ULUC and Major-Minor Chart Amendments Discussion

Sara Dusenberry, Senior Planner

September 29, 2025





AMENDMENT TO DT STANDARDS

- **B.** Applicability. The standards of this Section apply to:
- **1.** New. New principal buildings;
- **2.** *Minor Expansions or <u>Alterations</u>*. An expanded or altered portion of any existing principal building; and
- **3.** *Major Expansions or Alterations*. The entire existing principal building when an expansion or alteration exceeds 50 percent of the building's existing square footage prior to the expansion or alteration.
- 4. Exemptions. Alterations and minor expansions to locally landmarked and contributing properties within the Downtown Historic District shall be exempt from the standards of this section with the approval of a Certificate of Appropriateness.



VINYL DECAL WINDOW SIGNS

- Research of other communities found guidance silent on decals or explicit of what materials are allowed.
- Staff recommendation is neutral on allowing vinyl decal signs



ADMINISTRATIVE SIGN COA

- Review of the material, location, and type of sign is a common practice.
- COA required for new signs or those that do not constitute a face change
- Any new signs or changes to existing signs that affect the structure or cabinet of the sign.



COA AMENDMENT PROCESS

- Research found very little related to an amendment process for COAs, especially those reviewed by an appointed body.
- Staff does not recommend pursuing an administrative amendment process.



NON-HISTORIC, IN-KIND REPLACEMENT

- In-kind replacement of certain non-historic features may be handled administratively.
- a. In-kind replacement of any of the following, non-historic features:
 - windows
 - doors
 - porches
 - chimneys, stoops and handrails
 - skylights



Any other Major-Minor Alterations Chart amendments to consider?

