



BRYANT FLINK ARCHITECTURE & DESIGN

July 31st, 2026

City of Littleton

MEMORANDUM RE: Town Hall Arts Center Marquee and Window Signage COA

To whom it may concern,

Decision Criteria for the Marquee and window signage at 2450 W. Main Street are as followed:

Federal Standards. The proposed changes are in compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, & Reconstructing Historic Buildings as adopted by the National Park Service;

The proposed Marquee follows Federal rehabilitation guidelines. The Marquee and its related construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will 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. Furthermore, Preservation Brief 02: Repointing Mortar Joints in Historic Masonry Buildings will be followed for the installation of the marquee. The window signs are not mounting to the masonry facade and will be mounted to the new window systems. Lastly, the Marquee and window sign additions will be installed in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Littleton Design Standards and Guidelines. The proposed changes are in compliance with the adopted design standards and guidelines documents, such as the Downtown Littleton Historic Preservation Design Guidelines, as outlined in the Design Requirements section on the city's Envision Littleton webpage;

Per the Littleton Design Standards and guidelines, a marquee is allowed in the Main St. Subarea.

Original Features. The proposed work preserves, rehabilitates, or reconstructs the original architectural features, and proposed new features are visually compatible with designated

historic structure(s) located on the property in terms of design, finishes, material, scale, mass, and height;

The marquee sign draws design inspiration from the building's architectural features and avoids conflict with historic building features by locating the sign on the West side of the facade, rather than over the main entry, as Littleton zoning standards dictate. The offset to the side placement allows the historic features to be uninterrupted and maintained. Furthermore, the design maintains balanced spacing around architectural features, including window openings, door openings, and the roof eave. The proposed placement feels natural, integrated, and historically intentional.

Compatibility. If property is in a designated historic district, the proposed work is visually compatible with the development on abutting properties and those on the same block. The HPC shall consider characteristics such as setbacks and building scale.

The proposed marquee draws directly from the building's scale for appropriate sizing. While the marquee exceeds standard sign code allowances, it serves as an appropriately proportioned element on the monumental facade. Furthermore, its height remains below that of neighboring two-story buildings, ensuring the sign neither conflicts with district uses nor overpowers adjacent properties.

Character, Interest, and Value. Aside from changes that do not require a Certificate of Appropriateness, as set out in paragraph B.3.a, above, the proposed work does not adversely affect the special character or historical, architectural, or aesthetic interest or value of a landmark or property in a historic district;

The proposed marquee does not adversely affect the special character or the historical, architectural, or aesthetic interest and value of the landmark or historic district. The marquee is necessary to accurately represent the building's historic use. While a theater was not the original occupant, the theater has operated continuously for 50 years, surpassing the duration of any prior use. As a vital public and civic institution, this use holds distinct cultural prominence within the district. A prominent landmark marquee is uniquely appropriate for both the building and the historic downtown landscape.

Color and Materials. The architectural style, arrangement, textures, paint colors especially if applied to brick or stone, and arrangement of colors and materials used on existing and proposed structures are compatible with the character of the existing landmark or property in a historic district; and

The design of the marquee uses three main colors, all drawn from the facade of the existing building:

Black - The black frame of the Marquee draws from the existing storefront doors and windows at level 1, and the steel railings at the east and west level 2 windows.

Green - The green color proposed for the main body of the Marquee is to be matched to the glazed terra cotta accent color used throughout the facade.

White - the historic trim at the roofline and the existing level 2 historic windows are both white.

Exterior Features. The proposed work preserves, enhances, or restores, and does not damage or destroy the exterior architectural features of a historical landmark or property in a historic district.

The proposed solution avoids all significant architectural features and proposes exact replacement of terra cotta panels in the event the Marquee is ever removed.

Sincerely,

BRYANT FLINK ARCHITECTURE & DESIGN

A handwritten signature in blue ink, appearing to read 'Paul Bryant', with a large, stylized flourish above it.

Paul Bryant, AIA, NCARB
Partner