



October 22, 2025

Town Hall Arts Center Decision Criteria Narrative

1. Federal Standards

The proposed project has been thoughtfully developed to comply with the **Secretary of the Interior's Standards for Rehabilitation**, as adopted by the National Park Service, ensuring that the historic character, significance, and architectural integrity of the Town Hall Arts Center are preserved while meeting the needs of its continued use as a vital cultural asset.

- Reference #1 on Sheet 4 of 12. The purpose of the work proposed on this side of the building (replace guardrail, abandon existing stair, replace existing metal deck and concrete) is to clean up and rehabilitate the rear and east elevation to allow the building to function more effectively while not disturbing historical features of the north facade.
- Reference #2 on Sheet 4 of 12. Similar to #1 on Sheet 4 of 12, these proposed improvements clean up the west elevation and provide upgrades to the functionality of the building. The improvements occur on the other zero-lot line elevation and are not visible from the primary/historical facade along Main Street.
- Reference #3 on Sheet 4 of 12. The goal of the proposed work on the historic facade is to rehabilitate its historic character and provide features that celebrate the building as a theater and icon in the Littleton Downtown district. The center storefront bay is proposed to be inset - which is consistent with the original floorplan from the 1920s. This allows for a grander entrance into the theater. Additionally, all the storefront is proposed to be replaced with new black-framed storefront windows to upgrade the facade with thermally-broken, energy efficient storefront models - while using historically consistent storefront (reference Sheet 12 of 12) . The existing downspouts will be removed and converted to internal drains to further clean-up/restore the historic facade. And finally, the gas hookups to the existing wrought iron lanterns are proposed to be re-established so that the original pieces may be functional.
- Reference #1 on Sheet 5 of 12. The design team proposes removing the existing polycarbonate shed roof and converting the exterior space to interior space. This will occur on a zero-lot line side elevation, and will not be visible from the primary/historical facade along Main Street. Additionally, infilling the two existing windows on the zero lot line is necessary due to life safety and fire separation requirements. These windows are not character-defining elements visible from the public right-of-way.
- Reference #2 on Sheet 5 of 12. Reopening of previously covered, second-story windows along Main Street restores historic transparency and rhythm to the elevation, re-establishing original design intent, and bringing new use and activation to the second story of the historic volume.
- Reference Sheets 6, 7, 8, 10, and 11 of 12. The addition of the fly tower is limited in scope and designed to be minimally visible from street level, preserving the historic silhouette of the primary facade to the greatest extent possible. The new construction will be complimentary in design, but differentiated from the historic roof form and building materials, ensuring the original historic structure can still be understood.

2. Downtown Littleton Historic Preservation Design Guidelines

The addition of the fly-tower to the Town Hall Arts Center complies with Section III “Solution for Additions to Historic Buildings” in the Downtown Littleton Historic Preservation Design Guidelines.

- Section 3.52 is met as the roof addition will not damage or obscure the historic north facade of the building. The fly-tower will be set back from the main facade by 26’-0” and will be limited in height to 45’ feet from ground plane (per zone district DMS). The fly tower does not interrupt the plane of the historic roof per Section 3.54.
- The proposed addition complements but does not compete with the historical significance of the original building, per Section 3.53. The addition is simple and appears subordinate to the main structure. The fly tower material is proposed as a layered metal panel facade. The base layer is proposed to be a flush seam panel painted to match the teal inlay detail at the historic facade windows. Sections of the base layer are proposed to have an embossed cornice detail. Finally, the outer facade layer is proposed as a perforated metal screen shaped in an arch as homage to the arched windows on the original historic facade.

3. Original Features

Original features on the historic facade are rehabilitated and preserved in the proposed scope of work. The original terra cotta detailing, masonry, wrought iron elements, roofline, etc - elements identified as notable in the Historical Survey - are all to be preserved. Furthermore, the functionality of the wrought iron lanterns will be re-established, the tacked on downspouts will be removed, and upper story windows will be uncovered which rehabilitates/reconstructs these elements in alignment with their original condition.

The proposed new features aim to be visually compatible with the designated historic features. The inset storefront at the center of the north facade will not only create a grander, more momentous entrance to the theater, but also ties back to the original floorplan, circa 1920’s, when the bays between the arches were inset (see photo Sheet 2 of 12).

The fly tower is proposed as visually compatible with the historic features by allying with key elements on the facade. For example, the fly tower draws from the teal terra cotta details used at the upper windows.

4. Compatibility

The Town Hall Arts Center is a contributing structure located in the Main Street Historic District. The proposed additions (fly tower and marquee) will be visually compatible with the adjacent properties.

- The fly tower will follow the setback and height requirements of the underlying zone district. And while the roof addition is modern in its form, it has been designed as a subordinate and clearly distinguishable element to the Italian Renaissance/Renaissance Revival facade of Town Hall Arts Center.

5. Character, Interest, and Value

The proposed work on the Town Hall Arts Center maintains and enhances the original historic facade, use, and character of the building.

6. Color and Materials

Special care was given to the architectural style, arrangement, textures, colors and materials of the proposed features to be compatible with the character of the existing landmark building.

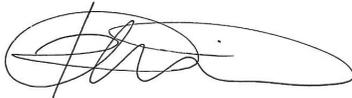
- The storefront is proposed to be replaced with a like-for-like black framed storefront system. See Sheet 12 of 12 for storefront cutsheets and proposed muntin pattern.
- The proposed inset at the entrance has historical precedent from the original floorplan, where the bays of the arch were inset.
- The fly tower addition also draws inspiration from themes and colors on the historic north facade. The fly tower material is proposed as a layered metal panel facade. The base layer is proposed to be a flush seam panel painted to match the teal inlay detail at the historic facade windows. The outer facade layer is proposed as a perforated metal screen shaped in an arch as homage to the arched windows on the original historic facade.

7. Exterior Features

As mentioned previously in this narrative, the proposed work preserves, enhances and restores the exterior architectural features

Sincerely,

BRYANT FLINK ARCHITECTURE & DESIGN

A handwritten signature in black ink, appearing to read 'Rebecca Wilson', enclosed within a large, loopy oval shape.

Rebecca Wilson, AIA, NCARB
Project Manager