# TABLE OF CONTENTS

**PART I. INTRODUCTION .......................... 5**

- A. INTRODUCTION .......................... 6
  1. Purpose ..................................... 6
  2. Applicability ............................. 6
  3. Using the Manual ......................... 7
  4. Design Direction .......................... 9
  5. Design Review Process .......................... 11
  6. Petition and Plan Review Procedures .......................... 12

**PART II. NEW NON-RESIDENTIAL AND MIXED-USE BUILDINGS CONSTRUCTION .......................... 15**

- A. INTRODUCTION ......................... 16
- B. BUILDING FORM ......................... 16
  1. Height ..................................... 16
  2. Front Yard (Setback) ...................... 17
  3. Side Yard (Setback) ...................... 17
  4. Rear Yard (Setback) ...................... 18
  5. Corner Treatment .......................... 18
  6. Scale and Proportion ....................... 19
  7. Building Additions and Expansions ............... 19
      PROFILE: General Facade Components .......................... 20
- C. FACADE DESIGN .......................... 21
  1. Primary Facade Materials .................. 21
  2. Primary Facade - Horizontal Divisions ............... 23
  3. Primary Facade - Vertical Divisions ............... 24
  4. Secondary Facade Design .................. 24
  5. Cornice / Roof Layer ..................... 25
  6. Entrances .................................. 26
  7. Windows .................................. 27
  8. Awnings, Canopies, and Marquees .................. 28
  9. Balconies .................................. 29
  10. Skylights .................................. 29
  11. Building Lighting .......................... 30
  12. Drive-through Facilities ................. 31

**PART III. NEW RESIDENTIAL CONSTRUCTION .......................... 35**

- A. INTRODUCTION ......................... 36
- B. BUILDING FORM ......................... 36
  1. Height ..................................... 36
  2. Setbacks .................................. 36
  3. Townhouse Complexes ..................... 37
  4. Additions .................................. 37
- C. FACADE DESIGN .......................... 38
  1. Building Materials ....................... 38
  2. Vertical and Horizontal Divisions ............... 39
  3. Roofs and Cornices ....................... 39
  4. Entrance(s) .................................. 40
  5. Windows .................................. 40
  6. Landscaping .................................. 40
  7. Screening .................................. 40
  8. Fencing .................................. 41
  9. Lighting .................................. 41
  10. Parking .................................. 41
  11. Signs .................................. 41
  12. Building Separation Requirements ............... 41
  13. Balconies .................................. 41

**PART IV. FACADE RENOVATIONS AND BUILDING CONVERSIONS ............... 43**

- A. INTRODUCTION ......................... 44
- PROFILE: Terms Defined .......................... 45
- PROFILE: U.S. Secretary of the Interior’s Standards for Rehabilitation .......................... 47
- B. FACADE RESTORATION / REHABILITATION / RENOVATION FOR NON-RESIDENTIAL AND MIXED-USE STRUCTURES ............... 48
  1. Primary Facade Materials .................. 48
  2. Primary Facade - Horizontal Divisions ............... 50
  3. Primary Facade - Vertical Divisions ............... 50
  4. Secondary Facade Design .................. 51
  5. Cornice / roof Layer ..................... 51
  6. Entrances .................................. 52
  7. Windows .................................. 53
  8. Awnings, Canopies, and Marquees .................. 53
  9. Balconies .................................. 54
  10. Building Lighting .......................... 54
  11. Mechanical/Service Areas ............... 55
      PROFILE: The Most Common Renovation Design Problems ............... 56
# TABLE OF CONTENTS

C. CONVERSION OR RENOVATION OF RESIDENTIAL BUILDINGS ......57
   1. Single- and Two-Family to Multiple-Family Conversion Standards ........................................57
   2. Residential to Commercial/ Mixed-Use Conversion Standards ........................................57
   3. Reversion of Multiple-Family and Commercial Structures to Single-Family Residential ...................58

PART V. SITE ELEMENTS .....................59
   A. INTRODUCTION .........................60
   B. SITE ELEMENTS ............................60
       1. Surface Parking ...........................60
          PROFILE: Preferred Parking Configurations ........................................61
       2. Parking Structures ......................62
       3. Vehicle Access Locations ................63
       4. Bicycle Facilities ..........................64
       5. Pedestrian Circulation ...................65
       6. Fences and Walls ...........................65
       7. Landscaping .................................67
          PROFILE: Urban Heat Island Effect ........................................68
       8. Site Lighting ..................................70
          PROFILE: Light Pollution Solutions 71
       9. Public Open Space ............................72
      10. External Utilities ............................73

PART VI. OTHER URBAN DESIGN CONSIDERATIONS ..................... 75
   A. INTRODUCTION .................................76
   B. OTHER URBAN DESIGN CONSIDERATIONS ......................76
       1. Views and Terminated Vistas .............76
       2. Safe By Design ..................................78
       3. Sustainability ..................................79
       4. Maintenance ..................................82
       5. Demolition ..................................82

PART VII. PUBLIC STREETSCAPE ...... 83
   A. INTRODUCTION .................................84
   B. PUBLIC STREETSCAPE ELEMENTS ..........84
       1. General Selection Criteria ...............84
       2. Sidewalks and Street Trees ...............85
       3. Streetscape Templates .....................88
       4. Street Lighting ................................94
       5. Public Art ......................................97
       6. Bicycle Parking ..............................98
       7. Street Furnishings ............................98
       8. Transit Shelters .............................99

B. PRIVATE USE OF THE PUBLIC STREETSCAPE .... 100
   1. Sidewalk Cafes ................................100
   2. Street Furnishings ............................100
   3. Signage .........................................100
   4. Awnings, Canopies, and Marquees ..............101

PART VIII. SIGNAGE ..........................103
   A. INTRODUCTION .................................104
   B. SIGN TYPE S .................................104
       1. Wall Signs ..................................104
          PROFILE: Sign Types .......................105
          PROFILE: Sign Placement ..................106
       2. Projecting Signs ..............................107
       3. Blade Signs ..................................107
       4. Ground-Mounted Signs ....................108
       5. Awning Signs ................................109
       6. Canopy Signs ................................109
       7. Marquee Signs ...............................110
       8. Window Signs .................................110
       9. Directional Signs .............................110
      10. Temporary / Holiday Signs .............110
      11. Illumination ..................................111
      12. Changeable Copy Signs ..................111
      13. Prohibited Signs ...........................111

PART IX. APPENDIX ..........................113
   A. STREET TREE LIST - CITY RECOMMENDED ......114
   B. THE POWER OF TEN by Fred Kent ..........115

PART X. GLOSSARY ..........................117
ACKNOWLEDGMENTS

DESIGN STANDARDS REVIEW GROUP
A group, consisting of elected and appointed officials and downtown representatives, created to assist in the development of this Manual.
- Liz Brown - Common Council
- Rich Davis - Downtown Improvement District, President
- Connie Haas Zuber - Plan Commission, President
- Ronda Hanning - Downtown Property Owner
- Jim Hoch - Architect, Hoch Associates
- Matt Kelley - Downtown Business Owner
- Mike McKay - Architect, Morrison Kattman Menze
- John Shoaff - Common Council

STAFF
- Kim Bowman - Director, Department of Planning Services
- Pat Fahey - Department of Planning Services
- Sherese Fortriede - Fort Wayne Planning Department
- Don Orban - Fort Wayne Planning Department, Historic Preservation

PUBLIC PARTICIPATION
This design manual is the result of several forms of input including:
- A Visual Preference Survey that included 50 images. Survey participants were asked to rate photos on a scale from -4 (dislike) to +4 (like) and to explain their preference. If they preferred a photo, they were asked whether the element portrayed should be encourage or required. The survey also included four general questions regarding design standards. The survey was available both online and at the Planning Department for a period of three weeks in the Fall of 2009.
- A Public Open House was held in February 2010 to present a draft of the Design Manual. The draft was available for public review prior to the open house. In collaboration with the Downtown Improvement District, notification of the open house was sent via direct mail to downtown property owners. Attendees were invited to voice their comments and suggestions regarding the Design Manual.
- The Design Standards Review Group consisting of elected and appointed officials and downtown representatives met regularly during the process to provide guidance and feedback on the concepts and ideas of each draft.
- Staff from the Fort Wayne Planning Department and the Department of Planning Services reviewed all draft sections and provided feedback based on current and past experience with downtown development and the City’s Zoning Ordinance. They were also the main point of contact with the consultant, RATIO Architects, of Indianapolis.
A. INTRODUCTION

1. PURPOSE

Urban places result from the desire to live in close proximity to services, commerce and community. Urban places are a physical manifestation of locally shared values no matter the scale; from a quaint historic village to a large bustling city. Fort Wayne has a history of urban design goals and policies containing recommendations to distinguish the character and pattern of development in its downtown from the development that surrounds it.

This Design Manual builds on previous guidelines and principles contained in the following documents:

- Plan-it Allen Comprehensive Plan
- Downtown BluePrint
- Downtown BluePrint Plus
- Around the Square Sub Area Plan

Each of these documents contains policies which further the City’s vision to maintain the unique and historic character of the downtown and provide property owners, developers, and builders with a better understanding of the City’s expectations for creating a vibrant city.

This Design Manual allows for flexibility and innovation by encouraging the user to go above and beyond the minimum design requirements. The overall objective is to ensure that the following main principles of the Design Manual are followed:

- Maintain the integrity of those areas with special significance.
- Foster attractive and functional design solutions.
- Protect and encourage public and private investment in downtown.
- Encourage compatible new development and redevelopment.
- Provide design direction to property owners, developers and decision makers.

2. APPLICABILITY

2.1 The standards in the Design Manual are applicable to new primary and accessory structure construction and major facade renovation requiring Development Plan approval in the CM5A and CM5B Districts. These standards shall also be
2.2 The architectural standards contained in this manual shall not apply to local historic districts (LHDs) as designated by the City’s Common Council. Projects in LHDs require a separate architectural review by the Historic Preservation Commission (HPC). See Chapter 151 of the City Code for additional information.

2.3 In recognition that not all design criteria may be workable or appropriate for each proposed project, the Design Review Committee (DRC) may interpret the recommended items with flexibility as they are applied to specific proposals.

2.4 New and existing single-family and two-family residential structures are exempt from the provisions of this Manual.

3. USING THE MANUAL

3.1 Recommended and Required: This Design Manual incorporates both requirements according to the Zoning Ordinance and recommendations. Requirements are labeled as “Required” and highlighted by a grey box. Requirements will include wording such as “shall” and “must.” Recommendations are not highlighted, but will include wording such as “should,” “may,” “preferred,” and “encouraged.”

3.2 District Application: This manual includes recommendations and requirements for both the CM5A Central Downtown and CM5B Downtown Edge Districts. In some areas a requirement or recommendation may be applicable to both districts, indicated by the inclusion of both the CM5A symbol (A) and the CM5B symbol (B) at the beginning of the requirement or recommendation. In some areas a requirement or recommendation may be appropriate for one district but not the other. In those situations, only the symbol for the applicable district is shown. (i.e. if only the CM5A symbol (A) is displayed, the item is only applicable to the CM5A district).

Review Procedures: See also Part I.A.5: Design Review Process (p. 11) for the Plan Review and Approval process.
Boundaries of the CM5A and CM5B districts.
3.3 Profiles: Distributed throughout this manual are profiles that explain certain concepts or ideas that are included in the recommendations or requirements of the manual. Profiles are designated by a blue box containing information about a specific topic.

4. DESIGN DIRECTION

4.1 CM5A, Central Downtown District: The Central Downtown District is the heart of the city and the regional economic and cultural hub for Northeast Indiana. This district is intended to be the city’s highest density district consisting of multi-story buildings. The district is intended to be a cultural and business center with a pedestrian-oriented mixture of cultural, entertainment, governmental, institutional, office, recreational, retail, residential, restaurant, and similar uses, as well as public squares and other gathering spaces.

4.2 CM5B, Downtown Edge District: The Downtown Edge District is intended to recognize a transition from the high density mixed use development within the core downtown to the traditional urban residential neighborhoods that surround the downtown. The district has a lower density development pattern than the CM5A District, but is still meant for predominantly multi-story structures (typically between two and six stories). The district is intended to be a cultural and business center with a pedestrian-oriented mixture of cultural, entertainment, governmental, institutional, office, recreational, retail, residential, restaurant, and similar uses, as well as public squares and other gathering spaces. Special attention should be paid to the primary corridors in this district as they serve as the gateways to the central downtown.

4.3 Historic Architectural Influences: The historic architecture in downtown Fort Wayne, (buildings at least 50 years old), reflects a wide variety of architectural styles. Buildings such as the c.1865 Italianate style Keystone Block, 1880 Romanesque style Schmitz Block, 1930 Art Deco style Lincoln Tower, and 1963-64 Modern style Anthony Wayne Building reflect our history and lend interest and character to the downtown. While the details of these buildings vary, certain characteristics are common such as the use of durable exterior materials and a high proportion of glass to solid wall surface. Historic buildings should not be faithfully copied, but should be used as inspiration for compatible contemporary architecture that reflects the unique character of Fort Wayne.

4.4 Historic Patterns of Development: The original plats of Fort Wayne were
developed in 1823, using a standard grid pattern of city blocks subdivided by
alleys. Influenced by the existence of early streets and the position of the rivers, this
grid pattern through most of downtown is not oriented in a true north-south direc-
tion. Later plats followed a grid corrected to compass directions but the overall
block pattern remained consistent.

4.5 Historic Setbacks: A review of early maps and photos shows that commercial
buildings in the central city have consistently been built to the sidewalk and
generally occupied the full width of the lot. Typical of dense urban areas, this
characteristic provides a consistent building wall along the street and serves to
clearly identify the commercial center. By contrast, urban homes built close to the
downtown area typically had a shallow front yard, retaining area in a side or rear
yard for private or service space. Decorative iron or picket fencing often provided
additional separation from the public sidewalk.

4.6 Infill Design Compatibility: Infill refers to development that fills a “hole” often
between one or more existing adjacent structures in the built environment. The
design objectives of compatible infill are to:
• Respect the existing character and employ creative and unique solutions that
do not imitate or duplicate historic buildings, but allow for the creation of new,
modern buildings that are compatible with their context;
• Utilize or adapt character-defining features from the building’s context, such
as forms, materials, entrance treatments, facade divisions and fenestration;
• Use facade components not defined by a particular architectural style, such as
large glazed storefronts, pedestrian-scaled signage, and awnings; and
• Reflect the scale and massing of the adjacent structures and achieve propor-
tions that give a sense of human scale.

4.7 Redevelopment Design Compatibility: Redevelopment sites are larger parcels
where substantial portions of city blocks are available for development. The design
objectives of compatible redevelopment are to:
• Have building fronts / entrances oriented to adjacent street frontages or the
intersection of two streets (corner);
• Have facades which reflect the scale and massing of adjacent structures and
achieve proportions that give a sense of human scale; and
• Contain off-street parking spaces located to the rear and sides of the
structure.
5. DESIGN REVIEW PROCESS

The Plan Commission will establish a Design Review Committee (DRC) as a subcommittee of the Plan Commission. The Design Review Committee shall establish a regular meeting schedule and Rules of Procedure as appropriate.

<table>
<thead>
<tr>
<th>Design Review Process¹</th>
<th>Project Type</th>
<th>Primary &amp; Secondary Development Plan w/ DRC Recommendation</th>
<th>Major Facade Renovation Staff Review w/ DRC Decision</th>
<th>Site Plan Routing w/ DRC Decision</th>
<th>Staff Review w/o DRC²</th>
<th>Permit Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>New development projects (including accessory structures)</td>
<td>greater than 1,000 sq ft gfa</td>
<td>N/A</td>
<td>less than 1,000 sq ft gfa</td>
<td>N/A</td>
<td>ILP</td>
<td></td>
</tr>
<tr>
<td>Additions to primary or accessory structures, excluding additions to single and two family structures</td>
<td>greater than 25% of structure gfa or greater than 10,000 sq ft gfa</td>
<td>N/A</td>
<td>less than 25% of structure gfa or less than 10,000 sq ft gfa</td>
<td>N/A</td>
<td>ILP</td>
<td></td>
</tr>
<tr>
<td>Major facade renovation</td>
<td>N/A</td>
<td>All projects</td>
<td>N/A</td>
<td>N/A</td>
<td>Certificate of Compliance</td>
<td></td>
</tr>
<tr>
<td>Signs only</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>All projects</td>
<td>ILP</td>
<td></td>
</tr>
<tr>
<td>Fencing only</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>All projects</td>
<td>ILP</td>
<td></td>
</tr>
<tr>
<td>Surface parking only</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>All projects</td>
<td>Parking Lot Permit</td>
<td></td>
</tr>
<tr>
<td>Minor facade renovation</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

¹ All projects within Local Historic Districts are required to apply for a Certificate of Appropriateness through the Historic Preservation Commission. These projects will go through the same project review process as noted above but will not have a Design Committee Review.

² Staff shall review project for compliance with the Design Review Manual.

DRC - Design Review Committee

gfa - gross floor area

ILP - Improvement Location Permit

Design Review Committee Membership: The Design Standards Review Group discussed the need for professional, high quality review of project proposals against the standards and recommendations in this manual and recommended that the DRC be comprised of:

- Two (2) Architects registered in the State of Indiana, as recommended by the Fort Wayne chapter of the American Institute of Architects
- One (1) Landscape Architect registered in the State of Indiana
- One (1) member with historic preservation and design background as recommended by the HPC
- One (1) downtown building owner as recommended by the Downtown Improvement District
- One (1) Plan Commission member to chair the committee

For a listing of the current membership of the DRC contact the Department of Planning Services staff at (260) 449-7607.

Major Facade Renovation: Replacement of existing features with new features that are different in terms of material type, size or color, excluding painting of typically painted or previously painted materials or surfaces.

Minor Facade Renovation: Replacement of existing features in kind or maintenance of features including painting of typically painted or previously painted materials or surfaces.
Primary & Secondary Development Plan Review Procedure

- Conduct an initial informal meeting with staff to discuss the proposed project.
- Determine if Development Plan is required.
- Submit application and plans by monthly deadline.
- Project review by Development Plan Committee according to regular monthly schedule.
- Project reviewed by Design Review Committee according to regular schedule.
- Plan staff and DRC submit recommendation to the Plan Commission.
- Plan Commission holds public hearing on a Primary Development Plan.
- Review by the Plan Commission Site Committee.
- Decision by the Plan Commission.
- Timeframe: Typically 7-8 weeks from application to approval of Development Plan.
- Projects located in Local Historic Districts are exempt from DRC review.

6. PETITION AND PLAN REVIEW PROCEDURES

Primary & Secondary Development Plan (DP) Review Process

1. Meet with Staff

2. Application (submit by deadline) by the Petitioner

3. Review (according to schedule) by the Development Plan Committee
   - Recommendation to the PC

4. Review (according to schedule) by the Design Review Committee
   - Recommendation to the PC

5. Public hearing by the Plan Commission (Primary DP only)

6. Review by the Plan Commission Site Committee
   - Recommendation to the PC

7. Plan Commission Business Meeting
   - Decision: Deferred, Denied, Approved, Revision
Major Facade Renovation Review Procedure

- Conduct an initial informal meeting with staff to discuss the proposed facade renovation.
- Staff will determine if the facade renovation is major or minor.
- Major Facade Renovation application and plans submitted by deadline.
- Project reviewed by DRC according to its regular schedule. A public hearing by the DRC is not required. The DRC cannot grant waivers of Zoning Ordinance Requirements.
- A decision made by the DRC may be appealed to the Plan Commission.
- Timeframe: Typically 4-5 weeks from application to DRC action.
- Projects located in Local Historic Districts are exempt from this review process.

Major Facade Renovation Review Process

1. Meet with Staff
2. Application (submit by deadline) by the Petitioner
3. Review (according to schedule) by the Design Review Committee
   - Decision: Deferred, Denied, Approved, Revision
Site Plan Routing Review Procedure

- Submit application and plans by weekly Site Plan routing review deadline.
- Project reviewed by DRC at regularly scheduled meeting. The DRC cannot grant waivers of Zoning Ordinance requirements.
- Project reviewed by Site Plan Routing Review Committee. The Site Plan Routing Review Committee cannot grant waivers of Zoning Ordinance requirements.
- Timeframe: Typically 4-5 weeks depending on DRC monthly meeting schedule.
- Projects in Local Historic Districts are exempt from DRC review.

Other Permits

Permits for signs, fences, and surface parking projects will be reviewed by staff to determine if the projects are in compliance with the intent of this Design Manual.
PART II. NEW NON-RESIDENTIAL AND MIXED-USE BUILDINGS CONSTRUCTION
A. INTRODUCTION

The relationship between new construction and existing buildings is of prime importance to maintain the quality and character of the City’s downtown. The goal is to not imitate the historic downtown, but to create structures that are compatible within the context of the area. This section addresses the form, massing and scale, as well as the architectural details of new or expanded non-residential, mixed-use and multifamily (greater than three stories) buildings. Creative and innovative concepts and solutions that allow new construction to blend into the urban fabric are encouraged. For additional information, refer to Part I.A.4: Design Direction (p.9).

B. BUILDING FORM

1. HEIGHT

Building height can affect the shape of the skyline, the accessibility of sunlight, and the visual cues that signify the center of downtown. Therefore the following standards and recommendations should be considered.

1.1 The maximum height for new structures shall be two hundred feet (200’). The minimum height for new structures shall be twenty feet (20’) with two (2) occupiable stories (above street level).

   - Buildings located in the area bounded by Superior Street to the north, Jefferson Boulevard to the south, Ewing Street to the west and Lafayette Street to the east shall be allowed a maximum height of five hundred feet (500’).

1.2 The maximum height for new structures shall be sixty feet (60’). The minimum height for new structures shall be twenty feet (20’).

1.3 The Plan Commission may consider allowing structures to exceed the maximum height limitations based on:

   - Scale and character of surrounding buildings
   - Architectural compatibility
   - Access to sunlight

Refer to the Zoning Ordinance for additional exceptions to the height requirements.
2. FRONT YARD (SETBACK)

Common front yard depths can define a street wall. The following requirements and recommendations are applicable to new structures and additions to existing structures on all public street frontages.

2.1 The front yard shall have no minimum and a maximum of ten feet (10') in depth.

2.2 The front yard shall have no minimum and a maximum of twenty feet (20') in depth.

2.3 Existing primary structures which are nonconforming with regard to setbacks or use may be added to or enlarged. Any addition to or expansion of a nonconforming structure shall comply with all front, side, and rear setbacks in effect for the applicable zoning district at the time the application for approval is filed.

2.4 The design of buildings should reinforce the street wall by maintaining a common setback with adjacent buildings.

2.5 Infill development buildings should occupy the entire lot frontage.

2.6 As part of its approval of a primary development plan, the Plan Commission may determine a greater front yard setback in consideration of the provision of public open space, private courtyards, or similar spaces provided that at least fifty percent (50%) of the building meets the front yard setback requirements.

2.7 For buildings greater than sixty feet (60') in height, a twelve-foot (12') setback should be applied for every five (5) stories of height to provide for access to sunlight for the street below.

3. SIDE YARD (SETBACK)

3.1 The side yard shall have no minimum and a maximum of ten feet (10') in depth.

3.2 The side yard shall be a minimum of five feet (5') in depth for all situations, and a maximum of twenty feet (20') in depth where adjacent to a public street.
3.3 As part of its approval of a primary development plan, the Plan Commission may determine a side yard setback greater or less than the established standard in consideration of the existence and placement of windows or doors on the proposed or adjacent structure(s).

3.4 In infill situations, if an adjacent building has no side yard setback and no existing windows or doors, it is intended that a new structure connect to the existing adjacent structure.

3.5 For buildings greater than sixty feet (60') in height, a twelve-foot (12') setback should be applied for every five (5) stories of height to provide for access to sunlight for the street below.

4. REAR YARD (SETBACK)

4.1 There is no required rear yard setback.

4.2 The rear yard shall have a minimum depth of twenty-five feet (25').

5. CORNER TREATMENT

Buildings located at street corners should serve as distinguishable gateways designed to address the corner by engaging the interest of drivers, pedestrians and bicyclists at the intersection.

5.1 Corner buildings should provide additional building mass or distinctive architectural elements to emphasize the corner location.

5.2 Buildings on corner lots should use windows, doors or architectural detail to address facade design on both street frontages.
6. SCALE AND PROPORTION
When considering building form and scale, the character of existing buildings in the area should be taken into consideration according to the following.

6.1 Whenever possible, (excluding floodplain areas) match the grade of abutting properties. If there is a significant grade difference, create an attractive transition through grading, landscaping or the use of a retaining wall.

6.2 The mass of non-residential and multi-family buildings should be subdivided horizontally and vertically into a hierarchy of volumes.

6.3 First-floor commercial spaces should feature large storefront display windows. Residential-scale windows and doors should not be used in storefronts.

7. BUILDING ADDITIONS AND EXPANSIONS

7.1 Additions to the front or side of an existing structure that are visible from a public street shall be similar in material and design to the primary facade.

7.2 Additions to existing buildings that are visible from a public street should be compatible with the original structure’s character in terms of shape, form, scale and setback.
Facade - Defined

A facade is a particular face of a building.

Primary facades are those that have frontage on public streets. Buildings on corner lots will have two or more primary facades according to the number of public streets fronted.

Secondary facades are considered to be the side and rear facades of a structure. Secondary facades will have no frontage on public streets, but may have frontage on public alleys.

1. Cornice / Roof Layer: The cornice provides a “visual termination” to the building. Cornice materials might be sculpted wood, brick, stone, pressed metal or terra cotta.

2. Upper Facade: The upper facade typically has several identical windows arranged in even horizontal rows. Windows still make up the majority of the facade.

3. Street Level: The storefront is typically 80-90% transparent. A structural beam spans the opening supporting the upper facade. This is sometimes exposed and sometimes hidden within a decorative cornice.

GENERAL FACADE COMPONENTS

The following graphic is provided as a general guide to the typical components of a downtown facade. Not all components shown here appear on every building in downtown. However, this graphic can be used as a starting point for formulating concepts for new facades.
Intent

Many different architectural elements are combined to create the typical building facade in downtown. This section of the Design Manual is intended to familiarize users with those elements so that they can be appropriately incorporated on new facades. These elements are found on buildings of many styles and time periods.

C. FACADE DESIGN

1. PRIMARY FACADE MATERIALS

The combination of materials used on the exterior of new structures has a significant impact on how that building relates to the existing context of downtown. This section provides guidance on the selection of appropriate materials with an emphasis on encouraging materials that are compatible with the building’s context and durable, do not diminish the existing character of the area, enhance visibility at street level, and do not present ongoing maintenance issues.

A 1.1 The use of high quality, durable materials that enhance the building and convey a sense of permanence is encouraged.

A 1.2 Materials should be compatible with the character of adjacent buildings and the surrounding area.

1.3 Recommended Materials

The following materials are recommended for primary and/or accent uses on structures:

- Clay brick
- Precast Concrete
- Glass with reflectance of thirty percent (30%) or less
- Granite
- Limestone
- Marble
- Cast Stone
- Sandstone
- Stucco
- Terra cotta
- Cement Fiberboard (such as Hardi-plank or similar)
1.4 Recommended materials for sloped roofs visible from the public rights-of-way:
   - Architectural shingles (for residential structures)
   - Copper or other metal shingles
   - Slate
   - Standing-seam or flat-seam metal (or other similar material)
   - Tile

1.5 The use of a single building material visible from public streets - especially concrete, stucco or stone - without definition or accent is discouraged. Changes in material and surface can create a play of light and shadow across a facade, creating depth and visual interest.

1.6 Building material color schemes should tie the building elements together and be used to enhance the architectural form of a building.

1.7 Tinted glass with a reflectance greater than thirty percent (30%) is not recommended at the pedestrian level of a facade or the bottom two stories.

1.8 Prohibited Materials

1.8.1 The following material is prohibited on the entire structure:
   - Mirrored glass (high reflectance value)

1.8.2 The following materials are prohibited on the first two stories of the structure:
   - Aluminum and/or vinyl residential style lap siding

1.8.3 The following materials are prohibited on the bottom three feet of the primary facade of the structure:
   - Thin-set brick
   - Corrugated metal
   - Exterior Insulation Finishing Systems (EIFS)
   - Wood shake, shingle, or other wood lap siding

EIFS (a synthethic stucco) is not as durable a material as brick and stone for use on the base of structures.
2. PRIMARY FACADE - HORIZONTAL DIVISIONS

Facade divisions provide architectural interest and help large buildings relate to human scale.

2.1 There shall be a clear delineation between the three main horizontal divisions of a structure: street level, upper facade and cornice. Refer to the General Facade Components Profile on page 20.

2.1.1 Between the street level and upper facade at least one (1) of the following elements shall be included:
- Awnings
- Variation in window pattern such as large store-front windows at street level and smaller, separated windows on the upper facade level
- A flush or projecting horizontal band of a different material, color, or pattern

2.1.2 On the cornice layer, at least one (1) of the following elements shall be included:
- A cornice or other three-dimensional element
- A flush or projecting horizontal band of a different material, color, or pattern

2.2 A minimum of fifty percent (50%), of the street level facade shall be transparent.

2.3 Horizontal divisions can be reinforced with kneewalls, recessed entries (where appropriate), and transom windows. Contemporary and creative design solutions are encouraged as long as pedestrian-oriented storefront proportions are maintained.
3. PRIMARY FACADE - VERTICAL DIVISIONS

Vertical facade divisions, known as building bays, reinforce the pedestrian scale.

3.1 The facade shall consist of building bays that are a maximum of thirty feet (30') in width. Bays shall be established using at least one (1) of the following architectural features:

- A change in plane (recess or projection)
- Columns, ribs, pilasters
- Enhanced entries
- Changes in texture or materials

3.2 Blank, unarticulated walls should be avoided on the upper floors of primary facades.

3.3 Multiple facade bays within the same building or adjacent buildings should be visually compatible in terms of scale and materials.

4. SECONDARY FACADE DESIGN

The sides and rear of all buildings should be compatible in architecture and materials to the primary facade.

4.1 Building walls that are visible to public streets, public gathering areas, connecting walkways, or adjacent development shall be subdivided and proportioned using features described in Sections II.C.2 and 3 (p.23 and p.24) on at least fifty percent (50%) of the facade.

4.2 Blank, unarticulated walls should be avoided on secondary facades. They should only be used on side or rear facades if essential to the function of the building.
5. CORNICE / ROOF LAYER

The cornice, the uppermost horizontal element, is one of the most important architectural components of the facade for structures from most architectural periods, including contemporary designs.

5.1 A flush or projecting horizontal band of a different material, color, or pattern shall be provided at the top of buildings to provide a visual termination to the top of the building.

5.2 Mechanical equipment such as roof vents, metal chimneys, solar panels, television antennae/satellite dishes, or air conditioning units shall be screened so as to not be visible from any adjacent sidewalk or street.

5.3 On corner sites, the roof design should emphasize the corner location.

5.4 The form of the roof and building cornice should be similar or compatible to those on adjacent structures.

5.5 The following types of roofs should be avoided on buildings:

- Gable-end roofs
- False mansard roofs

Cornices and parapet walls can be used to provide a visual termination at the top of a building. These examples in downtown Fort Wayne date from the 1880s to the 1920s.

An example of a bracketed cornice.

False mansard roof.

Gable-end roof.
6. ENTRANCES

It is important to highlight a clearly defined pedestrian entrance.

6.1 There shall be at least one (1) unobstructed pedestrian walkway at least five feet (5’) wide connecting the primary facade entrance to an adjacent public sidewalk.

6.2 There shall be a minimum of one (1) direct pedestrian entrance accessed directly from the primary street frontage of a building. A corner entrance shall be permitted as a way of meeting this standard.

6.3 Architectural features shall be provided at primary entrances and shall include at least one (1) of the following:

- Recessed entry
- Awning or canopy
- Raised corniced parapet over the door
- Arches
- Architectural design elements, projecting from the vertical plane of the main exterior wall and raised above the adjoining parapet wall/roof
- Pilasters projecting from the plane of the wall by a minimum of eight inches (8”) and/or architectural or decorative columns that create visual breaks and interest in the facade walls
- Enhanced exterior lighting such as wall sconces, building mounted accent lights, or decorative pedestal lights
- Architectural details such as tile work and moldings that are integrated into the building design

6.4 Secondary entries shall be lit for safety and function.

6.5 Integrally designed canopies, overhangs, arcades and recessed entries should not typically exceed ten feet (10’) in depth; recessed entries should not exceed fifty percent (50%) of the width of the storefront.
7. WINDOWS

Windows should provide visual definition and reduce the visual mass of larger buildings. Window shape and placement are important to facade, but the characteristics of the glass are also important. Transparent windows promote more interaction with pedestrian traffic. The selection of glass should strike a balance between light and heat transmission and transparency.

7.1 Windows should be transparent with an exterior reflectance of less than thirty percent (30%). Opaque or reflective glass should not be used on street level facades.

7.2 The use of low emissivity (low-E) glass is encouraged to maintain transparency. Low-E glass is defined as glass that has a visible light transmission (the amount of light that passes from the outside to the interior) rating of at least seventy percent (70%), and an outdoor visible light reflectance — a mirror would be one hundred (100%) reflective — rating of no greater than thirty percent (30%).

7.3 The size and proportion of window openings should be similar to those on surrounding primary facades.

The rhythm of windows, entries and building bays should be maintained in new construction of a primary facade.

A pedestrian-oriented storefront with clear glass display window and recessed entry: 902 S. Calhoun Street, 1914 (Allen County Public Library).

A pedestrian-oriented storefront with clear glass display window and recessed entry: 902 S. Calhoun Street, 1914 (Allen County Public Library).
8. AWNINGS, CANOPIES, AND MARQUEES

Awnings, canopies, and marquees are architectural design elements that serve both aesthetic and practical functions. The following standards and recommendations are applicable to these elements:

8.1 The following materials shall not be used for awnings:
   - Fiberglass
   - Plastic

8.2 Awnings shall not be internally lit.

8.3 Canopies and awnings shall be a minimum of eight feet (8') above sidewalk grade at their lowest point.

8.4 The size and proportion of awnings should reflect the openings and proportions on the building facade.

8.5 Awnings should be constructed of durable canvas or acrylic fabric over a metal frame, although similar materials may also be approved.

8.6 Awnings should be designed to be consistent with the architectural style and character of the building and area.

8.7 Awnings, canopies, and marquees that project over the right-of-way require approval from the Board of Works.

8.8 Integrally designed canopies and awnings should not typically exceed ten feet (10') in depth.
9. BALCONIES

9.1 Balconies shall be a minimum of eight feet (8’) above sidewalk grade.

9.2 Balconies that project over the right-of-way require approval from the Board of Works.

9.3 Balconies should be designed so that they do not encroach into a public right-of-way more than four feet (4’) and do not require support systems to be anchored within sidewalk clearance zones.

9.4 Balconies should be fully or partially recessed into the structure.

10. SKYWALKS

Skywalks proposed with new development provide alternatives to street level pedestrian connectivity. The pitfalls of skywalks are that they remove pedestrian traffic from the street. The mechanical vertical access systems are expensive to maintain, may be incompatible with the architectural integrity of older buildings, and may present security problems. The following standards and recommendations apply to skywalks, however, each request will be reviewed individually based on existing roadway and surrounding development conditions.

10.1 New skywalks require approval by the Board of Public Works.

10.2 The minimum clearance for a skywalk will be established by the Board of Public Works.

10.3 Skywalks and connecting corridors are to have a minimum interior clear width of twelve feet (12’) and should be no wider than twenty-five feet (25’).

10.4 Skywalks should be single story and designed to appear horizontally level.

10.5 A majority of the vertical enclosure of the skywalk should contain windows that allow views into and out of the skywalk.

10.6 Skywalks should be designed to facilitate access between street and skywalk levels. Elevators, stairs and escalators linking the street and skywalk levels should be conveniently located with clear directional signs.


**Lighting:** See also Part V.B.8: Site Lighting (p. 70) and Part VII.B.4: Street Lighting (p. 94) for additional lighting standards.

**Mounting Height Measurement:** For the purposes of this section, the mounting height of a light fixture shall be defined as the vertical distance between the adjacent grade and the top of the lighting fixture (luminaire).

---

**10.7** All pedestrian skywalks should be built to minimize the disruption of street level views in both directions.

**10.8** The connections of skywalk bridges to adjacent structures should be sensitive to the design of the buildings.

**10.9** Pedestrian skywalks should be designed to facilitate pedestrian movement within the downtown core by complementing and not replacing pedestrian activity at street level by providing street-level access.

---

**11. BUILDING LIGHTING**

Lighting is addressed throughout this design manual in response to its varying functions. Lighting is used to increase the safety of downtown streets, enhance architecture and public spaces, and illuminate signage.

**11.1** Building-mounted light fixtures shall be shielded or full cut-off (no light emitted above the horizontal plane of the lowest edge of the fixture).

**11.2** Building-mounted light fixtures in pedestrian areas such as sidewalks, pathways, and plazas shall not be mounted higher than twelve feet (12') as measured from the adjacent grade.

**11.3** Wall-mounted lighting fixtures should be integrated into the overall design of the building facade and placed such that they do not cover up or interfere with architectural or historic features.

**11.4** Facade illumination is encouraged to enhance historic or architecturally significant buildings.

**11.5** Lighting fixtures should be located, aimed and shielded so that light is directed only onto the building facade. Lighting fixtures should not be directed toward the sky or toward adjacent streets or roads, in order to prevent glare.

**11.6** Energy efficient light sources which produce a true color rendition such as is available with LED (light emitting diodes), metal halide, induction, and halogen fixtures are encouraged.
12. DRIVE-THROUGH FACILITIES

Drive-through facilities provide convenient access to goods and services; however, they are also predominantly automobile-oriented uses which can create significant traffic access and safety issues as well as negative impacts on pedestrian circulation. If traffic safety and other related site issues can be adequately addressed, drive-through facilities may be permitted as an accessory use in the CMSA and CM5B Districts subject to the following standards:

12.1 The following requirements shall apply to all drive-through facilities:

- 12.1.1 There shall be a direct pedestrian access between the primary entrance and the adjacent public sidewalk.
- 12.1.2 The drive-through facility shall not have more than two (2) service lanes.

12.2 The following requirements shall apply to drive-through facilities proposed as part of a new primary structure:

- 12.2.1 The structure shall be located at the minimum front setback line as established in the Zoning Ordinance for the associated zoning district. Structures located on a corner shall be considered to have two (2) front setback lines.
- 12.2.2 Drive-through service windows and ordering stations shall be located on the rear of a structure.
- 12.2.3 Drive-through service windows and ordering stations shall be located on the interior side or rear of a structure.
- 12.2.4 If the drive-through service window is located on the interior side of the structure, canopies for the drive-through windows shall be attached to the structure and recessed from the front of the structure by a minimum of ten feet (10’).
- 12.2.5 The drive-through exit lane shall be located a minimum of ten feet (10’) from the structure at the location where the exit lane meets the public sidewalk.
12.3 The following requirements shall apply to drive-through facilities proposed as an addition to an existing primary structure:

A 12.3.1 Drive-through service windows and ordering stations shall be located either on the interior side or rear of a structure, with access to the window provided by new or existing alley access points; an existing street access point may also be used.

B 12.3.2 Drive-through service windows and ordering stations shall be located either on the interior side or rear of a structure, with access to the window provided by new or existing alley or street access points.

A B 12.3.3 If the drive-through service window is located on the interior side of the structure, canopies for the drive-through lanes shall be attached to the structure and recessed from the front of the structure by a minimum of ten feet (10’).

A B 12.3.4 If the drive-through service window is located on the interior side of the structure, the drive-through lanes shall be located a minimum of ten feet (10’) from the building at the location where the exit lane meets the public sidewalk.

A B 12.4 The drive-through facility, including any canopy, should be compatible in both material and architecture with the primary structure.

B 12.5 If an additional access point is required to serve a new facility, that access should be provided from an alley if feasible and, alternatively, from streets, with preference given to the street with the least traffic volume.
Creating a recessed alcove (right) for trash storage can create better visual linkages through alleys.

Recess for dumpster.

**D. MECHANICAL/SERVICE AREAS**

1. Roof-mounted mechanical equipment such as roof vents, metal chimneys, solar panels, television antennae/satellite dishes, or air conditioning units shall be adequately screened so as not to be visible from any adjacent street or sidewalk.

2. Except at access points, loading berths, service areas, trash storage, exterior work areas, storage yards, and truck parking shall be adequately screened from public streets, public open spaces and residential properties using building mass, free-standing walls and gates, and/or landscaping. The screening shall be a minimum of six feet (6') in height.

3. Except for dumpsters recessed into a building, the minimum height service area or dumpster enclosure screening shall be six feet (6'). Gates shall be provided.

4. Ground-mechanical equipment shall be screened with an enclosure constructed of materials that are compatible with the primary structure materials or with evergreen landscaping which is not less than the height of the mechanical equipment at the time of planting.

5. Whenever feasible, loading and service areas should be accessed from alleys, secondary or side streets, interior parking garages, or from the rear of buildings, rather than from the front of buildings.
E. ACCESSORY STRUCTURES

1. PLACEMENT

1.1 Accessory structures shall have the same minimum setbacks as primary structures.

1.2 Accessory structures shall be located to the side or rear of the principal structure and shall be constructed and/or placed to minimize visibility from the public right-of-way.

1.3 Accessory structures shall not exceed twenty-five percent (25%) of the ground floor area of the primary structure.

2. MATERIALS

2.1 Accessory structures should be constructed of materials that are compatible with the primary structure materials, in terms of type, pattern, and durability.
PART III. NEW RESIDENTIAL CONSTRUCTION
A. INTRODUCTION

One of the goals of the CM5A and CM5B Districts is to achieve a certain level of density commensurate with the energy and vibrancy of an urban area. To that end, new single- and two-family uses are not permitted in the CM5A District. Single family structures, including Type I and Type II manufactured homes, are only permitted in the CM5B District as a Special Use approved by the Board of Zoning Appeals. Single- and two-family structures are exempt from the design standards of this Manual.

The standards in this section are applicable to: Multiple-family dwellings including condominiums of three (3) stories or less in the CM5A District, and multiple-family dwellings including condominiums, attached single-family structures with three (3) or more units, or townhouse complexes in the CM5B District. Additions to or the expansion of existing former residential structures now being used for multiple-family or commercial uses shall also employ the following standards.

Multiple-family structures greater than three (3) stories shall comply with the standards in Part II: Non-Residential and Mixed-Use Buildings Construction of this Manual.

B. BUILDING FORM

1. HEIGHT

   a. Maximum height requirements for new free-standing structures or attached structures with independent access shall be the same for residential structures and for non-residential structures in Part II.B.1 (p.16).

2. SETBACKS

   b. The setbacks shall be the same as for primary structures in Part II.B.2 through B.4 (p.17-18).
A roofline with a double gable, corner quoins to accent the facade projections, transom windows above the entry doors, and limestone lintels above the windows are some of the architectural details on these townhomes.

3. TOWNHOUSE COMPLEXES

- **3.1** Townhouse units may only be connected to other units on the sides of the unit (each unit shall have its own exterior front and rear walls).
- **3.2** Buildings shall be separated so that no single building has more than ten (10) ground floor units.
- **3.3** Units shall not have garage doors facing public streets.

4. ADDITIONS

- **4.1** Additions to the front or side of an existing structure that are visible from a public street shall be similar in material and design to the primary facade.
- **4.2** Additions to existing buildings that are visible from the street should be compatible with the original structure’s character and the neighborhood context by relating to the basic shape, form, scale and setback.

Garage access is on the rear, not facing public streets.
C. FACADE DESIGN

1. BUILDING MATERIALS
The combination of materials used on the exterior of structures has a significant impact on how that building relates to the existing downtown context. This section provides guidance on the selection of appropriate materials with an emphasis on encouraging materials that are compatible and durable, do not diminish the existing character of the area, and do not present ongoing maintenance issues.

1.1 The use of high quality, durable materials that enhance the building and convey a sense of permanence is encouraged.

1.2 Materials should be compatible with the character of adjacent buildings and the surrounding area.

1.3 Recommended Materials
The following materials are recommended for primary and/or accent uses on structures:

- Clay Brick
- Glass with reflectance of thirty percent (30%) or less
- Granite
- Limestone
- Marble
- Cast Stone
- Sandstone
- Stucco
- Terra cotta
- Wood
- Cement Fiberboard (such as Hardi-plank or a similar material)
1.4 Recommended materials for sloped roofs visible from the public rights-of-way include:

- Architectural shingles
- Slate
- Standing-seam metal or other similar materials
- Tile

1.5 The use of a single building material visible from public streets - especially concrete, stucco or stone - without definition or accent is discouraged. Changes in material and surface can create a play of light and shadow across a facade, creating depth and visual interest.

1.6 Trim board should be used on all building roof lines, corners, porches, windows, and doors on all elevations. Buildings constructed with a masonry exterior are exempt from this recommendation.

1.7 Prohibited Materials

1.7.1 The following material is prohibited on the entire structure.

- Mirrored Glass (high reflectance value)

2. VERTICAL AND HORIZONTAL DIVISIONS

2.1 The front elevation (facade) of residential structures should be divided into smaller planes by recessing or projecting sections of the facade.

3. ROOFS AND CORNICES

3.1 Roof-mounted mechanical units shall be screened from all public streets.

3.2 Flat roofed structures should include a flush or projecting horizontal band of a different material, color, or pattern.

3.3 Where appropriate, projecting roof eaves are encouraged on all elevations.
4. ENTRANCE(S)

4.1 The main exterior entrance(s) shall face the primary street frontage or be oriented to the corner.

4.2 Architectural features shall be provided at primary façade entrances and shall include at least one (1) of the architectural design elements/details set forth in Part II.C.6.3 (page 26) at each entrance.

4.3 The design of columns supporting a front porch at a main entrance should be consistent with the architectural style of the residence.

5. WINDOWS

5.1 Windows are encouraged on all levels and on each facade. Windows should be proportionate to the facade.

5.2 Windows should be energy efficient and be compatible with the architecture of the primary structure.

6. LANDSCAPING

6.1 All street-facing building setback areas should include landscaping.

6.2 The landscaping should be proportionate to the overall size of the structure.

7. SCREENING

7.1 Dumpsters and mechanical equipment located on the ground shall be screened on all sides from any adjacent street or sidewalk by the building, walls, plant material, or fences.

7.2 The screening should be of a material or color which is compatible with the primary structure, or an evergreen hedge which is not less than the height of the mechanical equipment at the time of planting.
8. FENCING

Refer to Part V.B.6: Fences and Walls (p.65) for standards regarding fences and walls.

9. LIGHTING

Refer to Part II.C.11: Building Lighting (p.30) regarding building-mounted lighting and Part V.B.8: Site Lighting (p.70) for other site lighting standards.

10. PARKING

Refer to Part V.B.1: Surface Parking (p.60) and Part V.B.2: Parking Structures (p.63) for standards regarding surface and structured parking.

11. SIGNS

Refer to Part VIII: Signage (p.103) for standards regarding signage.

12. BUILDING SEPARATION REQUIREMENTS

Building separation requirements for Multiple-Family and Townhouse complexes in the CM5B will be as stated in the Zoning Ordinance.

13. BALCONIES

13.1 Balconies shall be a minimum of eight feet (8') above sidewalk grade.

13.2 Balconies which project over the public right-of-way require approval from the Board of Works.

13.3 Balconies should be designed so that they do not encroach into a public right-of-way more than four feet (4') and do not require support systems to be anchored within sidewalk clearance zones.

13.4 Balconies should be fully or partially recessed into the structure.
PART IV. FACADE RENOVATIONS AND BUILDING CONVERSIONS
Intent

The intent of this section is to provide information to those who choose to work within the existing framework of the urban fabric by rehabilitating existing structures to revitalize, increase the efficiency of the existing use, or support an adaptive reuse of the structure. The philosophy and importance of producing quality rehabilitation and renovation is addressed in this section.

A. INTRODUCTION

This section addresses the rehabilitation, renovation, restoration and proper maintenance of existing buildings in the CM5A and CM5B districts. The structures which contribute to the character of the downtown may be any age, not necessarily “historic.” Structures located within a local historic district are not subject to the architectural design standards of this manual, including the design review process. These structures require review and approval by the Fort Wayne Historic Preservation Commission; these structures shall also be subject to the applicable zoning ordinance height, setback standards, and project review.

Permit Process: See also Part I.A.5: Design Review Process (p.11-14) for the outline of the permit process for Major and Minor Facade Renovations.

Additions and Expansions: See also Part II: New Non-Residential and Mixed-Use Buildings Construction (p.15) for standards and recommendations.

Site Elements, Public Streetscape, and Signage: See also Parts V, VII, and VIII for standards and recommendations which may apply to an overall project.

Major Facade Renovation: Replacement of existing features with new features that are different in terms of material type, size or color, excluding painting of typically painted or previously painted materials or surfaces.

Minor Facade Renovation: Replacement of existing features in kind or maintenance of features including painting of typically painted or previously painted materials or surfaces.
**TERMS DEFINED**

**PRESERVATION**
The act or process of applying measures to sustain the existing form, integrity and materials of a historic structure. Work, including preliminary measures to protect and stabilize the structure, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. New exterior additions are not within the scope of this treatment; however, the limited upgrading of mechanical, electrical, and plumbing systems and other code-required work to make structures functional is appropriate within a preservation project.

**REHABILITATION / RENOVATION**
The act or process of improving a structure’s condition through repair and alterations while respecting those features significant to its architectural, historic or cultural value.

**RESTORATION**
The act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project.

*Note: The standards contained in this manual shall not apply to local historic districts (LHDs) as designated by the City’s Common Council. See map on page 46.*
Downtown Fort Wayne local historic districts (LHDs).
U.S. SECRETARY OF THE INTERIOR’S STANDARDS FOR REHABILITATION

The following standards are from the Secretary of the Interior’s “Standards for Rehabilitation” for projects that may be eligible for tax credits, grants or other special programming. However these standards embody a philosophy that should be employed when approaching any rehabilitation, renovation or restoration project in a community that is attempting to retain its historic, authentic character. These should be applied to projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property should be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property should be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property should be avoided.

3. Each property should 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 architectural elements from other buildings, should not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right should be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property should be preserved.

6. Deteriorated historic features should be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature should match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features should be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials should not be used. The surface cleaning of structures, if appropriate, should be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project should be protected and preserved. If such resources must be disturbed, mitigation measures should be undertaken.

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

10. New additions and adjacent or related new construction should 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.
B. FACADE RESTORATION / REHABILITATION / RENOVATION FOR NON-RESIDENTIAL AND MIXED-USE STRUCTURES

Property owners should work closely with staff and the Design Review Committee and use the principles described in this Design Manual as a guiding influence. Exterior renovation of existing buildings should be compatible in style and context with the existing building’s architecture. In addition, consult the standards for local historic district structures as guidance for undertaking facade renovations. Contemporary treatments and interpretations of the existing building are appropriate if they respect the integrity of the original design and the character that is desired for the area. The following should be considered when restoring, rehabilitating or renovating existing non-residential buildings.

---

1. PRIMARY FACADE MATERIALS

The combination of materials used on the exterior of a structure has a significant impact on how that building relates to the existing downtown context. This section provides guidance on the selection of appropriate materials with an emphasis on encouraging materials that are compatible and durable, do not diminish the existing character of the area, enhance visibility at street level, and do not present ongoing maintenance issues.

1.1 The use of high quality, durable materials that enhance the building and convey a sense of permanence is encouraged.

1.2 Materials should be compatible with the character of adjacent buildings and the surrounding area.

1.3 Recommended Materials

The following materials are recommended for primary and/or accent uses on structures:

- Clay Brick
- Precast Concrete
- Glass with reflectance of thirty percent (30%) or less
- Granite
- Limestone
- Marble
- Cast Stone
- Sandstone
- Stucco
- Terra Cotta
- Cement Fiberboard (such as Hardi-plank or a similar material)

1.4 Recommended materials for sloped roofs visible from the public rights-of-way include:
- Architectural shingles for residential structures
- Slate
- Standing-seam metal or other similar materials
- Tile

1.5 The use of a single building material visible from public streets - especially concrete, stucco or stone - without definition or accent is discouraged. Changes in material and surface can create a play of light and shadow across a facade, creating depth and visual interest.

1.6 Building color schemes should tie the building elements together and be used to enhance the architectural form of a building. Intense, bright, black or fluorescent colors should be used only as accents.

1.7 Tinted glass with a reflectance greater than thirty percent (30%) is not recommended at the pedestrian level of a facade.

1.8 Prohibited Materials

1.8.1 The following material is prohibited on the entire structure:
- Mirrored glass (high reflectance value)

1.8.2 The following materials are prohibited on the first two (2) stories of the structure:
- Aluminum and/or vinyl horizontal residential style lap siding
1.8.3 The following materials are prohibited on the base / bottom three feet (3') of the primary façade of the structure:
- Thin-set brick
- Corrugated metal
- Exterior Insulation Finishing Systems (EIFS)
- Wood shake, shingle, or other wood lap siding

2. PRIMARY FACADE - HORIZONTAL DIVISIONS
Facade divisions provide architectural interest and help large buildings relate to human scale. Facade renovations should maintain existing architectural divisions between the street level facade, the upper facade and the building cornice / roof layer.

2.1 A clear delineation between the three (3) main horizontal divisions of a structure (street level, upper facade, and cornice) should be maintained. The following elements should be considered to either be maintained or be added to provide this delineation.
- Awnings
- Variation in window pattern such as large store-front windows at the street level and smaller windows at the upper facade level
- A flush or projecting horizontal band of a different material, color, or pattern
- A cornice or other three-dimensional element

2.2 Street level divisions can be reinforced with kneewalls, recessed entries (where appropriate), and transom windows. Contemporary and creative design solutions are encouraged as long as pedestrian-oriented storefront proportions are maintained.

3. PRIMARY FACADE - VERTICAL DIVISIONS
Vertical facade divisions, known as building bays, reinforce the pedestrian scale. Facade renovations should maintain the existing architectural vertical divisions and building bays.

Facade Components: See the General Facade Components Profile (p.20) for the illustration of facade components.
3.1 The following architectural features should be considered to be maintained or added:

- **3.1.1** A change in plane (recess or projection);
- **3.1.2** Columns, ribs, or pilasters;
- **3.1.3** Enhanced entrances utilizing recommendations from Part II.C.6: Entrances (p.26); and
- **3.1.4** Changes in texture or materials.

3.2 Blank, unarticulated walls on the upper floors of primary facades should be avoided.

3.3 Multiple bays within the same building should be visually compatible in terms of scale and materials.

---

### 4. SECONDARY FACADE DESIGN

The sides and rear of all buildings should be compatible in architecture and materials to the primary facade.

- **4.1** Existing architectural elements/details that subdivide building walls that are visible to public streets, public gathering areas, connecting walkways or adjacent development should be maintained.

- **4.2** The creation of blank, unarticulated walls should be avoided on secondary facades. They should only be used on side or rear facades if essential to the function of the building.

---

### 5. CORNICE / ROOF LAYER

The cornice, the uppermost horizontal element, is one of the most important architectural components of the facade for structures from most architectural periods, including contemporary designs.

- **5.1** Cornices, parapets or comparable details should be maintained or added to the top of buildings to provide a visual termination at the top.
5.2 Mechanical equipment, such as roof vents, metal chimneys, solar panels, television antennae/satellite dishes, or air conditioning units, should be adequately screened where they can be seen from the street.

6. ENTRANCES

It is important to highlight a clearly defined pedestrian entrance.

6.1 There should be at least one (1) unobstructed pedestrian walkway a minimum of four feet (4\') wide connecting the primary facade entrance to an adjacent public sidewalk.

6.2 There should be a minimum of one (1) direct pedestrian entrance accessed directly from the primary street frontage of a building. If an entrance is at the corner it satisfies the intent of a primary entrance for the building.

6.3 Entry features should be maintained or added at each primary entrance. The following features should be considered:

- Recessed entry
- Awning, canopy or marquee
- Raised cornice parapet over the door
- Architectural design element, projecting from the vertical plane of the main exterior wall and raised above the adjoining parapet wall/roof
- Pilasters projecting from the plane of the wall and/or architectural or decorative columns
- Enhanced exterior lighting such as wall sconces, building-mounted accent lights, or decorative pedestal lights
- Architectural details such as tile work and moldings that are integrated into the building structure and design

6.4 Secondary entries should be lit for safety and function.

6.5 Integrially designed canopies, overhangs, arcades and recessed entries should not typically exceed ten feet (10\') in depth; recessed entries should not exceed fifty percent (50\%) of the width of the storefront.
7. WINDOWS
Windows should provide visual definition and reduce the visual mass of larger buildings.

7.1 Windows should be “clear” with an exterior reflectance of less than thirty percent (30%). Opaque or reflective glass should not be used on street level facades. Tinted glass with a reflectance greater than thirty percent (30%) is not recommended at the pedestrian level of a facade.

7.2 Windows should be placed on all facades adjacent to a public street.

7.3 Window placement should be compatible with the scale and proportion of the building design and adjacent structures.

7.4 Window rhythm should be maintained. Creating smaller window openings or reducing the number of window openings is discouraged. Changes to existing window openings including closing or reducing the size of the existing opening, or adding new openings should be carefully considered.

8. AWNINGS, CANOPIES, AND MARQUEES

8.1 The following materials shall not be used for awnings:

- Fiberglass
- Plastic

8.2 Awnings shall not be internally lit.

8.3 Awnings, canopies, and marquees shall be a minimum of eight feet above sidewalk grade at their lowest point.

8.4 The size and proportion of awnings should reflect the openings and proportions on the building facade.

8.5 Awnings should be constructed of durable canvas or acrylic fabric over a metal frame, although similar materials may be approved.

8.6 Awnings should be designed to be consistent with the architectural style and character of the building and area.
A 8.7 Awnings and canopies that project over the right-of-way require approval from the Board of Public Works.

A 8.8 Integrally designed awnings, canopies, and marquees should not typically exceed ten feet (10’) in depth.

9. BALCONIES

A B 9.1 Balconies shall be a minimum of eight feet (8’) above sidewalk grade.

A B 9.2 Balconies which project over the public right-of-way require approval from the Board of Works.

A B 9.3 Balconies should be designed so that they do not encroach into a public right-of-way more than four feet (4’) and do not require support systems to be anchored within sidewalk clearance zones.

A B 9.4 Balconies should be fully or partially recessed into the structure.

10. BUILDING LIGHTING

Lighting is addressed throughout this design manual in response to its varying functions. Lighting is used to increase the safety of downtown streets, enhance architecture and public spaces, and illuminate signage.

A B 10.1 Building-mounted light fixtures shall be shielded or full cut-off (no light emitted above the horizontal plane of the lowest edge of the fixture).

A B 10.2 Building-mounted light fixtures in pedestrian areas such as sidewalks, pathways, and plazas shall not exceed twelve feet (12’) in height.

A B 10.3 Building-mounted lighting fixtures should be integrated into the overall design of the building facade and placed such that they do not cover up or interfere with architectural or historic features.

Lighting: Refer to Part V.B.8: Site Lighting (p.70) for standards and recommendations for street, site, and parking lot lighting.
10.4 Facade illumination is encouraged to enhance historic or architecturally significant buildings.

10.5 Lighting fixtures should be located, aimed, and shielded so that light is directed only onto the building facade. Lighting fixtures should not be directed toward the sky or toward adjacent streets or roads, in order to prevent glare.

10.6 Energy efficient light sources which produce a true color rendition such as is available with LED (light emitting diodes), metal halide, induction, and halogen fixtures are encouraged.

11. MECHANICAL/SERVICE AREAS

11.1 Except at access points, loading berths, service areas, trash storage, exterior work areas, storage yards, and truck parking should be adequately screened from public streets, public open spaces and residential properties, using building mass, freestanding walls and gates, and/or landscaping. The screening should be a minimum of six feet (6') in height.

11.2 Except for dumpsters recessed into a building, the minimum height of a service area screen or dumpster enclosure should be six feet (6'). Gates should be provided.

11.3 Service area enclosures should be constructed of materials that are compatible with the primary structure materials.

11.4 Loading docks, service areas, trash storage, exterior work areas, and storage yard and truck parking should be located to the rear of buildings and accessed from an alley or secondary street. These service areas should be designed to minimize visibility from public areas (street, sidewalk, and building entrances) and adjacent properties.

11.5 Whenever feasible, loading and service areas should be accessed from alleys, secondary or side streets, interior parking garages, or from the rear of buildings, rather than from the front of buildings.
PROFILE

Common renovation errors on the building above include covering the facade with metal siding, bricking in portions of the street level facade, adding a false mansard roof, and reducing the size of the original window openings.

THE MOST COMMON RENOVATION DESIGN PROBLEMS

Some renovations resulting in unsuccessful projects were widespread enough that the National Trust for Historic Preservation published them as the six most common renovation design problems in downtowns. They are provided here as “food for thought” when contemplating undertaking renovation, rehabilitation or restoration projects.

1. Slipcovers
   Perhaps the most obvious attempt to make downtowns look like malls, “slipcovers” were usually metal or exterior insulation panels placed over existing facades to create one massive cohesive appearance. Simply put, this shouldn’t be done anymore.

2. False Historical Themes
   Attempts have been made time and again to try and create interest in buildings or streetscapes by assigning them a time period and basing improvement efforts on that theme. Buildings and sites should be restored to the period of significance for that building or place.

3. Separating the Ground Floor From The Upper Facade
   Many communities installed large contemporary awnings and canopies at the first floor level to provide comfort for pedestrians. Historic facades are meant to be appreciated as a single composition.

4. Filling in Display Windows, Transom Windows and Doors
   No matter how tempting it may be to fill in existing openings, it shouldn’t be done. The pattern of openings in a facade is a critical component of the building design. Filling in these spaces creates a monolithic street environment and feels much less safe than transparent windows. Tinting windows has nearly the same effect as filling them in, and should also be avoided.

5. Using Color Inappropriately
   Sometimes, one paint color may be used for the facade as well as the architectural trim, making it difficult to see detail around windows, doors and the cornice. Other times, bold colors are used that make a building stand out more than it should. Those undertaking rehabilitation efforts are encouraged to consult a preservation specialist who can help identify appropriate palettes.

6. Using Inappropriate Materials
   Materials like cedar shakes, molded stone, rough-cut logs, exterior insulation finishing systems, stained wood, and thin set veneers should not be used to cover up existing masonry or window openings.
C. CONVERSION OR RENOVATION OF RESIDENTIAL BUILDINGS

The goal of this section is to respect the historic character and architectural scale of existing development, continue to accommodate pedestrian traffic, and allow a mix of uses including residential/commercial/“live-work” units. This section addresses residential structures of three (3) stories or less originally intended for residential use.

1. SINGLE- AND TWO-FAMILY TO MULTIPLE FAMILY CONVERSION STANDARDS

Residential dwellings converted for use as a multiple family dwelling shall comply with the following standards:

- Conversions of single- and two-family structures shall be submitted for review according to the applicable procedures outlined in Part I.A.6: Petition and Plan Review Procedures (starting on p.12).

- Facade renovations should maintain the architectural integrity of the original structure by:
  - Retaining the size and location of windows
  - Retaining front porches
  - Maintaining / repairing original siding material

2. RESIDENTIAL TO COMMERCIAL/MIXED-USE CONVERSION STANDARDS

The conversion of existing single- and two-family residential structures to commercial office or small-scale retail uses is encouraged as an alternative to strip-type development in the downtown.

- Conversions from single- or two-family residential to commercial / mixed-use structures shall be submitted for review according to the applicable procedures outlined in Part I.A.6: Petition and Plan Review Procedures (starting on p.12) of this manual.

- The public entrance to the converted structure should connect directly to a public sidewalk.
2.3 Visual buffers such as landscaping, fences and walls should be provided when a commercial conversion is adjacent to one- and two-family residences.

2.4 Facade renovations should maintain the architectural integrity of the original structure and the neighborhood by:
- Maintaining the scale and proportion of the former residence
- Retaining the size and location of windows
- Maintaining / repairing original siding material
- Screening parking areas
- Preventing light trespass onto adjacent properties from lights added for customers

3. Reversion of multiple family and commercial structures to single-family residential

3.1 The Non-Conforming Structures and Uses section of the Zoning Ordinance allows the reversion of structures originally designed for single- or two-family uses which were converted to higher density or non-residential uses to revert to single- and two-family uses upon submission of evidence of original design to the Planning staff.

3.2 Facade renovations should maintain or return the architectural integrity of the original structure by:
- Retaining the size and location of windows
- Retaining front porches
- Maintaining / repairing original siding material
PART V. SITE ELEMENTS
A. INTRODUCTION

The architectural design of buildings and structures in a downtown is only one part of the equation of good urban design. The site elements addressed in this section contribute to the energy, comfort and aesthetic appeal of places and spaces.

B. SITE ELEMENTS

1. SURFACE PARKING

The City encourages and promotes a pedestrian-friendly downtown and supports higher densities. In light of this, and in consideration of several existing public parking areas, it may not be necessary for every development or use to have off-street parking. This consideration should be a part of the review process for development of new surface parking areas or expansion of existing parking lots.

1.1 There shall be no minimum off-street parking requirement for new buildings or for new uses in existing buildings. If parking is provided, parking maximums shall be one-half (1/2) of the number of spaces required by the zoning ordinance outside of the CM5 districts.

1.2 If the proposed number of off-street parking spaces exceeds the number of spaces required by the zoning ordinance outside of the CM5 districts for new buildings by more than five percent (5%), the minimum amount of required interior landscaping shall be increased by ten percent (10%) or pervious pavement shall be provided in an area equal to the additional amount.

1.3 Parking areas shall maintain a minimum setback of five feet (5’) from all property lines in order to provide adequate area for required parking area buffering.

1.4 Parking areas shall be hard surfaced and internally drained. Stone or gravel shall not be permitted as a parking surface. Pervious pavement and individual pavers may be permitted.

1.5 Off-street parking shall not be located in the front or side yard of any new structure. Refer to the Preferred Parking Configurations Profile on page 61.
PREFERRED PARKING CONFIGURATIONS

Examples of Preferred Parking Configurations:

- Building
- Parking
- Street
- Alley
- Building
- Alley
- Street

Parking to the Rear
On-Street Parking
### 1. SITE ELEMENTS

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.6</td>
<td>Pedestrian pathways shall be provided from public sidewalks to surface parking areas.</td>
</tr>
<tr>
<td>1.7</td>
<td>Parking areas available to the general public should be clearly identified.</td>
</tr>
<tr>
<td>1.8</td>
<td>Parking area design should incorporate crime prevention principles such as the provision of evenly distributed lighting.</td>
</tr>
<tr>
<td>1.9</td>
<td>Shared parking is strongly encouraged between adjacent or vertically mixed uses whose peak demand is offset.</td>
</tr>
<tr>
<td>1.10</td>
<td>New parking areas should be designed to blend into the surrounding area. Emphasize the importance of pedestrian circulation by minimizing parking fields and locating them to the rear of buildings.</td>
</tr>
</tbody>
</table>

### 2. PARKING STRUCTURES

Parking structures (public or private) may be permitted as a special use by the Board of Zoning Appeals in CM5A and CM5B Districts. Parking structures integrated within the footprint of a new building for a permitted primary use shall not require a special use approval. Structures shall also meet the applicable requirements in the Zoning Ordinance.

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>If commercial or residential uses are not provided, parking structures shall maintain a minimum ten foot (10’) setback along yards with a street frontage. Evergreen trees shall be planted to screen the first two (2) floors. Architectural features may be used in addition to the evergreen screening.</td>
</tr>
<tr>
<td>2.2</td>
<td>If a new parking structure is connected to an existing or proposed building, then the parking structure shall be compatible with that building, in terms of materials, type, color, pattern, and durability.</td>
</tr>
<tr>
<td>2.3</td>
<td>Parking structures shall be exempt from maximum parking requirements.</td>
</tr>
<tr>
<td>2.4</td>
<td>If a new parking structure is not connected to an existing or proposed building, then the parking structure should be compatible with the proposed building or one (1) or more structures adjacent to the parking structure.</td>
</tr>
</tbody>
</table>
2.5 Parking structures should contain commercial or residential uses along the street frontages, where practical, to encourage pedestrian-oriented uses and activity at the street level.

2.6 Entrances and exits for structures located on multiple street frontages should be located on the street with the highest traffic volume. When possible, locate parking structures and exits in the middle of the block or provide alley access.

2.7 Entrance and exit locations should be clearly identified.

2.8 To improve safety and visibility, all floors of a parking structure should be well lit.

2.9 Pedestrian entrances should be clearly visible and architecturally expressed on the exterior of the structure.

2.10 New parking structures should be designed to blend into the surrounding area.

3. VEHICLE ACCESS LOCATIONS

The purpose of these drive standards is to provide for a safe and efficient vehicular and pedestrian transportation system.

3.1 Vehicle access points should be located along alleys and along secondary street frontages where possible.

3.2 Where feasible, vehicular links should be provided to adjacent properties.
### 4. BICYCLE FACILITIES

In an effort to foster increased use of alternative forms of transportation, standards for the provision of bicycle parking are included as follows.

| 4.1 | Non-residential development over 50,000 square feet shall provide a designated bicycle parking area with a minimum provision for the parking of at least four (4) bicycles. This requirement may be waived if bicycle parking exists within the public right-of-way within fifty feet (50’) of the primary entrance. |
| 4.2 | The location of bicycle parking facilities shall be within fifty feet (50’) of the primary entrance of the structure they are associated with. Alternatively, facilities to secure bicycles may be located in adjacent parking lots or structures, or designated interior space. |
| 4.3 | High-rise multiple family complexes in CM5A, multi-family dwellings and complexes in CM5B, and townhouse complexes in CM5B shall provide bicycle parking consisting of facilities to secure at least four (4) bicycles. |
| 4.4 | The design of bike facilities should enhance the streetscape. |
| 4.5 | Designated bike parking facilities may be located within the public right-of-way upon approval by the Board of Public Works. |

**Bike Racks:** When selecting new bike racks, racks that provide frame support are preferred.
5. PEDESTRIAN CIRCULATION
In the downtown, the street grid and adjacent sidewalks form the framework of the urban fabric. It is important to preserve this network for new public and private development.

5.1 There shall be at least one (1) unobstructed pedestrian walkway at least five feet (5') wide connecting the primary facade entrance to an adjacent public sidewalk.

5.2 Primary pedestrian connections between retail, office, and entertainment venues should be created or maintained to enhance pedestrian routes.

5.3 Secondary connections through parking lots, alleys, and plazas should be provided. Through-site links (interior or exterior) are encouraged in large projects, particularly multi-block or large block developments.

5.4 Street level pedestrian circulation is preferred.

5.5 Pedestrian pathways should allow for safe, direct, and convenient access to building entrances and parking.

5.6 Pedestrian links should be provided to adjacent properties (in addition to the public sidewalk). They should be visible and conveniently located.

5.7 Public entrances should face public right-of-way and should be designed to provide visual signals to pedestrians that they are for public, not private, use.

5.8 Special paving or other features should be used at building entries to highlight the pedestrian area.

6. FENCES AND WALLS
Fences or walls may be used for screening parking, service, storage or delivery areas and as boundaries between open spaces and pedestrian areas. At times they may function as seating. The following standards and recommendations shall apply to new fences and walls.

6.1 Fences and walls located in the required front yard shall not exceed three feet (3') in height.
6.2 Fences and walls located in the side and rear yard shall not exceed eight feet (8') in height.

6.3 No fence, wall, retaining wall, hedge, or other planting shall be erected, placed, planted or allowed to grow, on that part of a corner lot or bounded by the lines of intersecting streets or alleys to impair visibility at a height between three and eight feet (3-8').

6.4 On a corner lot, no solid wood or other opaque fence above three feet (3') in height shall be located less than three feet (3') from the side property line which abuts the street.

6.5 Walls shall consist of:
- Brick
- Stone
- Similar masonry material.

6.6 Fences shall consist of:
- Wood vertical slat or picket style
- Wrought iron or similar metal
- Dark vinyl coated chain link only if supplemented with shrub plant material a minimum of three feet (3') in height
- Polyvinylchloride (PVC) vertical slat or picket style

6.7 Fences or walls used to screen service, storage or delivery areas shall be opaque, shall be a minimum of six feet (6') in height.

6.8 Chain link fencing shall not be permitted.

6.9 All slat style / panel fences should present the non-structural face outward to the public street or sidewalk.

This combination masonry and wrought iron wall, along with landscaping, effectively and attractively screens an off-street parking lot.
7. LANDSCAPING

Plant material can be one of the most important components in creating comfortable, functional, and aesthetically pleasing spaces. Landscape materials screen and buffer structures and uses, delineate separations between uses and structures, conserve energy, moderate the effects of sun and wind, and improve the appearance of individual developments and the overall downtown. Tree canopies provide a vertical element that softens the urban edge, add accents to streets and structures and mitigate the urban heat island effect generated by hard surfaces.

7.1 Any project which requires a Development Plan shall submit a landscape plan as part of the review process. The plan shall be prepared by an individual knowledgeable of plant materials, landscape and site design, construction processes, and growing conditions in this region (USDA Zone 5).

7.2 Plant material that obstructs views between three feet and eight feet (3-8') high with the exception of tree trunks, shall not be placed in the clear vision areas in such a way as to impair drivers' views.

7.3 Where opportunities exist, elements of public and private landscapes should be coordinated to create a cohesive streetscape character.

7.4 Avoid monocultures (extensive planting of one species).

7.5 Trees should be selected that are appropriate in urban environments and hardy in USDA Zone 5. Refer to the list of City-recommended street trees in Appendix A for examples of trees that are appropriate for the downtown.

7.6 Where possible maintain a minimum distance of eight feet (8') between the tree trunk and the building facade for the tree to develop.

7.7 Window boxes, urns and pots are encouraged for seasonal plantings on downtown facades and the streetscape.

7.8 Street trees within the right-of-way are owned and maintained by the City. See also Part VII.B.2: Sidewalks and Street Trees (p.85) for additional information.
URBAN HEAT ISLAND EFFECT

On hot summer days, the air in urban areas can be up to 10 degrees hotter than in surrounding areas. This change is described as the “urban heat island effect.”

Urban heat islands form as vegetation is replaced by asphalt and concrete for roads, buildings, and other structures necessary to accommodate growing populations. These surfaces absorb — rather than reflect — the sun’s heat, causing surface temperatures and overall ambient temperatures to rise.

The displacement of trees and shrubs eliminates the natural cooling effects of shading and evapotranspiration (a natural cooling process in which water transpires from a leaf’s surface and evaporates into the atmosphere, reducing ambient temperature).

Options for reversing the urban heat island effect include installing reflective and emissive roofing materials, increasing the reflectivity of roads, driveways, and other paved surfaces, and planting shade trees.

Source: United States Environmental Protection Agency
### 7.9 Parking Area Landscaping

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>7.9.1</strong></td>
<td>Landscape planting areas for off-street parking shall be calculated based on the gross square footage of the parking areas (not including driveways to and from the overall parking area).</td>
</tr>
<tr>
<td><strong>7.9.2</strong></td>
<td>Landscape planting areas which equal at least ten percent (10%) of the parking area square footage shall be provided for all off-street parking areas.</td>
</tr>
</tbody>
</table>
| **7.9.3**   | Surface parking lots shall be screened from public streets by a continuous buffer that:  
- Consists of living plant material alone or in combination with masonry walls, metal, or wrought iron decorative fencing;  
- Is a minimum of three feet (3') in height;  
- Is a minimum of five feet (5') in width; and  
- Contains one (1) deciduous shade tree per forty feet (40') of the perimeter (if shade trees already exist in the right-of-way adjacent to the parking area, such trees may be counted to satisfy this requirement.). |
| **7.9.4**   | Interior landscaping is required for parking lots with more than twenty-five (25) spaces or exceeding eight thousand (8,000) square feet.  
- One (1) deciduous canopy tree shall be provided per five thousand (5,000) square feet; and  
- The minimum planting area shall be one hundred eighty (180) square feet. |
| **7.9.5**   | Plant material used to buffer parking areas should contain a combination of deciduous and/or evergreen plant material to ensure winter buffering. |
| **7.9.6**   | Stone, lava rock, and colored mulch are strongly discouraged for use in off-street parking planting areas. |
8. SITE LIGHTING
Lighting serves many functions in a downtown environment. It extends the energy of the daytime street life into the evening, contributes to the perception of safety and enhances the appearance of the downtown. Existing light fixtures being repaired or replaced by the City or those already approved or existing in private developments are exempt from the requirements of this section.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>8.1 Site lighting shall be required to illuminate pedestrian areas outside of the public right-of-way including parking areas, service areas, sidewalks and pathways, and plazas.</td>
</tr>
<tr>
<td>A</td>
<td>8.2 Lighting intended for pedestrian pathway illumination shall have a maximum height of fifteen feet (15’).</td>
</tr>
<tr>
<td>A</td>
<td>8.3 All parking lot lighting requirements shall also apply to interior drives and other areas on the property used by vehicles.</td>
</tr>
<tr>
<td>A</td>
<td>8.4 The maximum height for all parking lot illuminating light fixtures, including both the pole and the base, shall be twenty-five feet (25’) above grade.</td>
</tr>
<tr>
<td>A</td>
<td>8.5 The maximum average maintained illumination level of parking areas, service areas, pathways, and plazas shall be no more than one and six-tenths (1.6) horizontal footcandles at grade.</td>
</tr>
<tr>
<td>A</td>
<td>8.6 Cut-off fixtures shall be used for parking lots or building-mounted lighting. Lighting fixtures shall be fully shielded (no direct light emitted past a specified point or property line) or full cut-off (no light emitted above the horizontal plan of the lowest edge of the fixture) in accordance with dark sky principles.</td>
</tr>
<tr>
<td>A</td>
<td>8.7 The use of spotlights, floodlights, and searchlights shall be prohibited except for short-term events of up to seven (7) days.</td>
</tr>
<tr>
<td>A</td>
<td>8.8 Holiday lighting is encouraged, and therefore shall be exempt from the provisions of this section.</td>
</tr>
</tbody>
</table>

**Street Light Standards:** See Part VII.B.4: Street Lighting (p.94).
PROFILE

International Dark-Sky Association

Established in 1988, the IDA seeks to improve the nighttime environment by reducing light pollution through better lighting practices. This can provide energy savings resulting in economic benefits; improved nighttime ambience and quality of life; conservation of nocturnal wildlife and ecosystems; safeguarding of scientific and educational opportunities, such as astronomy; preservation of cultural heritage and inspiration for the arts; increased visibility, safety, and security at night by reducing glare; and protection of human health.

Light pollution is any adverse effect of artificial light, including sky glow (the yellow-orange glow above cities), glare, light trespass into unwanted areas, light clutter, decreased visibility at night due to deep shadows and the disruption of night-vision, and energy waste. Light pollution wastes energy, affects astronomers and scientists, disrupts global wildlife and ecological balance, and has been linked to negative consequences in human health. But dark sky friendly lighting does not mean dark ground. Outdoor light at night should be used only when and where it is needed and at appropriate lighting levels. The use of fully shielded, light efficient fixtures aimed directly at the ground and the incorporation of timers and sensors to shut off lights when not needed can also reduce light pollution.

LIGHT POLLUTION SOLUTIONS

Cut-Off Fixtures

What’s a cut-off fixture? These are lamp housings that reduce or completely eliminate the glare produced by staring directly at a light bulb. The projection of the light is “cut-off” at the edge of the housing and creates a defined pool of light below. Some fixtures do this by placing the bulb high enough into the housing that you would have to stand directly below the fixture and look straight up to see the lamp. Other fixtures are available with glare shields that cast the light downward.

LED Lights

LEDs (light emitting diodes) are energy efficient and have an extremely long life which makes them more economical to operate over their span of operation because they need to be changed so infrequently.
8.9 Lighting of Outdoor Display or Open Sales Areas

8.9.1 Light fixtures serving areas designated as exterior display or open sales areas shall be full cutoff and/or fully shielded fixtures.

8.9.2 Areas designated as exterior display or open sales areas shall be illuminated so that the average maintained horizontal illumination at grade level does not exceed four (4) foot-candles.

8.9.3 Light fixtures located on the perimeter of display or sales areas and within twenty feet (20’) of a property line shall utilize “house-side” shielding to minimize light spillage beyond that property line.

8.10 Energy efficient light sources which produce a true color rendition such as is available with LED (light emitting diodes), metal halide, induction, and halogen fixtures are encouraged.

8.11 A substantial amount of lighting for pedestrians should be provided from building fronts using either indirect illumination from within the building, down-lighting of building facades, and/or direct illumination under canopies or awnings.

8.12 Building-mounted light fixtures should be an architectural accent to the building.

8.13 The application of Dark Sky principles, as introduced in the Light Pollution Solutions Profile (p.71), is encouraged.

8.14 Whenever practicable, exterior lighting should include timers, dimmers, and/or sensors to reduce overall energy consumption and eliminate unneeded lighting.

8.15 The electrical service to all outdoor lighting should be underground.

9. Public Open Space

9.1 Open spaces should be located in highly visible places that are easily accessible from public areas such as streets, building entrances, and sidewalks. They should be open along the adjacent sidewalks and allow for multiple points of entry. They should also be visible from the sidewalk, allowing passersby to see directly into the space.
9.2 Riverfront open space should be clearly and strongly linked to perpendicular pedestrian streets.

9.3 Open spaces should be designed as places for circulation, informal gathering, resting, or similar activities. Facilities that support these activities should be provided such as decorative pavement, lighting, seating, sun and wind protection, flowers, shrubs and trees, water features, and art or cultural displays. Adjacent uses such as retail, cafes, restaurants, and higher-density residential uses are encouraged.

10. EXTERNAL UTILITIES

10.1 All new utility services within the public right of way are encouraged to be placed underground unless services are being added to existing overhead facilities. Consultation with the Board of Works and compliance with Chapter 99 of the Fort Wayne City Code is required.

10.2 As areas are redeveloped, existing overhead utilities should be examined for the possibility of relocation underground.
PART VI. OTHER URBAN DESIGN CONSIDERATIONS
A. INTRODUCTION

This section addresses other elements of urban design that may be considerations for certain projects. These include vistas, safety and security, sustainability, maintenance, and demolition.

B. OTHER URBAN DESIGN CONSIDERATIONS

1. VIEWS AND TERMINATED VISTAS

New structures should be sensitively designed and situated on a site to preserve the prominent vistas, views to landmarks and other significant spaces. This is especially important when a structure is sited in such a way as to break the street grid.

1.1 Vistas, landmarks, and gateways (private property development)

1.1.1 On sites that terminate a street vista, new construction should be designed to reflect that importance by highlighting entries, overall massing, quality of materials, the hierarchy of landscaping, and roof form. The map of prominent vistas, landmarks and gateways on page 77 should be considered when reviewing proposed development projects within the downtown area.

1.2 Vistas and gateways (public property development)

1.2.1 Gateway design elements, which announce the entrance into downtown Fort Wayne, should be located on the major access routes into downtown.

1.2.2 The corners of street intersections, particularly gateways and site entries, should be distinguished by special streetscape treatments.

1.2.3 Important vistas in the downtown area should be preserved and reinforced with streetscape elements.

1.2.4 Streetscape elements used to enhance the features in Part VI.B.1.2.1-1.2.3 (this page) include ornamental trees, floral massing, special paving, decorative walls, decorative bollard lighting, public art, architectural elements, and water features.
Gateways, focal points, landmarks, pedestrian spaces and activity areas, and vehicular corridors.

Downtown Gateways & Terminated Vistas

Legend:
- Terminated Vistas
- Non Right-of-Way Pedestrian Network
- Pedestrian Network
- Downtown CMSA/CMSB Outer Zoning Boundary
- Gateways to Downtown
- Parking Garage
- Pedestrian Destination
- Tourist Destination
2. SAFE BY DESIGN
Incorporate safety and security measures into the design of new and renovated buildings and spaces, including parking areas and the street, in an effort to reduce levels of crime, fear of crime and disorder, and encourage a sense of ownership and responsibility. Provide quality environments and ensure that they are properly managed and maintained.

2.1 Places should have well-defined routes, spaces, and entrances that provide for convenient movement without compromising security. The goal is to create places that are well connected, welcoming, and secure.

2.2 Footpaths should allow wide fields of view to avoid possible hiding places, should be visible to surrounding buildings or activities, and should not be hidden by vegetation or landscape features.

2.3 Windows and entries facing onto the street provide greater security as this implies that others are watching street activity.

2.4 Reduce the number of potential hiding places and allow people to be aware of what is happening around them by designing open, bright spaces.

2.5 Well-lit spaces and consistency of illumination reduces fear of crime and makes people feel more secure, but lighting should be sensitive to the needs of residents and should provide security without resulting in glare and compromising privacy.

2.6 Consider the height and transparency of gates, fences, walls, and hedges in the creation of both safe and attractive places.

2.7 In some places fences should be visually permeable so as not to hinder natural surveillance or provide places for offenders to hide. Lower barriers, hedges, and shrubs may be used to signify the public/private divide.

2.8 Design places with management and maintenance in mind. Proper maintenance after construction (including landscaping, lighting, public areas, parking, fencing, roads, sidewalks, ensuring proper public services such as garbage collection, and tenant management in rental areas) prevents decline and disorder from taking root in the area.

Site lighting: See also Part V.B.8: Site Lighting (p.70) and Part VII.B.4: Street Lighting (p.94) for site and street lighting standards.

Fences and Walls: See also Part V.B.6: Fences and Walls (p.65) for standards for fences and walls.
3. SUSTAINABILITY

The standards and recommendations contained in this Design Manual are intended to enhance the image of downtown Fort Wayne and to foster continued investment to support a healthy economy. It is equally important to promote an ecologically healthy environment which can, in turn, contribute to economic health by reducing long-term energy costs and demands on utilities and infrastructure. The rehabilitation, renovation, and reuse of existing structures is a significant act of sustainability. Sustainable solutions suggested below are divided into those appropriate for buildings and those more relevant to the site or streetscape.

3.1 Sustainable Streetscapes

3.1.1 Innovative drainage techniques and alternative or stormwater best management practices (BMPs) are recommended. These can include rain gardens, which are typically installed to reduce a portion of stormwater through natural filtration, thereby reducing overall stormwater load while freeing up space in the system for new development with minimal improvements to an existing stormwater system.

3.1.2 Using native plants is encouraged to decrease the amount of care and watering needed. Plants used in the downtown landscape should be hardy, drought-resistant, and tolerant of winter conditions including cold and snow-melting substances such as salt.

3.1.3 Street trees and other vegetation can help to combat the Urban Heat Island Effect, provide shelter from rain, and provide shade for pedestrians and buildings helping to reduce cooling costs. See Appendix A for a list of City-recommended urban street trees.
3.2 Sustainable Buildings

3.2.1 Both public and private buildings are encouraged to incorporate green design principles or LEED (Leadership in Energy and Environmental Design) certification as an expression of their commitment to sustainable construction, energy efficiency, and a healthy environment.

3.2.2 Rainwater harvesting is encouraged (in appropriate quantities) to be used for watering downtown landscapes as opposed to using chlorinated, potable water.

3.2.3 Solar access, both for energy generation and access to natural lighting, is encouraged as a form of alternative energy. Buildings that utilize solar generation equipment have lower energy costs. Buildings with a high amount of natural “daylighting” have lower lighting costs and may have lower heating costs during colder seasons.

3.2.4 Where possible, natural ventilation is encouraged as an alternative or supplement to fan-forced ventilation. Natural ventilation uses the natural forces of wind and buoyancy to deliver fresh air into buildings that can alleviate odors, provide oxygen for respiration, and cool a warm environment. The use of natural ventilation can have an effect on building design.

3.2.5 Redeveloping vacant or underutilized sites is encouraged. This allows for a higher density of development downtown and efficient use of land. By redeveloping downtown sites, land located at the fringe of communities can continue as natural or agricultural land.

3.2.6 New construction and existing buildings are encouraged to incorporate awnings into building design. Aside from the aesthetic benefits, awnings can provide shade for interior spaces contributing to lower cooling costs. Awnings can be designed to be adjustable to respond to sun angles during different times of day or year.

3.2.7 The use of roofing materials with a high amount of reflectivity is encouraged. This can contribute to lower cooling costs during months of extreme sun exposure. It can also help to combat the Urban Heat Island effect.
3.2.8 In order to foster the desire for multiple modes of transportation:

- Bicycle parking should be provided for all new commercial development, multi-family residential development, and all public facilities including parks. Bicycling becomes more attractive if safe, visible, secure parking facilities are provided. See also Part V.B.4: Bicycle Facilities (p.64).

- Bicycle facilities should be provided in the downtown area according to the Bike Network Grid within the Bike Fort Wayne Plan.

3.3 Recycling containers should be provided in addition to trash containers.

3.4 Green roofs are encouraged for buildings downtown. Green roofs can provide building insulation, combat the Urban Heat Island Effect, reduce the load on the stormwater infrastructure system, and help to filter air pollution.

3.5 Windows at street level should be transparent. Transparency comes in many different levels based on factors such as percentages of transmittance and reflectance. These varying levels affect the amount of interior lighting, interior heat gain, as well as the amount of light transmitted to the outside at night. The use of glass that gives a mirrored effect or has a reflectance greater than thirty percent (30%) is not desired. The use of insulated glass units with a Low-E coating for energy conservation which reduces the infrared portion of daylight, is encouraged.

Note: As the glass is modified (color treatments and reflective coatings), the amount of visible light is generally reduced and the reflectivity is generally increased.

3.6 The use of pervious pavement is encouraged to allow infiltration of some stormwater runoff, decreasing the load on the stormwater infrastructure system. These materials can also reduce the need for sand and salt to melt winter snow because the warmer ground temperatures (compared to colder air temperatures) are able to radiate through the paving material and can expedite snow-melt.

**Windows:** See also Part II.C.7: Windows (p.27) for more information on windows.

*Awnings incorporated into the structure help with interior light, heating and cooling control.*

*An urban green-roof.*
4. MAINTENANCE
A well-maintained and clean streetscape indicates pride in the community. Attention to the maintenance of sidewalks, landscaping, lighting, parking, fences and walls prevents decline, protects investment, and increases the perception of safety. The City, in partnership with the Downtown Improvement District and downtown property owners, should share responsibility for maintenance and upkeep of the streetscape.

5. DEMOLITION
At times it becomes necessary to demolish structures for safety reasons. Whether the structures are historic and not, this action should not be taken lightly as each of these buildings possesses a certain amount of embodied energy that is lost forever. In the case of historic buildings, the balance between public and private interests, in terms of preserving the historic building and the integrity of the district, and the interest of the building should be considered. There are several existing city offices and other agencies available to work with and assist property owners, designers, and developers. If buildings must be demolished (without proposing infill or redevelopment of the site), landscaping and other site elements (such as walls) should be encouraged to fill in the street wall area.

Note: New surface parking lots are not permitted as a primary use in the CM5A and CM5B Districts, even in the event of demolition of a structure.

Note: Structures within local historic districts (LHDs) require a review by the Historic Preservation Commission (HPC) when demolition is proposed.
PART VII. PUBLIC STREETSCAPE
Intent

This chapter is intended to create an awareness of streetscape design issues and to encourage thoughtful consideration of the quality of the elements that make the streetscape richer and increase the comfort of the users. These elements provide shade, places to wait for a bus or to sit, lighting for safety, and art for enjoyment.

A. INTRODUCTION

The street is an important element in a City. It is the thread of the urban fabric. The street connects the buildings and spaces in which we reside, work, shop and play. The majority of streets are public. For city dwellers, much time is spent walking, browsing and visiting, on the streets.

B. PUBLIC STREETSCAPE ELEMENTS

1. GENERAL SELECTION CRITERIA

Site furnishings that populate the streetscape have a significant impact on the character and function of the city street. The City of Fort Wayne has established a catalog of site elements which include lighting, special paving and landscaping among others. The selection may vary by district or neighborhood. It is not necessary that all site elements match, but more important that they complement each other and the architecture of the area.

The City Board of Public Works has established three templates for use on downtown streets. These templates represent minimum expectations for design along with standards for paving materials and patterns, street tree and street light placement, and other details for construction. A map indicating the recommended locations to apply specific templates is on page 87.

Variations from the city templates are encouraged for creative expression and innovative designs which respects the spirit and intent by incorporating similar materials and colors.
Monocultures are disadvantageous for tree health. Historical and recent disease and insect events (such as Dutch Elm disease, which destroyed millions of American elm trees beginning in the late 1920s, and the emerald ash borer, which is currently threatening billions of ash trees in the United States) show the importance of encouraging a diversity of tree species.

2. SIDEWALKS AND STREET TREES

Streets and sidewalks form the greatest amount of public space in a downtown. The sidewalk connects the street to the buildings. The intended predominant sidewalk material is concrete, and natural brick is the accent material most often in use.

Trees are visually significant elements of the streetscape which reinforce the linear axis and enclose the pedestrian space. Street tree species should be chosen to serve a particular function. Trees within one (1) block may be of the same species for visual continuity and a unified aesthetic appearance. Plantings that combine different species on various blocks of the downtown will avoid the creation of a tree “monoculture” (an over-use of a single tree species). Identifying characteristics of the trees include leaf shape, flowers, autumn color, or character of the bark. Because the sizes of the canopies vary by species, the spacing of the tree plantings should be considered on an individual basis so as to achieve the desired canopy affect. Tree species that are tolerant of urban conditions, including road salt, are encouraged.

Street tree locations, species, and planting specifications require approval from the Board of Park Commissioners. Refer to the recommended list of urban street trees in Appendix A.

In areas of high pedestrian use, trees should be planted in tree grates flush with the adjacent grade. Adequate planting areas and acceptable soil materials should be provided to encourage tree development and longevity.

The coordination of public and private landscape elements, including tree species and placement, is encouraged.

Regularly spaced street trees are recommended with maximum spacing based on mature tree crown width. The layout of street tree locations should also consider the location of building elements (entrances, walls, and windows), property lines, access curb cuts, street furnishings, and street light and traffic control fixtures.

Street tree species selections should reinforce the appearance of a block or group of blocks, but should vary between street segments to avoid monocultures.
2.6 The planting of large shade trees under overhead power lines is discouraged.

2.7 Trees should not be planted in clear vision areas.

2.8 Trees with open canopies and high branching patterns should be selected to provide light penetration to the street and to minimize conflict with signage.
3. STREETSCAPE TEMPLATES

While there are established templates that set forth design expectations for streetscapes in the downtown, variations from the City templates are encouraged for creative expression and innovative design. Variations require approval.

3.1 Template 1: Curb / Parkstrip / Walk

3.1.1 Space street trees between thirty-five to fifty feet (35-50') on center, depending on mature crown width, on both sides of the public street when placed in a vegetated parkstrip. The strip may be vegetated with low growing groundcover or turf. Mulch or gravel alone should not be permitted.

3.1.2 Provide five feet (5') wide parkstrips, though six to eight feet (6-8') wide is preferred.

3.1.3 Provide minimum two inch (2") caliper trees.

3.1.4 Space trees a minimum of fifteen feet (15') from light poles.

3.1.5 Provide sidewalks of at least five feet (5') in width.

3.1.6 Maintain a minimum clear zone of three feet six inches (3'-6"), free of site furnishings and other streetscape elements, to maintain an accessible path.

3.1.7 Place “acorn” globe fixtures per City specification on black fiberglass replica Fort Wayne Standard poles, fifty to one hundred feet (50-100') apart, where indicated in the Downtown Street Light Standards Map.

3.1.8 Place “shoebox” fixtures per City specifications on thirty-five foot (35') bronze anodized aluminum poles, ninety to one hundred ten feet (90-110') apart where indicated in Downtown Street Light Standards Map.

3.1.9 Coordinate conduit/wire placements to avoid tree grates and to leave clearance for tree installation and removal.
"Acorn" globe fixtures per city specifications on black fiberglass replica Fort Wayne Standard poles, spaced at 50-100' where indicated on the Downtown Street Light Standards Map.

Tree lawn, min. 5' wide for trees, w/min. 12" topsoil preferably 18" for trees

5' minimum
5' minimum
5' minimum

"Shoebox" fixtures per city specifications on 35' bronze anodized aluminum poles, spaced 90-110' where indicated in Downtown Street Light Standards Map.

4" thick, 5' wide concrete sidewalk, joints tooled every 5', apply light broom finish (in opposite direction of pedestrian movement).

Coordinate conduit/wire placements w/trees to allow tree root ball installation and stump removals.

In consultation with City Forester, coordinate species selection on street segments, space trees 35-50’, minimum 15’ from light poles, 2” caliper, limb up to 6’ initially.

Template 1: Curb / Parkstrip / Walk
3.2 Template 2: Standard Integral Curb / Walk

3.2.1 Space street trees between twenty-five to thirty-five feet (22.5-35’) on center, depending on mature crown width, in the right-of-way with integral curbs.

3.2.2 Provide street trees a minimum of three and one-half inch (3-1/2”) caliper.

3.2.3 Space trees a minimum of ten feet (10’) from light poles.

3.2.4 Place street trees in tree grates a minimum of sixty (60) inches square.

3.2.5 Limb up trees to a height of six feet (6’) at the time of planting and up to twelve feet (12’) at maturity.

3.2.6 Provide sidewalks of at least five feet (5’) in width.

3.2.7 Maintain a minimum clear zone of three feet six inches (3’-6”), free of site furnishings and other streetscape elements, to maintain accessibility.

3.2.8 Place “acorn” globe fixtures per City specification on black fiberglass replica Fort Wayne Standard poles, fifty to one hundred feet (50-100’) apart, where indicated in the Downtown Street Light Standards Map.

3.2.9 Place “shoebox” fixtures per City specifications on thirty-five foot (35’) bronze anodized aluminum poles, ninety to one hundred ten feet (90-110’) apart where indicated in Downtown Street Light Standards Map.

3.2.10 Coordinate conduit/wire placements to avoid tree grates and to leave clearance for tree installation and removal.


**TEMPLATE 2: STANDARD INTEGRAL CURB / WALK**

- **Iron grate w/angle frame**
  - (Neenah Foundry Co. Model R-8713), 60” square. Enlarge grate center opening to accommodate tree trunk growth.
  - In consultation with city forester, coordinate species selection on street segments, space trees 22.5-35’, minimum 3.5” caliper in sidewalk grates, limb up to 6’ initially.

- **Reinforced concrete walk, 6” thick as bridge over 36” deep planting soil below, connecting tree planter to adjacent planting area or to adjacent sidewalk trees.**

- **Coordinate lighting conduits to avoid tree grate area & to leave clearance for tree installation and removal.**

- **“Shoebox” fixtures per city specifications on 35’ bronze anodized aluminum poles, spaced at 90-110’ where indicated on the Downtown Street Light Standards Map.**

- **“Acorn” fixtures per city specifications on black fiberglass replica Fort Wayne Standard poles, spaced at 50-100’ where indicated on the Downtown Street Light Standard Map.**

- **Minimum 42” clear path of travel**

- **“6” high integral curb/walk w/shallow tooled joints 6” from curb face and deeper longitudinal & transverse tooled joints spaced at 5’, sidewalk depth is 6” (8” at drives), apply a light broom finish to sidewalk (in opposite direction of pedestrian travel).**
3.3 Template 3: Enhanced Integral Curb / Walk

3.3.1 Space street trees between twenty-five to thirty-five feet (22.5-35’) on center, depending on mature crown width, in the right-of-way with enhanced integral curbs.

3.3.2 Provide street trees a minimum of three and one-half inch (3-1/2”) caliper.

3.3.3 Space trees a minimum of ten feet (10’) from the light poles.

3.3.4 Place street trees in tree grates that are a minimum of sixty (60) inches square.

3.3.5 Limb up trees to a height of six feet (6’) at the time of planting and up to twelve feet (12’) at maturity.

3.3.6 Use structural soils or other specific planting medium beneath paved areas for urban tree installation to provide improved chances for long term health and survival.

3.3.7 Provide sidewalks of at least five feet (5’) in width.

3.3.8 Maintain a minimum clear zone of three feet six inches (3’-6”), free of site furnishings and other streetscape elements, to maintain accessibility.

3.3.9 Provide a twenty-four inch (24”) wide running bond brick inlay between the curb and concrete sidewalk. Tool the joints in the concrete walk to create a thirty inch (30”) square pattern.

3.3.10 Place “acorn” globe fixtures per City specification on black fiberglass replica Fort Wayne Standard poles, fifty to one hundred feet (50-100’) apart, where indicated in the Downtown Street Light Standards Map.

3.3.11 Coordinate conduit/wire placements to avoid tree grates and to leave clearance for tree installation and removal.
**TEMPLATE 3: ENHANCED INTEGRAL CURB / WALK**

- 6" thick integral curb/walk, 6" high x 12" wide curb element
- 8" thick drives
- Approximately 24" wide brick paver inlay (6 bricks wide) running bond
- 30" x 30" tooled walk joints, curb joints every 20'
- Apply light broom finish to sidewalk (in opposite direction to pedestrian travel)

- Iron grate w/ angle frame (Neenah Foundry Co. Model R-8713), 60" square. Enlarge grate center opening to accommodate tree trunk growth.

- Reinforced concrete walk as bridge over 36" deep planting soil below, connecting between grated tree planters.

- Coordinate lighting conduits to avoid tree grate area and to leave clearance for tree installation and removal.

- Alternate means of interconnecting grated tree planters around obstacles.

- Coordinate lights with trees to maintain min. 10' to tree trunks.

- When the correct quantity of soil cannot be provided, tree pits can be interconnected. Roots are able to grow out of the tree pit and gain access to other soil volumes.
4. STREET LIGHTING

Street lighting has many functions. It increases the safety of the travelway and pedestrian spaces and permits people to feel comfortable in a 24-hour environment. It is the presence of people living, working, and being entertained, that is critical to the success of the downtown. While there is an established palette of fixtures, as indicated on the three (3) templates approved by the Board of Public Works, there is room to expand the palette within guidelines that are compatible with the City’s ultimate goal. Some factors to be considered in selecting and placing light fixtures are detailed in Part V.B.8: Site Lighting (p.70), and include:

- height of the pole (street vs. pedestrian)
- color quality of the lamp
- lamp placement (to avoid glare)
- light trespass

4.1 Curb / Parkstrip Walk

4.1.1 Place “acorn” globe fixtures per City specification on black fiberglass replica Fort Wayne Standard poles, fifty to one hundred feet (50-100’) apart, where indicated in the Downtown Street Light Standards Map.

4.1.2 Place “shoebox” fixtures per City specifications on thirty-five foot (35’) bronze anodized aluminum poles, ninety to one hundred ten feet (90-110’) apart where indicated in Downtown Street Light Standards Map.

4.1.3 Coordinate conduit/wire placements with trees to allow tree root ball installation and stump removal.

4.2 Standard Integral Curb/Walk

4.2.1 Place “acorn” globe fixtures per City specification on black fiberglass replica Fort Wayne Standard poles, fifty to one hundred feet (50-100’) apart, where indicated in the Downtown Street Light Standards Map.

4.2.2 Place “shoebox” fixtures per City specifications on thirty-five foot (35’) bronze anodized aluminum poles, ninety to one hundred ten feet (90-110’) apart where indicated in Downtown Street Light Standards Map.

4.2.3 Coordinate lighting conduits to avoid tree grates and to leave clearance.
for tree installation and removal.

4.3 Enhanced Integral Curb

4.3.1 Place “acorn” globe fixtures per City specification on black fiberglass replica Fort Wayne Standard poles, fifty to one hundred feet (50-100’) apart, where indicated in the Downtown Street Light Standards Map.

4.3.2 Coordinate lighting conduits to avoid tree grates and to leave clearance for tree installation and removal.

4.3.3 Coordinate lights with trees to maintain a minimum separation of ten feet (10’) between lights and tree trunks.
Proposed Downtown Streetlight Standards

- Cobra
- Acorn
- Shoebox
- Town and Country
- Pedestrian Network
- Downtown CM5A/CM5B Outer Zoning Boundary

Created on December 29, 2007
FILENAME: O:\CD\downtown_plan\pedestrian_plan\sidewalk_and_lighting.gws
LAYOUT: Streetlight plan - PES
Prepared By Fort Wayne Community Development GIS
5. PUBLIC ART

Fort Wayne strongly encourages the incorporation of public art into the public realm. Public art, placed or incorporated into the design of the streetscape or public and private gathering spaces, can introduce human scale and aesthetic enjoyment into the environment or underscore the historic significance of a place or event. Public art can also be functional as part of the design of benches, bike racks, fences, manhole covers, paving or other site furnishings. The Design Review Committee may review public art proposals as a part of a downtown development project. Any art located within the right-of-way requires approval from the Board of Works.
6. BICYCLE PARKING

6.1 Bicycle facilities placed in the right-of-way by a private property owner require approval by the Board of Public Works. These facilities to secure bicycles should not at any time reduce the width of sidewalk available to pedestrians to less than three feet six inches (3’-6”).

6.2 Consider providing bicycle facilities that can be both functional and public art.

7. STREET FURNISHINGS

Street furnishings are the accessories of the streetscape. They convey the style and image that the City wishes to portray of its downtown. These guidelines can be used by the City as they select furnishings that complement the streetscape. Attention should be paid to materials, placement and comfort.

7.1 Benches with backs and armrests are encouraged. Durable materials should be used but stone or concrete are less comfortable than contoured metal or wood. Wood may be more susceptible to vandalism. Benches should be secured to the ground and placed so that users can extend their legs and not impede the flow of pedestrian traffic. All benches do not need to match, but if the style varies, then the material and color should be consistent.

7.2 Trash receptacles should be of a similar style as the seating. Metal is the preferred material in keeping with the downtown character. Coordinating bins for recycling should also be included.

7.3 Planters are encouraged for streetscape projects. They provide plant material that is seasonal, colorful and at street level. They should be constructed of durable materials appropriate in style and scale to the downtown environment. The containers should be maintained (watered, fertilized, pruned, and plantings changed out with the seasons).
7.4 Tables and chairs that are movable provide seating that encourages public interaction. The preferred materials are painted aluminum or plastic which are both lightweight and resistant to the elements.

7.5 Bollards may be used to provide traffic control by preventing vehicular traffic while allowing pedestrians and bicycles to pass. Bollards with lighting can be incorporated into alley spaces, public plazas, or open space.

7.6 News racks that contain and organize several publications and that are constructed of materials that are complementary to the other street furnishings are encouraged.

7.7 Street furnishings placed within the right-of-way shall require approval by the Board of Works.

8. Transit Shelters
Transit shelters are important features for public transportation users. They provide shade, rain protection, and a well-lit place to wait for a bus.

8.1 Transit shelters should be designed to allow clear views in and out.

8.2 Benches should be provided for patrons.

8.3 Shelters, signage, trash receptacles, and benches should be located outside of a clearance area a minimum of three feet six inches (3’-6”) wide, to allow pedestrians to easily pass in front of the stop without significantly altering their path of travel.
B. PRIVATE USE OF THE PUBLIC STREETSCAPE

This section pertains to structures, street and site elements that downtown business owners might add to attract customers and enliven the streetscape. To be visible and effective, these streetscape elements are often placed within the public right-of-way. The City of Fort Wayne requires the property owner to obtain approval from the Board of Public Works which may be in addition to other permits. In all instances, a pedestrian clear zone should be maintained so as to not impede accessibility.

1. SIDEWALK CAFES

Outdoor eating and drinking establishments encourage day and night activity. These cafes with people enjoying themselves act as magnets for other people.

Property owners should consider providing a barrier to define the public and private space. This edge could be constructed of materials most appropriate for an urban environment such as a decorative metal fence or concrete planters. Lighting and umbrellas add to the ambience. These barriers should be temporary in nature to accommodate seasonal changes.

2. STREET FURNISHINGS

Street furnishings such as benches, planters, and transit shelters which enrich the streetscape are sometimes located in a zone immediately adjacent to the street. These elements within this highly visible area should be part of a consistent palette and theme. These elements also provide a border between the travelway or curbside parking and the pedestrian creating a higher level of comfort and safety.

3. SIGNAGE

Building signage should be designated as an integral part of the overall building design, while also contributing to the streetscape. Projecting signs, which often encroach into the public right-of-way, are required to be a minimum of eight feet (8') above grade. Additional signage provisions are located in Part VIII: Signage (p. 103) of this manual.
4. AWNINGS, CANOPIES, AND MARQUEES

The provision of awnings, canopies, and marquees are defined and described in detail in Part II.C.8: Awnings, Canopies, and Marquees (p.28) of this Manual. These elements can provide color and variety, and will likely encroach on the public right-of-way. Awnings provide shelter from sun and rain and overhang the sidewalk. Hotels, theaters, major office or civic buildings may have canopies at the entries supported by columns or poles located in the walkway.

An entrance awning.

These awnings provide shade for the vendors at the downtown farmer’s market.
A. INTRODUCTION

The sign standards are applicable to all new signs and the enlargement, modification or reconstruction of existing signs within the CM5A and CM5B Districts. These signs also shall comply with the City’s sign regulations. The primary focus of signs in the downtown should be oriented toward pedestrian traffic, not vehicular traffic. In order to promote a more pedestrian-oriented environment, these standards are intended to encourage the use of wall, projecting, awning and ground-mounted signs versus the use of tall freestanding pole signs which are primarily oriented toward vehicular traffic.

B. SIGN TYPES

Refer to the Sign Types Profile (p.105) for images.

1. WALL SIGNS

A. 1.1 On-premise wall signs on building facades attached to the face of the building or mansard roof, or substantially parallel thereto and not projecting above or beyond the roof or top of the cornice wall, are permitted. Such wall signs shall project not more than twelve inches (12”) from the facade of the building. The copy area of such wall signs per building facade shall be as follows:

1.1.1 If the sign(s) is/are located up to fifty feet (50’) above the sidewalk, the total copy area shall not exceed fifty (50) square feet per tenant space in addition one of the following shall be permitted:
- If the sign(s) is/are located over fifty feet (50’) but less than one hundred feet (100’) above the sidewalk, the total copy area shall not exceed one hundred (100) square feet; or
- If the sign(s) is/are located over one hundred feet (100’) above the sidewalk, the total copy area shall not exceed three hundred (300) square feet.

A. 1.2 Wall signs should be located between the top of the ground floor windows and the sill of the second floor windows.

A. 1.3 Signs composed of individual letters mounted to the facade or a backing placed on the facade are preferable to cabinet/box type signs.

A. 1.4 The individual letters may be externally illuminated or internally illuminated front or reverse channel letters. Internally illuminated cabinets are discouraged.
**PROFILE**

An example of a wall sign with individual letters.

Internally illuminated cabinet signs are discouraged.

**SIGN TYPES**

- Monument / Ground-Mounted Sign
- Window Sign
- Marquee sign
- Awning Sign
- Wall Sign
- Blade Sign
- Projecting Sign
The size and placement of signs should be influenced by the existing pattern of architectural elements on the building. The arrangement and size of the windows, the division of the facade, and the form of the base of the building all suggest logical places for signs. Appropriate and inappropriate sign locations are shown.
2. PROJECTING SIGNS
A sign affixed to a wall that projects more than twelve inches (12”) from the building face, generally at right angles to the building. This sign type is typically oriented towards pedestrian traffic.

- **2.1** A maximum of one (1) sign per street frontage shall be permitted per business.
- **2.2** Projecting signs shall extend no more than four feet (4’) from the facade of the building.
- **2.3** No projecting or suspended sign shall, at its lowest point, be less than eight feet (8’) above grade.
- **2.4** Projecting and suspended sign area shall not exceed twelve (12) square feet.
- **2.5** Signs may project over a public right-of-way; such signs require approval from the Board of Public Works in addition to approval of the permit for the sign.
- **2.6** Internally illuminated projecting signs should have opaque face panels so that only the letters, number, symbols, or logos appear illuminated.
- **2.7** External illumination, including exposed neon, is encouraged for projecting signs.

3. BLADE SIGNS
A sign affixed to a wall that projects from the building face, generally at right angles to the building. This sign type is typically oriented towards vehicular traffic. As a result, blade signs may be appropriate on taller buildings along higher traffic volume streets.

- **3.1** One (1) sign shall be permitted per street frontage on the following streets: Clinton Street; Jefferson Boulevard; Lafayette Street; and Washington Boulevard.
- **3.2** Blade signs shall extend no more than four feet (4’) from the facade of the building, and no more than four feet (4’) into a public right-of-way.
- **3.3** No blade sign shall, at its lowest point, be less than eighteen feet (18’) above grade.
**Blade Sign Area**

3.4 Blade sign area shall not exceed eighty (80) square feet.

3.5 Blade signs shall not project above the cornice or roof of the building.

3.6 Signs may project over a public right-of-way; such signs require approval from the Board of Public Works in addition to approval of the permit for the sign.

3.7 Internally illuminated blade signs should have opaque face panels so that only the letters, number, symbols, or logos appear illuminated.

3.8 External illumination, including exposed neon, is encouraged for blade signs.

3.9 Blade signs may be located at the corner of a building.

3.10 Coordinate blade sign placement with existing street tree and street light locations.

**Ground-Mounted Signs**

A ground-mounted sign is a freestanding sign supported primarily by an internal structural framework or integrated into landscaping or other solid structural features other than support poles with no clearance between the bottom of the sign and the ground below, and designed to include a continuous or nearly continuous central base.

4.1 One (1) on-premise ground-mounted sign shall be permitted per development parcel per street frontage.

4.2 Signs shall not exceed eight feet (8') in height.

4.3 Signs shall not exceed fifty (50) square feet in area. The area of the structural supports shall not be included in the calculation of sign area.

4.4 Ground-mounted signs shall be located a minimum of five feet (5') from a property line and out of the clear vision areas.

4.5 Signs should not block sight lines at entrances.

4.6 Signs should not be permitted to encroach into the public right-of-way.

4.7 All signs should be architecturally compatible with the overall design of the building.

**Clear Vision Triangle:** See illustration on page 67.
**Awning Signs**

- **5.1** Awning signs shall be affixed flat to, or painted upon the surface of the awning.
- **5.2** Awning signs shall not extend vertically or horizontally beyond the limits of the awning.
- **5.3** The total sign area shall not exceed more than twenty-five percent (25%) of the area of the outer surface of the awning.
- **5.4** Awnings shall not be internally illuminated.

**Canopy Signs**

- **6.1** The total sign area shall not exceed fifty percent (50%) of the area of the front and side faces of the canopy.
- **6.2** Canopy signs shall be permitted to project above the canopy up to twelve inches (12") provided that the sign does not project above the cornice or roof of the building.
- **6.3** Individual letters on a canopy sign shall be permitted to be internally illuminated.
7. MARQUEE SIGNS

- **7.1** Each facade of a marquee shall be allowed to have a sign.
- **7.2** Marquee signs shall be permitted to extend the entire length of the marquee.
- **7.3** Marquee signs shall be permitted to project up to six feet (6') above the roof of the marquee, provided that the sign does not project above the cornice or roof of the building.
- **7.4** Marquee signs may be internally or externally illuminated including the use of exposed neon.

8. WINDOW SIGNS

- **8.1** Window signs shall not exceed twenty-five percent (25%) of the window surface area.
- **8.2** Permanent window signs should consist of individual letters or logos placed on the interior surface of the window.

9. DIRECTIONAL SIGNS

- **9.1** One (1) directional sign shall be permitted per entry to direct traffic within a site.
- **9.2** Directional signs shall not exceed two and one-half feet (2.5') in height and two (2) square feet in area.
- **9.3** All directional signs shall be used for directional indications and address identification purposes only; however, a logo may be included.

10. TEMPORARY / HOLIDAY SIGNS

- **10.1** Temporary and holiday signs shall be permitted as set forth in the City’s sign regulations.
11. ILLUMINATION

11.1 External illumination of signs should meet the following standards:

11.1.1 Lighting fixtures illuminating signs should be located, aimed, and shielded so that light is directed only onto the sign face.

11.1.2 Lighting fixtures should not be aimed toward adjacent streets, roads, or properties, and should be shielded such that the light source (bulb) is not visible from adjacent streets, roads, or properties.

11.2 Internally illuminated signs should be composed of individual letters or shapes, or light lettering, symbols, etc., on a dark background.

11.3 Illuminated signs should be dimmed or turned off during the period from one hour after to one hour before business trade hours.

11.4 Signs illuminated by neon and bare light bulbs should be encouraged in entertainment and hospitality areas to foster a festive atmosphere.

12. CHANGEABLE COPY SIGNS

12.1 Electronic changeable copy signs shall conform to the standards set forth in the City’s sign regulations.

13. PROHIBITED SIGNS

The following types of signs shall be prohibited within the CM5A and CM5B districts:

- Off premise billboard signs
- Freestanding pole signs except directional signs
- Any other sign not specifically permitted by the City’s sign regulations
Appendix A

STREET TREE LIST - CITY RECOMMENDED

- Skyline Honeylocust (Gleditsia triacanthos ‘Skycole’)
- Imperial Honeylocust (Gleditsia triacanthos ‘Impcole’)
- Redmond American Linden (Tilia americana ‘Redmond’)
- Greenspire Littleleaf Linden (Tilia cordata ‘Greenspire’)
- Green Mountain Sugar Maple (Acer saccharum ‘Green Mountain’)
- Bloodgood London Plane (Platanus x acerifolia ‘Bloodgood’)
- Frontier Elm (Ulmus x ‘Frontier’)
- Autumn Blaze Maple (Acer x freemanii ‘Autumn Blaze’)
- Scarlet Sentinel Maple (Acer x freemanii ‘Scarlet Sentinel’)
- Common Hackberry (Celtis occidentalis)
- J.C. McDaniel Kentucky Coffeetree (Gymnocladus dioicus ‘J.C. McDaniel’)
- Red Oak (Quercus rubra)
THE POWER OF TEN by Fred Kent

Early in 2004 we were asked by Mimi Gates, the director of the Seattle Art Museum, to review plans for a new wing of the building. PPS Vice-President Kathy Madden and I were touring the Museum grounds with a group of local citizens, brainstorming how best to generate public activity around the building. Ideas were flying, and gradually we developed a vision for a series of focal points on the grounds and inside its lobby.

As we got deeper into our discussion, someone asked, “How many separate focal points do you need to make it successful?”

At PPS, we usually don’t talk in terms of numbers, so I had to give the matter some thought. I wanted to offer a challenging answer, but not something that would feel completely out of reach. “Ten,” I said. “But we can’t just plop down ten pieces of sculpture and say that’s enough. We also need ten things to do at each focal point.”

That got everyone thinking about what makes great places great. It’s really a matter of offering a variety of things to do in one spot -- whose quality as a place then becomes more than the sum of its parts. A park is good. A park with a fountain, playground, and popcorn vendor is better. A library across the street is even better, more so if they feature storytelling hours for kids and exhibits on local history. If there’s a sidewalk café nearby, a bus stop, a bike trail, and an ice cream parlor, then you have what most people would consider a great place.

What if a downtown had ten places that good? The area would then have a critical mass -- a series of destinations where tourists and residents alike could become immersed in the city for days at a time.

PPS calls this concept the Power of Ten (indebted to the classic short film, “Powers of 10,” by Charles and Ray Eames), but there’s no reason to get fixated on a particular number. Whether you’re talking about places in a given neighborhood, or great neighborhoods within a city, “Ten” refers generally to the ultimate goals of variety and choice. When we talk about the “Power of Ten,” we’re stressing the fact that we should always think of how Placemaking can be accomplished at different scales.

To build our cities around places, as explored in this issue’s feature story, it’s not enough to have a single use dominate a particular place -- you need a diverse array of activities for people. It’s not enough to have just one great place in a neighborhood -- you need a number of them to create a truly lively town. It’s not enough to have one superior neighborhood in a city -- you need to provide people all over town with close-to-home opportunities to take

PROJECT FOR PUBLIC SPACES (PPS): The Project for Public Spaces is a nonprofit technical assistance, research and educational organization founded by William H. Whyte. The stated mission of PPS is to create and sustain public places that build communities. Since its founding in 1975 the organization has been involved in over 1,000 communities within the US and abroad.
pleasure in public life. And it’s not enough to have one livable city or town in a region -- you need a collection of interesting communities.

This is an idea that gets people excited. Everywhere we bring up the Power of Ten, local citizens become more motivated and energized to turn their places around. We think it’s because this idea gives people something tangible to strive for -- it helps them visualize what it takes to make their town or city great. As we promote a broader mission for Placemaking with our Great Cities Initiative, the Power of Ten is our way of reminding our clients, our readers, and ourselves that by starting efforts at the smallest scale, you can steadily accomplish big changes.

The above is an excerpt from The Power of Ten: Why Great Places are more than the sum of their parts; Fred Kent; the Making Places Newsletter; November 2004; http://www.pps.org/info/newsletter/november2004/november2004_ten.
PART X. GLOSSARY
For the purposes of this Manual the following terms shall have the meanings set forth herein.

**ADAPTIVE RE-USE**
The redevelopment of existing structures to accommodate new uses and tenants.

**ADDITION**
Any construction that increases the size of a building or structure in terms of site coverage, height, length, width, or gross floor area.

**APPROPRIATE**
A pre-approved idea, object, material, or practice that contributes to the goals of the design guidelines. Submission of projects utilizing appropriate practices will be viewed favorably by the Design Review Committee and the Plan Commission.

**AWNING**
A cover that projects from a wall of a building over a window or entrance to provide weather protection and architectural spatial definition. The top surface of an awning is typically sloped. An awning may be fixed in place or retractable. An awning is completely supported by the building.

**BLANK WALL**
A building wall with no windows or doors.

**BAY (BUILDING)**
A division within a building façade, created by vertical elements such as columns, pilasters, or other architectural elements/changes in planes.

**CALIPER**
The diameter of a tree trunk.

**CANOPY**
A fixed cover that projects from a wall of a building over a window or entrance to provide weather protection and architectural spatial definition. A canopy typically projects at a 90-degree (perpendicular) or similar angle. A canopy may be completely supported by the building, or completely or partially supported by columns, poles, posts, or similar supports.

**CEMENT FIBER BOARD**
Cement fiber board is made from Portland cement mixed with ground sand, cellulose fiber, and other additives; can be textured to resemble stucco, wood clapboard, or cedar shingle; is more durable than wood or stucco; and is fire resistant. HardiPlank is one brand name for cement fiber board.

**CHARACTER**
A combination of both the visual (physical design/materials/location) and functional (accessibility/level of activity) qualities of a structure or an area that set it apart from its surroundings and contribute to its individuality.

**CLEAR VISION AREA**
The area adjacent to the intersection of two public rights-of-way that must be kept clear of structures and vegetation to allow drivers a clear view for a safe distance down the intersecting street. May also apply to the intersection of a driveway and street, if it is determined that a traffic safety hazard exists or would be created.

**COMPATIBILITY**
The characteristics or features of different buildings or site development which allow them to be located adjacent to or near each other in harmonious and congruent relationships. Compatible does not mean “the same as.” Rather, for the purposes of this Manual, compatibility refers to the ability of development proposals to recognize and adapt to the character or context of existing development by successfully coordinating with the characteristics of adjacent buildings or nearby development. Elements that may affect a determination of compatibility include: building height, scale, and mass; building materials; façade design, including building divisions, façade rhythms, and window size and arrangement; access and parking locations; landscaping; and building/site lighting. The size, scale, location, and/or use of a proposed development may also affect determinations of compatibility. It may be appropriate for larger buildings or development proposals, or for certain uses, to establish a unique character for a given area.
**CONTEMPORARY**

Items or design elements that are not specifically tied to a past time period. Contemporary designs tend to rely, at least in part, on recent material and design innovations.

**CONTEXT**

The characteristics and elements (including building height, scale, and mass; building materials; façade design, including building divisions, façade rhythms, and window size and arrangement; access and parking locations; landscaping; and building/site lighting) of the existing buildings adjacent to or directly across the street from the block containing the proposed new building, or a building undergoing a major façade renovation. For proposed buildings or major façade renovations which will or currently occupy a corner location, the characteristics and elements of the buildings across the “side” street may also be considered. Where buildings are located adjacent to or across from parks or other open spaces, those spaces may also be considered as part of the context of those buildings.

**CORNICE**

The sculpted projecting horizontal architectural element that crowns a building.

**DEVELOPMENT PARCEL**

A parcel, tract or area of land. It may be a single parcel separately described in a deed or plat which is recorded in the office of the County Recorder; it may be a part of a single parcel described in a deed or plat which is recorded in the office of the County Recorder, provided the part to be used is adequate in size to meet all yard requirements of this chapter; or it may include parts of a combination of such parcels when adjacent to one another and used as one.

**DISCOURAGED**

An object, design, material, or practice that is believed to be detrimental to the function of, or will negatively impact the visual quality of the downtown.

**EAVE**

The projecting lower edges of a roof overhanging the wall of a building.

**ENCOURAGED**

An object, design, material, or practice that will enhance the functions of or contribute to the visual quality of the downtown.

**EMISSIVITY**

The relative power of a surface to emit heat by radiation; the ratio of the radiant energy emitted by a surface to that emitted by a blackbody at the same temperature.

**EXPANSION**

Increasing the area or volume occupied by or devoted to a use; increasing the living space or occupant capacity of a structure; or adding uses or structures accessory to a nonresidential use or structure. Excludes the addition of unenclosed porches, patio covers and the like and the addition of detached accessory structures not for human habitation as accessory to a dwelling.

**EXTERIOR INSULATION FINISHING SYSTEMS (EIFS)**

A non-load bearing exterior wall covering which combines materials that have insulating qualities with materials that provide weather protection and completed finish. Behind the EIFS wall components are the typical wall frame/support materials used in construction.

**FACADE**

A particular face of a building. Building facades are generally oriented to face public streets or public areas.
**Facade, Primary**
Any face of a building that has frontage on a public street. Buildings on corner lots will have two or more primary facades according to the number of public streets fronted.

**Facade, Secondary**
The side and rear facades of a structure. Secondary facades will have no frontage on public streets, but may have frontage on public alleys.

**Full-Cutoff**
A light fixture which prevents distribution of light above a horizontal lane through the lowest point of the bulb or lens, diffuser, reflective passing enclosure, or other parts intended to distribute light.

**Gable**
The vertical triangular end wall of a building from cornice or eaves to ridge.

**Gateway**
A point along a roadway at which a motorist or pedestrian gains a sense of having entered the city or a particular part of the city. This impression can be imparted through such things as signs, monuments, landscaping, a change in development character, or a natural feature.

**Groundcover**
Living plant material, interpreted to exclude mulch, gravel, stone, or any other non-living material.

**Human-Scale**
The perceived size of a building relative to a human being. A building is considered to have good human scale if there is an expression of human activity or use that indicates the building’s size. For example, traditionally sized doors, windows, and balconies are elements that respond to the size of the human body, so these elements in a building indicate a building’s overall size.

**Infill Construction**
The development of vacant lots and structures that are located within urban/developed areas.

**Kneewall**
A short wall or portion of a wall usually under three feet in height.

**LEED**
Leadership in Energy and Environmental Design. LEED criteria are a voluntary, consensus-based national standard for developing high-performance, sustainable buildings.

**Limb Up**
The practice of trimming limbs from a tree to increase the clear zone between the limbs and ground.

**Lintel**
A lintel is the horizontal support that sits atop two vertical supports generally referred to as posts or wall segments. A building structural element that is generally used as a wall support above windows, doors, and other openings.

**Local Historic District (LHD)**
A local historic district is a district designated by a local ordinance, which falls under the jurisdiction of an appointed citizen-board called a historic preservation commission. It provides communities with the means to make sure that growth, development, and change take place in ways that respect the important architectural, historical, and environmental characteristics within a district.
LOW-EMISSIVITY (LOW-E) GLASS
A surface that radiates, or emits, low levels of radiant energy.

LUMEN
A unit of luminous flux. One footcandle is one lumen per square foot. For the purposes of these regulations, the lumen-output values shall be the initial lumen output ratings of a lamp.

MAJOR FAÇADE RENOVATION
Replacement of existing features with new features that are different in terms of material, type, size, or color, excluding painting of typically painted or previously painted materials or surfaces.

MANSARD
A roof having two (2) slopes on all sides, with the lower slope being more steep than the upper.

MARQUEE
A fixed cover that projects from a wall of a building over an entrance to provide weather protection, architectural spatial definition, and lighting. A marquee typically projects at a 90-degree (perpendicular) or similar angle, and is typically deeper than a canopy. A marquee is completely supported by the building and is typically used in association with a theater or similar use.

MINOR FAÇADE RENOVATION
Replacement of existing features in kind or maintenance of features including painting of typically painted or previously painted materials or surfaces.

MIXED-USE DEVELOPMENT
The practice of allowing more than one type of use in a building or set of buildings.

MIXED-USE STRUCTURE (BUILDING)
A building containing more than one type of use, such as governmental, institutional, office, personal service, retail, and residential; including a mix of residential and non-residential uses.

MONOCULTURE
The growing of a single type of plant within an area.

MOUNTING HEIGHT
For the purposes of this section, the mounting height of a light fixture shall be defined as the vertical distance between the adjacent grade and the top of the lighting fixture (luminaire).

PARAPET
The portion of a wall which extends above the roof line.

PEDESTRIAN FRIENDLY
Areas that accommodate pedestrians in a manner that is safe, functional, and aesthetically pleasing. Pedestrian friendly areas generally separate pedestrian and auto traffic, as well as offer designs that are human scaled.

PEDESTRIAN ORIENTED
Areas that cater specifically to pedestrians, as opposed to motorized modes of traffic. The terms “Pedestrian Oriented” and “Pedestrian Friendly” are often used interchangeably.

PILASTER
An upright architectural member that is rectangular in plan and is structurally a pier but architecturally treated as a column and that usually projects a third of its width or less from the building wall.

PLANTERS
Items that hold live plantings, including trees. Planters can be an array of sizes and materials.
Preservation
The act or process of applying measures to sustain the existing form, integrity, and materials of a historic structure. Work, including preliminary measures to protect and stabilize the structure, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. New exterior additions are not within the scope of this treatment; however, the limited upgrading of mechanical, electrical, and plumbing systems and other code-required work to make structures functional is appropriate within a preservation project.

Proportionate
Building or site development characteristics or elements which are corresponding, in terms of size and scale.

Quoin
Corner stones that visually anchor the edge of the building wall.

Reconstruction
The rebuilding of a structure in such a manner and to such an extent as to substantially replace the existing structure.

Reflectance
The ratio of the total amount of radiation, as of light, reflected by a surface to the total amount of radiation incident on the surface.

Rehabilitation / Renovation
The act or process of improving a structure’s condition through repair and alterations while respecting those features significant to its architectural, historic or cultural value.

See also: Major Facade Renovation; Minor Facade Renovation

Restoration
The act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project.

Rhythm
The repeated use of a design element, shape, or form, such that the repeating item can be visually recognized.

Roof, False Mansard
A false mansard roof refers to the awning or canopy-like structure added above the street-level facade of a building to display signage. This appendage is sloped on each of three sides and is frequently shingled.

Roof, Gable-End
A roof with a triangular wall segment at the end of a pitched roof typical of residential style architecture.

Scale
The relationship between two objects or conditions, in terms of physical size.

Secretary of the Interior
The overseer of the United States Department of the Interior. The Department of the Interior’s role is to protect and provide access to the Nation’s natural and cultural heritage as well as trust responsibilities to tribes. Among other items, it is responsible for wildlife conservation and historic preservation.

Setback
The distance on a lot measured from the edge of a right-of-way that must remain open, unoccupied and unobstructed by structures, except as otherwise provided or permitted in the Zoning Ordinance.
SIDEWALK CAFE
An outdoor area adjacent to, or on a public sidewalk, that has seating for patrons of nearby food and drink establishments.

SIGN, AWNING
A sign affixed flat to or painted upon the surface of an awning.

SIGN, BLADE
A sign affixed to a building wall which projects from the building face, generally at right angles to the building. Blade signs are: primarily oriented toward vehicular traffic; typically taller than they are wide; and located in higher traffic volume areas. Blade signs shall only be permitted on buildings which are over 60 feet in height.

SIGN, CANOPY
A sign affixed to a canopy.

SIGN, DIRECTIONAL
A small auxiliary sign typically used to provide information such as: directions on or to a property, parking locations and limitations, traffic information, address identification, and other similar information. Direction signs may include logos or other proprietary symbols.

SIGN, GROUND-MOUNTED
A freestanding sign supported primarily by an internal structural framework or integrated into landscaping or other solid structural features other than support poles with no clearance between the bottom of the sign and the ground below.

SIGN, MARQUEE
A sign affixed to a marquee.

SIGN, PROJECTING
A sign, other than a wall sign, which is affixed to a building wall and projects from the building face generally at a right angle to the building, such that the sign is designed to be viewed from a position generally perpendicular to the building. Projecting signs shall not project above the wall of a building, including cornice walls.

SIGN, WALL
A sign attached to the face of a building, or attached to a mansard or similar style of roof, such that the sign is designed to be viewed from a position generally parallel to the building. Signs parallel to and attached to sloping walls or mansard or similar style roofs to allow the sign display surface to remain perpendicular to the ground shall also be considered wall signs. Wall signs shall not project above the wall, cornice line, or top roof line of a building.

SIGN, WINDOW
Any sign painted or otherwise affixed onto a glass area or installed behind a window for viewing from outside the building.

SKYWALK
A walkway in an elevated structure used exclusively for pedestrian traffic that passes over a right-of-way. This skyway shall not be used for any occupancy.

STREET WALL
A perceived wall that is created by an aligned row of buildings and structural elements along a streetway.

STUCCO
A material made of an aggregate, a binder, and water. Stucco is applied wet and hardens to a very dense solid. It is used as a coating for walls and ceilings and for decoration.

SUSTAINABLE
Relating to, or being a method of development that does not deplete or permanently damage the resources it requires.

TERRA COTTA
A clay-based unglazed ceramic. The term is also used to refer to items made out of this material and to its natural, brownish orange color, which varies considerably.
TOWNHOUSE DWELLING
A single family dwelling unit with 2 or more floors located on a separate lot or development parcel, with a private entrance and direct ground level access to the outdoors and a totally exposed front and rear wall to be used for access, light, and ventilation, and attached to one or more similar units. Townhouse dwellings are typically part of a structure whose dwelling units are attached in a linear arrangement with no other dwelling or use, or portion of another dwelling or use directly above or below the unit, and separated from adjoining unit(s) by a continuous wall.

TRANSOM
The horizontal lintel or beam across a window, dividing it into stages or heights; a fixed window over a door or another window.

TRIM BOARD
A material used to finish an edge at a corner or around windows and doors.

URBAN HEAT ISLAND EFFECT
The existence of higher overall temperatures within urban areas, due to heat absorption by asphalt, concrete, buildings, and other structures, as compared to surrounding areas where plant material, and therefore reflectivity, shading, and evapotranspiration, is more abundant.

VIEWSHED
The viewable area into, or out of, a specific place.

VISTA
A range of sight in which visually sensitive areas are visible.

WAYFINDING
A sign or system of signs used to direct pedestrians and/or drivers to specific destinations along designated routes.

WINDOW
An opening constructed in a building wall that functions to admit light or air, typically framed and spanned in glass.

YARD
A space on the same lot with a main building open, unoccupied and unobstructed by structures, except as otherwise provided or permitted in this chapter.

YARD, FRONT
A yard extending across the full width of the lot, the depth of which is the least distance between the street right-of-way line and the building line.

YARD, REAR
A yard extending across the full width of the lot between the rear of the primary building or structure and the rear lot line, the depth of which is the least distance between the rear lot line and the rear of the primary building or structure. If the rear lot line is less than ten (10) feet long, or the lot comes to a point at the rear, the required rear yard shall be measured from a line where the rear of the lot is ten (10) feet wide and parallel or tangent to the front street line.
YARD, SIDE
A yard between the primary building or structure and the side lot line, extending from the front yard or front lot line where no front yard is required, to the rear yard. The width of the required side yard is measured horizontally, at 90° with the side lot line, from the nearest point of the side lot line to the nearest part of the primary building or structure.

YARD, INTERNAL SIDE
On a corner lot, the side yard which does not abut a street right-of-way.
RATIO

Architecture
Preservation
Interior Design
Landscape Architecture
Urban Planning

RATIO Architects, Inc.
107 South Pennsylvania Street
Suite 100
Indianapolis, Indiana 46204
ph: 317.633.4040
fx: 317.633.4153

www.RATIOarchitects.com
www.CommunityCollaborate.com