

# **ARCHITECTURAL REVIEW BOARD**

**BALDWINVILLE, NEW YORK**

**GUIDELINES**

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## GUIDELINE OBJECTIVES

- (1) Where party wall buildings currently exist, the objective is to maintain the architectural and structural integrity of these buildings while allowing a combination of compatible uses.
- (2) Where structures originally constructed as single-family residences currently exist, the objective is to maintain the architectural and structural integrity of those with architectural and/or historic value. This objective can be achieved by allowing a combination of residential uses and those non-residential uses that can function effectively without significant exterior alterations to such structures or their immediate surroundings.
- (3) Where land is either vacant or contains structures that are not described by (1) and (2) above, the objective is to develop new structures or modify existing ones to bring them into greater harmony with the architectural character of the village. While certain areas in the designated zoning districts have already developed with a significantly different character, the objective of these guidelines is to encourage infill and modifications to structures to gradually alter that character.
- (4) These Standards apply to both party wall buildings and detached buildings. Special Standards for each of these building types are contained herein.

## BUILDING LAYOUT

- Buildings should have a well-defined front facade with entrances facing the street. Buildings should be aligned so that the dominant lines of their facades parallel the line of the street and create a continuous edge. Departures from this regular pattern should be allowed only to terminate important vistas along streets or sidewalks or to act as focal points for public spaces.



## “TRADEMARK” BUILDINGS

- Trademark buildings, which identify the owner or occupant by a trademarked architectural style, are prohibited. Buildings with advertising icon images detract from the coherent and distinctive identity of Baldwinsville.



- Small, separated one-story buildings set back from the street are incompatible with the spatial character of traditional village streets.



- Franchise operations shall be designed to harmonize with downtown mixed-use areas.

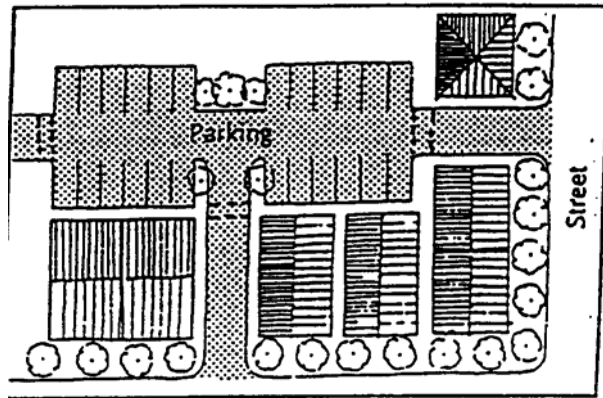


Courtesy of Allied Domecq Quick Service Restaurants (ADQSR)

## PARKING

### Parking Lots

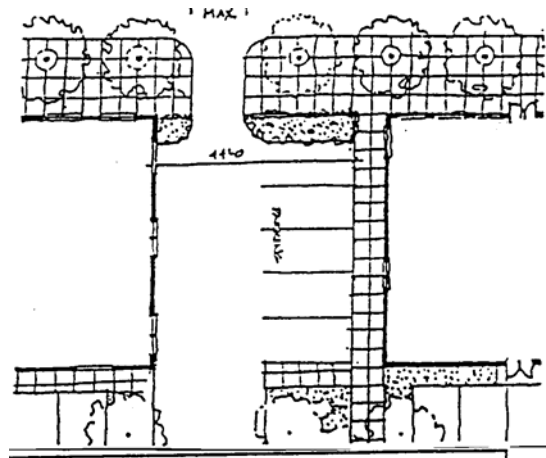
- Parking lots shall be laid out in a way that minimizes visibility from existing streets. They should be located to the rear of buildings or, if that is not possible, to the side with the parking lot screened from the street by a low wall, fence, or hedge. A side parking lot should be limited to 44 feet in width along the street.



#### **Encouraged:**

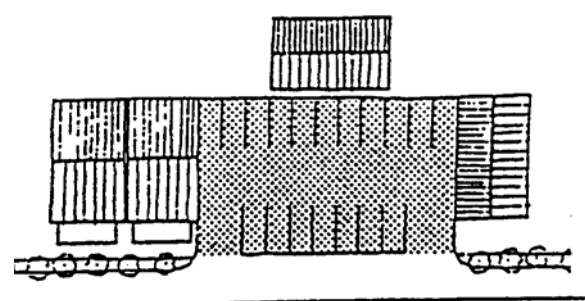
*Parking lots should be located behind buildings and should be connected to each other and to side streets.*

- Parking lots should be connected to adjoining parking lots and side streets or alleys, and should have clearly delineated pedestrian paths to and across them.



#### **Acceptable:**

*If parking in side yards is unavoidable, it should be screened from the street.*



#### **Prohibited:**

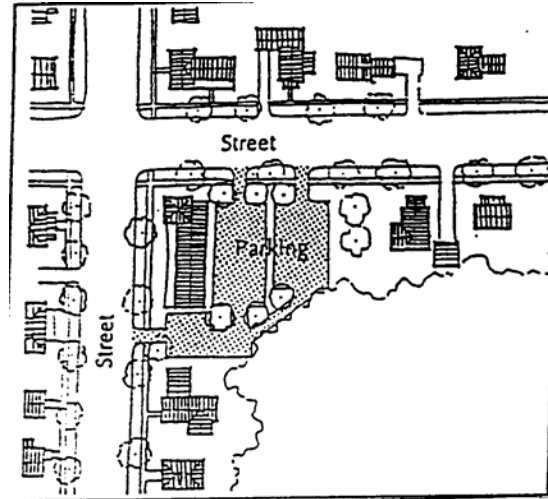
*Parking lots in front of buildings are not allowed.*

Large open parking lots destroy continuity and scale of the pedestrian environment. Off-street parking in front of buildings disrupts the safe walking space of the pedestrian. Connected rear lots are convenient and reduce congestion on the primary street network.

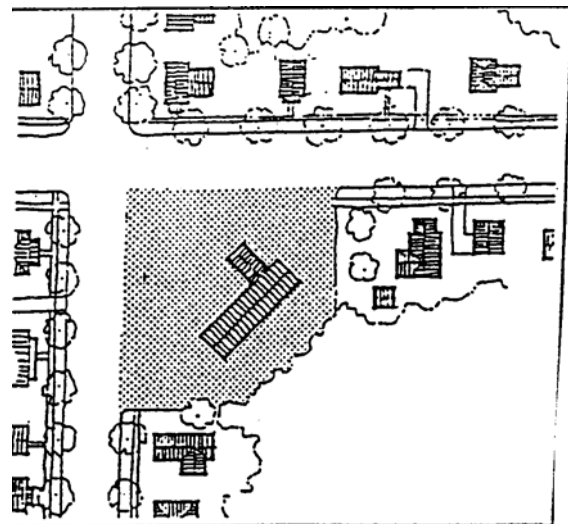
## Corner Lots

- Buildings, trees, hedges, low walls, and sidewalks should define the street corner. Curb cuts should be minimized and kept away from the corner. Clearly designated, safe, and continuous pedestrian sidewalks and bicycle paths should be maintained around corners. Corner parking lots are prohibited.

*Buildings should be sited to hold the corner.*



**Prohibited:** *Parking lots on corners are not allowed.*



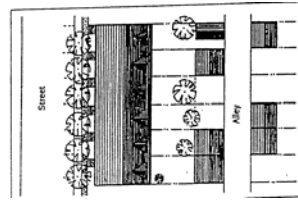
Street corners are important points of activity and should be designed as pedestrian places. Attractive intersections can encourage continuous pedestrian travel, while vacant corners discourage pedestrians from continuing to the next street.



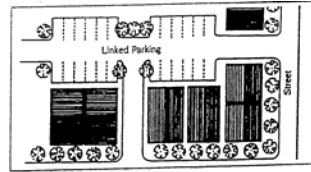
## Alleys

- Service alleys are encouraged. They facilitate access to off-street parking and loading areas, garages, utilities, and trash pickup, and provide rear access to narrow lots and party wall buildings. They also allow more on-street parking by eliminating driveway curb cuts.

*Alley Behind Party Wall Buildings*



*Parking Lots Linked by an Alley Behind Detached Buildings*



## BUILDING MATERIALS

- Preferred building materials are brick, stone, and wood. Limited use of concrete and concrete block is acceptable if detailed and finished to be compatible with surrounding buildings. The use of corrugated concrete and “cinder block” is prohibited. Tile, stucco, and metal wall surfaces are not typical building materials in the Baldwinsville area, but may be acceptable in limited applications.
- The use of vinyl siding is discouraged and, where unavoidable, should be detailed to be consistent with traditional wood construction. Asphalt and asbestos wall surfaces are prohibited.
- Newer types of building materials, if compatible in appearance with surrounding buildings, may be acceptable. Such materials should be able to be maintained so that they do not deteriorate with age.

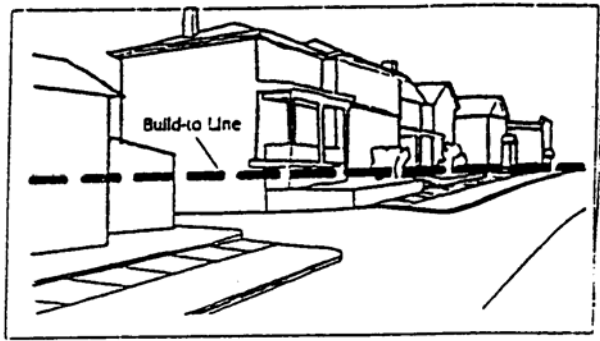


*Buildings in Baldwinsville use a variety of appropriate building materials, including brick, stone, and wood.*

- Buildings should be designed to take advantage of natural daylight and fresh air circulation. Higher floor-to-ceiling dimensions increase daylight penetration and air circulation space. Buildings less than 60 feet deep have reduced heating, cooling, and lighting requirements. Buildings should be designed for long-term adaptability and changes in use.

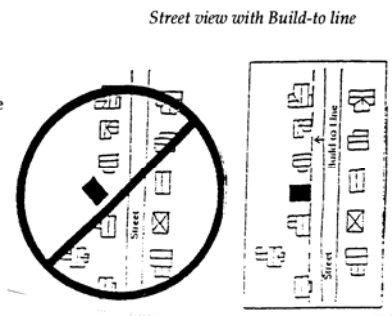
## BUILDING ALIGNMENT

- Consistent setbacks from the street are strongly encouraged. New buildings on an existing street should conform to the dominant setback if there is one.



*Street view with Build-to line*

- Building faces should be parallel to the street with major roof ridges either parallel or perpendicular to the street. On narrower lots (60 feet or less), the roof ridge should generally be perpendicular to the street.



*Discouraged*

*Encouraged*

*New buildings should follow existing alignments.*

- Parallel or perpendicular relationships between buildings and the street are typical of most Village streets. The alignment of buildings parallel to the street edge, together with sidewalks and rows of trees, creates a canopied corridor.



*Short setbacks with a build-to line or "zone" create a sense of enclosure on the sidewalk and street.*



## ENTRIES AND WINDOWS

- Principal building entries should be oriented toward and visible from the street. Entries should front on streets or side yards rather than on parking lots or interior courts, although entries from courtyards which face the street are acceptable. Accessory units may be accessed from a rear alley or side yard.

*Entries facing the street enliven the street's public space.*



*All exterior walls should have windows facing public areas as well as street parking lots.*

*Blank walls facing the street should be avoided.*

### Window and Door Placement - Facade

Windows and doors should be balanced in their placement on building facades. Though literal symmetry is not necessary, a general balance between facade elements is visually harmonious.

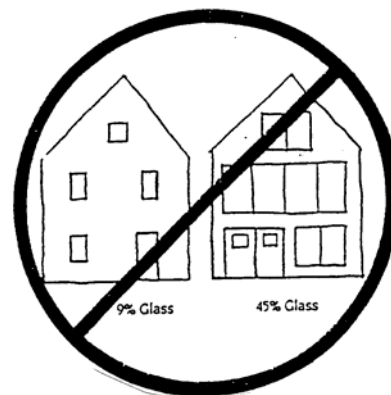
*Balanced*



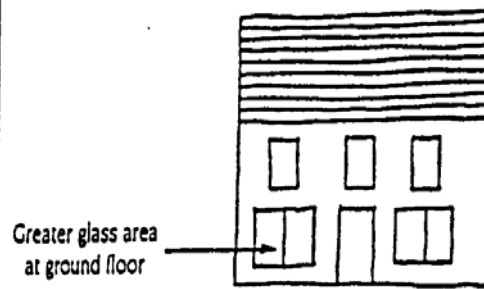
*Unbalanced*

### Extent of Glazing - Facade

No less than 12% and no more than 35% glass area should be used on the primary front-facing facade of a building. No more than 35% glass area should be employed on other facades. Glass area is measured, per facade, as inclusive of muntin and sash, and exclusive of casings.

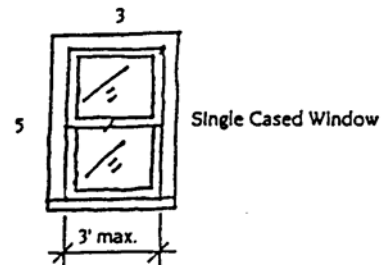


Glass areas per floor should be greater at ground floors than at upper level floors.

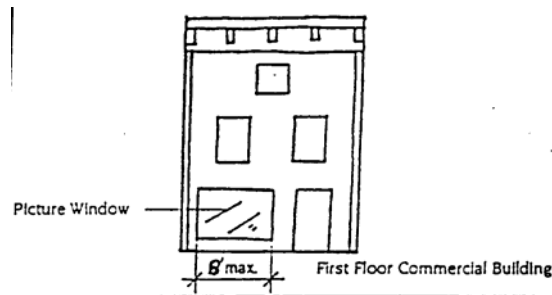


## Window Size and Proportion - Facade

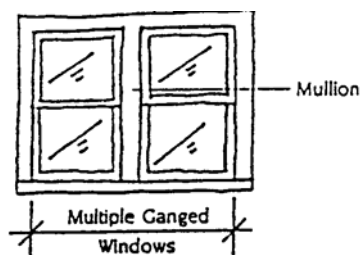
- Windows should be vertical, in proportions ranging from a width-to-height ratio of 1:2 to 3:5. Windows ranging between a 1.5:1 and a 3:1 ratio are acceptable just below roof eaves (these are known as "eyebrow" windows).



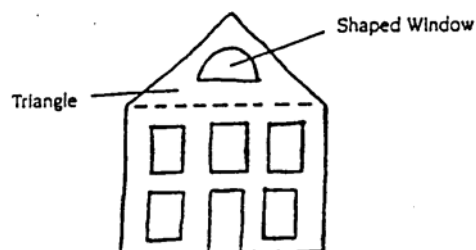
- Windows wider than 3 feet are discouraged, except on the entry levels of commercial uses where a maximum single window width of 8 feet is acceptable. Sliding glass doors are discouraged on front facades.



- Single-cased windows on upper floors are encouraged. Multiple-ganged window configurations are acceptable.



- Shaped windows and windows of a 1:1 ratio are acceptable within the triangle created by converging roof planes, at decorative entries, in half-stories, and where combined in a Palladian configuration.



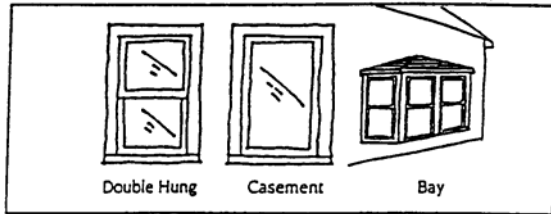
## Window Style - Facade

### GUIDELINE

The window style should be consistent across the entire exterior of a building.

The following three window styles are **encouraged**:

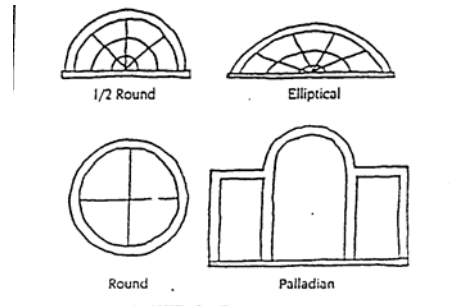
DOUBLE-HUNG  
CASEMENT  
BAY



*Encouraged*

The following window styles are **acceptable**:

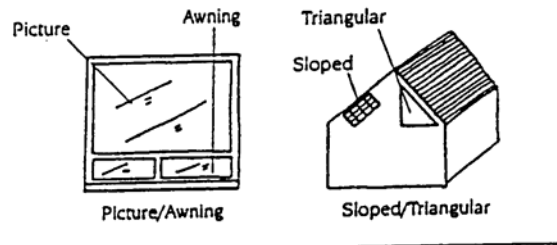
HALF-ROUND  
ROUND  
ELLIPTICAL  
PALLADIAN  
SKYLIGHT



*Acceptable*

The following window styles are **discouraged** where they are visible from the street:

PICTURE  
COMBINATION PICTURE/AWNING  
TRIANGULAR  
SLOPED

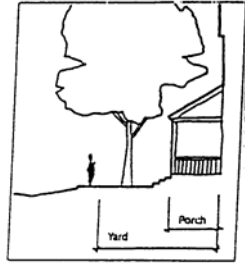


*Discouraged*

Display windows on the main floor of commercial uses are encouraged. The use of muntins to break the expanse of glass into smaller panes is encouraged. The use of tube frame storefront type windows is discouraged.

## PORCHES

- Front porches are encouraged. They may encroach into the front setback area (required front yard). Front porches create a semi-private zone at the front of the building. This encourages socializing along the street and adds architectural interest for both pedestrians and occupants.



## FENCES, WALLS, AND LANDSCAPE SCREENS

- Fences, walls up to 3 feet high, and landscape screens are encouraged along front property lines, especially where the continuity of buildings is interrupted by a vacant lot, a parking lot, or a building set back farther than the build-to line (see BUILDING ALIGNMENT). Landscape screens should be set back from the sidewalk to avoid encroachment when the vegetation matures.

Sidewalk with Fence and low hedge



Appropriate Street - lining Elements



Discouraged

Appropriate Street - lining Elements

Discouraged

- Fences, low walls, and hedges define walkways, give pedestrian scale to the street, and maintain the historic character of the Village. They create a transition between public and private spaces and screen and separate potentially incompatible uses. Chain link fences and tall walls or hedges create unfriendly barriers and block important public visual or pedestrian access.

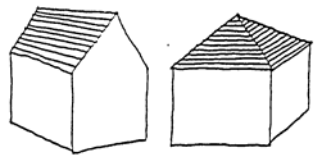
# ROOFS

## Roof Types

The two roof types that are predominant and encouraged are *gable* and *hip*. Main roofs should conform to these shapes.

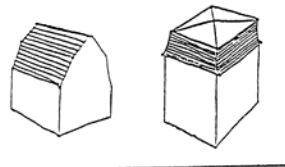
*Gambrel* or *mansard* roof types are derived from the gable and hip, respectively, and are generally not encouraged (see below).

*Gable Roof*



*Hip Roof*

*Gambrel Roof*

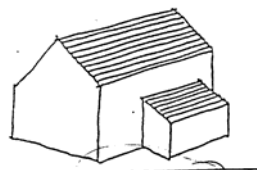


*Mansard Roof*

Because there are relatively few examples of the gambrel and mansard in the Village, their prolific use is discouraged. However, limited use of these roof types will lend variety.

*Shed* roofs are acceptable as secondary roofs but discouraged as main roofs. The highest roofline of the shed roof should be attached to the dominant building mass.

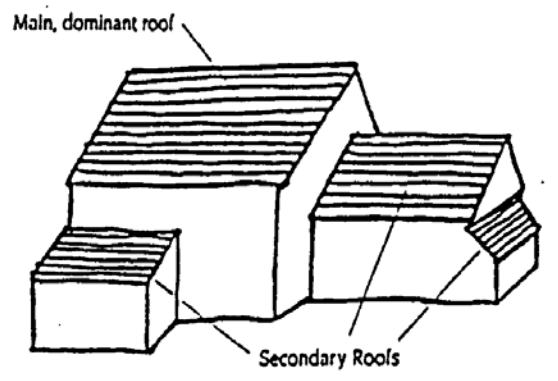
*Shed Roof*



## Roof Massing

- Simple roofs consist of a single roof type. More complex roofs consist of a main roof type that is dominant, with attached secondary roofs that are smaller and lower than the main roof ridgeline.

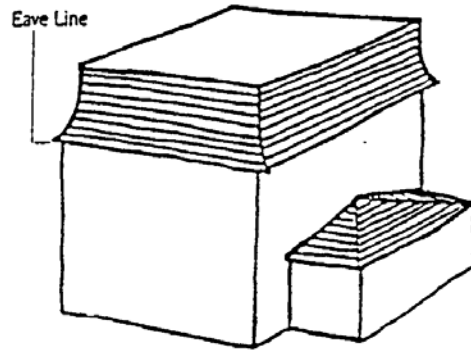
Although simple roof types are encouraged on small buildings, roofs of larger buildings should be more complex, and should combine a main roof with lower intersecting secondary roof types.



*Shed and Gable additions to Gable-roofed building*

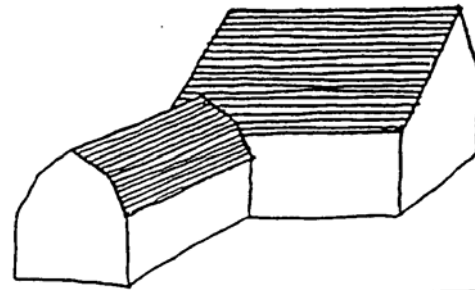
Secondary *shed*, *gable*, and *hip* roof types may be combined with any main or secondary roof type.

- Combining *mansard* roofs with any roof form other than a secondary shed or hip is discouraged. Any such additions should not extend above the mansard eave line.



*Hip-roofed Addition to Mansard-roofed Building*

- Secondary *gambrel* roofs should be combined with main gambrel roofs and/or main gable roofs.

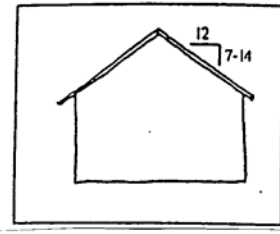
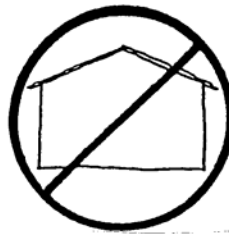


*Gambrel addition to Gable-roofed Building*

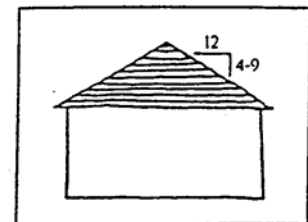
As buildings increase in size, more complex roofs are necessary to enable the building to remain in character with its surroundings. Historically, many large buildings grew by adding new sections similar in massing and proportion to existing structures.

## Roof Pitch

- *Gable* roofs may vary in pitch from 7:12 to 14:12. Roof pitches below 8:12 on **main** roofs are discouraged.

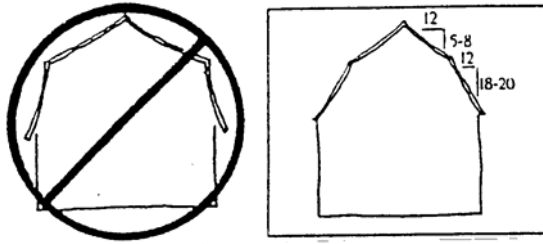


- *Hip* roofs may vary in pitch from 4:12 to 14:12. Roof pitches steeper than 9:12 on **main** roofs are discouraged. *Turrets*, both hip and conical, may range up to a pitch of 14:12.

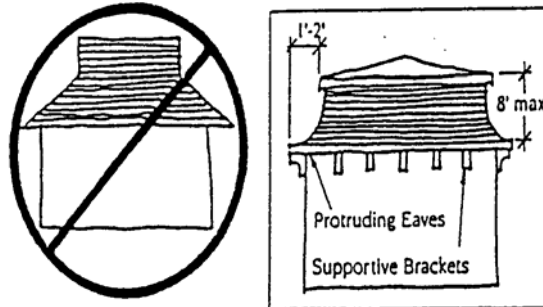




- *Gambrel* roofs have different pitches on their upper and lower roof planes. Upper roofs may vary in pitch from 5:12 to 8:12, while lower roof pitches may vary from 18:12 to 20:12. The most typical and harmonious arrangement is an upper roof pitch of 5:12 and a lower roof pitch of 20:12.



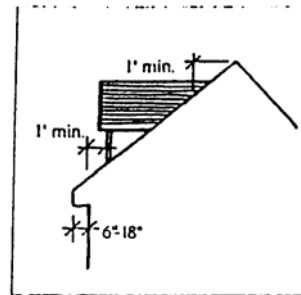
- *Mansard* roofs are built with a concave curve, and they are characterized by protruding eaves and support brackets below the eave. They should not exceed 8 feet in height from eave to ridge. The height of mansard roofs should be designed in proportion to the size of the façade below. Though dormers are encouraged on mansard roofs, skylights are not.



*Shed* roof additions may vary in pitch from 4:12 to 14:12.

## Roof details

- Roof overhangs of 6 inches to 18 inches, exclusive of gutters, are encouraged.

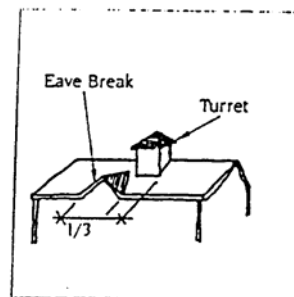


*Roof Overhang and Dormer*

*Roof Overhang and Dormer*

## Roof Features

- Dormers, lanterns, turrets, eave breaks, and skylights may be added in proportion to the roof's overall size. Cumulatively, they should interrupt the roof plane no more than one third of the length of the eave line.

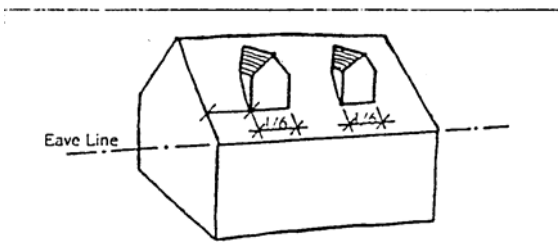


*Roof Features*

- Dormers should be set back from the face of the building at least one-foot, and at least three feet from the

building sides. The face of the dormer should be minimal in height and be mostly made up of window area.

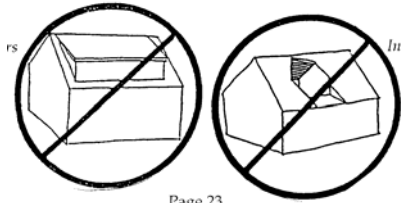
The dormer roof should connect to the main roof at least one foot below the main roof ridgeline. The roof pitch of gable dormers should match the roof pitch of the main roof.



*Roof Feature Placement*

Shed roof dormers that envelop the main roof slope are discouraged, as are inset dormers.

*Large-sized Dormers Not Encouraged*



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*Inset Dormers Not Encouraged*

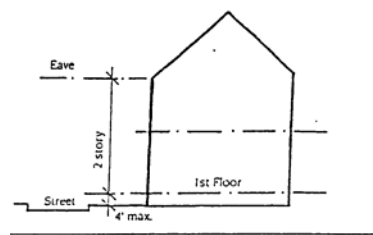
## Roof Materials

The following roofing materials are encouraged: slate, wood shingles, shakes, and standing seam metal. Asphalt shingles are acceptable. Colors should be neutral to dark.

## FACADES

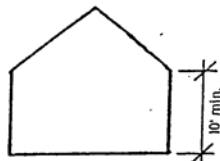
### Height

- Eave heights should generally be two stories. The first-floor level of a two-story facade should not exceed a height of 4 feet above grade at the street face of a building.



- Roof eaves on main roofs should be a minimum of 10 feet above grade at the building front entry. The main roofs of non-habitable accessory buildings, such as pump houses and tool sheds, should be a minimum of 4 feet above grade.

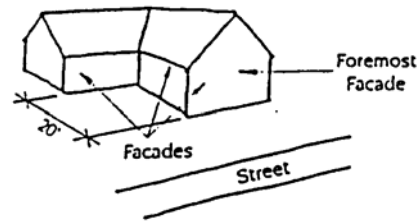
*Habitable Building*



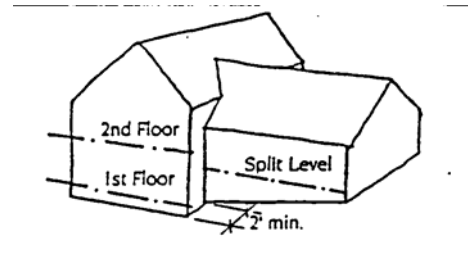
*Non-habitable Building*

## Facade Plane

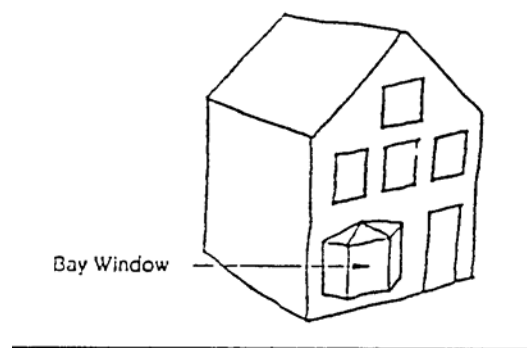
- The foremost frontal plane of the building facing the street is the main facade. Other front-or side-facing planes within a 20-foot setback from the foremost facade are also considered facades.



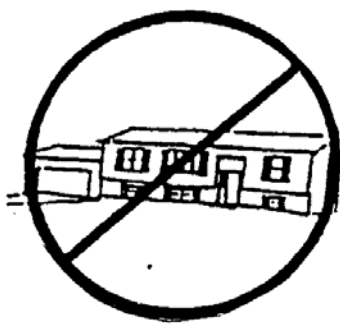
- Between full stories there should be no change of floor level without a minimum two-foot change in the vertical plane of the facade.



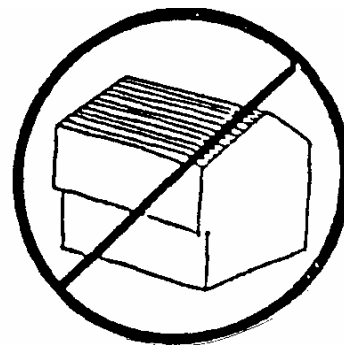
- Bay windows, porticoes, porches, and historical facade projections are acceptable as long as they remain subordinate in proportion to the size of the facade. One-story porches of any size are encouraged. Most traditional houses have porches, including entry porches, full front porches, or wrap-around porches.



Facades in which the second or third story overhangs the first story are discouraged. "Ranch," "Raised Ranch," "A-Frame," and "Split-Level" building types are not in keeping with the character and historical context of the designated zoning districts.



*Discouraged: Second-floor Overhang*

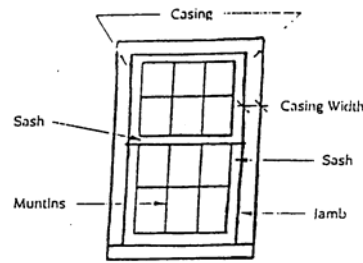


*Discouraged: Raised Ranch*

## Details

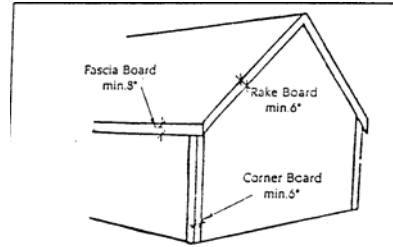
- All windows and doors should be framed with a minimum casing width of 3.5 inches.

Small-paned windows divided by muntins are encouraged.



*6-over-6 pane, Double-hung window*

- Rake and corner boards should be a minimum of 6 inches wide. Fascia trim should have a minimum width of 8 inches.



## STANDARDS FOR LOTS WITH DETACHED BUILDINGS

- Siting and design issues for detached buildings are significantly more complicated than for party wall buildings. Many areas with detached buildings will be in transition from exclusively residential to mixed uses that include residential. While the uses in these areas will change gradually, their general appearance should not change significantly, unless they are replaced by party wall buildings. Where detached buildings in the designated zoning district have architectural or historical significance, they should not be demolished or significantly altered. Rather, new uses should adapt to the character of the existing buildings and should respect the traditional relationships between the building, the street, and adjoining buildings. Residential uses should remain in some or all of the upper floor space in these buildings. If any detached buildings are removed, they should be replaced either with buildings that are similar in character or with party wall buildings that comply with the Standards in the previous section.



# STANDARDS FOR LOTS WITH PARTY WALL BUILDINGS

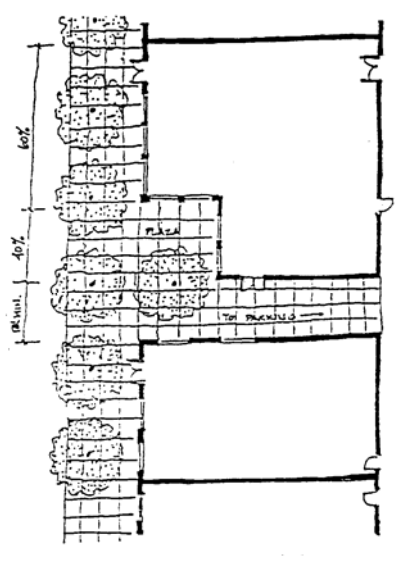
## General

- Where party wall buildings currently exist, or where new ones are constructed, the buildings should generally be connected to form a wall along the street. This wall encloses public space and makes the street space feel like an “outdoor room.” Party wall buildings should be related in height, with storefront windows, doors at street level, and simple roof shapes. The Design Standards that follow apply to lots with party wall buildings.



## Building Layout

- Downtown buildings have traditionally maintained a continuous wall at the building line. Therefore, new buildings and additions to existing buildings should maintain the street wall. The building line is generally the front property line, and a minimum of 50% of the building's front face should sit on that line. Setbacks for up to 40% of the building front may be appropriate, but only if the area between the setback and the sidewalk is developed as a public plaza. This area shall not be used for parking.



- For party wall construction, no side setback is best. Side setbacks of between 0 and 6 feet and over 15 feet are prohibited. Narrow gaps are likely to be dark and dangerous, and do not make good pedestrian spaces. Gaps of more than 30 feet between buildings disrupt the continuity of the street wall and should not be allowed, except to create outdoor public or semi-public spaces or where parking is required and cannot be placed behind the building. Side yards of more than 10 feet should be landscaped, and may be used as driveways, pedestrian pathways, or semi-public spaces such as restaurant patios.

## Roofs

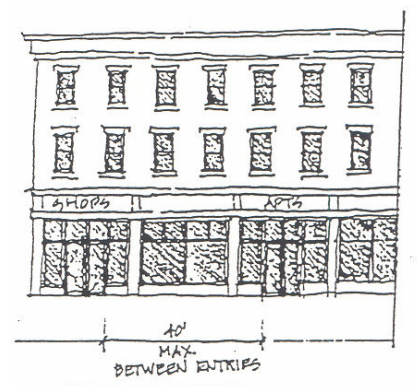
- Party wall buildings create continuity in the street wall, which should not be interrupted by complicated or dominating roof designs visible from the street.



- Parapets, projecting cornices, or decorative roof overhangs are encouraged, since they reinforce the line of the building wall. Flat roofs without cornices are prohibited.
- Heating, ventilation, and air conditioning equipment on the roof shall not be visible from the street.

## Windows and Doors

- Buildings should have many windows and doors at street level to encourage pedestrian traffic and commercial activity. Frequent entries contribute to a lively pedestrian space. Entries onto the sidewalk should occur at least every 40 feet. Blank, windowless walls are unacceptable; no building may have more than 15 horizontal feet of wall without a window or door.



- First floor facades should include a minimum of 50% glass, while upper floors should have between 15% and 40% glass.



- Every building should have operable windows on the upper floors. These should be double-hung casement, awning, or pivot windows, or a combination of any two types. Individual windows should be vertically proportioned between 1:2 and 3:5. Individual windows may be grouped, but continuous strip windows without major vertical divisions are prohibited, as are heavily tinted or reflective glass.
- Large storefront windows are required on ground floors and do not need to be operable.

## Upper Stories

- In order to define the edge of public space on the street and encourage mixed-use buildings, all new buildings and major additions should be between 2 and 3 ½ stories tall, and at least 20 feet tall at the front facade. Infill buildings should be within 1 1/2 stories of the height of adjacent structures, unless the adjacent building is only one story.
- Upper-level apartments and offices are encouraged and should be accessible from entries on the sidewalk. Secondary entrances located on rear alleys or parking lots are also acceptable.



*Single-story buildings break the continuity of the street wall.*

- Balconies and bay windows are appropriate on upper floors, and may encroach beyond the building line by no more than 4 feet.
- Awnings and overhangs which provide shade and shelter for pedestrians are encouraged; they may encroach beyond the building line. Arcades should not reduce the sidewalk to less than 10 feet.
  - Backlit, translucent and vinyl awnings are not acceptable to the ARB.
  - Awnings with lettering will be reviewed the same way as signs and the guidelines for signs will apply.



## SIGNAGE

- Must conform to the Village Code.
- Should be architecturally in character with the design of the building.



## INTEGRATED SIGNS

Signs should be architecturally integrated in a building's elevation. Whether signs are to be bracketed off the face of the building or mounted directly on the facade, plan for the placement of signs when designing an elevation so that they may be hung in logical spaces between windows or between floor levels. Avoid obscuring key architectural features of a building with signs.

## SIGN DESIGN

Signs should fit within and enhance the context and character of a district.

Signs should provide effective communications and guidance.

Signs should be lit evenly and clearly, without glare or light pollution

Neon tube lighting is not desirable.

## PATTERNS FOR SIGN DESIGN

- Use of appropriate materials such as wood and metals is desirable in sign design and construction. Plastic surfaces are discouraged.
- Avoid creating light pollution with light fixtures. Shielded and directed lighting is recommended.
- Incorporate appropriate lighting options. Downlighting is preferred.
- Box style signs with internal illumination are not desirable.
- Signs should be in proper proportion to the building and site.
- Employ contrast and clarity in sign design; reflect the architecture, history or use of the site in the design.
- There is a fine line between too much vs. too little embellishment on a sign face.
- Simpler signs with only the minimum necessary amount of information are easier to read and more effective.

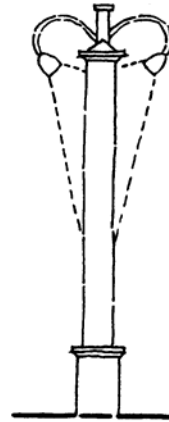
- Use a hierarchy of information to include a main sign that identifies the complex as the destination, with individual stores identified on their building fronts as well as in an outdoor directory.
- All signs must conform to the Code of the Village of Baldwinsville.



## LIGHTING SIGNS FROM ABOVE

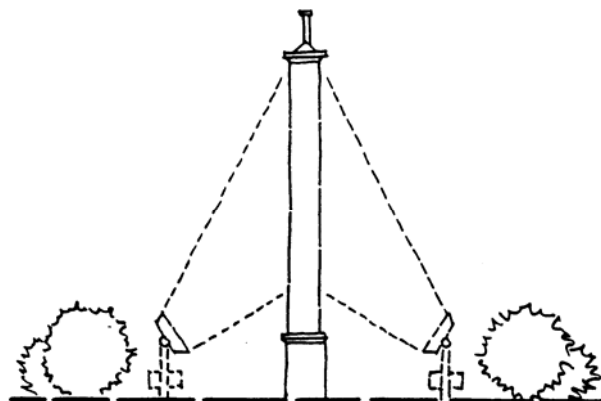
Sign mounted down lights are desirable because they focus light where it needs to be, and minimize, if not eliminate “light spill” and glare beyond the signboard itself.

Lighting should be designed and mounted so as to fit the architecture of the sign.



## LIGHTING SIGNS FROM BELOW

Shrubs hide and protect ground mounted light fixtures. Lighting should be designed to illuminate only the signboard, limiting the “spill” of light beyond the sign surface and the potential for glare.



## INTEGRATED LIGHTING

Exterior light fixtures, whether purely decorative or lighting a sign, should complement the architectural style and color of the building. Consider the fixtures as part of the façade's composition and locate them thoughtfully as one would other architectural elements.

## LIGHTING PRINCIPLES

Lighting should not be excessively bright; it should only be of a level as necessary to maintain a consistent and uniform level of lighting for reliable visibility.

Lighting design needs to recognize the value of the night sky by eliminating excess or unnecessary light and light scatter with fixture design and placement.

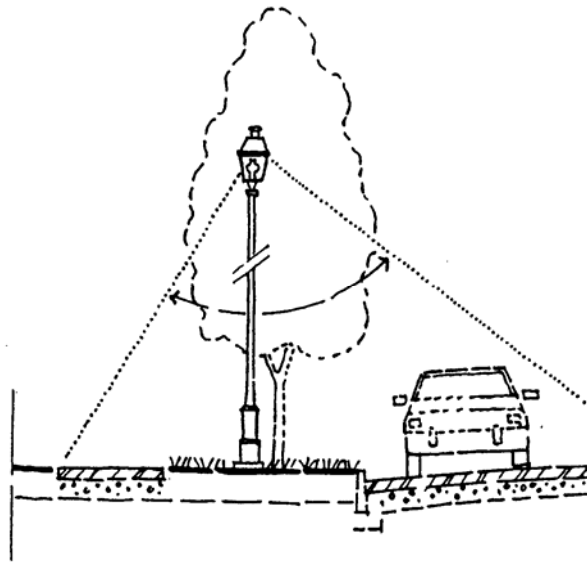
Lighting installations should provide illumination levels suitable for the visual task or purpose intended and not create glare or unnecessary light spill.

## DECORATIVE LIGHTING FOR STREETS AND WALKS

When lighting streets and sidewalks with decorative lighting, specific "cut-off" technology should be employed to ensure sufficient lighting levels for both street and sidewalk.

Streetscape planning should account for appropriate locations for both street trees and lighting fixtures to maximize the benefit of both and to minimize conflicts.

A taller decorative lamppost may be necessary (14'-16').



## LIGHTING PATTERNS

- It is desirable to achieve uniform levels of lighting when illuminating specific areas on a site such as parking lots, walkways, public spaces, drives, etc. lighting design and installation on both lots should be coordinated so as to maintain a uniform lighting level for both properties.

- Built-in lighting is efficient: as an example down-lighting eliminates glare and light spill to the night sky and is recommended for covered walkways and streetscape locations. Effective down-lighting engages and welcomes the visitor.
- Lighting types used shall reduce light pollution and employ designs which control directed light. Bare bulbs or direct light should not be visible to the human eyes.
- Low level post lights (30-42" high) with fixture incorporated into the post are an excellent way to direct light on pathways only.
- Fixtures and housing should employ shielded and directed lighting: lighting should not result in excessive shadows and high contrast bright areas versus dark areas.
- Cut-off lights can provide uniform light levels where needed; non-cutoffs contribute to light pollution.
- For individual project sites with appropriate lighting already in place, or side by side projects, consistent light level design and use of consistent product, housing and fixture type are recommended.
- Exterior light fixtures should be simple in design.
- Dark colored fixtures are generally preferred for pole mounted lights. Building mounted fixtures generally fit better if painted to match the building or background.
- Fixtures that are appropriate to the historic or contemporary designs and uses of the site should be used.
- Lights which produce a warm effect rather than a cool effect should be used.
- Incandescent and metal halide lights are appropriate.

## COLOR

- Color should be consistent, complementary and harmonious with the overall scheme already established in the designated district.
- Color consideration ought to reflect the 19<sup>th</sup> Century historical palette.



**A pre-approved palette of colors may be obtained from the Code Enforcement Office.**