

VILLAGE OF COVINGTON, OHIO

ORDINANCE NO. 05-23

**AN ORDINANCE CREATING A DOWNTOWN DISTRICT
WITHIN THE VILLAGE OF COVINGTON**

WHEREAS, The Village of Covington and its residents have a strong interest in preservation of a strong downtown, recognizing the broad positive impacts of strong regulations that are intended to preserve the downtown core of the Village, including significant contributions to our local economy and our tax base; and

WHEREAS, preservation of our downtown core is consistent with the Village's goals to maintain and build a unique and vibrant downtown area; and

WHEREAS, the Village of Covington currently has an existing Historic District, which is not clearly defined, but which is noted within previous adopted Ordinances, and which does not have a map or regulations adopted. All previous regulations and maps approved as part of the Village of Covington Historical District shall be rescinded and replaced with the map and standards attached as Exhibit A and B; and

WHEREAS, the Downtown District will act as additional standards which apply to specific parcels in and around the historical core of the Village. Where land is classified in the Downtown District as well as an underlying base zoning district, the regulations governing development in the Downtown District shall apply in addition to the regulations governing the underlying base district. In the event of an express conflict between the standards of the Downtown District and the underlying base zoning district, the standards governing the Downtown District shall control. In all cases the most restrictive standards shall apply; and

WHEREAS, the Village of Covington Planning Commission recommended adoption of the Downtown District including the attached map and regulations – Exhibits A & B in a vote of 4-0 in their regularly scheduled meeting on February 27, 2023; and

NOW THEREFORE, BE IT ORDAINED by the Council of the Village of Covington, State of Ohio, as follows:

SECTION 1: A Downtown District Boundary Map and list of parcels which are considered within the boundaries is attached as Exhibit A and shall be adopted.

SECTION 2: The Downtown District Design manual attached as Exhibit B shall be adopted as the regulatory guidelines for all properties within the Downtown District Boundary.

SECTION 3: A Certificate of Appropriateness or Alternative Equivalent Compliance Approval shall be obtained for all modifications as designated within the Downtown District Design Manual. Applications for both shall be available on the Village website for download and able to be picked up from the Village Government Center.


SECTION 4: There shall be no cost for the Certificate of Appropriateness or for the Alternative Equivalent Compliance Approval only a required review and approval by the Village Administrator or by the Planning Commission per the regulations defined in Exhibit B.

SECTION 5: All previous Ordinances and Resolutions referencing the Village of Covington, Ohio Historical District or regulations and standards for the Historical District in Covington, Ohio shall be rescinded including Ordinance 01-09 and Ordinance 11-12 and replaced with this Ordinance and the attached Exhibit A and Exhibit B.

SECTION 6: This Ordinance shall take effect at the earliest time as provided by law.

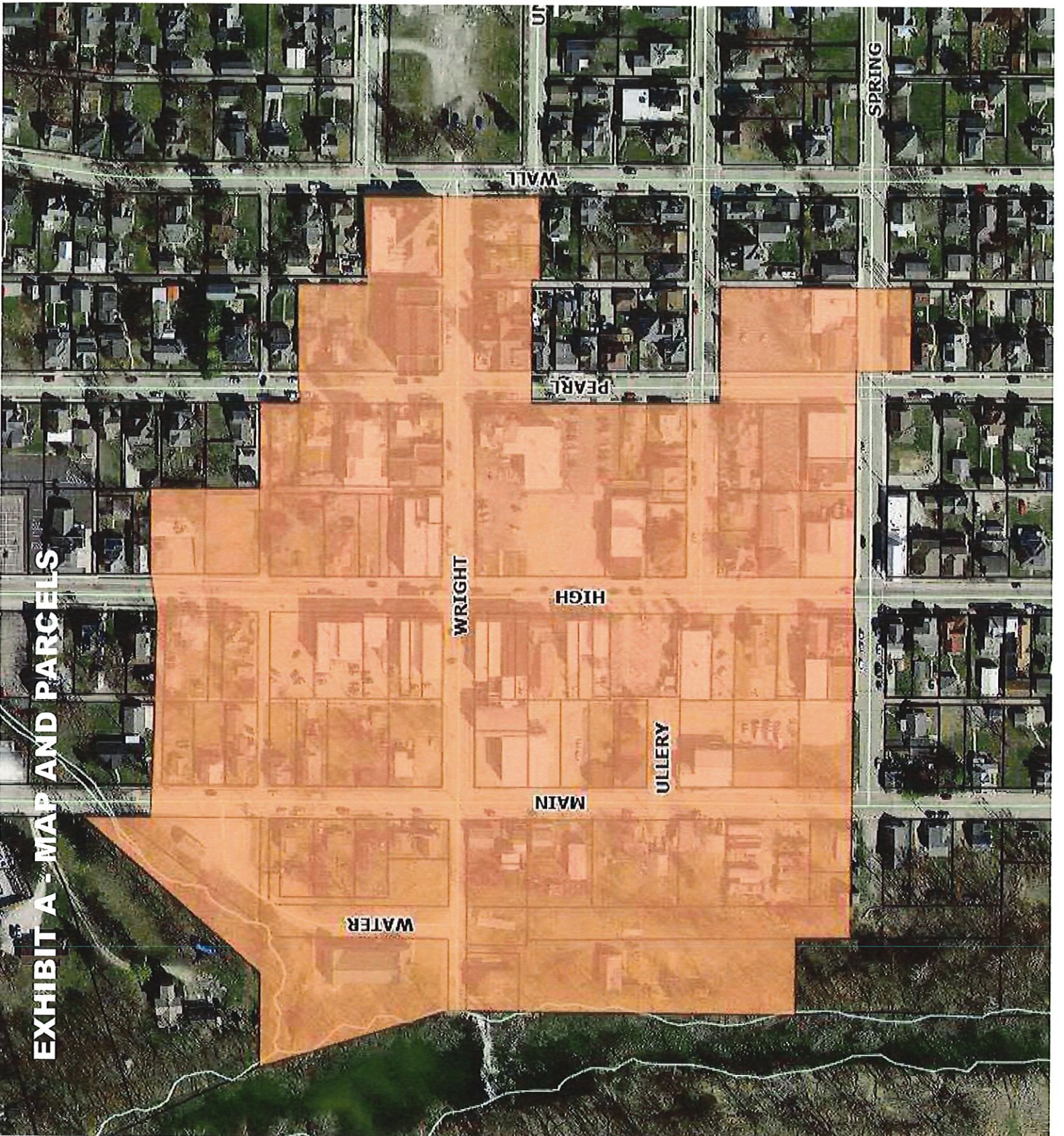
Approved this April 17, 2023.


Edward L. McCord, Mayor


Jesse Reynolds, President of Council


Rhonda Gill, Fiscal Officer

EXHIBIT A - MAP AND PARCELS



WATER

MAIN

ULLERY

HIGH

WRIGHT

PEARL

WALL

SPRING

EXHIBIT A - PARCEL LIST OF PROPERTIES WITHIN DOWNTOWN DISTRICT

Ownership noted is from the date of adoption of the regulations and may change.

Parcel	Dir	Address	Street	Owner
H19-000290	N		HIGH	SELLMAN JANE L
H19-000320	N		HIGH	SELLMAN JANE L
H19-000380			HIGH	COVINGTON SAVINGS & LOAN ASSOC
H19-000390	N	117	HIGH	COVINGTON SAVINGS & LOAN ASSOC
H19-000400	N	111	HIGH	KOBLE STEVEN K & STEPHANIE K
H19-000410	N	107	HIGH	ABOVE & BEYOND SALON & SPA OF COVINGTON LLC
H19-000430	N	109	HIGH	LANDIS MARY M
H19-000450	N	105	HIGH	ABOVE & BEYOND SALON & SPA OF COVINGTON LLC
H19-000460	N	101	HIGH	LEININGER JEFFERY N
H19-000470	N	21	HIGH	SELLMAN JANE L
H19-000480	N		HIGH	SELLMAN JANE L
H19-000490	N		HIGH	SELLMAN JANE L
H19-000500	N	27	HIGH	RETINC LLC
H19-000510	N	11	HIGH	J & P SOMMER INVESTMENTS I LLC
H19-000520	N	15	HIGH	KEISER BRADLEY J & JOYCE A
H19-000523			HIGH	VILLAGE OF COVINGTON
H19-000530	N	7	HIGH	KRISTIAN HOLDINGS LLC
H19-000550	N	9	HIGH	PARKS RONALD D
H19-000570	S	11	HIGH	HAMILTON BRIAN T
H19-000580	S		HIGH	VILLAGE OF COVINGTON
H19-000590	S	23	HIGH	HITCHCOCK ALFRED J
H19-000740	S	2	HIGH	SOMMER JASON W & PAMELA E
H19-000750	S	10	HIGH	NEWBERRY REAL ESTATE LLC
H19-000780	N	2	HIGH	RASOR SHIRLEY
H19-000810	N	10	HIGH	ORESTOD HOLDINGS LLC
H19-000880	N	102	HIGH	GREENVILLE WAREHOUSING LLC
H19-000940			HIGH	GREENVILLE WAREHOUSING LLC
H19-000960		116	HIGH	CHRISTIAN CHURCH TRUSTEES
H19-000980	N	124	HIGH	STILLWATER VALLEY LLC
H19-001500	N	136	HIGH	VILLAGE OF COVINGTON
H19-002430	N	137	HIGH	LONGENECKER JOHN E
H19-002440	N	133	HIGH	KEMER ZOE J
H19-002450	N	141	HIGH	SMITH TIMOTHY J & JESSICA L MCCLURG
H19-250022			HIGH	VILLAGE OF COVINGTON WATER TOWER
H19-250023	S	1	HIGH	VILLAGE OF COVINGTON OHIO
H19-250073			HIGH	VILLAGE OF COVINGTON
H19-250087		7	HIGH	VILLAGE OF COVINGTON
H19-250100		112	HIGH	CONGREGATIONAL CHRISTIAN CHURCH
H19-000020	N	111	MAIN	WACKLER STEVEN C & LAVENNA J
H19-000030	N	113	MAIN	LANDIS MARK A
H19-000060	N	27	MAIN	BOONE SIMON L & GWEN E
H19-000080	N	19	MAIN	SHERRY VINCENT R (LE) & VICKI E (LE) & @ (4)
H19-000090	N	15	MAIN	SUMMERS WILLIAM O TRUSTEE & JENEANE A TRUSTEE
H19-000100	N	1	MAIN	MASTERS AMANDA TRUSTEE
H19-000110	S	1	MAIN	MEIRING SHAWN M & CAROL S
H19-000120	S		MAIN	RECK ESTATES LLC
H19-000135	S	27	MAIN	OLLINGER BRENDA
H19-000270	N	2	MAIN	WALTERS JUDY M
H19-000280	N	6	MAIN	LANCE KELCH PROPERTIES 2 LLC
H19-000300			MAIN	SELLMAN JANE L

H19-000350	N	110	MAIN	THOMPSON ALBERT JOHN
H19-000360	N	120	MAIN	HUNTER CHARLES WOODROW
H19-000370	N	124	MAIN	WOOD CYNTHIA D
H19-007850	N	138	MAIN	WORKMAN ARTHUR
H19-007860	N	136	MAIN	NORTH CLEO R & SHIRLEY
H19-007870	N	132	MAIN	BRANT THOMAS L & VALERIE
H19-250036			MAIN	VILLAGE OF COVINGTON DUMP
H19-250085	S	10	MAIN	VILLAGE OF COVINGTON OHIO
H19-409000		108	MAIN	CSL OHIO SYSTEM LLC
H19-001420	N	102	PEARL	NEWBERRY THEATER PRESERVATION FOUNDATION
H19-001010	N	119	PEARL	GREENVILLE CREEK LLC
H19-001000	N	129	PEARL	TROTTERS CREEK LLC
H19-001120	S		PEARL	NEWBERRY REAL ESTATE LLC
H19-000130	W		SPRING	OLLINGER BRENDA
H19-001150	E	8	SPRING	OHIO POSTAL HOLDINGS LLC
H19-001153	E	12	SPRING	WEIKERT JOHN TRUSTEE
H19-250097	E	102	SPRING	BOARD OF TRUSTEES JR CLARKE PUBLIC LIBRARY
H19-250026	E		SPRING	VILLAGE OF COVINGTON
H19-000250		21	ULLERY	BRIDGES JAMES S (TOD)(LC) & CATHY E (TOD)(LC)
H19-000760	E	9	WALNUT	BROWN RONALD L (LE) & @ (4)
H19-001130	E	23	WALNUT	SIDERS TIMOTHY & JENNIFER SUE
H19-000790	E		WALNUT	LOCKE WILLIAM C (TOD) & CYNTHIA L (TOD)
H19-000040	W	104	WRIGHT	NISWONGER ERIC A & LORETTA L
H19-000070	W	107	WRIGHT	BOWMAN TITUS O & CHELSEA L WACKLER
H19-000310			WRIGHT	SELLMAN JANE L
H19-000910			WRIGHT	PARKER BAILEY REAL PROPERTY LLC
H19-000920	E	22	WRIGHT	PARKER BAILEY REAL PROPERTY LLC
H19-003000	E	115	WRIGHT	KIMBLE RYAN D & KAYLA M WRASMAN
H19-020180	W		WRIGHT	MILLIGAN JESSIE A & BONITA L SEITZ
H19-250115	E	105	WRIGHT	PRESBYTERIAN CHURCH
H19-250123	E	105	WRIGHT	COVINGTON PRESBYTERIAN CHURH

VILLAGE OF **COVINGTON**

DOWNTOWN DISTRICT DESIGN MANUAL

Approved by Ordinance 05-23

EXHIBIT B

| Introduction / Purpose

The Village of Covington, Ohio has a strong history with buildings that were constructed over time that have varying historical value. The Village began its development around the Main Street and Wright Street intersection and developed substantially along the High Street corridor as the automobile became more prevalent.

The growth pattern of Covington developed many unique and important buildings within the community and has create a unique sense of place. Although it is enjoyable to live or work in these structures, there is a need to protect the unique building design, as it impacts the entire Village.

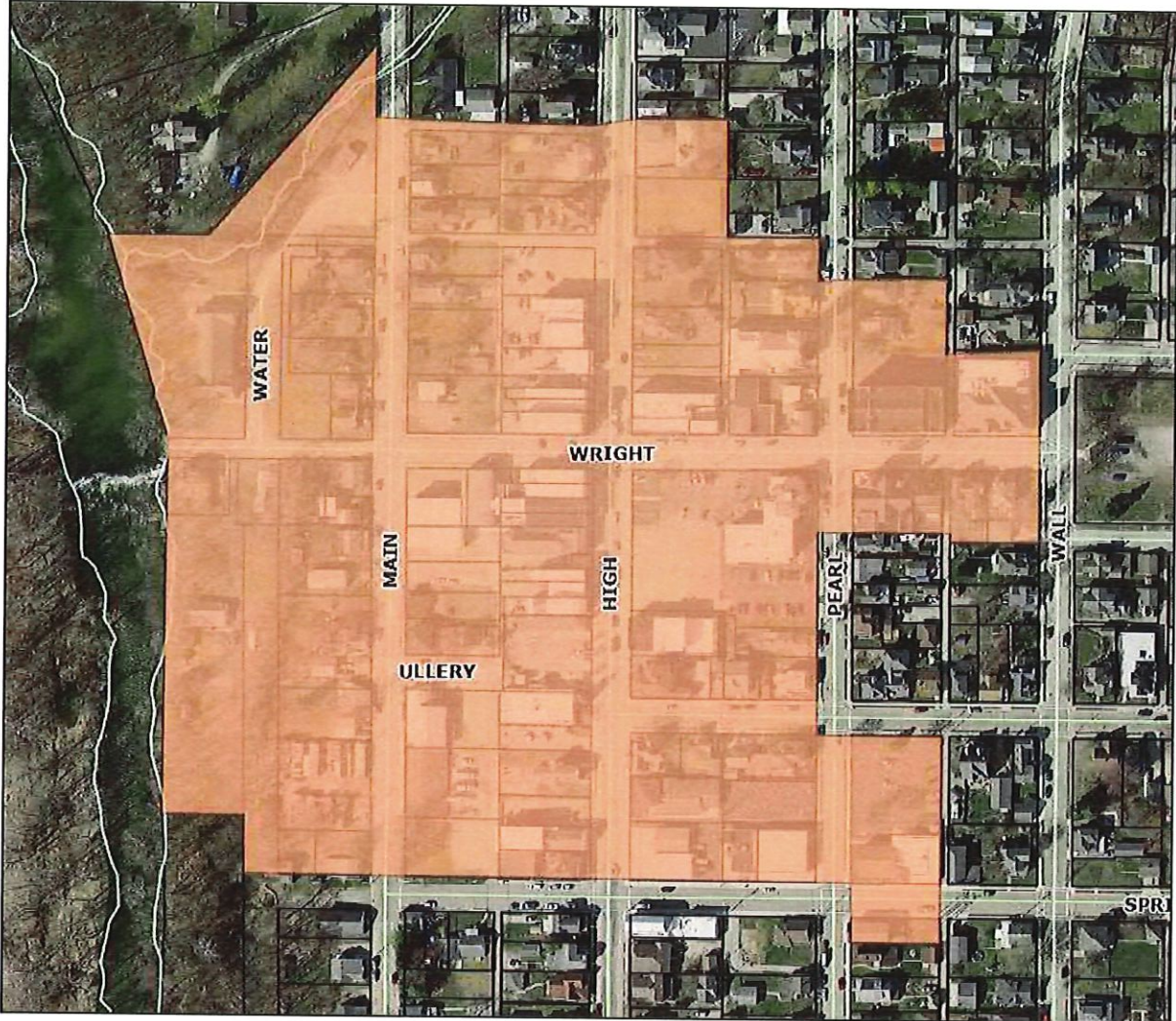
The purpose of the Village of Covington Downtown District Design Standards is to protect the historical core of the Village and to assure that these buildings are maintained, improved, and developed appropriately to keep the Village of Covington's historical downtown value intact.

Additionally, the purpose of this district shall be:

- To follow the Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings;
- To enhance property values, protect property rights, stabilize and improve downtown, and increase economic and financial benefits to village businesses and inhabitants;
- To create a vibrant community focal point through innovative and creative site design and architecture that continuously evolves over time;
- To encourage new development at appropriate locations in a manner consistent with desired architectural and urban design guidelines;
- To encourage higher density development with an above-grade residential and office component, pedestrian friendly site design, and an urban "Main Street" character;
- To promote developments where the physical, visual and spatial characteristics are established and reinforced through the consistent use of compatible urban design and architectural design elements; and
- To prohibit or restrict uses that are disruptive to pedestrian activities and have as their principal function uses that do not enhance the pedestrian nature of the downtown.

The following design standards will reflect the priority of the Village of Covington to assure that these areas and these structures are preserved or redeveloped in a considered manner consistent with the goals of the Village.

| District Map



The Downtown District Boundaries are generally described as High Street and Main Street from Spring Street to the alley. A list of parcels within the boundaries is attached.

| Process

The Village of Covington Village Administrator will act as the general staff review and the Village of Covington Planning Commission (CPC) will serve as the review board for the Downtown District Design Standards. Property owners, residents, and tenants are required to apply for and obtain a Certificate of Appropriateness (COA) before starting work that will be reviewed by the Village Administrator or the CPC where applicable.

Application

Prior to any applicable work commencing property owners, residents, and tenants will apply for a COA by completing an application and submitting it for consideration by the Village Administrator. The Village Administrator shall be empowered to approve certain modifications, restorations, or other changes to the buildings administratively. These changes are defined within these standards. If the Village Administrator is not authorized to administratively approve changes, the application will be placed on the CPC agenda for consideration.

Advertisement

Application to the CPC for a COA shall be advertised similarly to general cases being reviewed by the CPC. A letter shall be mailed to the applicant and property owners of the property that work is being done as well as to the property owners of properties directly adjacent with at least 10 days' notice provided.

Fee

There shall be no fee for a COA application.

Meeting

The CPC shall hear a COA application at their next regularly scheduled meeting date where proper advertisement can be made.

Approval

The CPC shall either approve, deny, or approve with modifications an application for a COA.

Appeal

Appeals to the CPC decision for approval or denial will be made to the Village Council for final determination. The Village Council may overturn a decision of the CPC by 2/3 vote of Council. Appeals of the Village Council are made to the Miami County Court of Common Pleas.

| Certificate of Appropriateness

A certificate of appropriateness (COA) is applied for as noted within the process section of these standards. The COA applied to the exterior of structures and typically only to significant changes (e.g. materials, colors, bulk, massing, character, style, etc.); it does not apply to the interior of any home or business.

Village Administrator Approval

Some work that is more minor in change, or is clearly defined within these standards, can be reviewed and approved by the Village Administrator. A list of items that are able to be reviewed by the Village Administrator is below. Review will generally occur within 10 business days of receipt of a completed COA application.

- Paint and Colors (within the standards defined within these standards)
- Awnings
- Signage (as a general Sign Permit)

Covington Planning Commission Approval

The majority of work to buildings like a change in materials, height, character, or style changes will require CPC review. Other changes to a lot like removal of a building, addition of a building, or creation of a new lot, will require CPC review. A general list of items that are able to be reviewed by the CPC is below. This list is not the comprehensive list but is generally items that will be reviewed. Review will occur at a regularly scheduled meeting as noted in the approval process.

- Existing Building Changes
 - Building Materials / Siding / Exterior Walls
 - Windows
 - Doors
 - Roofs, Gutters, and Downspouts
 - Commercial Facades
- New Building Construction (including primary and accessory structures)
- Demolition of any structures

| Alternative Equivalent Compliance

Alternative equivalent compliance is a procedure that allows an applicant for a COA, and other limited applications, to propose unique design options, new materials, or new technologies, as an alternative to a standard or guideline established in the standards below provided it meets or exceeds the intent of the design-related provisions. It is not a variance, waiver or weakening of regulations; rather, this procedure permits an applicant to suggest an alternative approach that is very specific to the project and that is equal to or better than the strict application of a specific standard or guideline. An approval of an alternative equivalent compliance shall apply only to the specific site for which it is requested and does not establish a precedent for assured approval of other requests.

An alternative equivalent compliance application can be obtained online or at the Village of Covington Government Center. The application shall be reviewed simultaneously with the COA application with the CPC having the authority to make a decision on both applications.

Decisions on an alternative equivalent compliance application shall be based on consideration of the review criteria that is officially identified in the Village of Covington Zoning Code but is also summarized as follows:

- 1) The proposed alternative achieves the intent of the subject standard or guideline to the same or better degree than the subject standard or guideline;
- 2) The proposed alternative results in benefits to the community that are equivalent to or better than compliance with the subject standard or guideline; and
- 3) The proposed alternative imposes no greater impacts on adjacent properties than would occur through compliance with the specific requirements of the Village of Covington Zoning Code.

| Types of Work in Downtown District

There are several types of work that may take place in the Downtown District with different implications in the applicability of these standards and guidelines and/or the requirements for a COA. The following are general definitions of the types of work that may be subject to review. In some cases, there may be a several types of work taking place on the same property at one time.

Maintenance (Preservation)

Maintenance involves any work that focuses on keeping the property in good condition by repairing features as deterioration becomes apparent, using procedures that retain the original character and finish of the features. This work may include repairs that involve no change in materials, color, or other alterations that would subject the maintenance to review under a COA application. Property owners are strongly encouraged to maintain their property in good condition so that more aggressive measures of rehabilitation, restoration, or reconstruction are not needed. Repainting a structure or architectural element in the same color(s) is considered maintenance. Replacing elements (e.g., windows, doors, etc.) with elements that have the same appearance, same color, and same materials are also considered maintenance but may or may not require a COA, depending on the extent of the work.

Does maintenance work require a COA?

No, as long as any work does not result in a change of materials, change of color, addition or removal of any architectural or building element, but rather involves work that preserves the building as it currently appears through ordinary repairs and maintenance. If the work involves painting the building or portion of the building in a different color, a COA shall be required but may be reviewed and approved by staff.

Rehabilitation

Rehabilitation is the process of returning a property to a state of use or occupancy while still preserving those portions or features of the property that are significant to its historic, architectural, and cultural values. In rehabilitation, the basic character and significant details are respected and preserved, but some sympathetic alterations may also occur to address modern uses.

Does rehabilitation work require a COA?

This will depend on the specific details of the proposed work. If the applicant is replacing or repairing a building element (e.g., windows, doors, ornamentation, etc.) that is a same-for-same replacement with no change in color, material, design, etc., a COA will not be required. Any other change shall require a COA.

Restoration

The restoration of a structure or portion of a structure means to reproduce the appearance of the structure or portion of a structure exactly as it looked at a particular moment in time. Typically, restoration means restoring the structure or portion of a

structure to its original appearance that may include work such as the removal of oversiding, the addition of original architectural features, or removal of modern features that do not reflect the applicable architectural era.

Does restoration work require a COA?

Yes.

New Construction / Additions / Accessory Structures

New construction shall include the construction of a new structure or the addition of space to an existing building or structure where there is an expansion of floor area. This type of work may also include the reconstruction of a building or structure that previously existed on the site but that has since been modified or removed to the point that the structure will need to be reconstructed to reestablish the historic nature of the building.

Does any new construction or addition require a COA?

Yes, pursuant to this manual and the Village of Covington Zoning Code.

Demolition

Demolition shall include the demolition of any structure or portion of a structure that eliminates floor area. The removal or replacement of elements (e.g., siding, doors, windows, etc.) shall be considered restoration, rehabilitation, or renovation work.

Does any demolition require a COA?

Yes, pursuant to this manual and the Village of Covington Zoning Code.

| Design Standards and Guidelines

When reviewing an application, the CPC or staff, as applicable, will review each application on a case-by-case basis to determine compliance with the following standards and guidelines found on the following pages.

On the following pages is a mix of standards (“shall” and “must” type language) that establishes objective, mandatory requirements for the work as well as guidelines (“should” or “encouraged” type language) that establishes guidance for review but still maintains a level of discretionary review for the Covington Planning Commission.

The purpose of this mix of objective and discretionary language is to provide standards and guidance wherever possible but recognize that it would be impossible to create a set of rules applicable to all the structures in the district given the wide range of building types, styles, and ages.

In Covington this document has been adopted by Village Council to establish the criteria for review to help guide the Village Administrator and CPC (i.e., the administrative body) in the “exercise of its discretion” With the adoption of this document and also with its incorporate into the Village of Covington Zoning Code by reference, this document shall be administered and enforced to its full extent as part of the zoning regulations in the Village of Covington.

ORDINARY REPAIRS AND MAINTENANCE

Older buildings need special care so that they can last beyond the lives of their original builders. Good quality work helps a building to withstand the rigors of time, but continuing maintenance is essential to protect what may be the largest investment a property owner ever makes. The relatively small cost of minor repairs is easily justified when compared to the larger cost of a major repair, rehabilitation, or a complete restoration.

Ordinary repairs and replacements using exact same materials, colors, and style do not require a COA. An example would be repainting using the exact same colors and style on the exact same building elements.

For a change of color or paint scheme, an application does need to be submitted for review. If you have any questions whether a COA is required, we strongly recommend that you contact the Village Administrator.

RESIDENTIAL STRUCTURE EXEMPTION

For the purposes of these regulations, all existing single family residential properties within the Downtown District Boundary as of the adoption of these regulations are exempt. These properties will still be required to meet all regulations noted within the existing base zoning district.

Residential properties within the Downtown District Boundary are not eligible to receive any funding through the Village of Covington for programs within the Downtown District or the Downtown Redevelopment District.

Residential properties with more than two units are considered commercial uses and are not exempt from these regulations.

GENERAL DESIGN GUIDELINES AND PRIORITIES

The following applies to any item under consideration where a COA is required:

1. The village places a priority on restoring building and features to the original architectural or construction accuracy.
2. Avoid removing or altering historic materials or distinctive architectural features unless such features were previously added to the building but do not reflect the original architectural style or era of the building.
3. Repair rather than replace building components and features to the maximum extent feasible.
4. Consider the original design features of the structure and the original architectural style or era as may be found in historical photographs or documents.
5. Repair, restore, and reuse original architectural materials such as brick, stone, wood siding and trim, cast and wrought iron, to the maximum extent feasible. Original materials should not be removed or covered. If necessary, missing or deteriorated materials should be replaced with materials that match the original as closely as possible.
6. Preserve existing architectural features that give a building its character, such as decorative piers, columns, brackets, cornice work, decorative brickwork, and terra cotta.
7. Avoid the addition of inappropriate and out of character features.
8. All facades of a building shall be subject to review, regardless of if they are currently visible from a public space or right-of-way. The applicant shall only be required to supply information on those facades or elevations where a change is proposed.
9. Buildings shall be architecturally oriented toward the street with the main entrance(s) facing the street. Buildings located on a corner street shall orient the main entrance(s) to the primary street on which the building has frontage.
10. New construction and/or additions should be compatible with the historic structure or character of the surrounding buildings but shall not be required to "look old." New construction or additions should be designed and constructed so that the character-defining features of the historic building are not radically changed, obscured, damaged, or destroyed in the process of rehabilitation.
11. Building materials and colors should reflect the characteristics of surrounding uses and the architectural style of the building.
12. Lighting fixtures on the exterior of a structure should be compatible in size and style with the applicable architectural style and the exterior lighting of surrounding uses.
13. Lighting fixtures shall be in scale with the structure to which it is accessory.
14. Harsh and colored light sources are prohibited.
15. Overly simplified, unarticulated, or bland buildings or addition with no details shall be avoided particularly in areas where rich detailing and architectural ornamentation are common characteristics.

16. Site features such as service entrances and loading zones shall be screened from adjacent properties and the public right-of-way and located in the side or rear of the lot.
17. Utility services, cabinets, satellite dishes, and related equipment shall be placed underground to the maximum extent feasible or, in cases where they cannot be placed underground, shall be located to the rear of the building and/or out of visibility from public rights-of-way to the maximum extent feasible.
18. Certain features or elements of a building may be protected as a historical element even though it is not part of the original building design or is not typical of the applicable architectural style due to the age or a unique circumstance that has made the feature or element historic in its own right.

WINDOWS

1. Windows of an architectural style or era different than the original building should not be used.
2. Window openings should not be reduced or enlarged in size, especially on street facades.
3. If new windows are to be installed where there previously was no window opening, the new windows should match the existing windows in the building in shape, size, design, material, and spacing between windows. New opening shall be of the same size and height as other window openings.
4. The installation of vinyl storm windows shall be prohibited. The installation of vinyl clad storm windows may be permitted if the applicant demonstrates that the storm windows will not detract from the historic character and style of the building, as determined by the CPC.
5. The closing or filling of window openings on the primary façade of a building or on any façade that faces High or Main Street shall be prohibited.

DOORS / ENTRANCE

1. The original doors, original hardware, existing glazing, and other details shall be maintained and preserved to the maximum extent feasible.
2. Doors shall not be reduced or enlarged in size, or filled in, especially on street facades unless such change will allow for the reinstallation or restoration of historically accurate sidelights and/or transoms.
3. New doors installed where there are no existing openings should match the existing doors or doors styles that are typical of the building's architectural style or era, to the maximum extent feasible. The creation of new door openings, where there were historically no doors, shall be prohibited on the primary façade of the building as determined by the street frontage.
4. Replacement of a door should never include elimination of original casing trim pieces or ornamental surrounds, such as door hoods.
5. Storm or screen doors are not always used at every door, but some historic periods did include them.
6. New storm or screen doors should be chosen for their decorative abilities, as well as for their energy conservation and protective properties.

7. Plain, bare aluminum storm doors shall never be added to an historic building. Storm doors should be chosen for their compatibility with the style of the building.
8. The color of the storm door should also be chosen to fit the color scheme of the building. On some buildings, a door may be painted an accent or trim color, while on another it may need to be painted to match the body of the wall.

AWNINGS

1. All Commercial buildings should try to incorporate awnings on their façade facing the roadway.
2. Awnings shall not be used or placed in locations that will obscure significant architectural features or require the removal of such features.
3. New awnings should be designed and constructed with materials that are equal to or mimic the material of the original awning (e.g., canvas or canvas-based materials). The size and scale of the original awning shall also be maintained.
4. When replacing awnings, the applicant shall utilize any previously created mounting hardware or holes in the façade.
5. No awning shall be installed that will cover or damage architectural details of the building that are important features to the architectural era or style.
6. Simple awning extensions from the face of the building, similar to what is seen in many historic photographs of early Covington, are preferred. Inappropriate awning enclosures or modern shapes are discouraged.
7. Solid colors or simple stripes are usually appropriate. Colors should correspond with those appropriate to the building on which the awning is mounted.
8. Cloth or canvas awnings are strongly encouraged.
9. Any visible steel frames or supports should be of a like color to that of the awning, so they do not detract from the awning itself.
10. Back-lit vinyl awnings are prohibited.

SIDING AND EXTERIOR WALL MATERIALS

The major visual element of any building is the material that makes up the body of the wall surfaces. For wood frame buildings, this is usually a form of siding, in other cases, it may be brick.

Standards and Guidelines for Siding and Exterior Wall Materials

1. Brick walls should never be sandblasted, chemically stripped, or sealed unless the applicant can demonstrate that such approach will not result in the damage of the underlying brick or, if there will be some damage, that such damaged brick shall be replaced with a similar brick.
2. When tuck-pointing to repair mortar, the new joint shall match the original joint in pattern, color, and style to the maximum extent feasible. In general, the joint should be concave to give the greatest bond of mortar to brick.
3. When replacing brick, the new brick shall match the original as closely as possible.

4. In all cases of replacing mortar and/or bricks, the applicant should consult a master mason to determine the hardness of the old and new brick and mortar to ensure compatibility and long-term wear.
5. Brick or masonry that has not previously been painted shall not be painted unless the painting of brick or masonry is consistent with the architectural style of the building or specifically approved by the CPC.
6. In commercial applications, the use of aluminum or vinyl siding, asbestos, EIFS (on a first floor or not stamped on a second floor), and formed stone are not appropriate. These sidings can drastically change the appearance, scale and texture of the structure and often require the removal of ornamentation and trim, therefore altering the historical character of the building.
7. All new construction shall be required to have the first floor be constructed of brick or masonry products. The second floor and above may utilize other historically appropriate materials, or modern materials that look historic, such as brick stamped EIFS. For the purpose of this standard, split faced block is not considered masonry.

PAINT AND COLOR

Paint colors varied through history, not only with fashions, but also because of available materials. This refers not only to exterior paint, but also to roof colors and colors for such items as window sashes, doors, and ornamentation.

Choice of color is a matter of personal preference. In the case of historic buildings, however, certain colors are more appropriate to a building's forms, style and setting than others. A balance must be struck between existing use of colors, the desires of property owners to use various colors and the limitation of color use. The end result of a project involving color choice should be compatible with the area's character and with colors used in nearby buildings.

If original colors will not be used, choose paint colors that are appropriate to the period and style of the building. On commercial buildings, the color selected for the storefront is usually repeated on the upper facade details such as friezes, cornices and window sash. A color appropriate as an accent or trim color may be entirely inappropriate on the body of a wall. Gloss black paint could be acceptable for the trim on an early 20th century building, for example, but would be prohibited on its siding.

In general, do not paint surfaces that have never been painted (e.g. foundations and steps). For example, stone surfaces were almost never painted (although brick often was during the 19th century). Painting stone can affect its texture and surface appearance, as well as lead to possible moisture problems by trapping moisture.

If you are repainting a building the same color(s) for the purposes of maintenance, you will not need a COA for painting. If you are proposing to change any colors of any element of the building (siding, trim, roof, etc.), a COA will be required.

Standards and Guidelines for Paints and Colors

1. It is not necessary to paint a building in its original colors. However, an applicant is encouraged to paint buildings in historically accurate colors. The Village of Covington maintains information and references to assist in the selection of colors in addition to the guidelines and standards of this section.
2. The colors applied to any building should be generally muted earth tones that fit within the overall palette of the Downtown District.
3. Colors selected with a muted, earth tone color or within the approved color palette may be approved by the Village Administrator. The list of colors on this list is attached as an appendix to this manual.
4. Colors selected outside of the previously approved selections, must have their paint selections approved by the CPC, and generally should attempt to utilize colors that will fit within the overall Downtown District.
5. Buildings of the same color must be separated by at least one building so as to not visually create a singular uniform building mass.
6. The colors should be applied to enhance the design of the structure and in a manner originally intended.

ROOFS, GUTTERS, AND DOWNSPOUTS

1. The original roofing materials, shape, overhang style, roof structure, gutters, and downspouts shall be maintained and preserved to the maximum extent feasible.
2. If the roof or roof material is to be replaced, restoration to the original roof style, material, shape, and color is preferred. Metal roofs, if replaced, should be replaced with standing-seam metal roofing.
3. Changing the original roof shape or adding features inappropriate to the essential character of the roof, such as oversized dormer windows or connected dormers, is discouraged.
4. The replacement of an asphalt shingle roof with asphalt shingles is acceptable.
5. The use of asphalt shingles as valley flashing is strongly discouraged. Copper, galvanized metal, and rolled aluminum with a baked-enamel finish are more appropriate choices for valley flashing than today's woven shingle technique.
6. Removing elements such as chimneys, skylights, light wells, dormers and cupolas that are part of the architectural style or era of the building's roof is not appropriate.
7. Low-profile ridge vents are not appropriate if they detract from the original design and destroy historic roofing materials or design.
8. Skylights, roof decks, and roof gardens may be permitted if they do not detract from the architectural character of the building. Generally, the use of skylights, roof decks, or roof gardens on a façade facing a public right-of-way is discouraged because of increased visibility and incompatibility with most architectural styles.
9. To the maximum extent feasible, the original roof materials should be retained. In cases where new roofing is required, the materials should match the old in composition, size, shape, color, and texture. Preserve or replace, where necessary, all architectural features that give the roof its essential character such

as dormer windows, cupolas, cornices, brackets, chimneys, cresting, and weathervanes.

10. Adding antennae, satellite dishes, skylights, solar collectors and the like on the front of a building or street elevation is generally prohibited. These items should be installed on the back of the building, or on non-character-defining areas of the roof that are not prominently visible from the streets.
11. Modern hanging gutters shall only be permitted on the side and rear of the building and shall not be located on the façade facing a public right-of-way. Hanging gutters should be half-round.
12. Exposed gutters and downspouts that are not made of copper should be of a color similar to the color of the structure or other trim.
13. Baked enamel finishes are preferred for gutters, downspouts, and flashings, rather than bare aluminum, zinc, or galvanized steel. Copper flashings and gutters should be kept unpainted.
14. New downspouts shall be round in shape.

COMMERCIAL FACADES

1. Commercial buildings are the principal building type in the Downtown District and should attempt to keep the historical value of the existing or historical buildings on the property.
2. Traditionally, commercial buildings have a well-defined opening that contains the original storefront and is usually confined to the first floor of the building. These storefronts shall not be enlarged to encompass additional floors unless it is determined that this was the original design of the building.
3. Piers and columns that divide the storefront into bays, and lintels or cornices that separate the storefront from upper floors shall not be covered or removed.
4. Storefronts shall be located on the front façade facing a public right-of-way.
5. Storefronts with major projections beyond the front façade are not appropriate and shall be prohibited.
6. The entryway into a building shall be recessed where possible to allow for a sheltered entry into the building.
7. Storefronts that are not original but have their own unique or historic character or design should be retained and repaired. In buildings where storefronts were removed or consolidated, attempts should be made to split and recreate storefronts.
8. In the event that the original storefront has been removed, renovated in an inappropriate manner, or irreparably damaged, a new storefront should be constructed that is consistent with the architectural style of the original building.
9. The first floor shall contain approximately 75% glass to allow for high visibility into the first floor.
10. Mirrored glass, shaded glass, plexi-glass, and other inappropriate or artificial glass materials shall be prohibited.
11. The placement of storefronts on buildings that were not originally designed for storefronts should be avoided but the CPC may authorize such a storefront if appropriate for the permitted use.

12. Signage should be integral to the building and its materials. Wall signs, window signs, and projecting/blade signs are the desired sign types.

NEW CONSTRUCTION OR ADDITIONS

General Development

1. New construction and additions shall be clearly differentiated so that the addition does not appear to be an original part of the historic building.
2. New additions should look new but should be compatible with the surrounding structures as outlined in this manual.
3. The roof shapes and forms of new buildings shall resemble, but shall not necessarily duplicate, the shape, style, and form of roofs for nearby structures. Introducing roof shapes, pitches, or materials not traditionally associated with the area or architectural style shall be prohibited.

Building Height

4. The overall height of new construction should relate to that of adjacent buildings. As a general rule, new buildings should generally be the same height as the average height of existing buildings within the vicinity. The CPC may authorize slightly taller buildings on corner sites to create a focal point for the intersection.

Setbacks / Building Coverage

5. The width of a new building shall be designed to continue the established rhythm of the block. If the lot is wider than 50 feet, the building façade shall be broken into smaller bays with architectural details to maintain the building rhythm.
6. The scale of a buildings proportions and the building's massing shall be similar in character to surrounding buildings.
7. New buildings or additions shall maintain the same directional expression (horizontal or vertical) as surrounding buildings. Horizontal buildings can be detailed to relate to more vertical adjacent structures by breaking the façade into smaller masses and bays. Strongly horizontal or vertical façade expressions shall be avoided.
8. Principal buildings shall be set to the back of the sidewalk or the front right-of-way. Buildings may set back from the front lot line an amount equal to the average setback of buildings within 250 of the subject building.
9. Exceptions to the setback requirement above may be made to allow room for outdoor dining areas, landscaped entries, pedestrian plazas, enhanced customer entrances, and similar pedestrian amenities.
10. Open spaces between buildings that create courtyards or walkways to the rear of the property are encouraged.
11. New building construction shall cover a minimum of 30% of the lot area.

Off-Street Parking

12. Shared or public parking is encouraged and when provided shall meet the following requirements:

- a. Parking lots adjacent to streets shall be screened by a combination of decorative fencing, brick piers/walls, and columnar plantings. Such screening shall be designed to provide vertically to the streetscape. The CPC may require the intermittent use of such screening in order to avoid a monotonous street frontage.
 - b. Parking lots shall allow for pedestrian access particularly when pedestrian cross-access between adjacent lots exists. Pedestrian access ways shall consist of colored/stained concrete, brick, or unit pavers.
 - c. Landscaped islands shall be provided in the interior of parking lots and generally be 10' in width and 20' in length.
13. Lighting within a parking lot must meet the lighting requirements noted under Requirement 16 and 17.

Lighting

14. Fully Shielded Lights. All lights exceeding ten (10') in height as measured from grade directly below the fixture to the top of the fixture shall be fully shielded lights that do not emit light rays at angles above the horizontal plane.
15. Lighting shall be a maximum of six (6) foot candles on the site.
16. Light Pole Height. Light fixtures mounted on poles shall not exceed twenty-five (25) feet above grade.
17. Light Pole Construction. Bare metal light poles and elevated "sonotube" type concrete bases are prohibited. Light poles within landscape islands shall be flush with the ground or on a poured concrete foundation extending no more than three (3") inches above grade.

Landscaping

18. A landscape plan shall be required for all new construction. This plan shall include information regarding areas to be covered by grass and/or ground cover; the number, type, caliper or DBH as appropriate, and height of trees, hedges, and shrubs; information regarding non-living material such as rock or wood; and screening.
19. Landscaping shall be installed within sixty (60) days of the completion of the building, structure, or use, or as soon as weather permits if within winter months.
20. The intent of the landscaping plan is to create an inviting and green environment. The following standards shall be met to achieve this intent:
 - a. Building Coverage Zone Requirements: One (1) Tree shall be planted for every 1,500 square feet of building coverage.
 - b. Impervious Surface & Park Requirements: One (1) Tree shall be planted for every 1,500 square feet of parking lot coverage, loading and unloading areas, vehicular use areas, and other impervious areas outside of the building coverage and walkways.
 - c. Frontage Tree Requirements: One (1) Tree shall be placed every twenty-five (25) feet of road frontage. These trees may be grouped together to create views into the site. Trees must be located within twenty (20) feet of the edge of the right-of-way, or within the right-of-way where permitted.

21. The total required number of trees on the site shall be a combination of Building Coverage, Impervious Surface and Frontage Trees Required.
22. Where sites are developed without off-street parking, frontage trees shall be the only requirement.

Covington Downtown District Colors

Able to be approved by Village Administrator for Exterior Colors

- **Historical Interior Color Palette**
 - SW001 through SW0080
- **Historical Exterior Color Palette**
 - SW2801 through SW2865

AS OF
APRIL, 2023

Excludes the following colors, which may only be used as accents (25% or less of a building façade):

- Chartreuse (SW0073)
- Radiant Lilac (SW0074)
- Holiday Turquoise (SW0075)
- Apple Blossom (SW0076)
- Pink Flamingo (SW0080)
- Alexandrite (SW0060)
- Rachel Pink (SW0026)
- Chinese Red (SW0057)
- Tricorn Black (SW6258)