

Short North Design Guidelines

City of Columbus, Ohio
Department of Development
Planning Division
Historic Preservation Office
Italian Village Commission
Victorian Village Commission

Short North Design Guidelines

An Amendment to the Italian Village Design Guidelines
and the Victorian Village Design Guidelines

City of Columbus, Ohio

Department of Development

Planning Division

Historic Preservation Office

Italian Village Commission

Victorian Village Commission

Approved by the Italian Village Commission on July 19, 2011

Approved by the Victorian Village Commission on July 14, 2011

Adopted by City Council on September 19, 2011 (Ordinance No. 1306-2011)

www.development.columbus.gov/planning.aspx

www.development.columbus.gov/historicpreservation.aspx

The Short North will remain a vibrant, mixed use destination comprised of varying building types and densities, respectful of the historic fabric yet supportive to new building forms and types, celebrating the arts and supported by a full range of transportation and pedestrian modes without over dependency on the car.

*Short North Design Guidelines
Vision Statement*



Acknowledgements

City of Columbus
Department of Development
Planning Division
109 N. Front Street
Columbus, Ohio 43215
614-645-8036

www.columbus.gov/planning.aspx

City of Columbus

Mayor Michael B. Coleman

Department of Development

Boyce Safford III, Director
Michael Stevens, Deputy Director

Planning Division

Vince Papsidero, AICP, Administrator

Columbus City Council

Andrew J. Ginther, President
Hearcel F. Craig, President Pro Tem
Zachary M. Klein
A. Troy Miller
Michelle M. Mills
Eileen Y. Paley
Priscilla R. Tyson

Italian Village Commission

Rex Hagerling, Chair
Greg Baker, Vice Chair
R. Todd Boyer
Jill K. B. Clark
David F. Cooke
Karen J. Lewis
Jason S. Sudy

Victorian Village Commission

Marc Conte, Chair
Alfred E. Berthold, AIA, NCARB
David Brownstein
Jack Decker
Jeffrey Hissem
Robert Vogt
Joshua Benton Wood

Working Group

Al Berthold, Victorian Village Commission
Marc Conte, Victorian Village Commission
David Cooke, Italian Village Commission
Jack Decker, Victorian Village Commission
Steve Hurtt, Urban Order Architecture
Rex Hagerling, Italian Village Commission
Maria Galloway, Short North Business Association
Jason Sudy, Italian Village Commission
Mark Wood, The Wood Companies

Stakeholders

Gina Cronley, Orbit Design
Frank Elmer, Lincoln Street Studio
Stelios Giannapolos, Giannapolos Properties
Kris Harrison, Orbit Design
Ted Goodman, F.A. Goodman Architects
Kevin Lykens, Lykens Companies
Mike Paplow, Feinkopf, Macioce and Schappa Architects
Joe Sullivan, Sullivan Bruck Architects
Larry Totske, Italian Village Society

Planning Division Team

Vince Papsidero, AICP, Administrator
Kevin Wheeler, Assistant Administrator
Randy Black, Historic Preservation Officer
Dan Ferdelman, AIA, Urban Designer
James A. Goodman, Assistant Historic Preservation Officer

OSU852 Urban Design Studio Spring Quarter 2010

Louis Clayton
W. Clay Foster
Mark Harris, Jr.
Duane Hoskins
Christina Harris
Michael D. Lofton II
Ben Martens
Valerie Montoya
Betsy Pandora
Krystina Schaefer
Scott Ulrich

Letter from the Director

To the Community:

It is with great pleasure that the Department of Development presents the Short North Design Guidelines.

This is the product of an extensive process in which representatives from both the Italian Village Commission and Victorian Village Commission, along with community stakeholders worked with city staff to develop this unified set of guidelines.

The Short North is a critical business district to the city of Columbus and serves as one of the region's most successful urban revitalization stories. It attracts visitors from throughout the Midwest, is home to some of Columbus' most unique businesses and serves as a residential neighborhood.

The built environment is one of its strengths—measured by an outstanding historic building stock, yet constantly evolving as a dynamic urban corridor that is one of the most walkable in Central Ohio.

The Department of Development looks forward to working with both commissions through the Planning Division and Historic Preservation Office as we all continue the good work that is reflected by these guidelines.

Sincerely,



Boyce Safford III
Director

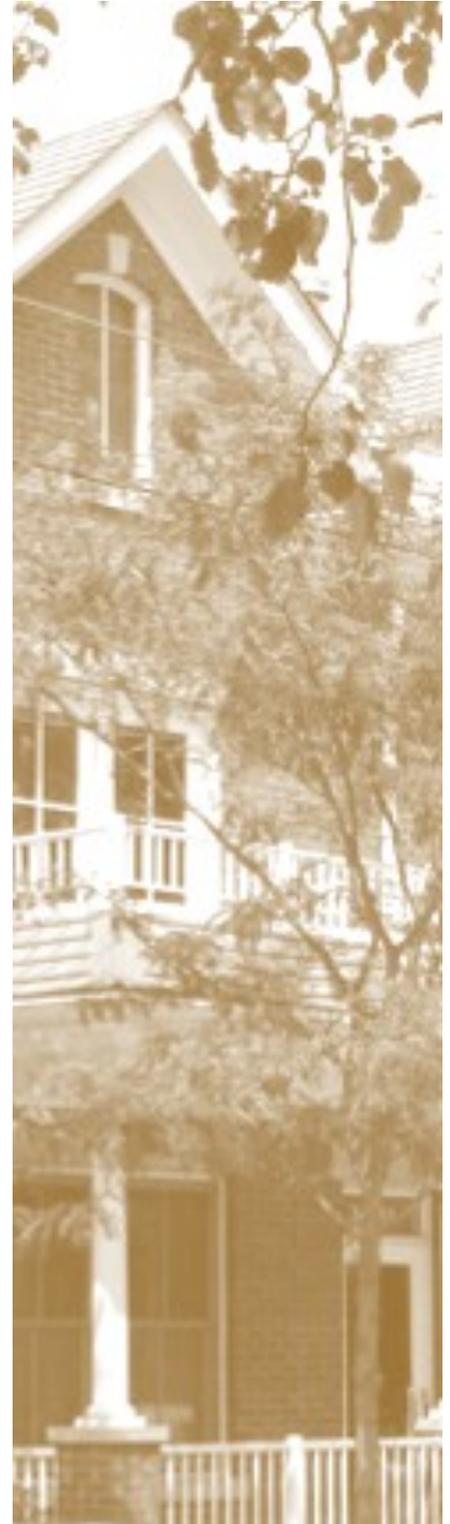


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Introduction



Overview

The *Short North Design Guidelines* provide policy guidance to property owners and developers relative to new construction, exterior changes to existing buildings and site changes within the Short North. These guidelines serve as an amendment to the design guidelines of the Italian Village Commission and the Victorian Village Commission and reflect a joint effort by both bodies to prepare a single, unified set of design guidelines for the commercial portion of these vibrant historic districts.

Why these Guidelines?

Beginning in the 1970's, the Short North developed from a declining neighborhood business district into a cultural and economic asset for all of Central Ohio. It has benefited from creative developers and business owners, passionate residents and sound community leadership.

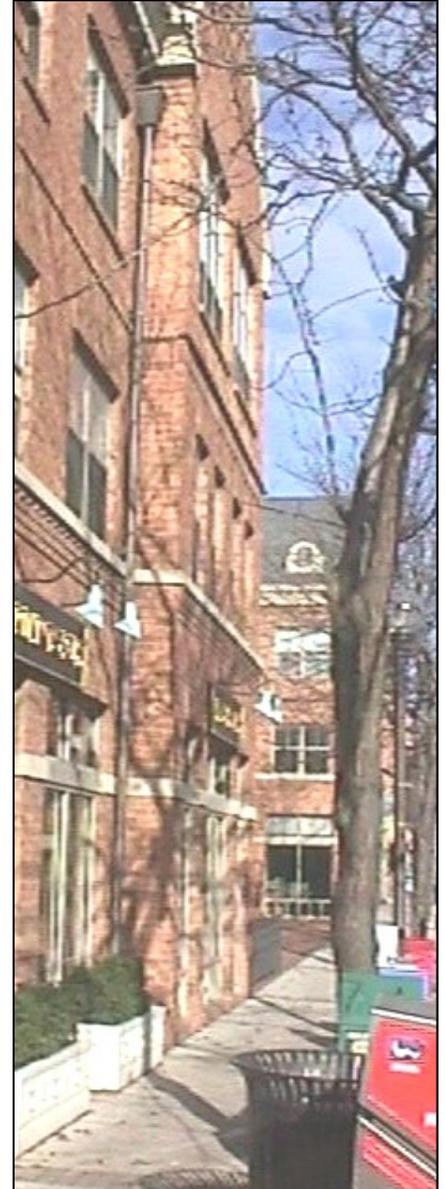
The district has developed under the guidance of two separate architectural review commissions with legal authority to review all exterior building changes, including new construction. The Italian and Victorian Village architectural commissions have served the district well since they were each established in 1973.

High Street itself serves as the dividing line between the commissions' respective boundaries. Each commission has its own set of guidelines, which have been applied to the corresponding "side" of the corridor.

It has been determined that these bodies—and the Short North itself—would benefit from a single set of updated design guidelines. This would ensure that "both sides" of High Street would evolve in a consistent manner and that the two commissions would be working from a single perspective as represented in the new guidelines that balance historic preservation and development.

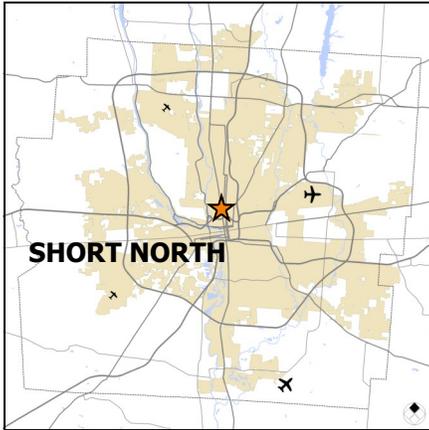
Legal Relationship to Existing Guidelines

The legal foundation for the Italian and Victorian Commissions as well as their respective design guidelines, is found in Columbus City Code. Chapter 3119 addresses the creation of the commissions and their boundaries, while Chapter 3116 covers architectural guidelines and associated procedures. The *Short North Design Guidelines* are designed to be a Council-adopted amendment to the established Italian Village and Victorian Village guidelines for the High Street corridor. In any instance of conflict between the *Short North Design Guidelines* and the prior guidelines for the two commission areas, the *Short North Design Guidelines* take precedent. The area of applicability includes all parcels fronting High Street from I-670 to Fifth Avenue and, in a number of cases, associate parcels extending toward the adjacent neighborhoods. The specific boundary is depicted on the accompanying map (page 1.2).



Boundary Map

This map illustrates the applicable boundaries of the Short North Design Guidelines.



The Guidelines Process

The process began with establishment of the Short North Working Group to reflect the interests of both commissions and key stakeholder groups. The Planning Division and Historic Preservation Office staff conducted interviews with individual stakeholders. An OSU graduate planning class was engaged to undertake research. Over several months the staff collaborated with the working group to develop the consensus-based draft guidelines. Public meetings were held and a final draft guidelines was completed. Guidelines were presented to each commission and then City Council, for final adoption.

The process to develop the guidelines centered on the efforts of the working group in conjunction with a City staff team. The nine-member working group was comprised of representatives from both commissions as well as other stakeholders. The working group began meeting in March 2010 and into early 2011. Primary phases of the project included:

- **Initial Organization:** A planning services agreement outlining the project was developed and approved by each of the commissions. The working group was formed and kickoff meeting held.
- **Establishing a Design Vision:** The group's first task was development of a vision statement and design principles. This effort was informed by a series of stakeholder interviews held early in the overall effort. These interviews were invaluable in establishing a better understanding of the corridor and issues to be addressed from the stakeholders' perspective.
- **Prepare Physical Baseline:** The next phase of the project involved the work of an OSU graduate City and Regional Planning studio, which established a baseline of data regarding the corridor. Three -dimensional modeling, floor-area-ratio calculations and best practice research were among the students' work products. Student findings were presented to the working group and are reflected in this report (and posted on the project website).
- **Guidelines Preparation:** The working group's primary focus was to review and comment on draft guideline material. This involved a substantial time commitment by group members and open dialogue at the regular meetings. City staff members drew on best practices from other communities, stakeholder input, in-field observation and direct experience in preparing the material. Drafts were revised to reflect input and reconsideration by the working group to confirm consensus support. The latter stages of this phase included additional review by stakeholders interviewed at the beginning stage of the process.
- **Public Review and Adoption:** The review phase of the project included property owner and stakeholder notification, public meetings and a project website. A summary of input received was prepared and reviewed by the working group, with additional revisions made to the guidelines. An updated proposal was presented for approval by the Italian and Victorian Village Commissions after which City Council adoption was achieved.

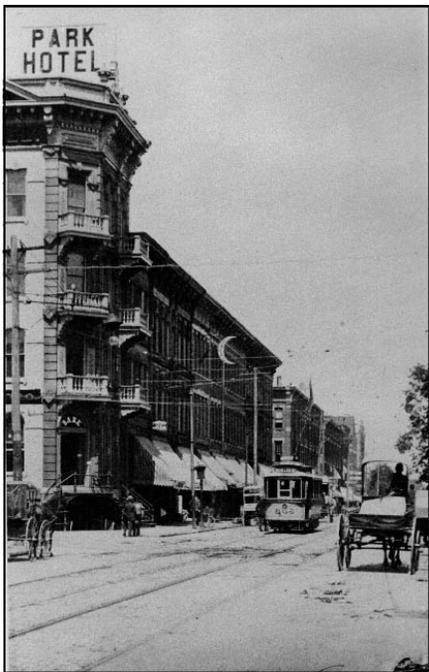
Historic Development

The Early Years

The Short North has been a neighborhood business district for well over 100 years (Italian Village was developed in the 1840's and much of Victorian Village was constructed after the 1870's). Goodale Street marked the northern edge of the city of Columbus in the 1860's, but by the 1920's the Short North had developed into a thriving commercial area. Along with a variety of businesses and residences along the streetcar line, the district was also the home of the White Cross Hospital, the precursor to Riverside Methodist Hospital. Victorian Village was one of the city's first street car suburbs for the middle and upper class, while Italian Village was a thriving working class neighborhood that was also served by the streetcar system.



High Street in 1914 where the I-670 Cap has been constructed.



High at Goodale in the early 20th century.



High and Buttles in the mid 20th century.

Transportation systems had a major role in the development of the area. In 1863 the first streetcar service began along High Street. The cars were drawn by two horses and went as far north as Russell Street, where stables were located. High Street was bricked in 1876 and streetcar service was extended. By 1881 the first electric streetcars appeared in what would become the Short North. At that time, High Street was still the main thoroughfare to downtown Columbus and travelers down Summit Street had to turn west through Italian Village to get to High Street. In 1895 North Fourth Street was extended to Downtown by a viaduct constructed over the railroad tracks.

By 1890, High Street was a thriving arterial corridor providing commercial and retail service to the adjacent neighborhoods. Many of the High Street historic commercial buildings had been built by 1890. By the end of the century, the population had increased considerably since its annexation in 1862.

At the beginning of the 20th century, there was electric trolley service to Downtown and other parts of Columbus. Within walking distance were goods and services, recreational facilities and workplaces including the North High Street Commercial district, Goodale Park and Jeffrey Manufacturing (which employed 800 people in 1901).

The most significant architectural event in the early part of the century was the widening of High Street (1915 to 1923). The 19th century facades were removed from the fronts of buildings along both sides of the street to make room for additional traffic. The result was construction of early 20th century facades on 19th century buildings along High Street. In 1923 the zoning ordinance restricting High Street to a strictly commercial-retail district was established.

Decline and Revitalization

The post World War II era saw lower income families move into the area as the mobility of society increased through expanded car ownership and existing residents moving to the northern edge of the city. Large single family homes in both Italian Village and Victorian Village were converted into multiple family dwellings. Many of the newer residents were displaced from other neighborhoods in the early 1960s because of interstate highway construction.

The commercial area along North High Street began to decline in the 1950s due to the lower purchasing power of the newer residents and competition from regional shopping centers. By the 1960s, disinvestment led to deterioration of the area's physical condition. The commercial vitality of High Street decreased and many stable institutions of the community relocated. In addition the number of rental properties and absentee landlords increased. The construction of I-670 separated the district from the Downtown, creating a physical and psychological gap. In the 1970's and early 1980's the district saw increased activity related to drug trafficking, gang activity and prostitution.

In the mid to late 1980's, residents, property owners and developers saw the district's potential and began the slow process of reinvestment and urban revitalization. Although a long process, in the intervening years the district grew to become the region's primary entertainment and arts district with a focus on local restaurants and night clubs, art galleries and related independent shops. In 1986, the entire Short North Area (Italian Village, Victorian Village and the High Street Commercial District) was awarded an 'All American City' designation for its public-private partnership in revitalization of the area.

As this successful transition occurred, nearby development activity reinforced the district's economic successes. The Columbus Convention Center was constructed to the south of the Short North (and later expanded). The North Market Historic District and the Arena District both experienced significant reinvestment. Continental Real Estate Company, working with the city of Columbus and the Ohio Department of Transportation, built the highly successful I-670 Cap, which has developed into a dining destination. The N. High Street arches were constructed as a joint project between the Short North Special Improvement District and the city of Columbus. Major new investments in mixed-use projects included the Yukon, the Dakota and Jackson on High.

In 2010, the Gallery Hop celebrated its 25th year and is an excellent barometer of the economic resurgence of the district, as has the increasing attention garnered by the Short North in national publications such as *The New York Times*.



The I-670 Cap was highly successful at bridging the "gap" between the Short North and Downtown/North Market/Arena Districts, while also creating a unique dining and entertainment destination.



The Short North Arches are a contemporary interpretation of the historic arches that once graced many of Columbus' major streets.



The "sofa" pocket park located along N. High Street.

Examples of typical 20th century facades...



Architectural Character

Late 19th and Early 20th Century

The older commercial structures in the Short North exhibit a variety of late 19th and early 20th century styles, including Italianate and Neo-Classical. Buildings are typically between one and four stories in height. These buildings are divided horizontally into a storefront at the base, an upper façade and a building cornice or parapet at the top.

Storefronts are typically divided into bays by masonry piers and contain large expanses of glass. Pilasters separate these sections and transom windows are used over doors and display windows. Upper floors are sometimes articulated into bays, but contain regularly spaced windows of a more residential scale.

Most commercial buildings are of masonry construction with details of wood, brick, stone or metal. While some commercial buildings exhibit an Italianate character, a large number have facades which post-date the 1920's widening of High Street.

Much of the existing historic building stock has been rehabilitated for contemporary uses. According to the National Trust for Historic Preservation:

Commercial establishments of the 18th and early 19th centuries were frequently located on the ground floor of buildings and, with their residentially scaled windows and doors, were often indistinguishable from surrounding houses. In some cases, however, large bay or oriel windows comprised of small panes of glass set the shops apart from their neighbors. Awnings of wood and canvas and signs over the sidewalk were other design features seen on some early commercial buildings. The ground floors of large commercial establishments, especially in the first decades of the 19th century, were distinguished by regularly spaced, heavy piers of stone or brick, infilled with paneled doors or small paned window sash.

Entrances were an integral component of the facade, typically not given any particular prominence although sometimes wider than other openings.

The typical 19th century storefront consisted of single or double doors flanked by display windows. The entrance was frequently recessed, not only to protect the customer from inclement weather but to increase the amount of space in which to display merchandise. In some cases an additional side door provided access to the upper floors. Thin structural members of cast iron or wood, rather than masonry piers, usually framed the storefront. The windows themselves were raised off the ground by wood, cast iron or pressed metal panels or bulkheads; frequently, a transom or series of transoms (consisting of single or multiple panes of glass) were placed above each window and door. The signboard above the storefront (the fascia covering the structural beam) became a prominent part of the building.

Canvas awnings, or in some cases tin or wooden canopies, often shaded storefronts of the late 19th century. Iron fronts were frequently put onto existing buildings as a way of giving them an up-to-date appearance. Except for expanding the display window area to the maximum extent possible and the

increasing use of canvas awnings, few major technical innovations in storefront design can be detected from the 1850s through 1900.

The first decades of the 20th century saw the growing use of decorative transom lights (often using small prismatic glass panes) above display windows; in some cases, these transoms could be opened to permit air circulation into the store. Electric incandescent lights enabled storeowners to call attention to their entrance and display windows and permitted nighttime shopping. In the 1920's and 1930s a variety of new materials were introduced into the storefront, including aluminum and stainless steel framing elements, pigmented structural glass (in a wide variety of colors), tinted and mirrored glass, glass block and neon.

A bewildering number of proprietary products also appeared during this period, many of which went into storefronts including Aklo, Vitrolux, Vitrolite and Extrudalite. Highly colored and heavily patterned marble was a popular material for the more expensive storefronts of this period. Many experiments were made with recessed entries, floating display islands and curved glass. The utilization of neon lighting further transformed store signs into elaborate flashing and blinking creations. During this period design elements were simplified and streamlined; transom and signboard were often combined. Signs utilized typefaces for the period, including such stylized lettering as "Broadway," "Fino" and "Monogram." Larger buildings of this period, such as department stores, sometimes had fixed metal canopies, with lighting and signs as an integral component of the fascia.

Because commercial architecture responds to a variety of factors--environmental, cultural and economic--distinct regional variations in storefronts can be noted. Fixed metal canopies supported by guy wires, for example, were common in late 19th and early 20th century storefronts in southern states where it was advantageous to have shaded entrances all year long. Such a detail was less common in the northeast where moveable canvas awnings predominated. These awnings could be lowered in summer to keep buildings cooler and raised in winter when sunlight helps to heat the building.





Union Café

Patio expansion with major structural addition that frames the outdoor space and creates a contemporary interpretation of a historic one-story commercial façade.



Jackson on High

Mixed use condominium tower divides the front elevation into several forms, mitigating the building's mass and height.



Mixed Use Building

Rehabilitation that transformed a condemned building into a successful mixed use project.

Recent Trends

A more recent phenomenon are new infill buildings with multiple stories that include a mix of uses, typically retail and services on the ground floor and residential units on upper floors. Examples include the Dakota and Jackson on High. Some of these buildings reflect a contemporary interpretation of historic styles, while others are truly modern in style and materials.



The Dakota

A major new infill mixed use building in the district.

Architectural Review Process

The architectural review process for the Short North falls under the jurisdiction of two separate commissions: Italian Village (IVC) and Victorian Village (VVC). The commissions meet on a monthly basis to review and make determinations about proposed modifications to properties located in the districts. Members are appointed by the Mayor and confirmed by City Council. The dividing line between the two commission boundaries is the centerline of High Street (see map on page 1.2). Staff support for both commissions is provided by the City's Historic Preservation Office, housed in the Planning Division of the Development Department. The processes outlined here are subject to the availability of staff resources.

Certificate of Appropriateness

A Certificate of Appropriateness (COA) is required for exterior work on any property within the two commission areas and must be obtained before a building permit will be issued or before exterior alterations can be undertaken. A COA demonstrates that work has been reviewed and approved by the City's Historic Preservation staff and the relevant architectural review commission. Stamped and signed by the Historic Preservation Officer, a COA typically includes conditions which must be met in undertaking the proposed improvements.

To obtain a COA the applicant must complete an application, which is available from the Historic Preservation Office and online at development.columbus.gov/historicpreservation.aspx. The staff can answer questions regarding the application and commission procedures. They also can provide technical assistance for a project. However, the staff does not provide structural design assistance that requires an architect or engineer. Applicants with complicated or new construction projects are encouraged to submit their applications early and to meet with the staff to discuss, in detail, the proposed project.

Scheduling a Case

Completed applications must be received by the Historic Preservation Office at least two weeks prior to the scheduled commission meeting to be placed on the agenda. All applicable items on the application checklist must be submitted with the application before it is considered complete. Incomplete applications lead to confusion and delays for the staff, the applicant and the Commission. The staff will not place a proposal on an agenda if the application is not complete.

The commissions use the standards specified in Columbus City Code Chapters 3116 and 3117 and the IVC and VVC guidelines (which include these guidelines) to determine the appropriateness of proposed exterior alterations to buildings and sites for properties located within the Italian Village and Victorian Village historic districts, including the Short North.

Historic Preservation Office

109 N. Front Street
Columbus, Ohio 43215
614-645-8620
www.development.columbus.gov/historicpreservation.aspx

Commissions

www.development.columbus.gov/bcp.aspx
www.development.columbus.gov/planning/brewerydistrict.aspx
www.development.columbus.gov/planning/germanvillage.aspx
www.development.columbus.gov/planning/hrc.aspx
www.development.columbus.gov/planning/italianvillage.aspx
www.development.columbus.gov/planning/victorianvillage.aspx

Once an application has been scheduled, the commission will consider the request at a public hearing. The staff will present a summary of the request and a recommendation. The applicant may be asked to provide additional information to the commission. Any members of the public in attendance may comment. The commission review process can take as little as one month, but may take longer depending upon the complexity of the request. Upon formal approval, a COA is generally issued within five working days of a commission decision.

In the case of applications that are allowed as a Staff Approval, the HPO staff will process the request and render a decision within 10 working days of receipt. A COA will be issued when the HPO approves an application.

Appeals

Appeals of a commission decision are filed with the city's Board of Commission Appeals, as outlined in City Code 3118, as well as portions of 3116; specifically 3116.19 (Rehearing), 3116.20 (Finding on Rehearing) and 3116.21 (Right to Appeal).

GENERAL SUMMARY (see city code for details)

Step 1—Obtain a Certificate of Appropriateness Application from the Columbus Historic Preservation Office.

Step 2—Complete the Certificate of Appropriateness Application and include.

- Color photographs of all sides of the building with relevant details and adjacent properties, if necessary
- Site plan and/or construction drawings
- Manufacturer's brochure/product samples

Step 3—Submit the completed Application to the Columbus Historic Preservation Office.

- HPO staff reviews your application
- Historic Preservation Office staff may contact you for further clarification and/or to schedule a site visit
- Complete applications are placed on the commission agenda

Step 4—After reviewing the application, the commission will take one of the following actions.

- Application approved as submitted
- Application approved with changes
- Application is continued to next meeting for further discussion to address unresolved issues
- Application is denied

Governmental Regulating Entities

There are several city entities that play a role in regulating development within the Short North (please see the adjacent table for contact information). It is incumbent on applicants to become familiar with the permits and review processes that are required for their particular proposal. The following is a summary; more specific references can be found in the guidelines.

Department of Development (DOD)

In addition to the Historic Preservation Office, DOD also has responsibility for other services related to development in the Short North.

- **Code Enforcement:** The Code Enforcement Office is charged with enforcing the city's zoning and related codes. They are often the first contact with individuals unaware of the architectural review process.
- **Economic Development:** Developers interested in pursuing development incentives, such as tax abatement, should contact this office.
- **Housing:** Developers interested in pursuing residential development incentives, such as tax abatement, should contact this office.

Department of Building and Zoning Services (DBZS)

DBZS regulates the zoning process, as well as the building process. It provides a One-Stop-Shop service to expedite commercial plan approvals.

- **Rezoning and Variances:** Among the responsibilities of this department is administration of the zoning code, which includes rezonings, special permits, zoning variances, Council variances and graphics variances. It is common for new development in the Short North to require a variance in order for a project to be constructed.
- **Zoning Clearance:** Prior to receiving a Building Permit, applicants must receive Zoning Clearance from the Zoning Office. This verifies that the proposed development meets all applicable zoning requirements
- **Graphic Permit:** DBZS issues Graphic Permits for signs that meet code or which require approval from the Graphics Commission.
- **Building Permit:** DBZS issues Building Permits and conducts building inspections following receipt of a Certificate of Appropriateness from the applicable architectural review board. DBZS applies the Ohio building code in its administration of this process.

Department of Public Services (DPS)

DPS regulates all activity within the public right-of-way, as well as access permits and approval of construction drawings related to the One-Stop-Shop (such as parking lots).

- **Right-of-Way Permits:** These permits are required before sidewalk dining and other such improvements can be constructed within the public right-of-way.

CONTACT INFORMATION

Department of Development
www.development.columbus.gov
Code Enforcement 614-645-3111
Economic Development 614-645-8616
Historic Preservation 614-645-6821
Housing 614-645-7277
Land Redevelopment 614-645-5263
Planning 614-645-8036

Building and Zoning Services
www.bzs.columbus.gov
Board of Appeals 614-645-4522
Building Permits 614-645-6090
Council Variances 614-645-4522
Graphics 614-645-4522
Zoning 614-645-4522
Zoning Clearance 614-645-8637

Department of Public Services
www.publicservice.columbus.gov
Right-of-Way Permits 614-645-7497

Department of Public Utilities
www.utilities.columbus.gov
Municipal Electricity 614-645-7630
Sanitary Sewer 614-645-8270
Stormwater 614-645-8270
Water 614-645-8270

Department of Recreation and Parks
www.parks.columbus.gov
City Forester 614-645-6640

Columbus Board of Health
www.publichealth.columbus.gov
Food Protection for Licensed Businesses 614-645-7005

Ohio Department of Commerce, Division of Liquor Control
www.com.ohio.gov/liqr
 614-644-2360

311—Citywide Customer Service
www.311.columbus.gov
 614-645-3111

- Construction Drawings: DPS reviews construction drawings for private development as part of the One-Stop-Shop commercial plan review process. In particular to the Short North, DPS will review and approve parking lot and garage plans.
- Access Permits: These permits are required before a driveway can be constructed that intersects a public street or alley.

Department of Public Utilities (DPU)

DPU regulates stormwater management and the city's water, sanitary sewer and municipal electricity systems.

Department of Recreation and Parks (DRP)

DRP's role in the Short North (beyond the maintenance of public parks) rests with the city forester and the city's street tree inventory.

Columbus Board of Health

The Board of Health's services includes Food Protection for Licensed Businesses (e.g. restaurant inspections).

Ohio Department of Commerce, Division of Liquor Control (ODLC)

The Ohio Department of Commerce, Division of Liquor Control (ODLC) regulates all outdoor establishments and dining areas that serve alcohol. Their requirements govern in all situations.



Policy Foundation



Overview

The following vision statement and design principles are intended to create a common policy foundation for the *Short North Design Guidelines*. This policy foundation was developed with and approved by the Short North Working Group, taking into account input from stakeholders and the public. The purpose of the vision statement and design principles is two-fold: 1) to establish a common understanding among the participants regarding the future of the built environment in the district and 2) to create a basis or diagnostic tool for assessing proposed guidelines (e.g. is a proposal consistent with/supported by the vision statement and design principles?).

Vision Statement

The Short North will remain a vibrant, mixed use destination comprised of varying building types and densities, respectful of the historic fabric yet supportive to new building forms and types, celebrating the arts and supported by a full range of transportation and pedestrian modes without over dependency on the car.

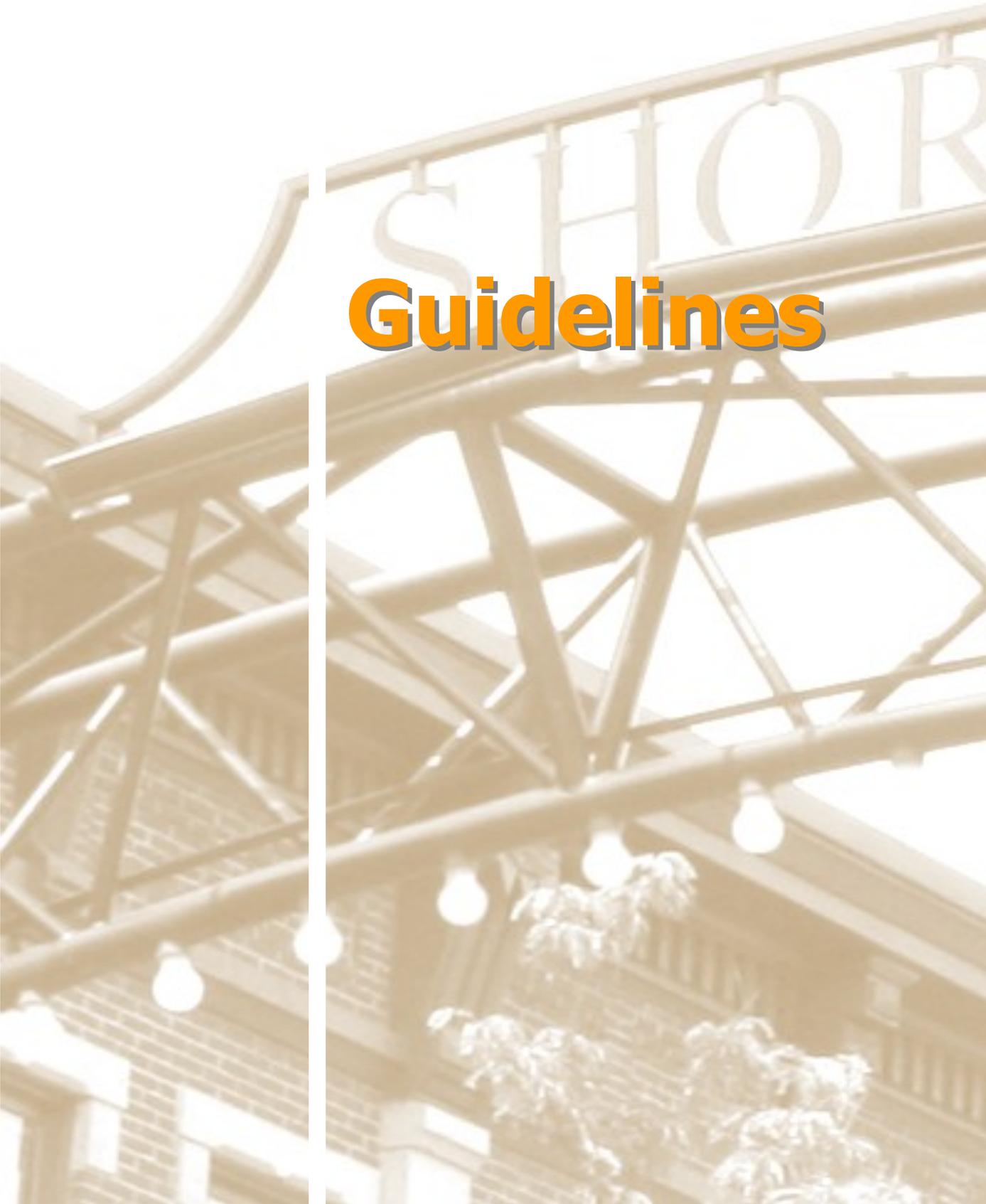
Design Principles

- The Short North will benefit from a true mix of land uses, organized vertically within buildings and horizontally throughout the district that provides a clear and seamless development linkage with Downtown and the University District.
- The land use mix should accommodate a full range of residential, retail, service and office uses, with an emphasis on locally-owned and – operated establishments.
- There should continue to be an emphasis on retail, personal service and arts-related businesses located on the ground floor of buildings, with offices and residences located on upper floors.
- A range of density/intensity of development should be supported, provided it is sensitive to the context within which it is located by providing physical transitions that mitigate potential impacts (e.g. variations in setback, height, materials, lighting and screening/buffering).
- Architectural character and treatment should be sensitive to the context within which a building is located. Special emphasis should be provided relative to historic building types, while providing contemporary design solutions (and materials) consistent with a vibrant community. Exterior building materials should emphasize quality and durability.
- Contributing/historic structures provide a defining character to the district. Rehabilitation and adaptive reuse should be the highest priority.
- The pedestrian experience should have a major influence on the design and building pattern within the Short North.
- Parking should always be secondary to and supportive of buildings. Appropriately integrated parking garages are preferred.
- Residential uses should provide parking at a rate that responds realistically to demand and site context.





- The zero-setback building pattern along High Street should be maintained and infill development used to address gaps in the streetscape.
- New construction and alteration of existing buildings should always emphasize maintaining the “sense of place” created by the neighborhood’s historic development pattern and have a vibrancy that addresses the street, while remaining sensitive to adjacent residential neighborhoods.
- Provision should be made to accommodate pedestrians, as well as bicyclists and transit riders wherever feasible and appropriate.
- Signage is an integral part of the Short North commercial corridor. Signs and other graphics should be compatible with the primary use and serve to complement the building’s architecture. Signs should be primarily oriented to the pedestrian and not obscure or detract from significant architectural details.
- Physical space for the interaction of people, such as plazas, enhanced entries and outdoor dining, should be integrated into project design.
- Landscaping of private property will continue to be promoted as aesthetic enhancements to the built environment, for the purposes of screening and buffering and to encourage environmentally sustainable development practices.
- The overall design of the streetscape and its individual elements will promote a high quality, safe and walkable public realm.
- Well-placed public art should be encouraged as a means to build on the district’s focus as a center for creativity.



Guidelines



Overview

The city has a two-tier approach to regulating the built environment in historic districts: codified standards and district guidelines. The codified standards are presented first in this chapter, followed by the guidelines for the Short North. Both sets are used by the commissions and staff in formulating their decisions. This chapter is comprised of the following sections: Overview (which speaks to usage and interpretation, and includes relevant definitions), Codified Standards (which are replicated from the existing city code) and Guidelines (which are presented by subject title).

Usage and Interpretation

The following rules of usage and interpretation apply in the administration of these guidelines by the Historic Preservation Office, Italian Village Commission and Victorian Village Commission.

Codified Standards

- Codified standards are provided in the Columbus City Code under Section 3116. This code has been adopted by City Council.

Regulations

- Where pertinent, the *Short North Design Guidelines* provide cross references to other adopted regulations that have jurisdiction over a specific topic.
- Relevant regulations are administered by several city departments, including Public Service and Building and Zoning Services.

Guidelines

- Guidelines are subject to the review and approval of the respective commission. Best Practices and other guidance are presented where appropriate to inform property owners about recommended approaches to addressing a particular issue, often based on local or national best practices.
- The commissions have full discretion under the City Code to interpret these guidelines in the conduct of their everyday business provided the commissions do not act in an arbitrary or capricious manner.

Resources

- Resources are identified that can be informative to property owners, designers, contractors and commissioners. Typically the guidelines provide cross references to relevant publications from the National Trust for Historic Preservation, such as Preservation Briefs.



Relevant Definitions

The following definitions are included with these guidelines because of their relevancy to these guidelines. Additional definitions can be found in the City Code and the separate guidelines of the Italian Village Commission and the Victorian Village Commission.

- **Ashlar** is prepared stone work of any type of stone. Stone masonry utilizing dressed stones is known as ashlar masonry, whereas masonry using irregularly shaped stones is known as rubble masonry. Ashlar blocks are large rectangular cuboid blocks that are masonry sculpted to have square edges and smooth faces. The blocks are generally about 14 inches in height. When shorter than 12 inches, they are usually called “small ashlar”. Ashlar blocks were used in the construction of many old buildings as an alternative to brick. Generally the external face is smooth or polished; occasionally it can be decorated by small grooves achieved by the application of a metal comb.
- **Auto-Oriented Signage**: Signage and related commercial graphics that are oriented to automobile traffic; generally freestanding pole signs or larger wall signs placed at higher elevations because the viewer is travelling at higher speeds.
- **Awning**: Awnings are non-permanent additions to buildings intended to protect pedestrians from the weather. They are designed and located to be parallel to the respective building’s façade.
- **Contributing Building**: The National Park Service, which administers the National Register of Historic Places, defines a contributing resource as “*a building, site, structure, or object adding to the historic significance of a property.*” Chapter 3116.017 of the Columbus City Code provides the following definition that a contributing property “*at least forty (40) years of age or contributes to the architectural character or historical and architectural significance of a group or district. A noncontributing property is less than forty (40) years of age or does not make such a contribution.*”
- **Entrance Canopy**: Entrance canopies are awnings that are placed at the entrances to buildings. They are typically designed and placed to be perpendicular to the respective building elevation.
- **Ground Floor Use**: The land use that occupies the ground floor of a building.
- **Iconic Sign**: A sign or commercial graphic that employs a cultural icon such as an image, a symbol, a logo, picture, name, face, person, or building or other image that is readily recognized, and generally represents an object or concept with great cultural significance to a wide cultural group.
- **Non-Contributing Building**: Non-contributing buildings do not meet the same qualifications as contributing buildings (defined above). However, the same provisions apply in terms of review of exterior work proposals, demolition requests and the issuance of a Certificate of Appropriateness

apply to non-contributing properties located in a Columbus Registry District. Non-contributing buildings often serve to knit the building fabric/streetscape together and should not be viewed in the same way as vacant lots, often referred to as “missing teeth”. Changes to such properties have impacts on the surrounding properties in the district and contribute to the streetscape; even if the individual structures themselves are less significant architecturally or historically than others in the area.

- Party Walls: Party wall (or parti-wall) is a dividing partition between two adjoining buildings (or units) that is shared by the tenants of each residence or business.
- Rock Faced: Masonry treated with a rough surface that retains or simulates the irregular texture of natural stone.
- Rooftop Structures: Rooftop structures include pergolas, gazebos, trellises and other built structures intended to define a rooftop space, provide shelter to guests and residents, or to serve as a space for gathering or conducting a permitted business or other land use.
- Soft Canvas: A closely woven fabric (used for awnings) that has been treated to be softer than the typical canvas material.
- Zero Setback: A zero setback means the placement of a building adjacent to the outside edge of a public street right-of-way.

Appeals

The Columbus Code addresses appeals in Chapter 3318, as well as 3116.19 (Rehearing), 3116.20 (Finding on Rehearing) and 3116.21 (Right to Appeal).

Codified Standards

While these guidelines provide more detailed guidance relative to expectations in the Short North, the following standards appear in the city's codified ordinances.

Standards for Alteration (Columbus Code 3116.11)

- Every reasonable effort shall be made to use the property for its originally intended purpose or to provide a compatible requiring minimal alteration.
- The distinguishing characteristics of the property shall not be destroyed. The removal or alteration of any historic material or distinctive architectural feature shall be avoided whenever possible.
- Each property shall be recognized as a product of its own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.
- Changes which have taken place over the course of time are evidence of the property's history and environment. These changes may have acquired significance in their own right and, if so, this significance shall be respected.
- Distinctive stylistic features and examples of craftsmanship that characterize a property shall be treated with sensitivity.
- Deteriorated architectural features shall be repaired rather than replaced whenever possible. In the event replacement is necessary, the new material shall match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features shall be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other structures.
- The gentlest means possible shall be used to clean the property's surface if necessary. Sandblasting and other cleaning methods that will damage the historic building materials are prohibited.
- Archaeological resources affected by or adjacent to any alteration shall be protected and preserved.
- Contemporary design for alteration to a property shall not be discouraged when such alteration does not destroy significant, historical, architectural or cultural material and its design is compatible with the size, scale, color, material and character of the property, its environment and surrounding contributing properties.
- Whenever possible, a new addition or alteration shall be accomplished so that its future removal will not impair the essential form and integrity of the structure.
- Exterior cladding of a structure shall be consistent with the original materials used on the property.

- In passing upon appropriateness, the commission shall consider, in addition to any other pertinent factor, the architectural characteristics typical of structures in the district or listed property, the historical and architectural value and significance, architectural style, general design, arrangement, texture, material and color of the architectural feature involved and its relation to the architectural features of other contributing properties in the immediate neighborhood.

Standards for New Construction (Columbus Code 3116.12)

- New structures should look new, reflecting contemporary design standards while using contemporary design elements that relate to existing contributing properties surrounding the new structure. Building height, width, mass and proportion effect the degree of compatibility between the old and the new.
- An applicant who intends to utilize a property as any part of a development shall consider the context of the property's original location and the importance of the setting in the new development. If the proposal will occupy the full property, development opportunities may be limited to rehabilitation, renovation or restoration for adaptive reuse. If the proposal occupies less than the full site, greater flexibility will be available.
- Height as viewed from the street shall be compatible with adjacent contributing properties. Setoffs may be used at upper levels. Physical size and scale shall be compatible to existing contributing properties without overwhelming them.
- The proportion of openings, width and height of windows, doors and entries, shall be visually compatible with adjacent contributing properties and open space. A long, unbroken facade in a setting of existing narrow structures shall be divided by openings, setoffs or decorative details into smaller bays thereby complementing the streetscape.
- The rhythm or relationship of solid spaces to voids (e.g., walls to windows and doors), in the facade of a structure shall be visually compatible with adjacent contributing properties and open spaces in its environment.
- The rhythm of spacing, the relationship of a structure to the open space between it and adjoining structures, shall respect the surrounding environment. The building mass of a large development project can be varied in form by using setoffs for open space and landscaping when appropriate to provide necessary visual transitions between a large structure and adjacent properties.
- The rhythm of projections, the relationship of entrances, porches and other projections to sidewalks or streets, shall be guided by the streetscape provided by adjacent and visually-related structures and open spaces.

- The choice of material, texture and color for the facade of the structure should relate attractively to and be tempered by the predominant material, texture and color of adjacent and visually-related structures. Simplicity is preferable.
- The structure's roof shape is a major distinguishing visual element. Generally a simple roof shape similar in form and type to adjacent and visually-related roofs is appropriate.
- Appurtenances of a structure such as walls, fences and masses shall be in keeping with the environment and form cohesive enclosures along a street to insure visual compatibility with the adjacent, visually-related structures and open spaces. Landscaping including grass, trees, shrubbery and flowers shall be included, especially in parking and sidewalk areas.
- Scale, the size and mass of structures in relation to open spaces, openings and projections, shall be compatible with adjacent, visually-related structures and open spaces.
- A structure which has frontage on more than one street or alley resulting in multiple facades shall require application of compatibility standards to each facade.
- The commission shall consider, in addition to any other pertinent factors, the architectural characteristics typical of structures in the district or listed property, the historical and architectural value and significance, architectural style, general design, arrangement, texture, material and color of the architectural feature involved and its relation to the architectural features of other structures in the immediate neighborhood.
- Where brick predominates in nearby structures new construction shall be of brick. If frame predominates in nearby structures, then new construction shall be of frame. Where vacant land predominates, brick shall be preferred.

Standards for Site Improvements (Columbus Code 3116.13)

- Landscaping, parking, utility or service areas, walkways and similar improvements should be compatible to each other and to the subject building or structure as well as to adjacent contributing properties, open spaces and the overall environment.
- Fences of wrought iron, stone or wood are encouraged. Chain link fence, although not favored, may be used in the rear of a property if not facing on another street. Chain link fence shall not be erected in a location that is visible from the street or is in front of the setback line. Chain link or privacy fence shall not exceed six (6) feet in height and shall generally be restricted to side and rear yards. Front yard fence shall be permitted only where allowed by guidelines. A parking lot, automobile dealer, junkyard, yard storage facility, or any similar use shall have solid fencing to prevent headlight and unsightly scene interference with the enjoyment of the

neighborhood in general. Alternatively, properly landscaped mounds may be approved for installation around a parking area. Box wire, chicken wire and wire fences in general shall be discouraged.

- Signs are regulated by Chapters 3375, 3377, 3379 and 3381, C.C., but shall also be in keeping with the character of the adjacent environment. Excessive size and inappropriate placement results in visual clutter and shall be avoided. A good sign should relate harmoniously to exterior building material, texture and color; express a simple, clear message; and contain a minimum number of words.
- Mechanical systems shall be screened by appropriate fence, mound or planting and are generally prohibited from any front yard.

Standards for Demolition (Columbus Code 3116.14)

The following standards shall apply to the evaluation of the appropriateness of a proposed demolition:

- Demolition of an historic or contributing property or architectural feature constitutes an irreplaceable loss to the quality and character of a listed property or district. No person shall demolish any structure or architectural feature now or hereafter in a listed property or district until he or she has filed with the commission an application for a certificate of appropriateness setting forth the intent to demolish such structure or architectural feature together with a written statement that such structure or architectural feature is not historically or architecturally significant or otherwise worthy of preservation and the reasons the applicant is seeking to demolish same.
- If seeking to demolish an entire structure or major portion thereof, the applicant shall also submit definite plans for reuse of the site, evidence of commitment for funding of the new project, a timeframe for project initiation and completion and an assessment of the effect such plans will have on the character and integrity of the listed property or district.
- The commission shall be guided in its decision thereon by balancing the historic, architectural and cultural value of the structure or architectural feature and the purposes of this chapter and of the chapter pertinent to the subject property against applicant's proof of any unusual and compelling circumstances or substantial economic hardship in retaining the structure or architectural feature and the merit of the replacement project.
- Upon the commission's determination that any such structure or architectural feature is not historically or architecturally significant or otherwise worthy of preservation, a certificate of appropriateness shall be issued. The applicant may then apply for or be issued a demolition permit as required by C.C. 4113.79.



This ATM is well hidden within this recess in one of the Victorian Gate buildings along N. High Street.

Automated Teller Machines (ATMs)

The banking industry introduced Automatic Teller Machines (ATMs) in the late 20th century. In the Short North, a limited number of have been installed for pedestrians. There are no automotive-oriented ATMs currently in place in the district. While a convenience to customers and residents, ATMs must be appropriately placed so as not to adversely impact the architectural character of the district's buildings.

Guidelines

- The preferred location for ATMs is within buildings (such as bank lobbies) and not on building exteriors. Interior-placed ATMs do not require a Certificate of Appropriateness.
- When proposed for building exteriors, ATMs must not disrupt the streetscape by replacing historic character-defining open storefronts with solid panels or by causing irreversible damage to historic materials.
- If placed on a building exterior, ATMs should be designed and installed in a manner that is reversible and that does not damage or obscure a character-defining feature of the building.
- If placed on a building exterior, preferred locations include recesses, entries, courtyards, eaves, and side elevations. They should not be placed at the most visually prominent or architecturally important facade of the building.
- Exterior ATMs should be as small as possible while meeting banking needs, utilize muted colors, limited amounts of signage and shielded lighting designed to ensure safety, but not to draw attention. Litter receptacles should be included. Commissions may consider these components independently in their consideration of a Certificate of Appropriateness for an ATM.
- ATMs oriented to vehicles are not supported.

Awnings and Canopies

Awnings

Awnings are a common past and present feature of commercial structures in the Short North. They shelter pedestrians, reduce glare, protect window displays and conserve energy by controlling sunlight access to storefronts. Awnings have generally been limited to the first floor of non-residential structures in the district.

Regulations

Awnings and supporting structures that are located within the public right-of-way will require the necessary permits from the Department of Public Service prior to installation.

Guidelines

- Awnings should be made of soft canvas or vinyl material. Alternative materials may be considered on a case-by-case basis.
- Awnings should be installed without damaging or visually impairing distinctive architectural features.
- Awning colors should be compatible with the architectural character, color and materials of the building façade and related storefront design.
- Awnings should be flat sloping with an open end.
- Awning supporting structures should be an integral part of the overall awning design and should be painted or finished in a low contrast colors or materials.
- Awning flap edges should be compatible with the architectural character, color and materials of the building façade and related storefront design.
- The text placed on awnings should be limited to the business name and address; corporate logos should not be included.
- Plastic drop elements and similar enclosures should be generally hidden from view when rolled up or stowed away.
- Awnings may be included on trellis structures.
- Rounded, bull-nosed, mansard simulation and ribbed awnings are not appropriate.
- Internal illumination of awnings is not appropriate.
- Awnings are not to replace porch roofs.

Cross References

- Lighting, Retail/Commercial Storefronts, Signage and Windows and Doors

Entrance Canopies

Entrance canopies are unique structures that provide cover from the elements for pedestrians who enter and leave buildings. They are typically found on places of worship, residential buildings and restaurants, but may also be appropriate on other buildings.

Resources

Preservation Brief 44: *The Use of Awnings on Historic Buildings: Repair, Replacement and New Design* (www.nps.gov/history/hps/tps/briefs/brief44.htm).



Awnings should be flat sloping with open ends, with supporting structures an integral part of the design and painted with low contrast colors.



Contemporary treatment and materials is appropriate on new construction.



Awnings placed at a building entrance, perpendicular to the building elevation, are considered to be entrance canopies.



Canopies should enhance the entrance to a building, drawing visual design cues from the exterior design, materials and colors.

Regulations

- Entrance canopies and supporting structures that are located within the public right-of-way and require all necessary permits from the Department of Public Service prior to installation.

Guidelines

- Canopies at building entrances should reflect the architectural character and treatment of that entrance (e.g. rounded architectural feature equates to a rounded canopy).
- Canopies should be made of soft canvas or vinyl material. Alternative materials are considered on a case-by-case basis.
- Canopies should be installed without damaging or visually impairing distinctive architectural features and should be proportional to the building and its architectural features.
- Canopy color(s) should be compatible with the architectural character, color and materials of the building façade and related storefront design.
- The text placed on awnings should be limited to the business name and address; corporate logos should not be included.
- Structural elements for canopies should be designed to be easily removed and all structural alterations reversible.
- Entrance canopies should be designed not to impede pedestrian traffic flow and safety.
- Canopies that contrast in form with the architectural character and treatment of the respective building entrance are not appropriate.

Cross References

- Awnings and Signage

Rooftop Canopies and Awnings

Canopies and awnings may be appropriate additions to building rooftops (as well as upper floor balconies and roofs) as amenities to residential space or approved commercial rooftop gathering spaces (e.g. restaurants, bars and other public spaces).

Regulations

- Building code provisions may apply.

Guidelines

- Rooftop canopies and awnings may not be appropriate on contributing buildings, but they may be appropriate on new construction and are revised on a case-by-case basis in both instances. In all cases, rooftop canopies and awnings should be complementary to the principal building with minimal visual impact on the streetscape.
- Rooftop canopies and awning color(s) should be compatible with the architectural character, color and materials of the building façade .
- Rooftop canopies and awnings should be installed without damaging or visually impairing distinctive architectural features and should be proportional to the building and its architectural features.

- Rooftop canopies and awnings should be made of soft canvas or vinyl material. Alternative materials may be considered on a case-by-case basis.
- Rooftop canopies and awnings should be attached to buildings; free-standing structures should be avoided.
- Rooftop canopies and awnings should be designed in a manner to minimize negative offsite impacts of light and noise. Internal illumination of canopies and awnings on rooftops is not appropriate.
- Text and commercial advertising on canopies and awnings are not appropriate.
- Freestanding and tent-like structures are inappropriate.

Cross References

- Awnings



Canopies that are out of scale with their location and surrounding buildings are not appropriate, as in this example from another city.



The Yukon Building is an example of a structure cited with a zero-foot setback off of the right-of-way of High Street.

Building Setback

Much of the Short North’s architectural character and pedestrian orientation comes from the compact nature of the streetscape. The vast majority of buildings in the corridor are built to the edge of the sidewalk and oriented to the street. This pattern dates to the earliest period of development along North High Street .

Guidelines

- Buildings should be placed at a zero setback from the right-of-way.
- Buildings proposed to be placed at a setback greater than zero feet should meet one of the following criteria:
 - An open space visible to the passing public, such as a plaza or courtyard, is provided between a portion of the building façade and sidewalk. Such open space should accommodate active use and/or access to the building and should typically comprise less than one-half of the width of the building’s primary façade. The depth and width of the open space should reflect a proportional connection to the size and orientation of the overall building.
 - An addition or substantial renovation is being made to an existing building, which itself is situated in such a manner as to make a zero setback impractical. In such situations, new construction should strive to enhance the building’s presence on the street.
 - Unique site circumstances, such as lot geometry or surrounding development, make a zero setback impractical.
- Buildings should be designed so that the primary façade addresses High Street with emphasis on “front door” pedestrian access.
- Buildings located at a corner lot on High Street should maintain the same setback on both High Street and the intersecting side street.
- Buildings along streets or alleys other than High Street should address those streets and alleys in a similar manner.
- In cases where residential buildings face side streets, a small setback to accommodate a porch yard may be appropriate.
- Parking or driving aisles in the front setback are not appropriate.

Cross References

- Building Mass and Height, New Construction and Parking Lots

Commercial Patios and Outdoor Dining

The nature of the Short North has evolved over time to include a substantial number of eating and drinking establishments, many of which have some form of outdoor dining. In some cases, patios or courtyards are installed for this purpose. In other cases, outdoor dining is accommodated on the sidewalk adjacent to the business. While often a desirable option, the constraints of narrow sidewalks, pedestrian activity, street infrastructure and adjacent uses can make outdoor dining challenging to execute. These guidelines are intended to ensure that outdoor dining is designed in a way that contributes to the community while minimizing potentially negative impacts. The following guidelines address general considerations applicable to all forms of commercial patios and outdoor dining. Additional information relative to the public right-of-way and private property follows.

Regulations

- The Ohio Department of Commerce, Division of Liquor Control (ODLC) regulates all outdoor establishments and dining areas that serve alcohol. Their requirements govern in all situations.

Guidelines

- Outdoor spaces should complement indoor dining and operations rather than serve as the primary focus, thereby serving as a seasonal extension.
- Outdoor spaces should not create visual or physical obstacles or hazards to adjacent buildings, streetscape elements, pedestrian travel or thoroughfares.
- Plants used in association with outdoor spaces, such as in planter boxes, should be well-maintained and healthy, being replaced as needed. Artificial plants are generally not appropriate.
- Lighting should be compatible with overall site design and should not spill into adjacent properties and rights-of-way.
- Outdoor spaces should be designed in a manner to minimize negative offsite impacts of light and noise.
- Railings, fences and other structures used in conjunction with outdoor dining should be simply designed without excessive ornamentation (e.g. finials). These structures should also be designed for easy removal and installation, per ODLC and DPS approvals.
- Use of landscaping timbers, railroad ties, carpets, pressure treated wood or similar material to demarcate patios and outdoor dining areas is not appropriate.
- Elevated decks are not appropriate.

Public Right-of-Way

The following guidelines address considerations specific to commercial patios and outdoor dining located in the public right-of-way.

Regulations

- The use of the public right-of-way for outdoor dining falls under the authority of the Director of Public Service, requiring a permit and lease agreement from the Division of Planning and Operations (DPO) well as a review by the Division of Mobility Options (DMO).



Commercial patios should serve as a seasonal complement to indoor dining and operations.



Commercial patios for restaurants and bars serving alcohol must meet fencing requirements of the Ohio Department of Commerce, Division of Liquor Control.

- Additionally, zoning review is necessary for any outdoor dining. This can be obtained at the Department of Building and Zoning Services (DBZS).
- A Certificate of Appropriateness from the relevant Architectural Review Commission does not constitute approval of the Public Service Department (DPS) or DBZS.

Guidelines

- Size and placement of dining area, including borders/edges must comply with Columbus Public Service requirements.
- Border delineation materials should be compatible with the primary structure and may include landscaping, planters, decorative fencing or railing, per ODLC and DPS approvals.
- Railing and fences used in conjunction with outdoor dining must meet the requirements of the Ohio Division of Liquor Control and the Department of Public Service. Railings and fences when located in the public right-of-way should not exceed a height of 42 inches measured from the grade of the sidewalk/patio area. These structures should be designed for easy removal and installation when located in the public right-of-way, per ODLC and DPS approvals.
- Banners and other graphics should not to be attached to railings, fences other materials used to delineate the outdoor space.
- Masonry walls or other permanent structures proposed to delineate outdoor spaces in public rights-of-way are not appropriate.

Private Property

The following guidelines address considerations specific to commercial patios and outdoor dining located on private property.

Guidelines

- Railing and fences used in conjunction with outdoor dining must meet the requirements of the Ohio Division of Liquor Control. It is the goal of these guidelines to encourage that such railings and fences when located on private property should not exceed a height of 48 inches measured from the grade of the patio area.
- Patio design should be compatible with the primary structure in terms of architectural character, materials and color.
- Appropriate patio materials include brick, tile, stone and concrete provided such materials are complementary to the associated building.
- Landscaping of outdoor dining areas is encouraged.
- Low level lighting may also be appropriate.
- Unshielded lighting sources that impact adjacent properties and public rights-of-way are not appropriate.
- Exterior sound systems designed to only serve the patio/dining area are appropriate.

Cross References

- Lighting and Signage

Commercial Storefronts

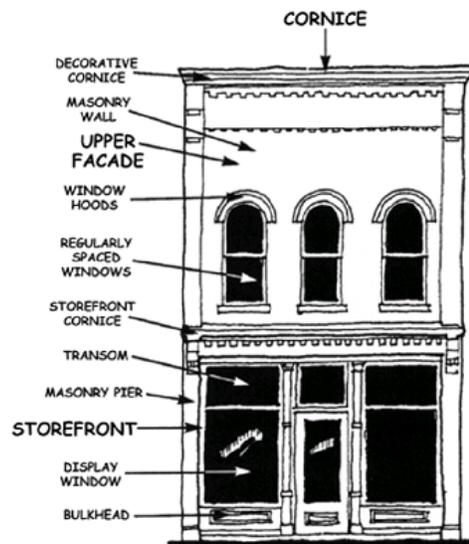
North High Street was widened in the early 20th century, resulting in the alteration of many storefronts. The storefronts followed the design trends of the time period, typified by a single entry door flanked by display windows. Entrances are often recessed, protecting customers and increasing merchandise display area. Thin structural supports of cast iron, wood or masonry, frame the storefronts. Wide display windows are raised off the ground by wood, cast iron or pressed metal panels or bulkheads. Transom windows (single or series) are often located above entry doors and larger windows. Secondary doors are used to provide access to upper stories.

Resources

Preservation Brief 11:
Rehabilitating Historic Storefronts
(www.nps.gov/history/hps/tps/briefs/brief11.htm).

Guidelines

- Existing historic storefronts should be repaired and maintained and not replaced. Original materials, size and appearance should be matched when deteriorated elements require replacement. Original scale and size of storefronts in relationship to the building should remain unaltered.
- Storefronts should be consistent with the height and alignment of adjacent buildings.
- New storefronts, whether created through new construction or renovation/expansion of existing buildings, should be as transparent as possible. The proportion of solid to void should be consistent with late 19th century through mid-20th century storefront design.
- New storefronts may be of contemporary design and materials, but should be compatible with the scale and proportions of the building as well as its place in the neighboring streetscape.
- While new storefront design may respond to contemporary needs, contemporary design should not become a dominant pattern.
- Primary entrances should be prominently placed and distinguished from secondary entrances.
- Paint and material color(s) should be compatible with overall color scheme of the building.



**19th Century
Traditional Façade Components**



Commercial storefronts should be in scale to the rhythm and pattern found along High Street, incorporating pedestrian-scale graphics.



Commercial storefronts in rehabilitated buildings must complement their architectural character and style, reflecting the original scale and size of storefronts.

- Windows should consist of clear glass; tinted and stained glass may be acceptable as accents. Glass block storefront windows are not appropriate. Tinted and stained glass for primary windows is not appropriate.
- It is not appropriate to change the proportion of historic windows.
- Operable window systems should be designed to continue the rhythm of windows and solid-to-void proportions found in the surrounding block/district.
- Use of materials that are not compatible with the remainder of the building is not appropriate.
- Commercial storefront guidelines should be applied to side streets and alleys as well as High Street.

Cross References

- Awnings, Lighting, Paint, Commercial Storefronts, Signage and Windows and Doors

Exterior Masonry/Foundations

Masonry

The majority of buildings in the Short North are of masonry construction. The two most widely used exterior masonry materials are brick and stone. High durability and low maintenance make them ideal building materials. Brick walls typically consist of several stretcher courses (e.g. the sides of the bricks form the face of a wall) separated by a header course (e.g. the ends of the bricks form the face in the header course). Corbel details may project from walls to embellish chimneys and cornices.

Guidelines

- Masonry construction and finish is encouraged.
- Traditional masonry materials, such as brick and stone, are appropriate, as they have proven durability and structural integrity.
- Front facades should demonstrate a higher level of design than those not exposed to High Street or side streets. The use of original quality stone and brick for front facades is encouraged.
- Masonry building elements, such as brick and stone, should be sized and spaced in a manner that is consistent with the more refined scale of the existing historic building fabric
- Stucco and stucco-like products should be avoided as they are not generally consistent with the architectural fabric of the Short North.

Foundations

Most foundations are made of stone or a building material that looks like stone. Typical stone shapes, or the way stone is dressed, include ashlar (smooth surface) or rock faced (rough surface).

Some buildings have a stone band between the top of the foundation and the bottom of the building wall masonry. Called a water table, this stone band directs water away from the building's foundation by having a slight bevel below the brick and a slight overhang above the foundation.

Guidelines

- The ground should be sloped away from foundations to assure proper drainage away from buildings.
- Landscaping should be planted several feet away from foundation walls. Vines and bushes retain moisture against the building; their roots may cause the masonry to shift and crack.
- Stone water tables should be maintained to ensure that water does not run down the foundation wall or get trapped along it.
- Splash blocks should be installed to divert water away from the foundation wherever downspouts are not connected to underground drains.
- The natural appearance of the original foundation material should be maintained. Foundations should not be painted, sealed, or parged (coated with decorative or waterproof plaster). Such actions could prohibit the

Resources

Preservation Brief 01: *Assessing Cleaning and Water-Repellant Treatments for Historic Masonry Buildings* (www.nps.gov/history/hps/tps/briefs/brief01.htm).

Preservation Brief 16: *The Use of Substitute Materials on Historic Building Exteriors* (www.nps.gov/history/hps/tps/briefs/brief16.htm).

Preservation Brief 42: *The Maintenance, Repair and Replacement of Historic Cast Stone* (www.nps.gov/history/hps/tps/briefs/brief42.htm).

Preservation Brief 47: *Maintaining the Exterior of Small and Medium Sized Historic Buildings* (www.nps.gov/history/hps/tps/briefs/brief47.htm).



natural movement of moisture through masonry and cause foundation problems.

- Basement windows should be maintained to allow light and ventilation into that space.
- Wherever basement windows need to be sealed, plywood should be installed to the inside of the window frame, retaining the glass panes and painted dark gray. Glass blocks are not appropriate in any window openings.
- The scale, color and texture of foundations should be matched for any new construction or building additions to the existing foundation.

Chimneys

In most older structures, masonry chimneys have their own bases at the building's foundation to support their massive weight. Typically, the hearth and the firebox are stone, firebrick, or tile. The stack, which includes the flue, is stone or brick. The flue connects the firebox to the stack and has a smoke chamber to prevent downdrafts from filling the house with smoke.

Guidelines

- Chimneys should be preserved and maintained. Leaning stacks should be dismantled and rebuilt. Typically, the chimney needs to be rebuilt only from the roof line up.
- Chimneys should be capped with either a brick or stone chimney cap that has at least a two-inch overhang from the outside of the chimney to avoid water damage inside the chimney.

General Maintenance

Even though masonry is among the most durable of historic building materials, it is also susceptible to damage due to improper maintenance and repair techniques. Harsh or abrasive cleaning methods, such as sandblasting, are destructive and are not approved.

Guidelines

- Unpainted masonry surfaces or architectural features such as unpainted stone foundations, sills, lintels and other masonry details should not be painted.
- Masonry details should be retained and repaired, such as chimneys, cornices and decorative brick patterns. If necessary, replace them with materials that match the existing in composition, color and appearance.

Cleaning Masonry and Siding

Generally, cleaning an older building's masonry or siding does not help to preserve it. Before deciding to clean masonry, assess the reasons for cleaning. Often what appears to be dirt is actually a hard patina of age and weathering that all brick or stone surfaces acquire through years of exposure to the elements.

If the decision is made to clean the building, select the gentlest method possible so as to not damage the building. Avoid sand-blasting and similar abrasive cleaning methods that remove the hard, outer surface of brick obtained in the firing and drying process.

Once a building material has been abrasively cleaned, very little can be done to permanently correct such damage. Abrasive cleaning creates holes and crevices that collect dirt and water. Wherever water penetrates the brick, the freezing and thawing cycle further damages the brick by causing spalling.

Some brick buildings were painted to preserve severely deteriorated masonry or to hide unsightly masonry. Once a building has been painted, it is very difficult to remove the paint without harming the material beneath it. Before removing the paint from a masonry building, investigate the reason the building was painted.

Repointing

Repointing the joints in masonry walls is the process of replacing missing and defective mortar with new mortar. Repointing not only improves the building's appearance but also prevents water from leaking into the walls.

Before repointing, examine the masonry carefully to determine the need for repointing. Base the decision to repoint on the structural needs of the building instead of including repointing as a matter of course during the rehabilitation of a building. Many times spot repointing is necessary because gutter or downspout failure over a long time has allowed water to wash away mortar. Constant exposure to weather extremes accelerates mortar deterioration on chimneys in particular.

The initial step in repointing is analyzing the building's mortar to determine the proper proportions of lime, sand and color for the repointing mortar. Using the wrong mortar alters the visual characteristics of a building and causes physical damage to the masonry.

Use only small quantities of Portland cement in your mortar (e.g. not to exceed 20 percent). A straight mix of Portland cement can permanently damage older buildings, because Portland cement expands and contracts at a different rate than the original mortar that is left between the joints. The different rate of change results in masonry that is cracked or spalled. Brick that is spalling slowly breaks down into small pieces causing the hard brick face to "pop off". The loss of a brick face exposes the softer brick interior, which readily absorbs water causing interior damage. Also, because of its strong bond, Portland cement is difficult to remove without harming the original masonry.

Guidelines

- Only areas where mortar is missing or damaged or where the wrong mortar was previously used should be repointed. It is not necessary to repoint entire walls or buildings.

Resources

Preservation Brief 01: *Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings* (www.nps.gov/history/hps/tps/briefs/brief01.htm).

Preservation Brief 06: *Dangers of Abrasive Cleaning to Historic Buildings* (www.nps.gov/history/hps/tps/briefs/brief06.htm).

Preservation Brief 38: *Removing Graffiti from Historic Masonry* (www.nps.gov/history/hps/tps/briefs/brief38.htm).

Resources

Preservation Brief 02: *Repointing Mortar Joints in Historic Masonry Buildings* (www.nps.gov/history/hps/tps/briefs/brief02.htm).

- The original mortar should be matched in composition, hardness, texture, color and joint profile using an historic mortar mixture.
- The size, shape, color and texture of replacement bricks should be matched to the original bricks.
- Finish new joints carefully to prevent making them wider than the old joints. Recess new joints slightly to allow for expansion and tool them to shed water.

Choose an inconspicuous spot on the historic masonry for a small test patch—about three by six feet—to show how the joint preparation and repointing will look. Obtain approval from the Columbus Historic Preservation Office staff before you begin the test patch.

Ground Floor Uses

This section addresses the use of interior space on the ground floor of buildings in the Short North with particular attention paid to those uses that front High Street or a secondary street.

Regulations

- Land use is regulated through the City’s zoning code. While the commissions lack regulatory authority over land use, their authority over buildings and structures has an indirect impact on land use and is informed by land use proposals and the zoning code. Per code, the commissions do provide recommendations on rezonings and variances.

Guidelines

- Traditionally, retail, restaurants, galleries and personal services were common ground floor uses along primary and secondary streets – and continue to be the priority today as such uses generate pedestrian activity and help animate public spaces.
- Office and institutional uses were also traditionally found on ground floors, but are not the priority they might have been and are more appropriately located on side streets or above storefronts.
- Front elevations should be designed to accommodate appropriate uses by providing primary entrances, an abundant amount of windows and internal display area and pedestrian-oriented signage.
- Building services such as trash receptacles, recycling, ground-mounted utilities (HVAC, air conditioning, etc.) and other such systems should be located to the rear of buildings and towards alleys (and appropriately screened to reduce impacts on adjacent properties). Such systems and facilities may not be located towards High Street and side streets.
- If provided on site, parking should be located to the rear of primary buildings.
- Residential uses may be appropriate on ground floors if the building footprint is sufficiently deep to accommodate those uses “behind” a commercial use on High Street. Otherwise, residential uses are not encouraged to be located in ground floor space along High Street.
- Auto oriented uses, such as fuel and service stations, car wash facilities and pickup windows are not appropriate .

Cross Reference

- Commercial Storefronts



Ground floor space in all buildings that front High Street should animate the streetscape and generate pedestrian activity.



Current as of June, 2011

Height and Massing

The height and massing of existing buildings and new construction is central to the character of any district. The Short North, like many areas has evolved over time. Early images of the corridor’s southern reaches depict a narrower street, with buildings built to the sidewalk.

Over time, High Street has been widened and has a greater variety of building styles, sizes and heights. City staff analyzed the height of existing buildings in the Short North, drawing on a number of sources. The accompanying map indicates existing buildings and their related height (measured in stories). The map does not include approved buildings that have not been constructed or proposed buildings. Architectural features, such as towers, parapets, chimneys, etc. were not included in calculations.

Guidelines

Note: As with other topics covered in this document, these recommendations are intended to work in conjunction with other elements noted in these guidelines, such as setback and parking (see also Site Context Guidelines).

- New buildings on High Street should be no less than two stories above grade (see Site Context Guidelines for further discussion).
- Design elements and techniques should be incorporated in taller buildings to provide a transition to smaller scale contributing buildings and to reduce their apparent mass and visual impact. Examples include, stepping back upper stories, increased proportion of void to solid and articulation.
- Care should be taken to ensure that offsite impacts due to building height and mass are minimized. This includes issues addressed in other sections of these guidelines, such as light and traffic circulation.
- Decorative and mechanical rooftop elements are not included in determining building height.

Site Context Guidelines

Site context and circumstances, such as width, depth and surrounding structures may also play a critical role in determining appropriate height and massing of new construction. The Short North is on both the national and local historic registers. The majority of the buildings fronting High Street and neighboring side streets contribute to this status. Compatibility with contributing buildings is a central consideration for the design of new construction. Specific issues include:

- **Height:** New construction should not visually overpower contributing buildings, particularly at the street level. Buildings in the Short North range from one to 11 stories in height. The tallest building built prior to 1970 is five stories. Currently, the predominant cornice heights range from two to four stories measured from street level. New construction should be no less than two stories above grade. Currently, buildings from three to five stories are found in multiple locations and new construction in that height range will be considered in the context of its location.

Buildings of six or more stories, thought not original to the district will be considered on a case-by-case basis.

- **Width:** While there is substantial variation in the Short North with respect to building width, the design of new construction should be influenced by the pattern of nearby contributing buildings. This might result in façade treatment that “breaks up” a building horizontally if nearby buildings are narrower or comprised of multiple storefronts or sections. In general, buildings should “fill” the horizontal space of their lot rather than leave gaps in the streetscape.
- **Rhythm:** In cases where there is an established streetscape of contributing buildings, new construction should respond to this “rhythm” through compatible height, mass and proportion. Compatibility is also expressed through such design elements as solid to void ratios.
- **Size and Depth of Site:** Larger, deeper sites may be able to accommodate larger elements, whereas narrower sites tend to accentuate building height.
- **Location:** Location of the site can influence building size and height. Corner sites, particularly at key intersections may be more appropriate for “statement” buildings than mid-block infill sites. Wider streets can more readily accommodate taller buildings.
- **Neighboring Residential:** The vast majority of buildings along High Street back onto alleys which also serve neighborhood residential properties. New construction placed in proximity to existing residential buildings should be designed to minimize negative impacts due to such things as sound and light. Setback and screening can help to mitigate impacts.

Cross Reference

- Setback and Parking



The density of new development—as well as associated building heights—can have an adverse impact on adjacent properties that should be mitigated.



Artisan food production is expanding into the neighborhoods that surround the Short North.

Industrial Uses

While industrial activity was a predominant use historically in Italian Village and not uncommon in the Short North itself, few such uses remain today. The nature of the district does lend itself to smaller-scale manufacturing and fabrication. The following guidelines should be used as location and design decisions are made regarding these uses.

Regulations

- Columbus city zoning code regulates land use (Title 33).

Guidelines

- While large scale manufacturing uses are not appropriate in the Short North, light manufacturing processes, which contribute to the district's emphasis on the arts and small-scale artisanal production (including food) should be encouraged.
- Buildings should be oriented so that loading, storage and other external activities and building features that generate noise, etc., are not facing public rights-of-way (excluding alleys) or residential or institutional uses.
- Screening, such as landscaping and fencing, should be used to buffer adjacent uses from industrial activity, including loading areas and vehicular circulation areas.
- Care should be taken to ensure that offsite impacts due to noise, light, odor and other impacts are minimized.

Lighting

As commercial and residential buildings are rehabilitated, owners often seek to incorporate new lighting technology. Working together, the commission and property owners can find a balance between preservation of historic buildings and modern lighting systems.

Guidelines

- Historic light fixtures should be preserved and maintained.
- Low illumination should be used in storefront window display areas.
- External lights should be installed for signage; internal illumination is generally inappropriate.
- Flush-mounted lights should be installed for recessed commercial entrances.
- Simple modern fixtures should be used when there is no physical or historical documentation of the original fixture or where no fixture would have existed historically.
- Residentially scaled lighting should be placed above or beside a doorway.
- Lighting should be integrated into the design of architectural features.
- Lighting fixtures should be of commercial quality, materials and construction, but have a residential aesthetic in terms of design, color and other visual qualities.

Cross References

- Signage



Goose neck fixtures illuminating a wall sign.



Murals are best located on “party” walls that existed between buildings. They can enhance the built environment, especially adjacent to surface parking lots.

Murals

A mural is an expression of public art painted directly on the exterior of a building or on a backing that is affixed to a building and is sanctioned by the property owner. Murals are not to contain commercial speech or images, which otherwise would constitute a graphic that is subject to the city graphics code. The creation of murals can be an important enhancement to the built environment, as well as having a beneficial impact on quality of life. In these cases such murals serve as a form of public art. These guidelines address location and other considerations, but not the content of such art.

Additional Submittal Requirements

- A long term maintenance plan should be submitted with the COA application.

Regulations

- Whether on public or private property, all murals require review and approval by the appropriate architectural review commission.
- Murals on public property also require approval of the Columbus Art Commission.
- Murals that serve a commercial purpose or are commercial communication and advertising fall under the city’s graphics code and require both review by the appropriate architectural review commission and a graphics permit, which may involve consideration by the City’s Graphics Commission. In the case of variances, the commissions should carefully evaluate the appropriateness of such requests, ensuring that commercially-oriented murals, whether permanent or temporary, are pedestrian-oriented in scale and placement.

Guidelines

- Murals are not appropriate on building elevations that front High Street.
- The appropriate location for the placement of murals is on side and rear elevations of buildings.
- Murals should not be placed on unpainted brick or stone walls of historic/contributing buildings, except for “party” walls.
- The paint used for creating a mural should be appropriate for use in an outdoor setting, for an artistic rendition and should be of a permanent, long-lasting variety.
- Murals should not cover or obscure architectural elements, such as windows, doors, trims, cornices or other such features.
- No more than 10 percent or nine square feet (whichever is smaller) of the mural face, at a lowest corner of the mural, may be utilized as an acknowledgement recognizing the sponsor and/or creator of the mural.
- Murals may not include any commercial language or imagery, such as corporate logos or any other commercial communication appropriate for graphics as regulated by the city code.
- Murals must not be used for any form of public information or solicitation of any kind.

Cross Reference

- Public Art

New Construction

The Short North has benefited from substantial investment by way of renovation and new construction, both in the form of entirely new buildings and the alteration of existing structures. As this pattern will continue, it is important that new construction be designed in a way that builds on the districts' architectural character and history. Nine design elements/guidelines have been identified as key considerations for new construction. Many of these are reflected in City Code (section 3316.12) and/or touched on in other portions of these guidelines, but are listed here for continuity.

Regulations

- New construction (and alterations to existing buildings) are subject to the city's zoning, utility and building permit processes.

Guidelines

- **Context:** New buildings should be compatible with nearby contributing buildings in the immediate area. If there is a mixture of building types in the area, the proposed building should follow the predominant pattern.
- **Street Alignment:** See *Building Setback* section.
- **Height:** See *Height and Massing* section.
- **Scale:** See *Height and Massing* section.
- **Rhythm:** The rhythm of an area is established by the spacing of the buildings relative to each other and the spacing of openings and design elements within them. The relationship of solid spaces to voids (e.g. walls to windows and doors), in the façade of a structure should be visually compatible with nearby contributing buildings. The relationship of entrances, canopies and other projections to sidewalks or streets, should be guided by the streetscape formed by nearby and visually related contributing buildings and open spaces (non-contributing buildings may also be taken into consideration). The building mass of a large development can be varied in form by using setbacks for open space and landscaping, when appropriate, to provide necessary visual transition between the large development and nearby properties.
- **Openings:** The proportion of openings (width and height of windows, doors and entries) in the new building should be similar to those in nearby contributing structures. Wide façade's should be divided into smaller bays by openings, setbacks and/or decorative details to complement the streetscape.
- **Materials:** The choice of materials, texture and color for the new building should be guided by the predominant materials, texture and color of nearby contributing buildings. The use of green building practices and materials is encouraged, provided that such materials are consistent with the historic preservation goals of these guidelines. Continuity of material adds to the unity and harmonious character of a district. See also *Exterior Finish* section (see also *City Code Section 3116.12*). The predominant and preferred exterior finish in the Short North is brick.



Character, scale, massing and materials are important considerations in designing new construction in a historic district.



New buildings must be complementary to the context within which they are located, drawing design cues from adjacent and nearby buildings.



Building transitions, especially on rear elevations, must be sensitive to the neighboring uses and views.

- **Appurtenances:** A structure’s appurtenances (see City Code Section 3116.12 for a definition and examples) should look compatible with adjacent structures, walls and fences and open spaces. This includes landscaping such as grass, trees, shrubbery and flowers, especially in parking and sidewalk areas.
- **Compatibility.** The term compatibility is used frequently in these guidelines. Compatibility is defined by the Merriam-Webster dictionary as “capable of existing together in harmony”. Within the context of the built environment, the term compatibility is most commonly associated with describing how each element in an environment interacts with one another. Each element, such as a building or landscaping element, interacts with other surrounding elements. This interaction is especially important when considering new construction within a historic district. The Secretary of the Interior’s Standards for Rehabilitation address compatibility within the context of the historic built environment with the standard that: *“New additions, exterior alterations, or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion and massing to protect the integrity of the property and its environment.”* The designs of new additions to existing properties and new infill construction within the district should reflect the size, scale, proportions and materials of the surrounding contributing buildings to maintain and preserve the setting. With respect to transitioning development from the High Street commercial corridor to adjacent residential blocks, sensitivity in design is particularly important relative to building height and massing to ensure compatibility. New development fronting residential streets should incorporate building height and massing techniques that transition to and complement nearby residential structures. Vehicular access, parking lots and garages should be oriented towards alleys and side streets, away from residential areas or incorporate substantial screening or architectural treatment that reduces noise, light spillage and other related impacts.

Cross References

- Building Setback, Height and Massing, Exterior Finish.

Paint

Exterior painting is among the most commonly considered application items for Certificates of Appropriateness. Paint colors are a matter of personal preference; however, some colors and methods of application are more appropriate and more sympathetic to the age and style of buildings. Therefore, choose paint colors based on not only personal preference but also the original color of the building materials and the historical style of the building. The HPO staff can help identify the original colors of your building. The staff also can assist in selecting a paint scheme that expresses individuality, as well as the style and time period of the building.

Primarily, paint prevents moisture from penetrating a building's exterior siding and decorative features, as well as its structural members. In years past, owners painted most exterior metal surfaces including tin roofs, metal ridge caps and roof valleys, as well as wrought iron and cast iron decorations to prevent rusting and deterioration. Sometimes they applied paint to porous brick and stone for decorative purposes or as a protective coating.

Excessive moisture can damage the paint bond, causing areas of paint blistering, cracking, flaking and peeling. Failure of the paint indicates water penetration, moisture saturation and potential deterioration. Paint failure does not mean that the wood or other paintable material is in poor condition and therefore, not repairable. The original material beneath unsightly paint is frequently in sound condition. Prior to painting, identify and correct all sources of moisture problems, make all necessary repairs and replace deteriorated wood with wood members of the same material, size, style and profile.

Guidelines

- The applicant is encouraged to research and use the original color scheme on the building if possible. The building's age and architectural style should be used when choosing a color scheme. The multiple colors and earth tones of the 1870's and 1880's may not be appropriate for a building built in 1910, when color palettes were lighter and color schemes were simpler.
- Although the following statement is not a hard and fast rule, it can be a starting point for mixing and matching color choices. Paint the building either light to dark or dark to light. That is, if the base color or wall color is light, paint the trim a darker color. If the base color is dark, then paint the trim a lighter color.
- It is not appropriate to paint a masonry surface or architectural feature that has not been painted. For example, unpainted stone foundations, sills, lintels and other masonry details should not be painted.
- Open flame torches, sandblasting, water cleaning over 300 pounds per square inch, rotary sanders, or rotary wire strippers are not appropriate methods for removing paint. These methods will damage building materials.

Resources

Preservation Brief 10: *Exterior Paint Problems on Historic Woodwork* (www.nps.gov/history/hps/tps/briefs/brief10.htm).



Parking

Parking – how much is needed and where it should be located - is among the most commonly discussed topics in the Short North. Parking plays an important supporting role to the development pattern in the Short North, but should be subservient to buildings and pedestrians. The area’s development history predates automobiles and much of what makes the Short North appealing is its strong pedestrian orientation. Uncompromising application of the City’s broad-based parking requirements would result in a development pattern that undermines the corridor’s compact streetscape.

At the same time, failure to consider parking in a realistic way will also have a detrimental effect on the area by putting too much pressure on the existing infrastructure serving area homes and businesses. The use of cars by residents, employees and visitors to the area is inevitable and must be considered when new development is proposed. An important objective of effective parking solutions is to reinforce and promote a land use mix that reduces the number of vehicle trips (one trip for multiple destinations) thereby minimizing the need for excessive (or underused) parking.

Regulations

The following regulations apply to parking under the city’s zoning code and other code provisions.

- The city’s parking code addresses the size of parking lots, screening along the lot perimeter, interior landscaping, lighting and bicycle parking.
- Proposals within the Short North will be evaluated based on the adopted city code, as well as these adopted design guidelines.
- Variances will be evaluated based on the development proposal, site conditions, availability of transit and impacts to adjacent properties and nearby neighborhoods.
- Permits to allow curb cuts and similar access points to the public street system are administered by the city’s Department of Public Service.
- The design of parking lots and their ability to manage stormwater falls under the authority of the Departments of Building and Zoning Services (e.g. parking code), Public Service (e.g. access, design and construction) and Public Utilities (e.g. stormwater management). Providing “green” solutions to managing stormwater may reduce a property’s annual stormwater fee.
- The commissions do not have a direct role to play in those approvals, but they do have authority over the design of new parking lots relative to the specific topics raised by these guidelines.

Guidelines

The following guidelines apply to parking regardless of whether the proposal is for a surface parking lot or a parking structure.

- Appropriately integrated parking garages are the preferred form of parking to support more intensive development on larger parcels.

- Property owners are encouraged to develop shared parking areas between businesses, entertainment venues and residential uses.
- The location of parking facilities should be on-site or at a nearby location consistent with city code provisions.
- Parking should not front High Street, but be located to the rear of buildings and accessed from the alley or side street.
- Parking lots and structures are expected to meet the city’s requirement for off-street bicycle parking as provided for in the zoning code.
- Parking areas at the rear of buildings should be interconnected when possible.
- New or expanded loading docks or ramps for the delivery of freight should be as unobtrusive as possible and generally oriented to the rear of the site. They should not be visible from High Street and should be screened from side streets.
- Parking should not exceed the actual or projected demand of the associated uses, unless “excess” parking capacity is to be provided for the general public.
- Private curb cuts on High Street are highly discouraged. Steps should be taken to eliminate existing curb cuts as opportunities arise. Access permits are issued by the Department of Public Service.

Parking Lots

Guidelines

- Parking lots should not be adjacent to or accessed from High Street, but instead should be screened from view by buildings along High Street.
- Parking lots should be located behind buildings with primary access from public alleys.
- Parking lots may be located adjacent to side streets, but should be fully screened and have primary access provided via an alley if one is present.
- When adjacent to a public right-of-way, parking lots should be screened to a height between three feet and four feet above the parking grade with an opacity of 75 percent or greater. Screening may include a combination of landscaping, masonry walls and fencing. Structural screening should comply with the fencing and masonry guidelines of this document.
- Allowance should be given for adequate vision clearance and pedestrian site lines at parking lot entry points.
- When adjacent to a residential use or zoning district, parking lots should generally be screened to a minimum height of five feet above the parking grade with a minimum opacity of 90 percent, provided adequate vision clearance is provided for vehicles and pedestrians. Screening may include a combination of landscaping, masonry walls and fencing. Structural screening should comply with the fencing and masonry guidelines of this document.
- Interior landscaping should meet the parking code standards. Requests to vary from the City’s interior landscaping requirements should only be



Parking is a critical resource in the Short North to support its economic success; but driving is not the only mode of travel.



It is important that parking lots be well maintained.



When provided on site, parking should be located to the rear of buildings.



The attached parking garage for this historic structure in Downtown Denver is located to the right in the brick-clad addition.



A parking garage in Staunton, Virginia, designed in historic context.



Parking structures should be integrated into projects and hidden behind principal buildings.

supported when site geometry and other considerations promote the provision of parking spaces over the “greening” of the parking lot.

- Parking lots should only be allowed adjacent to and visible from High Street when site geometry provides no other alternative.
- Use of unpainted wood, chain link, plastic, vinyl and similar materials for parking lot screening purposes is not appropriate.
- The use of pole lighting for parking lots should be minimized. Floodlight style lighting is not appropriate (see also lighting guidelines section).

Parking Structures

Guidelines

- Parking structures should not front directly on High Street or residential side streets unless they are “screened” with commercial or residential uses. Building space for such uses should meet minimum height and depth dimensions required for functional use.
- Parking structures are encouraged to include subsurface parking levels as a means of increasing capacity while minimizing visual impact.
- Parking structures are encouraged to incorporate technologies that increase capacity.
- Parking structures should have primary access from alleys.
- Negative offset impacts of parking structures, such as noise, high traffic levels and spill-over lighting should be minimized.
- Garages should meet the city’s parking code requirements for bicycles and provide for two-wheel non-motorized vehicle parking.
- Parking structures should not dominate the streetscape. Parking garages should not disrupt the scale, massing and rhythm of the streetscape. Parking structure size and massing should be guided by the same principles that apply to other buildings with the additional consideration that they are secondary uses and should not dominate the streetscape.
- The visual impact and apparent mass of structures should be minimized.
- Structures should be visually integrated with adjacent contributing buildings, through the use of compatible design, materials and color.
- Structures that are integrated into a larger project should share similar materials, textures, colors and design elements as the overall building.
- Stairs and elevators should be designed to fit within the boundaries of the garage, rather than on the exterior as an attached stair and/or elevator tower. At the same time, stair towers and elevator cores can be designed to be distinct taller masses that intersect the mass of the main structure provided they draw a design relationship to their context.
- Sloped floor plates on primary façades are not appropriate. Level floor plates should be used on primary façades. Internalized ramping in parking structures is encouraged to avoid an angular geometry to the perimeter of the structure.
- The exterior design of a structure should minimize its visual identity as parking by disrupting the monotony of its underlying structure system

through wall mass and window openings and through variations in color, material and/or texture. Parking garages should not include blank walls.

- Where parking structures and pedestrian areas adjoin, the exterior edge of the parking structure should exhibit a high level of architectural detail such as decorative grill work, overhead trellises, landscape beds, planter/seat walls, pedestrian scaled lighting and the application of materials and textures that establish a comfortable and well proportioned human scale.
- Storefronts or alternate uses and enhanced landscape treatments can help "soften" the visual impact of parking structures.
- The façade should be designed so as to visually screen cars at street level. Sloping interior floors should not be visible.
- If a parking structure cannot be oriented on the interior of a city block, it should be placed mid-block with limited street exposure and not at street corners.
- Higher levels of landscaping should be used to screen parking structure facades which are more exposed to view from surrounding uses, while providing for pedestrian and vehicle site distance.
- Parking structure walls facing residential areas should minimize openings to avoid noise and light impacts.
- Lighting should be designed to minimize light spillage onto adjacent properties and the public right-of-way and visibility from adjacent properties, such as with the use of cut-off fixtures, recessed lighting, baffles or valances.



Parking garages can serve as significant architectural statements, as in this Santa Monica, California, public garage ...



... and Kansas City Public Library's Community Bookshelf parking garage.



... or something more subtle, in Davenport, Iowa.

Public art should create interest and invite people to interact with the piece.



Public Art

Public art is a critical component of the built environment and adds much to the city’s quality of life. The Short North has a growing national reputation as a leader in promoting public and private art. It’s status as an arts district has played a key role in its revitalization and will continue to influence development in the corridor. These guidelines seek to address the placement of public art and other related considerations, but not the content of such art.

Regulations

- Chapter 3115 of the Columbus City Code addresses the creation and responsibilities of the Columbus Art Commission. Art is defined by 3115 as including ... *“all forms of art, regardless of its permanence, created in any medium, material or combination thereof. Art may take the form of individual works or site-specific installations integrated into the design and physical development of the capital improvement for which the art is created.”* The Art Commission is charged with review and approval of the design and placement of all works of art to be acquired by the city, placed on land owned or leased by the city, or placed anywhere in the public right-of-way.
- The placement, alteration and relocation of public art, regardless of permanence, in the public right-of-way and on property owned by the city, whether or not it is placed there by the city in either location, is regulated by the Columbus Art Commission. Courtesy review by the Italian Village Commission or Victorian Village Commission is requested, with their recommendations forwarded to the Art Commission.
- Placement of public art in the public right-of-way also requires a permit from the Department of Public Service.
- The Columbus Art Commission does not have authority over privately owned public art placed on private property.
- Italian and Victorian Village Commissions have review authority over privately owned art placed on private property.
- Public art which is a component of a community event or festival and qualifies as temporary as defined by City Code Chapter 3115 does not require review by the Columbus Art Commission or the architectural review commission.

Guidelines

- Public art must be approved by and meet the evaluation criteria of the Columbus Art Commission, as provided in City Code. These criteria address the following topics: artistic quality/excellence, appropriateness to the site, originality, permanence, safety, feasibility, maintenance and donor requirements.
- Public art may possess functional as well as aesthetic qualities; it may be integrated into the site or be a discrete work.
- Larger new development projects should incorporate works of public art into the design of the project.

- Art should be incorporated into new public spaces and visible elements of significant infrastructure improvements.
- Placement of public art in public spaces, such as parkland, plazas and sidewalk cafes is encouraged.
- The design of public art is influenced by the area's physical context in terms of composition, scale, mass and materials.
- Public art should be designed and installed as to not damage or visually obscure contributing buildings or building elements.
- Public art should be designed to minimize the impact on adjacent properties from light and sound that emanates from such art.

Cross References

- Murals



An example of "spontaneous" public art.



Public art can serve as a focal point in public spaces while relating to its context in terms of composition, scale, mass and materials.



Rooftop public spaces are encouraged, provided that they complement the principal building with minimal visual impact on the streetscape.



Gardens and other rooftop enhancements for residential buildings create unique private spaces that can soften the built environment.



Green roofs are strongly encouraged as a way of managing stormwater and reducing microclimate impacts on buildings.

Rooftop Structures and Spaces

Rooftop structures may be appropriate additions to building rooftops as amenities to residential space or approved rooftop gathering spaces (e.g. restaurants, bars and other public spaces).

Regulations

- Building code provisions apply to rooftop structures.

Guidelines

- Rooftop structures and spaces should be complementary to the principal building with minimal visual impact on the streetscape.
- Rooftop structures should be compatible with the architectural character, design and materials of the principal building.
- Rooftop spaces should be defined by a continuous railing of a minimum height of 42 inches and should be setback a minimum of five feet from the rooftop edge.
- Rooftops appropriate for such structures should be defined by a separate parapet wall at the rooftop edge.
- Rooftop structures and spaces should be installed without damaging or visually impairing distinctive architectural features and should be proportional to the building and its architectural features.
- Rooftop structures and spaces should be designed in a manner to minimize negative offsite impacts of light and noise.
- Rooftop structures and spaces may not be appropriate on contributing buildings.
- The use of green rooftops, especially on new construction, is also encouraged to mitigate stormwater runoff and reduce the heat island effect.

Cross References

- Canopies and Awnings – Rooftop

Signage

Historically, commercial signage in the Short North was pedestrian-oriented and communicated simple succinct messages. The purpose of signage is to communicate the name and address of a business in a clear and effective manner, while not competing with other commercial messages while serving as an aesthetic accompaniment to the associated storefront and building. The pedestrian nature of the Short North is reflected in the design and placement of signs. The area's signs also provide an opportunity to reinforce the creativity and craftsmanship of the district.

Regulations

- Both a Certificate of Appropriateness and a Graphics Permit are required before installing or modifying graphics.
- Architectural Review Commissions are authorized by the City Code to regulate the installation and alteration of exterior graphics in council-adopted historic districts (3375.03.D.2). A Certificate of Appropriateness is required before a sign permit can be issued by the Building and Zoning Services Department.
- Architectural Review Commissions are also authorized to review applications for graphic variances, special permits and graphic plans that are within the authority of the Graphics Commission (3375.E).
- Graphics permits are issued by the Building and Zoning Services Department.
- Signs that project over the public right-of-way require a permit from the Department of Public Service.

Additional Submittal Requirements

- Application submittals must include fully dimensioned drawings in color that illustrate the proposed size, location, materials, texture, colors(s), type/font style and size and illumination.

General Guidelines

The guidelines are intended to provide broad guidance to the design and use of signage in the Short North. Guidelines specific to individual types of signage follow and are intended to further detail expectations regarding such specific sign types.

- Historic and/or existing iconic signs should be preserved, rehabilitated and maintained.
- New signage should be designed to be a logical and complementary component of the overall design of a storefront and the associated building's architecture period. The character and scale of the Short North, as well as the individual building or storefront, should also be taken into consideration, along with the close proximity of residential neighborhoods. Artistic and iconic references, as well as historic precedents related to the subject property may also be considered.
- Each ground floor tenant space or building (if single tenant occupancy) may have one projecting sign and either one wall sign or awning sign(s), as approved by the commission (see subsections herein for design specifics).

Examples of newer pedestrian-oriented wall signs along High Street



Resources

Preservation Brief 11 - *Rehabilitating Historic Storefronts* (www.nps.gov/history/hps/tps/briefs/brief11.htm).

Preservation Brief 25 - *The Preservation of Historic Signs* (www.nps.gov/history/hps/tps/briefs/brief25.htm).

- Pedestrian oriented signage is preferred, with projecting signs the first preference and wall signs the second preference. Auto-oriented signage is generally not appropriate for this pedestrian-oriented district.
- The signage message should be designed in a simple fashion and may include the business name, logo, function and/or street number or address and related artistic treatments. Telephone numbers and web addresses are not appropriate. Logos identifying the primary business may be integrated as an accent within signs, however logos advertising individual products apart from the primary business are not supported. The use of architectural elements on signage related to the associated business is appropriate (e.g. drawing of a coffee cup for a coffeehouse).
- The posting of rates and advertising of goods and related services is more appropriate for window signs but not in a building zoned for residential uses.
- Signage has often been mounted on a stone lintel between the first and second story.
- Signage should not obscure any architectural elements; the installation of a sign must be reversible and cannot permanently alter or damage historic building materials.
- If illuminated, signs may only be externally illuminated and may only use light fixtures that prevent light spillage onto adjacent properties.
- The preferred use of neon lighting is as an element within a sign cabinet, such as for lettering, as well as for halo or backlighting (radiating from behind the letter).
- Mold injected plastic lettering is not appropriate.
- Signage that will not be supported includes pole-mounted signs, signage (or components) that move or rotate, rooftop signage, co-op or tenant panel signage, signage that emits noise, signage with changeable copy, moving objects and sign components, animation, LED (light emitting diodes) and related screens, projectors and related equipment, LED programmable signs and neon used as a window element, off-premises signage and billboards.
- No flashing lights, strobe lights or other similar treatments and LED screens, projectors and related equipment and LED programmable signs may be included with signage and/or be displayed.
- New lighting technologies will be considered on a case by case basis. Each commission should consult with the other commission when considering a proposal for new lighting technology.

Wall Sign Guidelines

- Wall signs are preferred in the Short North because it is a pedestrian-oriented district.
- The maximum allowable area for a wall sign that will be supported is 25 square feet.

- Wall signs should be located within the signage band between the first and second floor windows. Where windows do not exist, the nearest building or buildings in the same block should be used for determining window heights. Regardless, the top of wall signs should not exceed a height of 20 feet measured from grade.
- Wall sign height should not exceed 60 percent of the total sign band area.
- The width of wall signs should not exceed 50 percent of the width of the structure or in the case of buildings with multiple storefronts, the width of individual wall signs should not exceed 50 percent of the width of each individual storefront.
- Buildings with multiple tenant spaces should establish a cohesive rhythm appropriate to the building for the placement of wall signs.
- Wall signs may be illuminated using LED or neon as an element within a sign cabinet or with a halo or backlit effect (radiating from behind the letter).
- Painted wall signs may be appropriate on surfaces that have been previously painted, but are not appropriate on unpainted surfaces.
- Ghost wall signs should be maintained in their current condition, but should not be enhanced or repainted.

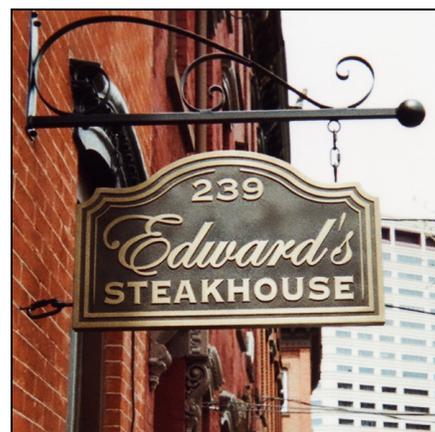
Projecting (Blade) Sign Guidelines

- Projecting signs are preferred in the Short North because it is a pedestrian-oriented district.
- The maximum allowable area for a projecting sign that will be supported is 12 square feet.
- The maximum horizontal projection measured from the building should not exceed four feet or two-thirds of the sidewalk width, whichever is less.
- Projecting signs should utilize artistic design treatments, craftsmanship and other design approaches to enhance the sign (e.g. metal and carved wood), including sculptural forms. Sign brackets should use appropriate materials and be of such a decorative design as to serve as an enhancement to the sign itself.
- A minimum of 10 feet of clearance should be maintained between grade and the bottom of the sign. Signage cannot be hung so as to extend above the bottom of the second floor windows (The Department of Public Service also requires a permit for signs that project into the public right-of-way). Where windows do not exist, the nearest building or buildings on the same block should be used for determining window height. Regardless, the top of projecting signs may not exceed a height of 15 feet measured from grade.

Ground Sign Guidelines

- Existing, legally permitted ground signs may be maintained consistent with the city's non-conformance provisions in the graphics code. Any changes to such structures, such as replacement or enlargement, is generally prohibited per code. A Certificate of Appropriateness may not be supported for the enlargement of non-conforming signs.

Examples of creative blade signs from around the United States.....





Signage in the Short North includes examples of unique, iconic signage worthy of preservation, such as at the Goody Boy Drive In restaurant.

- New ground signs are not appropriate. However, if they are the only feasible option, then the height may not exceed 5 feet measured at grade, including any mounting platform or sign base and the maximum allowable area is 10 square feet, including any mounting platform or sign base.

Pole Sign Guidelines

- Existing, legally permitted pole signs may be maintained consistent with the city's non-conformance provisions in the graphics code. Any changes to such structures, such as replacement or enlargement, is generally prohibited per code. A Certificate of Appropriateness may not be supported for the enlargement of non-conforming signs (only sign faces may be replaced with a Certificate of Appropriateness).
- Supporting poles should be painted a neutral color.
- New pole signs are not appropriate and will not be supported.

Post Sign Guidelines

- Post signs are to be completely located outside the public right-of-way and the preferred location is in a front or side yard setback.
- Pole signs should not exceed seven feet in height and the sign face should not exceed 16 square feet in area.
- If illuminated, pole signs should only be externally illuminated by light fixtures attached to the sign bracket that also prevent light spillage.

Awning Sign Guidelines

- Graphics allowed on an awning should only be located on the front facing flap (valance).
- The maximum allowable area for graphics on an awning sign should not exceed 50 percent of the area of the front facing flap.
- Graphics may include the name, function and/or address of the business (telephone numbers and web addresses are not appropriate). Corporate graphics and colors are not appropriate on awnings, however the use of texture and abstract graphic images may be appropriate as a business identity as part of an awning sign.
- Buildings with multiple tenant spaces should use a consistent font size, placement and color in the specifications for awning signage.
- Lettering should be neutral in color.
- Awnings should not be internally illuminated.
- See also Awnings and Canopies.

Window Sign Guidelines

- A window sign is any sign or graphic that is attached to the exterior of the window or door glass.
- Window signs should be transparent in overall design.
- The cumulative area of all window signs should not exceed 25 percent the total glass area of the storefront or 6 square feet, whichever is less.
- Window signs should fill the window panel in which they are located,

however should not exceed the area guideline noted above.

- Internally illuminated window signs are not appropriate, including flashing and strobe lights and other such attention-seeking devices whether or not they are part of a sign.

Temporary Sign Guidelines

- Temporary signs are permitted as provided under the city’s Graphic Code, including all applicable requirements and standards.
- Any temporary sign exceeding four square feet in area requires a Certificate of Appropriateness before it may be displayed. The COA must include the approved time limit for display of the temporary sign.

Banner and Flag Guidelines

- Permanent banners are not supported.
- A temporary banner, such as ‘Grand Opening’ is permitted without the need for a Certificate of Appropriateness, if displayed for less than 30 days, subject to the approval of the Historic Preservation Office.
- Custom designed flags are subject to review and approval by a commission. Review includes size, location, materials, colors, mounting materials and hours of display. (Note: A flag which contains the name, logo, function, or address of the business is, in fact, a sign and is subject to signage review.)

Sandwich Board Guidelines

- Sandwich boards require a right-of-way permit from the Department of Public Service and approval by the Short North Business Association (www.shortnorth.org or 614-299-8050) under SNBA’s sandwich board program

Cross References

- Awning and Canopies.
- Graphics Code (Title 33, Zoning Code)

Examples of creative sandwich board signs from around the United States.....





Large formal spaces benefit from a well-designed landscape plan.



Entryways, especially for residential buildings, are enhanced with well-maintained landscaping.

Site Work and Landscaping

The following recommendations are intended to augment other parts of these guidelines and existing regulations addressing rights-of-way, mechanical, building and construction standards. Applicants are required to become familiar with other permitting and review requirements associated with these improvements. It should be emphasized that maintenance of site improvements such as walkways is critical to the appearance of the Short North, as well as ensuring a safe environment.

Regulations

- The Ohio Department of Commerce, Division of Liquor Control (ODLC) regulates all outdoor establishments and dining areas that serve alcohol. Their requirements govern in all situations.
- The use of the public right-of-way for outdoor dining falls under the authority of the Director of Public Service (DPS), requiring a permit and lease agreement from the Division of Planning and Operations (DPO), as well as review by the Division of Mobility Options (DOMO).
- Additionally, zoning review is necessary for any outdoor dining. This can be obtained at the Department of Building and Zoning Services (DBZS).
- A Certificate of Appropriateness from the relevant Architectural Review Commission does not constitute approval of the DPS or DBZS.
- Stormwater management measures are approved by the Department of Public Utilities (DPU).

Guidelines

- Landscaping, parking, utility or service areas, walkways and similar improvements should be compatible with each other and to the subject building or structure as well as to nearby contributing properties, open spaces and the overall environment.
- Parking (*see Parking section*)
- Mechanical systems (e.g. HVAC, ventilation systems, etc.) should not be visible from public rights-of-way (excluding alleys). They should be placed on the roof or behind buildings and be screened by walls, fencing and/or plantings. Rooftop mechanicals should not be visible from the public right-of-way or adjacent residential properties.
- Public sidewalk construction must meet city requirements per DPS.
- Private sidewalks should be constructed of brick or concrete. However, uniformity of design and materials is desirable, unless part of an approved unique streetscape treatment. Mixing of materials often leads to maintenance challenges and should be avoided.
- Concrete or asphalt are preferred paving material for parking surfaces and drives, although brick pavers may also be considered (city approvals are issued by DPS). Pervious paving materials are also supported. Pedestrian zones should be delineated. Large expanses of parking should be “broken up” through use of landscape islands consistent with the city’s parking code.
- Large expanses of pavement used in public spaces, such as patios and plazas, should incorporate variations of scoring patterns or textures to provide visual relief (pervious paving materials are encouraged).

- Trash and recycling containers, dumpsters and service areas should be centralized and screened from view in a manner that allows ease of access.
- Landscaping should incorporate traditional planting patterns and materials with an emphasis on indigenous species.
- Green approaches to stormwater controls for parking areas are encouraged, including pervious pavement and other on-site mitigation measures, consistent with DPU requirements.
- Historic landscaping elements, such as limestone steps and stoops should be maintained.
- Healthy mature trees should be preserved. Tree species typical of older, historic districts are encouraged.
- Planters should be of simple, contemporary design.
- Dense planting patterns of shrubs along foundations should be avoided.
- Cut stone and brick are appropriate landscaping materials.
- The use of landscaping timbers, prefabricated pavers and railroad ties should be avoided.
- Street furniture should be simple in style and contemporary in appearance. Ornate, reproductions are not appropriate.
- Street furniture should not hinder pedestrian movement or block traffic.

Cross References

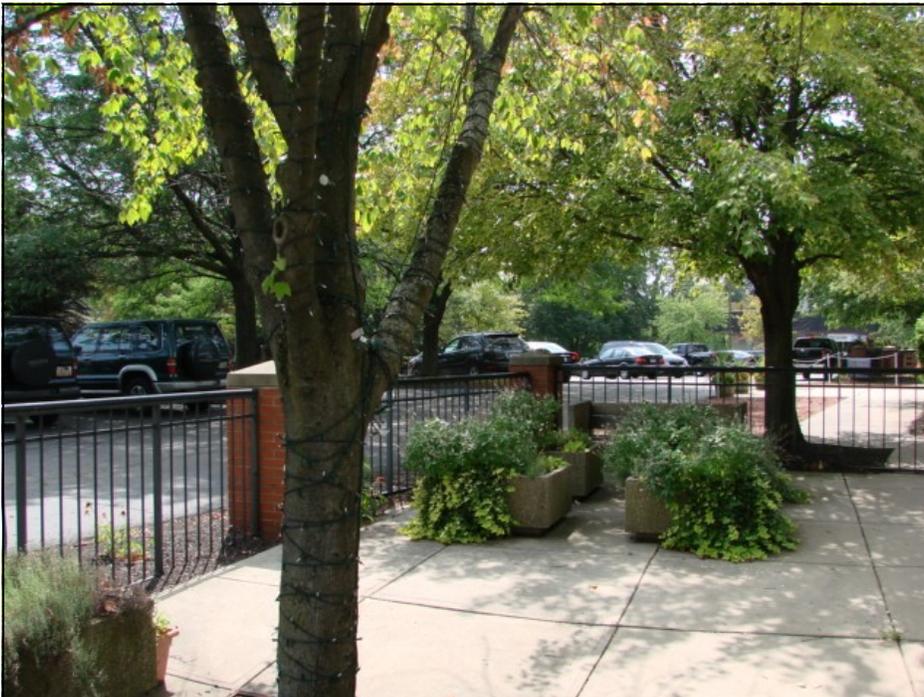
- Parking and Commercial Patios and Outdoor Dining.



Commercial activity on the edge of the Short North corridor directly impacts adjacent residential streets.



Unscreened dumpsters and other support services create noise and trash in alleys adjacent to residential uses.



Trees and planters help to soften publicly accessible spaces.

Resources

Preservation Brief 09: *The Repair of Historic Wooden Windows* (www.nps.gov/history/hps/tps/briefs/presbhom.htm).

Windows and Doors

Windows

Windows are among the most historic character-defining elements of commercial buildings. The window type an older building has depends on its architectural style and when it was built. Windows frequently were either metal casement units or wooden double-hung units with counterweights for moving the sashes up and down. Like residential windows, commercial and industrial windows have gone through several evolutions over time. As glassmaking technology advanced, commercial windows changed from small individual panes to large sheets of glass. As with other contributing building components, any replacement of commercial window units should match the original window size and pane configuration like-for-like.

Metal windows in commercial or industrial buildings share the same problems and solutions as wood windows. The weatherization, repair and maintenance of metal windows has been extensively researched.

Many times repairing and retrofitting historic windows is more economical than replacing them. Often, replacement units do not match the originals closely enough in design or appearance. When windows help define the historic character of the building, adding clearly different replacements damages that building's historic character and is not appropriate.

Guidelines

- Windows that help define a building's historic character should be preserved, even if the building is being converted to a new use.
- Original windows should be repaired and preserved whenever possible. Frames and trim should be retained and maintained in good condition. Deteriorating wood can be repaired with epoxy consolidation to solidify the wood and epoxy paste to build up deteriorated components and to fill gaps.
- If replacement windows are approved, they should match the existing windows in material, size and profile. Aluminum or vinyl clad exterior wood windows are not appropriate if not original to the building.
- It is inappropriate to eliminate window openings, fill in, or alter them to accommodate larger or smaller replacement windows in the majority of instances. Most modern standard sash do not fit the window openings of older buildings. Thus, new windows have to be custom-made.
- Mirrored or tinted glass is not appropriate.
- Basement windows should be maintained to allow light and ventilation into that space. If security is a problem, interior metal grilles or bars should be installed across basement windows. Wherever basement windows need to be sealed, plywood should be installed to the inside of the window frame, preserving the existing window panes, and painted dark gray. Glass blocks are not appropriate in any window openings.
- The placement, size and pattern of new windows should be compatible with the surrounding streetscape and adjacent contributing buildings.

Storm Windows

A storm window is a sash installed on the outside of an ordinary window as protection against severe weather. Sometimes installing storm windows can be an alternative to replacing existing windows.

Storm window frames may be wood, aluminum, or vinyl. To minimize the visual impact of storms, select colors matching the sash color or frame. Arched-top storm windows are available for windows with unique shapes.

Guidelines

- Historic storm windows should be maintained and preserved.
- Removable or fixed exterior wood storm windows should be chosen to be historically accurate. An appropriate alternative is painted metal storm windows.
- As narrow a sash frame as possible should be chosen if an exterior metal storm window is selected. The storm window should have the meeting bar in the same place as the window it covers.
- Exterior storm windows should be installed that fit the original window openings and do not cover the glass or the sash.
- Exterior wood and metal storm windows should be painted a color compatible with the color scheme of the building; usually, that is the same color as the sash.
- Single sheets of glass or Plexiglas are not appropriate as storm windows over double-hung windows. Single sheets may be used on transoms and single pane or light windows.
- Mirrored or tinted glass is not appropriate in storm windows.
- Storm windows installed over features such as transoms and art glass should have a narrow frame and not obscure the original element.

Shutters

A shutter is an operable cover or screen for a window. Historically, exterior wood shutters served both decorative and functional purposes on some buildings. To determine if the building had shutters originally, check the window casings for remaining hinge pins or notches in the wood that formerly held mountings.

Guidelines

- Shutters should only be added if there is proof they were original elements of the building.
- Operable wood shutters should be installed that fit the window opening from top (lintel) to bottom (sill) and are half as wide as the window opening for each side. The shutters should meet in the middle of the window when they are closed.
- Shutters should not be fixed to a building unless they are historically appropriate. Operable wood shutters should be set on hinges and either tied back to the building with shutter dogs (decorative brackets to hold the shutter open) or closed across the opening.



Decorative Glass

Decorative glass includes stained glass, leaded glass, beveled glass, architectural art glass and other forms of glazing that contain decorative design elements. It is incorporated in a number of buildings in the Short North, particularly in conjunction with transoms. Decorative glass provides a unique contribution to the character of historic buildings.

Most people describe any colored-glass or beveled-glass window as a stained-glass window; strictly speaking however, unless the window includes painted glass, it is really a leaded light. Leaded lights are all constructed in a similar way; the only real difference is the way the lead is incorporated into the window or door.

Glass is one of the most versatile, yet fragile building materials. With proper care and maintenance, decorative glass windows or doors can last for hundreds of years. The greatest threat to a stained-glass or leaded-light window or door is deterioration of its skeletal structure.

Guidelines

- Original decorative glass, including stained glass, leaded glass, beveled glass, architectural art glass and other forms of glazing that contain decorative design elements should be maintained and preserved.

Doors

Many doors in older buildings are more varied in style and have transom windows above to provide additional light and ventilation.

Guidelines

- Any older or original door and entrance features should be repaired and maintained.
- The original door style, size and material should be matched as closely as possible when replacing original doors. The original door opening should not be made smaller or larger to accommodate the new door. Transom and sidelights should be retained in their original size and shape.
- Missing or badly deteriorated doors should be replaced with a style traditionally used for the building's architectural style.
- Historical documentation should be located - such as photographs or physical evidence that a building had stained-glass or leaded-light doors and transoms before proposing them.
- The placement, size and style of new doors should be compatible with the surrounding streetscape and adjacent contributing buildings.

Doors – Storm and Screen

Many older buildings originally had wood screen doors that allowed ventilation into the building, in particular single- and two-family buildings. Storm doors installed on the outside of ordinary doors protect them against severe weather.

Guidelines

- Historic storm doors and screen doors should be maintained and preserved.
- A storm door of simple design should be used with a full light glass section that permits viewing the entry door. An alternative is to have the size and location of the storm glass match the glass on the entry door.
- A wood screen and/or storm door should be selected if possible. Another alternative is a full-view metal screen and/or storm door.
- Existing historic hardware should be maintained. If installing a new door, appropriate hardware should be selected that matches the door style.
- Screen and storm doors should be painted a color compatible with the color scheme of the building. For example, metal screen and storm doors can be painted to match the trim color or the color of the door.
- Mill-finish or unfinished metal screen and storm doors are not appropriate if they are not painted.
- Doors with decorative features that were not originally used are not appropriate. These include scalloped edges around window openings and cross-buck panels.
- Heavy, ornate metal security grille doors that were not used originally are not appropriate.



Appendix

Short North Design Guidelines

Contributing Properties

The preservation and maintenance of contributing properties is a central part of guidelines for historic districts. The Short North Design Guidelines build upon this priority, calling for special consideration of impacts on contributing structures when new construction and other changes are evaluated.

Definition of Contributing Properties

The National Park Service, which administers the National Register of Historic Places, defines a contributing resource as *“a building, site, structure, or object adding to the historic significance of a property.”* Chapter 3116.017 of the Columbus City Code provides the following definition that a contributing property *“at least forty (40) years of age or contributes to the architectural character or historical and architectural significance of a group or district. A noncontributing property is less than forty (40) years of age or does not make such a contribution.”*

Contributing Properties

The City of Columbus Historic Preservation Office (HPO) conducted an architectural field study of the Short North section of the Victorian Village and Italian Village Historic Districts in November and December 2010 within the study area boundaries established by the Short North Working Group. All properties on both sides of High Street, from Poplar Street at the south to Fifth Avenue at the north, were visually inspected and photographed.

HPO staff evaluated the properties within the study area for significance based upon existing architectural character and date of construction and created a list of contributing and non-contributing properties guided by the National Register of Historic Places (NRHP) Criteria for Evaluation. The current study has focused on architectural significance, though the area warrants further evaluation under additional criteria if time and resources are available.

Existing architectural fabric and design was evaluated for each site based on the building type, time period, methods and materials of construction and visible alterations which have occurred over time. The type and amount of alterations in some cases caused properties to be deemed non-contributing to the significance of the area. In addition, vacant parcels and parking lots were included as non-contributing properties. The attached Building Status maps, dividing the corridor into North and South extents, reflect the results of the survey.

Non-Contributing Properties

The same provisions which apply to contributing properties in terms of review of exterior work proposals, demolition requests and the issuance of a Certificate of Appropriateness apply to non-contributing properties located in a Columbus Registry District. Non-contributing buildings often serve to knit the building fabric/streetscape together and should not be viewed in the same way as vacant lots, often referred to as *“missing teeth”*. Changes to such

Examples of contributing buildings...



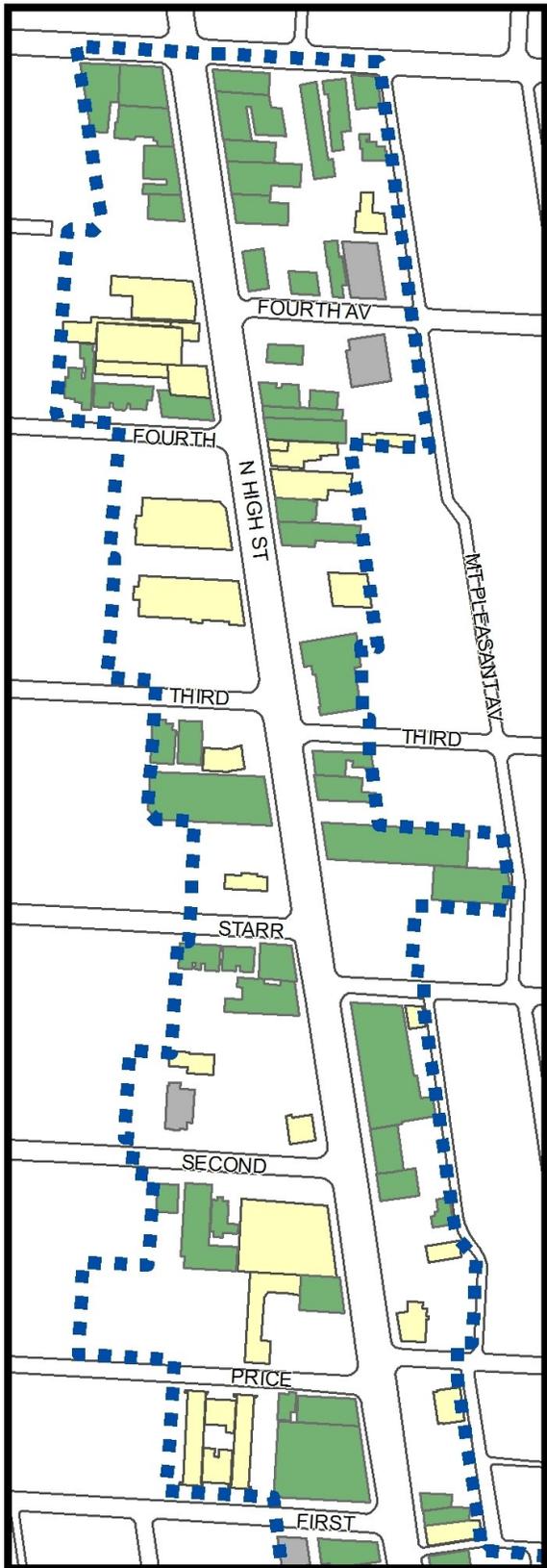
Examples of non-contributing buildings...



properties have impacts on the surrounding properties in the district and contribute to the streetscape; even if the individual structures themselves are less significant architecturally or historically than others in the area. And it should be noted that properties considered to be “non-contributing” in 2010 may become “contributing” in 40 years based on their age and architectural character.

Future Updates

It is important to note that this assessment serves as a snapshot in time. As the district evolves, buildings that are currently “non-contributing” may become “contributing” based on the definitions used herein. Evaluations should be updated periodically – every five years - to ensure ongoing accuracy.



Short North Building Status

North Corridor

- Contributing
- To be determined
- Not Contributing

 City of Columbus
Department of Development
Planning Division

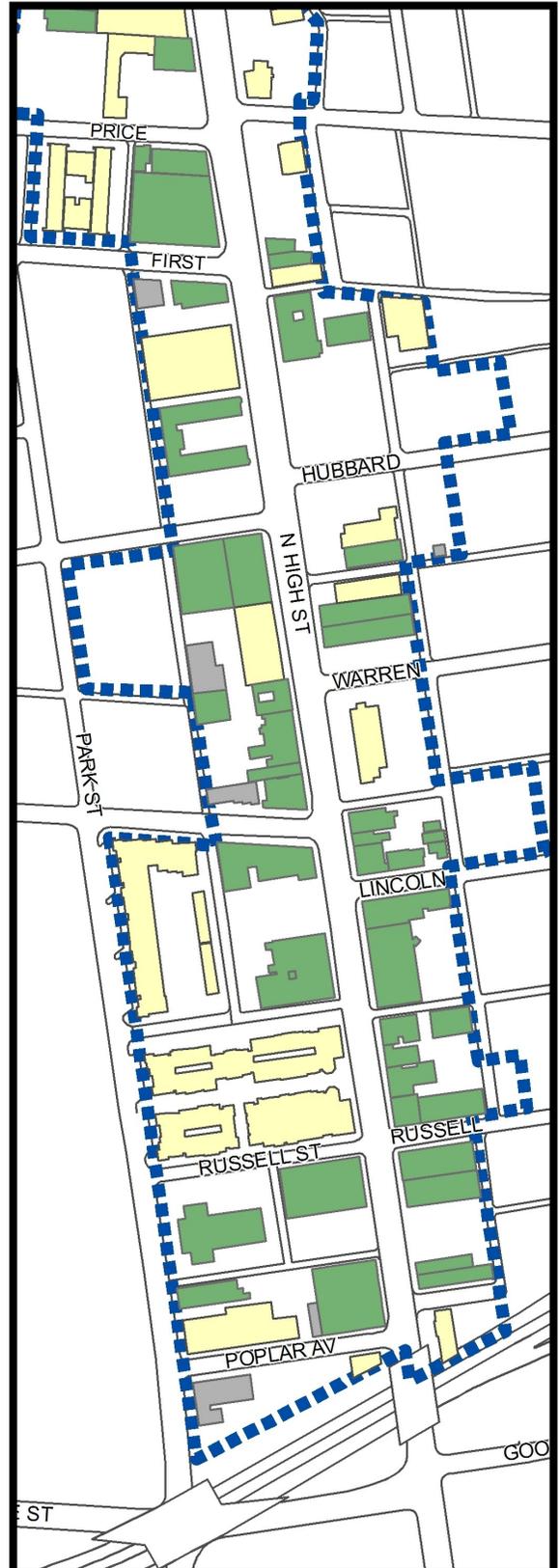
Updated June 2011



Short North Building Status

South Corridor

-  Contributing
-  To be determined
-  Not Contributing



 City of Columbus
Department of Development
Planning Division

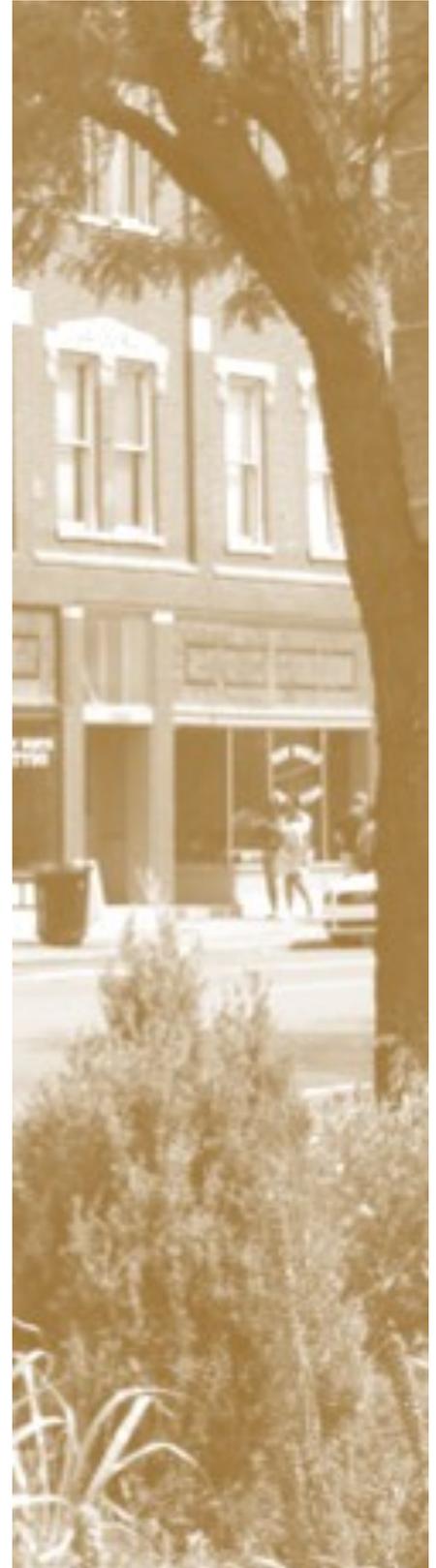
January 2011



National Trust for Historic Preservation Preservation Briefs

The following Preservation Briefs may be of particular interest to building owners, designers/architects and contractors working in the Short North. They can be found on line at: <http://www.nps.gov/history/hps/tps/briefs/presbhom.htm>.

- 01: Assessing Cleaning and Water-Repellant Treatments for Historic Masonry Buildings
- 02: Repointing Mortar Joints in Historic Masonry Buildings
- 03: Conserving Energy in Historic Buildings
- 04: Roofing for Historic Buildings
- 06: Dangers of Abrasive Cleaning to Historic Buildings
- 07: The Preservation of Historic Glazed Architectural Terra-Cotta
- 09: The Repair of Historic Wooden Windows
- 10: Exterior Paint Problems on Historic Woodwork
- 11: Rehabilitating Historic Storefronts
- 12: The Preservation of Historic Pigmented Structural Glass (Vitrolite and Carrara Glass)
- 13: The Repair and Thermal Upgrading of Historic Steel Windows
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Notes



Short North Design Guidelines

City of Columbus, Ohio

Department of Development
Planning Division/Historic Preservation Office
109 N. Front Street
Columbus, Ohio 43215
614-645-8036/614-645-6821

www.development.columbus.gov/planning.aspx

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