtures – should coordinate with, rather than overwhelm, the color scheme of the building.
6. Awnings and signage used at rear entrances should coordinate with the front façade design scheme to enhance building identity.

7. The utilitarian brick side and rear facades of older existing buildings, if in good condition, should be left unpainted, clean and in good repair. If bricks have previously been painted, paint finish should be maintained.
8. If equipment is mounted behind louvered panels for ventilation purposes, louvers should be oriented to conceal the equipment from view and finished to match the adjacent wall color (rather than a contrasting trim color).
9. Visible roof vents, and other roof elements and penetrations, should be finished to match the adjacent roof color.

Architectural Elements

Windows and Doors

1. Windows and doors should reflect the prevalent traditional types found in the immediate vicinity in scale, proportion and construction. Storefront windows and doors can utilize modern framing systems, but glazing should not extend to the ground.
2. Existing windows and doors, including transom windows at the first floor if applicable, should be exposed and repaired wherever possible. New windows and doors should reflect the original style if replacement is necessary.
3. Window profiles should match existing masonry opening profiles; framing should not be inserted to receive smaller "standard" window sizes and shapes.

Modern windows should reflect traditional windows by keeping opening sizes unchanged.

4. The following window and door types are not recommended in the downtown:
    - Glass storefront wall systems that extend to the ground
    - Horizontal or vertical strip windows
    - Mirrored or reflective glazing
    - Fully glazed (frameless) doors

Awnings/Canopies

1. Awnings should reflect traditional prototypes in scale and placement, but can be contemporary in design.
2. Where applicable, awning configuration should coordinate with adjacent building awnings in height, width and profile.
3. Awnings should not cover architectural elements or span across structural bays.

Simple awning profiles that reflect the building's bay structure are most appropriate. Note also the traditional projecting sign.

4. Simple pitched awning profiles, either retractable or fixed, are recommended. Arched or rounded awning profiles are not recommended in the downtown core.
5. Weather-treated fabric awnings are recommended. Awnings with a shiny finish (vinyl) are not recommended.
6. Awning color should be muted and should complement, rather than overwhelm, the overall building color scheme.
7. Internally illuminated or backlit awnings are not recommended.

Signage

1. Building-mounted signage should be integrated with architectural façade elements and should never cover architectural details.
2. Signage should not project above the cornice line or be mounted on the roof of any building.
3. Street numbers should be prominently displayed at the main entrance to every business, and be clearly visible from the street.
4. Individual back-lit letters and signs illuminated by wall-mounted fixtures are recommended.
5. Signage for upper floor business uses and at rear entrances should consist of building-mounted plaque signage next to the appropriate entrance to the building, and should be small and subdued in nature.
6. Projecting signs bracketed to building facades are recommended if small and subdued in nature.

This sign, comprised of individual back-lit letters, will be more attractive than a bulky box sign both during the day and at night.

7. Signage painted directly on storefront glass at the first floor, or applied to the narrow vertical face of awnings, is recommended.
8. Murals applied to building facades, walls or fences are to be coordinated with the building signage and color scheme, and are subject to review and approval. Business-related signage should not be included within the mural design.
9. Exposed neon signs should be mounted on the interior of storefront windows at first floor only.
10. The following sign types are not recommended in the downtown:
    - Illuminated box signs, whether flat or projecting
    - Flashing signs

- Moving signs, or signs with moving elements
- Electronic or fixed letter reader boards (theater marquees excepted)

Lighting

1. Lighting should serve only to illuminate entries, signage, displays, adjacent pedestrian and parking areas, or to highlight significant architectural elements.
2. Traditionally styled fixtures or appropriately scaled contemporary fixtures are recommended.
3. Free-standing fixtures should be coordinated in appearance with building-mounted light fixtures.
4. The following lighting types are not recommended in the downtown:
    - Visible fluorescent bulbs
    - Exposed neon lighting on building exterior
    - Colored bulbs, except for temporary seasonal decoration
    - Internally illuminated awnings
5. Exposed or painted metal finishes are recommended for light fixtures. Fixture colors should be muted and should coordinate with the overall color scheme.
6. Security lighting should be concealed from view to the extent possible or consist of traditional type fixtures.

Site Improvement and Landscaping

1. A landscape buffer should be provided between parking areas and building walls.
2. Buffer plantings and foundation plantings should consist of a continuous row of low evergreen and/or deciduous shrubs planted in conjunction with low-grading annual or perennial plants and groundcover. Large expanses of exposed mulch should be avoided.

The "step-down" effect of the varied material in this planting bed effectively transitions from the public sidewalk to the building wall.

3. Expanses of blank wall should be softened through the use of landscape treatments such as foundation plantings or trellises.
4. Flowering annuals in window boxes and/or planters are recommended, to add color and texture to the building façade and to highlight building entrances.
5. Trees in adjacent rights-of-way and within parking lots should be provided in accordance with Zoning Ordinance.
6. Masonry or fence enclosures used to conceal equipment and/or dumpsters should be solid and of sufficient height to fully conceal and of design and construction compatible with the area.

These simple planters are an effective treatment to enliven the simple façade behind them, and to help highlight the front door location.

7. Low wrought iron fencing and/or masonry walls are recommended at the perimeter of outdoor dining/display areas and parking lots, utilized in conjunction with landscaping. Landscaping should occur on the "street side" of the fence or wall at lot lines abutting public streets.
8. Wood fencing or vinyl fencing is acceptable if used to enclose equipment and dumpster holding areas behind buildings, and should be solid and either painted or stained. Masonry walls are preferred for this purpose where nearby buildings are masonry.
9. Chain link fencing is not recommended within the downtown area.
10. Artificial plants are not recommended in exterior planters in the downtown area, except as part of temporary holiday decorations.

Parking

1. New off-street parking should not be prominent when viewed from main streets – it should be located behind, between or within structures. No off-street parking should occur in front of a building.
2. Off-street parking should be shielded from view using either: 1) landscaping; or 2) wrought iron fencing and landscaping.

This parking lot is well buffered from the street with shrubbery, and also incorporates island plantings to minimize the expanse of asphalt.

3. Structured parking – whether under a building, within a building or in a separate parking structure – should be screened from view from the street, architecturally and/or with landscaping. Sloped parking ramps should not be visible on any street-facing facades.
4. Parking lots or structures should be shared between businesses where feasible to allow for a more efficient lot layout and to minimize curb cuts.

IV. Additional Design Standards for the Heart of Downtown and Downtown Gateway District

These guidelines will pertain only to projects within the area identified as the Heart of Downtown and Downtown Gateway District on the Renaissance District Map in Appendix A.

Site and Building Layout

1. No setback (0'-0") is most appropriate.
2. The "footprint" of any new structure should extend to the public right-of-way at all street-facing facades, with no setback up to at least the second floor for multiple-story structures.
3. Building entries should be inset up to six feet from the street façade to allow for protection from the elements, at the first floor only. Upper level balconies on street facades should also be set into the building, rather than projecting over the public right-of-way.
4. Outdoor dining or display areas should occur either within the public right-of-way in front of buildings, subject to City approval, or beside or behind buildings.

Building Massing and Scale

1. The first story of new buildings should be designed to reflect a pedestrian orientation, taking cues from existing traditional downtown buildings. Storefront windows with appealing displays should be provided, rather than large expanses of blank wall. Protected entries should be provided.
2. At existing buildings the original cornice height, profile and detail should be maintained, repaired or recreated with appropriate materials and following original design.
3. If new structures or new additions are taller than immediately adjacent older buildings, existing cornice heights should be reflected in the new design with an upper floor setback, façade material change or accent band.
4. New structures should be designed to utilize flat roof and parapet wall construction, similar to that of traditional older structures. Pitched roofs, mansard roofs, dormer windows and gable profiles are not recommended.

Architectural Elements

Windows and Doors

1. Upper floor windows in new buildings should typically be individual openings in solid wall planes and smaller in size than first floor windows, reflecting the proportions of existing window openings found in the traditional core area. Bay windows at the second floor may also be considered.

Signage

1. Primary signage should be located in the space above first floor windows and below second floor windows.

2. Free-standing signage (pole or monument style) is not recommended in the Heart of Downtown or Downtown Gateway District.
3. All signs and outdoor advertising displays are subject to the provisions established in Chapter 158 (Zoning) of the Hopkinsville Code of Ordinances.

Parking

1. Most parking needs should be accommodated with on-street parking, with off-street lots provided only if clearly necessary.
2. Access to off-street parking should be from a rear or side alley, or from a minor street. New off-street parking should not be accessed from major streets, to minimize curb cuts and interruption of pedestrian traffic.

V. Additional Design Standards for the Community Services District and Repair, Service and Distribution District

These standards will pertain only to projects within the area identified as the Community Services District and the Repair, Service and Distribution District on the Renaissance District Map in Appendix A.

Site and Building Layout

1. Setbacks should reflect neighboring buildings.
2. No main entrance should occur further than 25'-0" back from the front property line, or it should meet the standard zoning requirements, whichever is less.

Building Massing and Scale

1. Building entrances should be highlighted, as well as protected from the elements, through the provision of a covered arcade or some other weather protection.
2. The first story of new buildings should be designed to reflect a pedestrian scale, with windows providing attractive displays at retail businesses.
3. New structure should be designed to utilize flat roof and parapet wall construction, similar to that of traditional older structures. Pitched roofs, mansard roofs, dormer windows and gable profiles may be acceptable but are not recommended.

Architectural Elements

Windows and Doors

1. Upper floor windows in new buildings should typically be individual openings in solid wall planes and smaller in size than first floor windows, reflecting the proportions of existing window openings found in traditional downtown buildings.

Signage

1. Free-standing signage, if warranted by the size of the property, should be short pole-mounted "shingle" signs within the front yard setback, located within planting beds and coordinated with the related building.
2. Tall pole signs are not recommended.
3. All signs and outdoor advertising displays are subject to the provisions established in Chapter 158 (Zoning) of the Hopkinsville Code of Ordinances.

Site Improvements and Landscaping

1. A landscape buffer should be provided at entire lot perimeter. At property lines adjacent to non-commercial land uses, this buffer should be provided in conjunction with fencing.
2. Foundation plantings should be provided at entire building perimeter.

VI. Additional Design Standards for the North and South Residential Districts

These standards will pertain only to projects within the area identified as the North and South Residential Districts on the Renaissance District Map in Appendix A.

Site and Building Layout

1. Setbacks should reflect neighboring buildings.
2. No main entrance should occur further than 35'-0" from the property line.

Building Massing and Scale

1. Maintain the residential scale and appearance of existing buildings as they are converted to business use, and reflect this scale and appearance in new construction. Business identity will be provided primarily through signage.
2. Building entrances should provide weather protection through the use of a front porch or portico.
3. Buildings heights should not exceed minimum height requirements for the zoning district in which it falls, and should be built over (or appear to be built over) raised basements, to reflect adjacent residential structures.
4. Pitched roofs, dormer windows and gable profiles are recommended. Parapet wall and mansard roof profiles may be acceptable but are not recommended.
5. Front and wrap-around porches should be maintained, and should be left unenclosed.
6. Turned open railings, gingerbread trim, accent siding and other architectural details should be maintained, replicated or added at existing buildings, and should be provided at new construction.

Building Materials

1. The following materials are recommended for exterior use in new construction and renovations, in addition to those listed on page 11:
    - Narrow profile wood, vinyl or fiber cement siding
    - Asphalt or wood roof shingles

Architectural Elements

Windows and Doors

1. Windows and doors should reflect the traditional residential types found in the area, and should be individual openings in solid wall planes.

Awnings/Canopies

1. Awnings should only be used at existing buildings that do not provide integral weather protection at entrances. New construction should incorporate integral weather protection by design (a porch, portico or canopy).

Signage

1. Primary signage should be free-standing, short pole-mounted "shingle" signs within the front yard setback, located within planting beds and coordinated with the related building.
2. Tall pole signs are strongly discouraged.
3. Signs hanging at front porches are recommended if small and subdued in nature.
4. All signs and outdoor advertising displays are subject to the provisions established in Chapter 158 (Zoning) of the Hopkinsville Code of Ordinances.

Site Improvements and Landscaping

1. Front yard landscaping should be residential in scale and design – expanses of lawn, a grassy parkway, trees, and planting beds containing colorful annuals and perennials.
2. At property lines adjacent to non-commercial land uses, a landscape buffer should be provided in conjunction with fencing.

APPENDIX

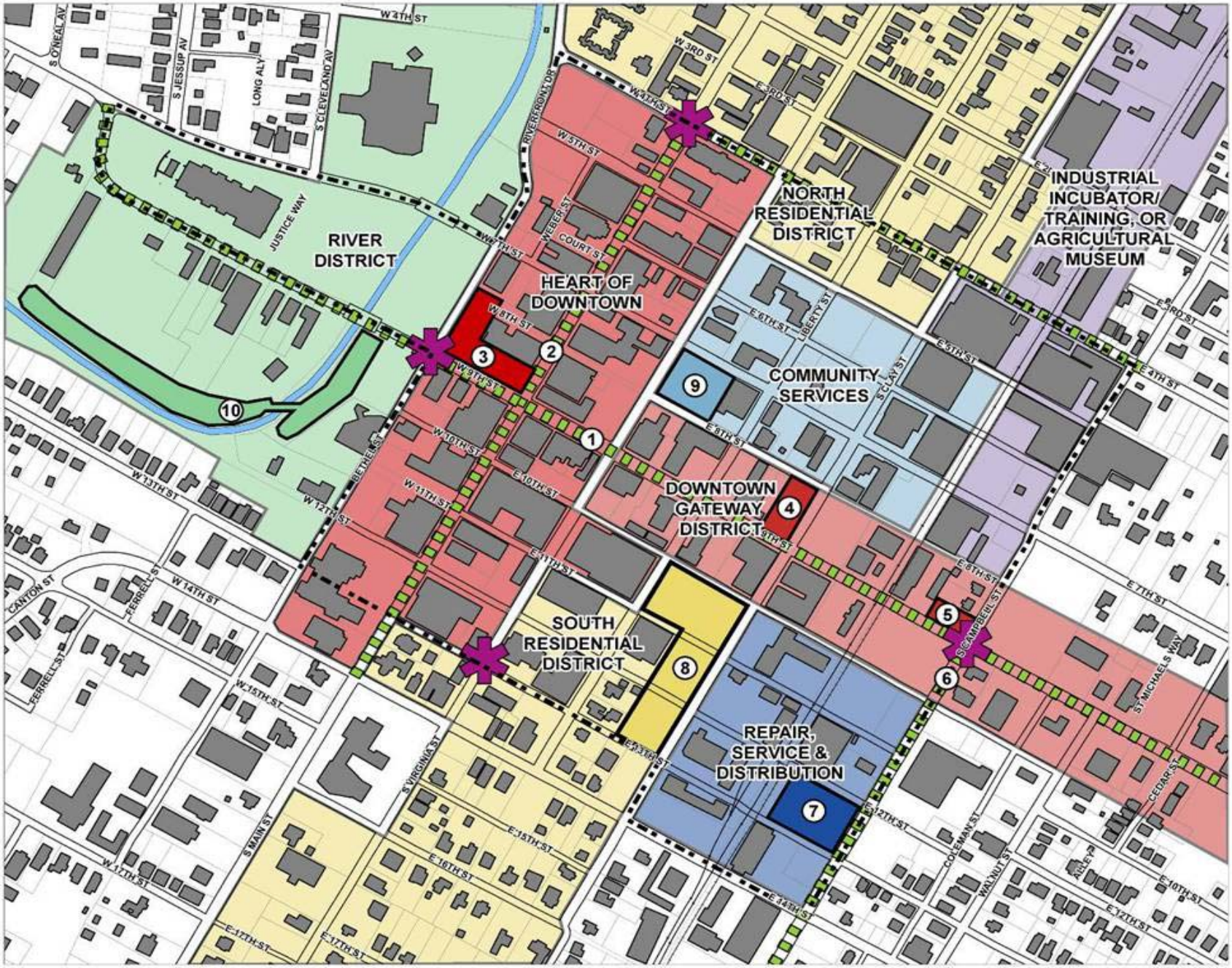
A. Downtown Renaissance District Map

B. Contact Information

C. Glossary of Terms

D. Guideline Chart

E. Redevelopment Prototypes/High Priority Development Sites


RIVER DISTRICT
HEART OF DOWNTOWN
NORTH RESIDENTIAL DISTRICT
INDUSTRIAL INCUBATOR/ TRAINING, OR AGRICULTURAL MUSEUM
COMMUNITY SERVICES
DOWNTOWN GATEWAY DISTRICT
SOUTH RESIDENTIAL DISTRICT
REPAIR, SERVICE & DISTRIBUTION
1
2
3
4
5
6
7
8
9
10
W 4TH ST
W 3RD ST
W 5TH ST
W 6TH ST
W 8TH ST
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E 16TH ST
E 17TH ST
E 21ST ST
E 32ND ST
S O'NEAL AV
S JESSUP AV
LONG ALY
S CLEVELAND AV
JUSTICE WAY
RIVERFRONT DR
WEBER ST
COURT ST
LIBERTY ST
S CLAY ST
BETHEL ST
FERRELL ST
CANTON ST
S MAIN ST
S VIRGINIA ST
S CAMPBELL ST
ST MICHAELS WAY
CEDAR ST
COLEMAN ST
WALNUT ST
ALLEY

APPENDIX B. Contact Information

Downtown Renaissance Director

Downtown Renaissance
P.O. Box 1152
Hopkinsville, KY 42241-1152
270.498.5180
hoptownmainstdirector@yahoo.com

APPENDIX C. Glossary of Terms

Accent band: Here, a decorative band on a façade, usually horizontal and possibly in a contrasting color or material.
Accessibility: Here, provisions for use of a building by mobility impaired persons.
Aggregate: The solid material, such as sand or stone, used in concrete.
Alley: A service way providing a second means of access to properties from between or behind, and often one driving lane in width.
Appropriate: Sympathetic to the context of the site.
Asphalt: A dark-colored, solid bituminous substance.
Awning: A roof-like covering attached to a building and serving to shield a sidewalk, window or entrance from the elements, often made of fabric stretched over a metal frame.
Back-lit: Here, lit from behind or within using a concealed lighting source.
Base: The bottom section, or "pedestal", on which a façade or column visually stands.
Bay Window: A window that projects out from the building façade.
Bracket: An element projecting from a building face that either supports, or appears to support, something above it.
Buffer: Here, a linear strip that provides a spatial separation between two differing areas.
Character: Distinguishing features or attributes.
Code Enforcement Officer: The person designated by the local government entity as being responsible for administering these standards and compliance with all applicable codes, ordinances, and laws.
Column: A vertical support member consisting of a base, cylindrical shaft and possibly a decorative top.
Contemporary: Here, current or modern.
Context: Here, the visual and functional surroundings in which a particular building occurs.
Cornice: The horizontal, and often projecting, decorative treatment uppermost on a building façade.
Craftsmanship: Here, an example of skilled and/or artistic carpentry, metalwork, or masonry work.
Deciduous: Shedding leaves annually.
Dormer: A projection built out from a sloping roof.
Dumpster: A large rolling metal waste container, usually stored outside and emptied mechanically by a garbage truck.
Exterior insulating finish system (EIFS): A thin layer of stucco-like material applied over a substrate of synthetic insulation that can be cut into varying shapes and profiles, available in several colors and finishes (common trade name is "Dryvit").
Façade: The exterior face of a building, especially the principal and most decorated face.
Feature: A prominent or significant decorative element of a building.
Fenestration: The design and arrangement of windows and other building openings.
Finial: A projecting decorative element, usually of metal, at the top of a roof turret or gable.
Footprint: Here, the shape of a building as it meets the ground plane.
Foundation planting: Landscaping close to the base of a building, used to conceal the blank lower wall plane and soften the building's edge as it meets the ground.
Free-standing: Here, a self-supporting element that is not attached to a building.
Gable: Here, the triangular shape on a façade created by the end of a pitched roof.
Gingerbread: Elaborate and non-structural wood decoration.
Glazing: Panes or sheets of glass, usually set into frames.

Grille: Here, a grating or perforated barrier, usually of metal.
Historic: Having an importance in or an influence on history; surviving from an earlier time period.
Human scale: Here, the size elements which relate to the size of people.
Illuminated: Lit up, having a specific light source.
Integral: Here, designed as a permanent and non-removable element of a building.
Integrity: Being whole or undivided; having internal consistency.
Landscaping: Elements include trees, shrubs, vines, ground covers, grasses, perennials, annuals and bulbs.
Loading facilities: Here, an entrance/area dedicated to receiving or delivering materials by truck.
Louver: An opening covered with overlapping fins or slats to provide ventilation.
Major Street: Here, the more heavily traveled or higher profile street when a site fronts onto more than one street.
Mansard: Here, a steeply pitched roof visible on the façade of a building.
Marquee: A roof-like element above an exterior door projecting over the public sidewalk.
Massing: The visual shape, weight and balance of a building.
Monument sign: Here, a signage element with a solid base that meets the ground, often constructed of masonry.
Parapet: The part of a wall that continues above, and conceals, the edge of a flat roof.
Parkway: Here, the unpaved area between the curb and the public sidewalk, within the public right-of-way.
Pilaster: A shallow, rectangular column attached to a wall.
Pitch: Slope, usually of a roof or an awning.
Plaque sign: A flat sign panel attached to a supporting wall.
Pole sign: A sign mounted atop a single or double pole, usually designed for visibility from a considerable distance.
Porch: An open-air, screened or glass-enclosed room attached to the outside of a structure.
Portico: A roof element supported by column or piers, attached to a building.
Profile: Cross-section.
Proportion: A part considered in relation to the whole with respect to comparative size, quantity or placement.
Prototype: An early or typical example that serves as a model for later development.
Raised basement: Here, a partially submerged basement in which basement windows are present at the base of the building and the first primary floor is raised above ground level by several feet.
Reader board: Here, an often illuminated sign providing electronic scrolling or manually changes messages, such as the current temperature or information on sales or promotions.
Renovation: Restoring to an earlier condition, from Latin words meaning “again” and “make new”.
Retractable: Capable of being drawn back or rolled up.
Right-of-way (ROW): A publicly controlled strip of land containing at least one of the following: streets, alleys, sidewalks or public utility easements.
Rusticated: Having a rough or irregular surface.
Scale: The relative size of elements.
Screen: To conceal from view.
Setback: Here, the distance that a building is sited from a property line.
Shingle: Here, a small sign hung from a bracket and usually perpendicular to the wall surface.
Siding: Overlapping boards, usually horizontal, applied to an exterior wall to create a continuous weatherproof covering.
Strip window: A continuous band of glazing, such that the structural support for the building is not apparent on the exterior.

Structural bay: Here, a recurring dimension created by the structural system of the building, which may or may not be apparent on the exterior of the structure.
Structured parking: Here, a below-ground or above-ground parking garage, or parking on a building roof.
Traditional: Here, based upon the custom or style of preceding generations.
Transom: A window placed above a door or storefront display window, often operable.
Trim: Decorative and non-structural material, usually wood or metal.
Turned: Shaped into a rounded form on a lathe.
Utilitarian brick side: The brick façade of a building that is designed primarily for practical use rather than beauty.
Utilitarian hardware: Devices such as poles, transformers, vaults, gas pressure regulators, meter enclosures, hydrants and the like that are used for water, gas, oil, sewer and electrical services to a building.
Utility service line: Any device – wire, pipe or conduit – which carries water, gas, electricity, oil and communications into a building.
Wrought iron fencing: Here, open metal fencing consisting of smoothly finished and welded bar stock, whether simple or elaborate in design.

APPENDIX D. Guideline Chart

Type of Work	No Approval Required	COA Required	Building Permit Required
Architectural Details (brackets, shingles, cornices, eave trim etc.)		X	X
Awnings and Canopies		X	X
New Construction			
Primary Structures		X	X
Outbuildings		X	X
Additions (including porch enclosures, dormers, dumpster pads, trash enclosures, etc)		X	X
Curb Cuts			X
Deck		X	X
Demolition		X	X
Doors		X	X
Fencing, walls, retaining walls		X	X

Type of Work	No Approval Required	COA Required	Building Permit Required
Glass replacement matching original	X		
Glass replacement not matching original		X	X
Historic glass removal		X	X
Gutters, downspouts		X	X
Landscaping		X	X
Light Fixtures		X	X
Masonry tuckpointing and cleaning		X	X
Materials changes (siding, metal, brick, etc.)		X	X
Mechanical systems (includes window units, exhaust fans, etc.)		X	X
Paint colors		X	X
Masonry paint removal		X	X
Parking lots (pavement and landscaping)		X	X

Type of Work	No Approval Required	COA Required	Building Permit Required
Porches (columns, cornices, railing, flooring, detailing)		**X**	**X**
Public right-of-way improvements (sidewalks, paving, landscaping)		**X**	**X** (Public Works)
Roofs (materials, changes in shape, eaves)		**X**	**X**
Satellite Dishes		**X**	**X**
Sidewalks		**X**	**X**
Siding		**X**	**X**
Signs		**X**	**X**
Solar Collectors		**X**	**X**
Staircases (exterior)		**X**	**X**
Steps		**X**	**X**
Storm windows, storm doors, security doors		**X**	**X**
Swimming pools		**X**	**X**
Weatherstripping, caulking	**X**		

Type of Work	No Approval Required	COA Required	Building Permit Required
Windows alterations to sash, skylights, etc.	.....	**X**	**X**

APPENDIX E. Redevelopment Prototypes/High Priority Development Sites

The illustrative sketches following represent examples of the preferred interpretation of the Renaissance Design Standards, to aid in their use. They represent typical applications of the standards in each of the eight Districts, and address design issues as noted below:

Redevelopment Prototypes

- **Heart of Downtown and Downtown Gateway Districts:**
- **Community Services and Repair, Service, and Distribution Districts:**
- **North and South Residential Districts:**

High Priority Development Sites

- **Klein's Department Store**
- **Cooper Building**
- **Johnson Building**
- **The Phoenix Building**
- **Garnett Family Building**

PROTOTYPE SITE 1:

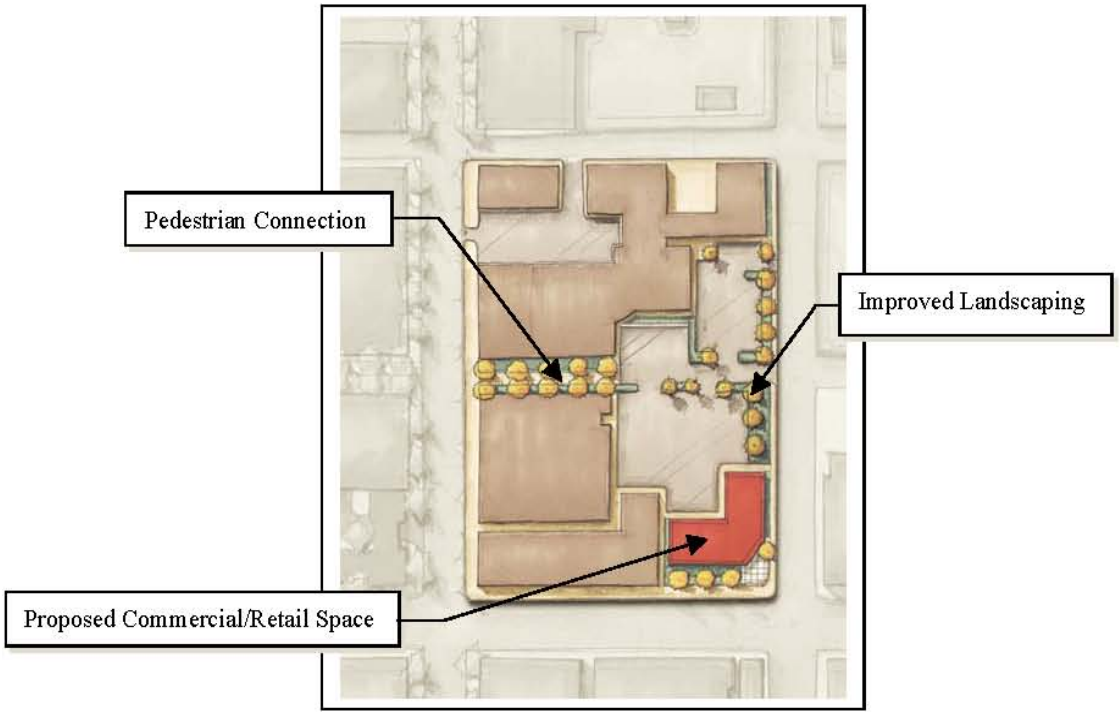
Heart of Downtown and Downtown Gateway Districts

Renaissance Design Standards Hopkinsville, Kentucky

Existing Conditions (Rear)

Existing Conditions (Front)

Existing Aerial View



Commercial/Retail Infill on Virginia Street between Eighth and Ninth Street

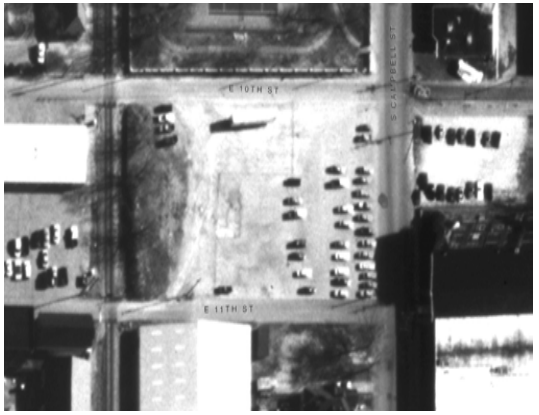
PROTOTYPE SITE 2:

Repair, Service and Distribution District

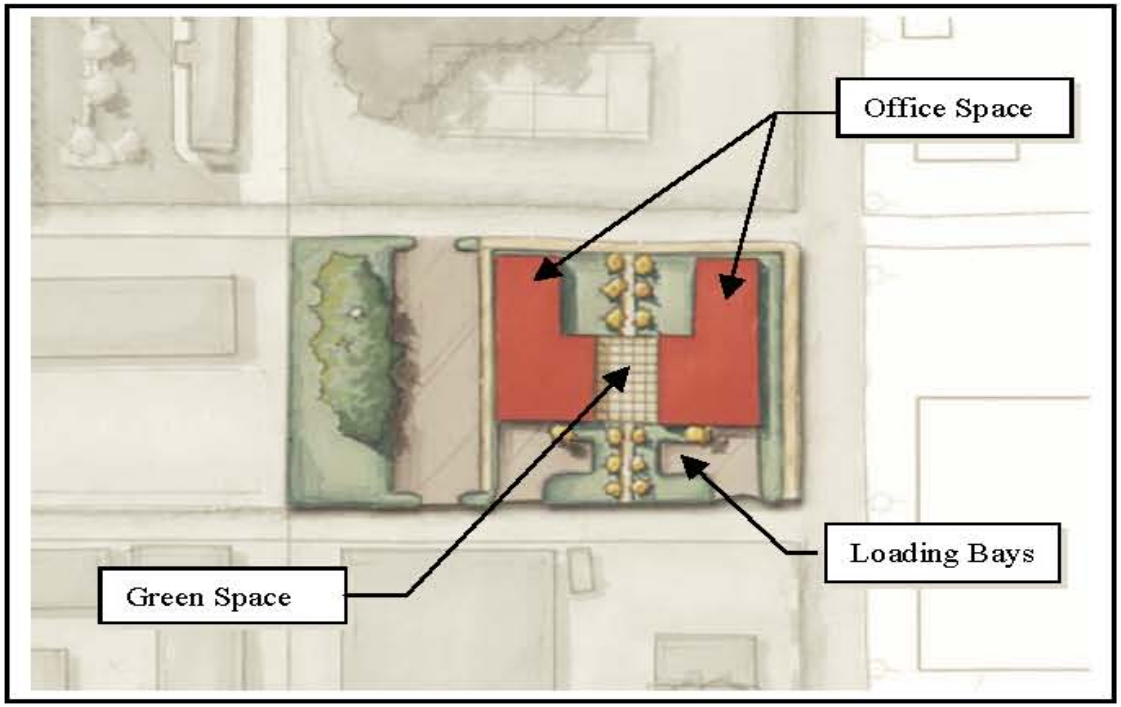
Renaissance Design Standards Hopkinsville, Kentucky

Existing Conditions (Front)

Existing Conditions (Rear)



Existing Aerial View



Commercial Infill –
South Cambell Street between Tenth and Eleventh Street

PROTOTYPE SITE 3:

North and South Residential Districts

Renaissance Design Standards Hopkinsville, Kentucky

Existing Conditions

Existing Conditions

Aerial View

1. Parking lot continues west to connect to next business parking lot.
2. Protect and maintain mature tree; add mulch and groundcover at tree
3. Dense evergreen shrub buffer strip.
4. Foundation plants and shrubs at all homes; new ornamental and shade trees planted throughout
5. Shared parking lot for better efficiency and capacity.
6. ADA compliant ramps on homes at rear, or along side to access front porches.
7. Dumpster enclosures added to screen unwanted views.

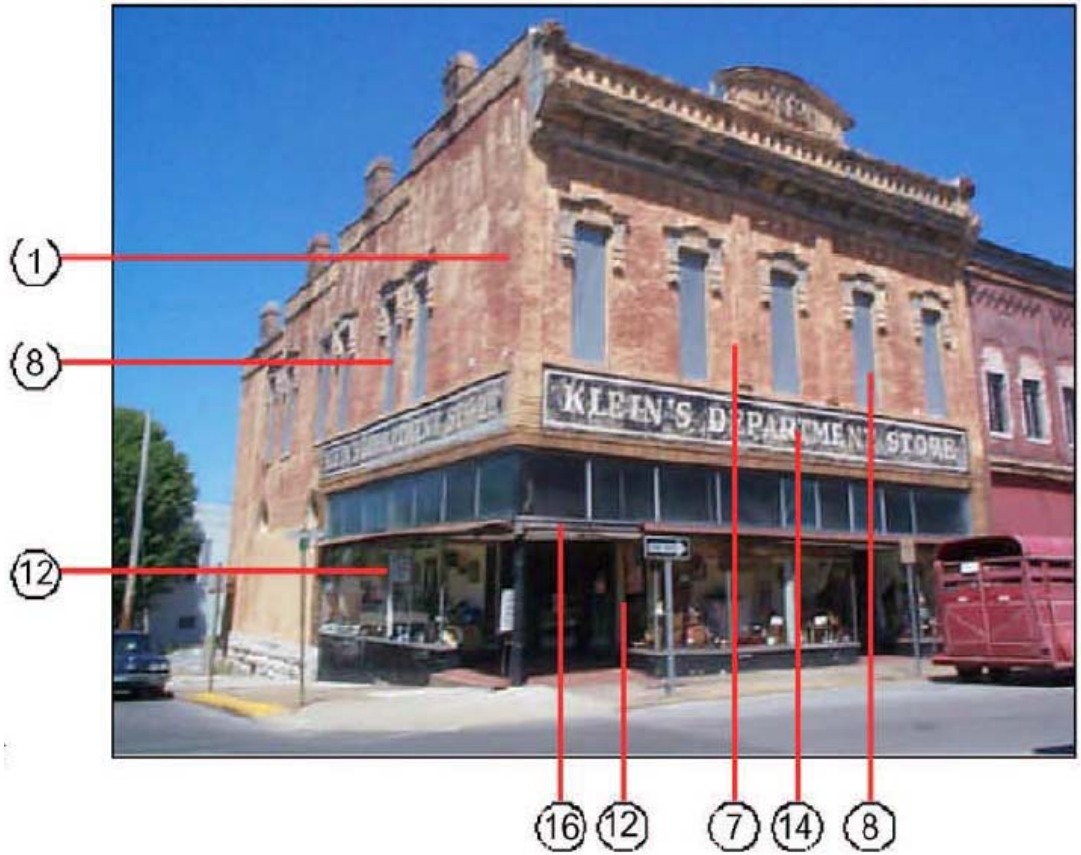
HIGH PRIORITY DEVELOPMENT SITE 1:

Klein's Department Store

Renaissance Design Standards Hopkinsville, Kentucky

Existing Aerial View

Existing Conditions



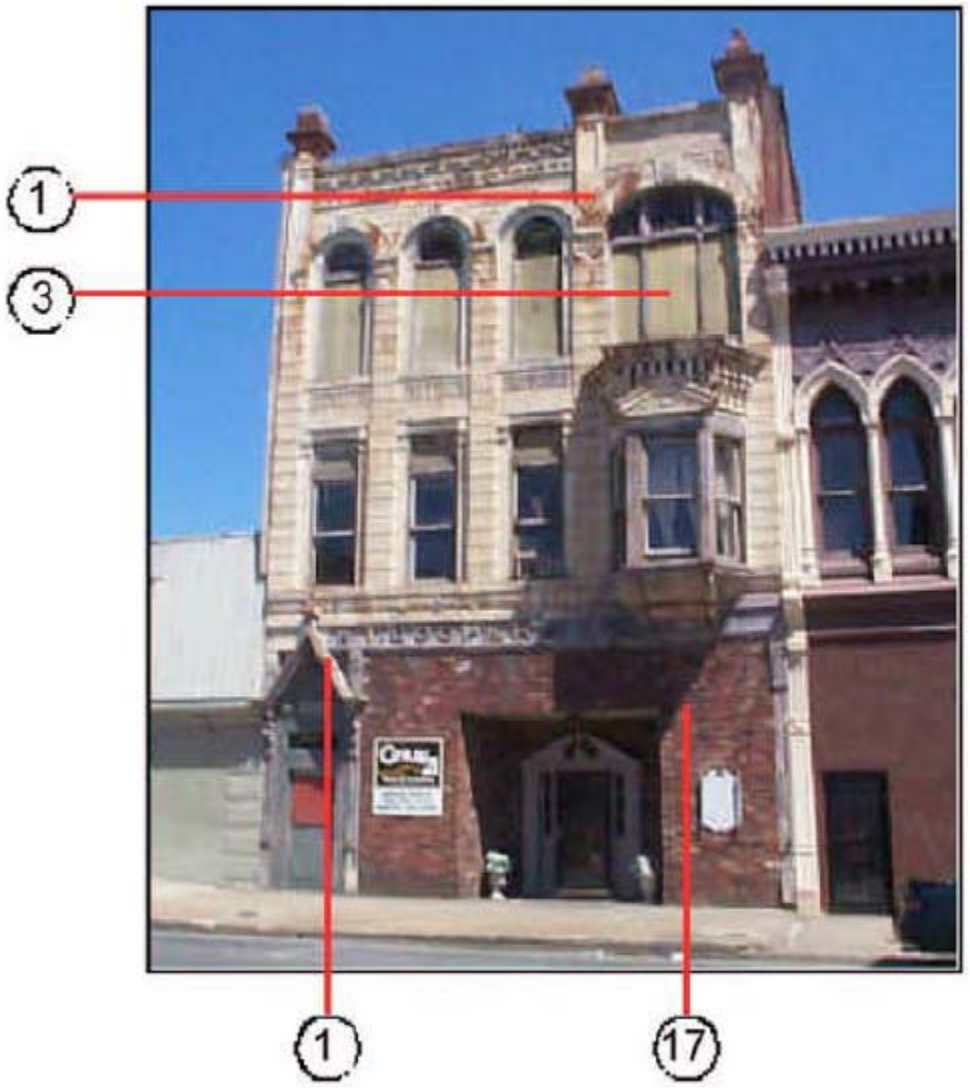
1. Clean and repair facade as needed.
2. Remove false facade and repair brick as needed.
3. Restore existing original windows.
4. Reconstruct historic storefront or install compatible new storefront.
5. Replace altered windows with historically compatible windows.
6. Construct new building compatible with adjacent historic buildings.
7. Repaint building facade.
8. Return historically compatible windows to bricked-in openings.
9. Add new canvas awning.
10. Maintain building in current good condition.
11. Remove sign and consider new sign according to guidelines.
12. Restore existing original doors and storefront.
13. Remove contemporary shutters, framing or debris from facade.
14. Restore existing original sign.
15. Restore original storefront beneath canopy.
16. Restore original canopy.
17. Remove brick infill and construct new historically compatible storefront.

HIGH PRIORITY DEVELOPMENT SITE 2:

Cooper Building

Renaissance Design Standards Hopkinsville, Kentucky

Existing Conditions



Existing Aerial View

1. Clean and repair facade as needed.
2. Remove false facade and repair brick as needed.
3. Restore existing original windows.
4. Reconstruct historic storefront or install compatible new storefront.
5. Replace altered windows with historically compatible windows.
6. Construct new building compatible with adjacent historic buildings.
7. Repaint building facade.
8. Return historically compatible windows to bricked-in openings.
9. Add new canvas awning.
10. Maintain building in current good condition.
11. Remove sign and consider new sign according to guidelines.
12. Restore existing original doors and storefront.
13. Remove contemporary shutters, framing or debris from facade.
14. Restore existing original sign.
15. Restore original storefront beneath canopy.
16. Restore original canopy.
17. Remove brick infill and construct new historically compatible storefront.

HIGH PRIORITY DEVELOPMENT SITE 3:

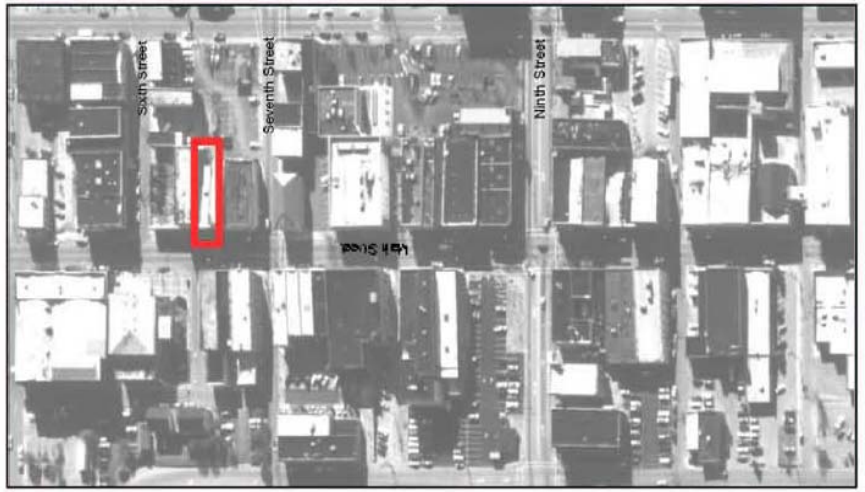
Johnson Building

Renaissance Design Standards Hopkinsville, Kentucky

Before

After

Existing Aerial View

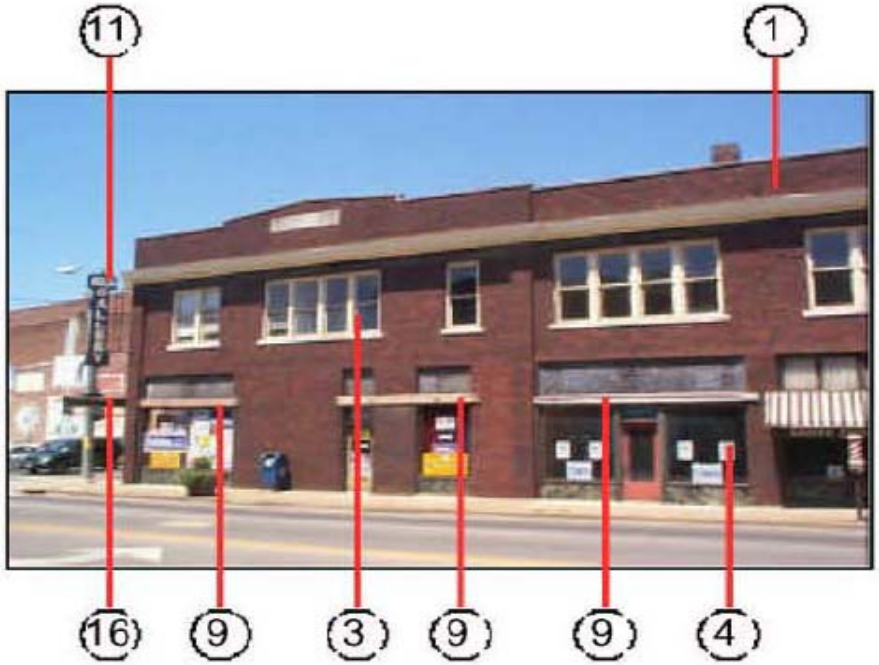


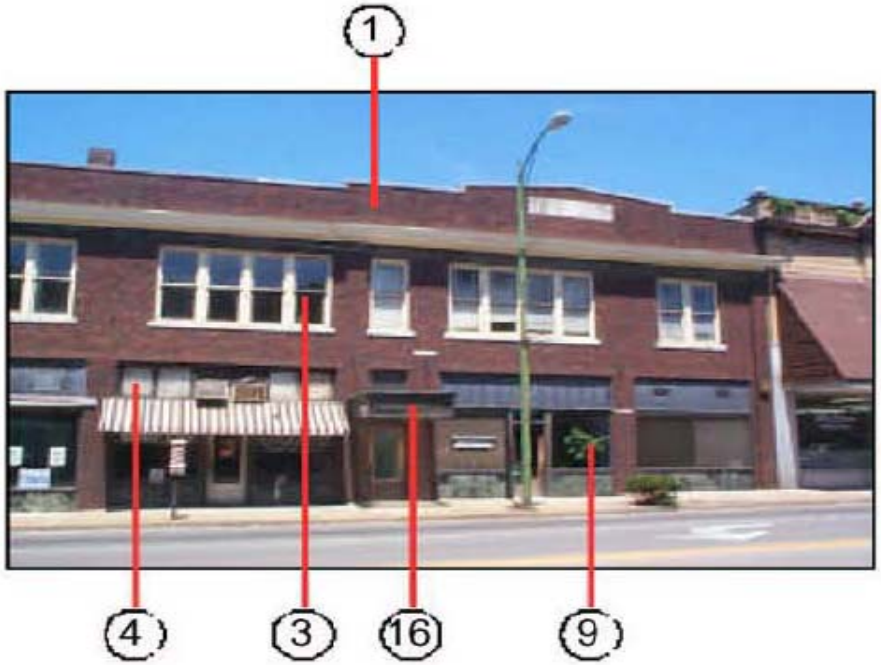
1. Clean and repair facade as needed.
2. Remove false facade and repair brick as needed.
3. Restore existing original windows.
4. Reconstruct historic storefront or install compatible new storefront.
5. Replace altered windows with historically compatible windows.
6. Construct new building compatible with adjacent historic buildings.
7. Repaint building facade.
8. Return historically compatible windows to bricked-in openings.
9. Add new canvas awning.
10. Maintain building in current good condition.
11. Remove sign and consider new sign according to guidelines.
12. Restore existing original doors and storefront.
13. Remove contemporary shutters, framing or debris from facade.
14. Restore existing original sign.
15. Restore original storefront beneath canopy.
16. Restore original canopy.
17. Remove brick infill and construct new historically compatible storefront.

HIGH PRIORITY DEVELOPMENT SITE 4:

The Phoenix Building

Renaissance Design Standards Hopkinsville, Kentucky





Existing Conditions

Existing Aerial View

1. Clean and repair facade as needed.
2. Remove false facade and repair brick as needed.
3. Restore existing original windows.
4. Reconstruct historic storefront or install compatible new storefront.
5. Replace altered windows with historically compatible windows.
6. Construct new building compatible with adjacent historic buildings.
7. Repaint building facade.
8. Return historically compatible windows to bricked-in openings.
9. Add new canvas awning.
10. Maintain building in current good condition.
11. Remove sign and consider new sign according to guidelines.
12. Restore existing original doors and storefront.
13. Remove contemporary shutters, framing or debris from facade.
14. Restore existing original sign.
15. Restore original storefront beneath canopy.
16. Restore original canopy.
17. Remove brick infill and construct new historically compatible storefront.

HIGH PRIORITY DEVELOPMENT SITE 5:

Garnett Family Building

Renaissance Design Standards Hopkinsville, Kentucky

Existing Aerial View

1. Clean and repair facade as needed.
2. Remove false facade and repair brick as needed.
3. Restore existing original windows.
4. Reconstruct historic storefront or install compatible new storefront.
5. Replace altered windows with historically compatible windows.
6. Construct new building compatible with adjacent historic buildings.
7. Repaint building facade.
8. Return historically compatible windows to bricked-in openings.
9. Add new canvas awning.
10. Maintain building in current good condition.
11. Remove sign and consider new sign according to guidelines.
12. Restore existing original doors and storefront.
13. Remove contemporary shutters, framing or debris from facade.
14. Restore existing original sign.
15. Restore original storefront beneath canopy.
16. Restore original canopy.
17. Remove brick infill and construct new historically compatible storefront.

Existing Conditions