

CITY OF SHERWOOD, OREGON

ORDINANCE NO. 87-859

AN ORDINANCE INCORPORATING A NEW ZONING DISTRICT REGULATION, THE OLD TOWN (OT) OVERLAY ZONE, INTO THE CITY ZONING AND COMMUNITY DEVELOPMENT CODE, PART 3 OF THE CITY COMPREHENSIVE PLAN, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, in 1983, the City commissioned a study of Sherwood Old Town, entitled the Revitalization Action Plan, which was prepared by Ragland/Hagerman Partnership, in cooperation with the Sherwood Economic Development Advisory Committee; and

WHEREAS, the Action Plan proposed a series of regulatory changes, capital improvements, marketing strategies, and design guidelines, to stimulate the economic and physical revitalization of Old Town; and

WHEREAS, the top priority for regulatory change was the adoption of a special zoning district and design guidelines, which would help enhance and preserve Old Town; and

WHEREAS, the City Council finds that Old Town is a unique historical resource, and merits special land use regulations, in order to preserve its appearance and origins as an early 20th Century commercial center, and to enhance its competitive advantages in the late 20th Century commercial marketplace; and

WHEREAS, the City Planning Commission reviewed the proposed text of the OT zone in November, 1986, held a public hearing on January 19, 1987, made findings, and voted to recommend approval of the OT zoning text with some amendments, in accordance with Sections 4.202.01 and 4.203.01 of the Zoning and Community Development Code; and

WHEREAS, the City Council received the recommended zoning text, and conducted a public hearing on February 11, 1987, as required by Section 4.202.01 of the Zoning and Community Development Code.

NOW, THEREFORE, THE CITY OF SHERWOOD ORDAINS AS FOLLOWS:

Section 1. Public Hearing. That the addition of an Old Town (OT) Overlay Zoning text to the Zoning Code was subject to public hearing on February 11, 1987, and all interested parties were afforded an opportunity to be heard, and to present and rebut evidence.

Section 2. Findings of Fact. That after full and due consideration of the proposed text, and design guidelines, for the Old Town (OT) Overlay Zone, incorporated herein by reference and labeled Exhibit A, of staff reports dated July 7, 1986, January 5, 1987, and January 30, 1987, and the Commissions recommendations, the Council finds the proposed addition to conform to the requirements of Section 4.203.01 of the Zoning and Community Development Code.

Section 3. Approval. That the Old Town (OT) Overlay Zone, and associated design guidelines, is hereby approved and adopted, and shall be incorporated into the Zoning and Community Development Code.

Section 4. Effective Date. This Ordinance shall be effective 30 days after passage and approval.

Duly passed by the City Council this 11th day of February, 1987

Polly Blankenbaker
 Polly Blankenbaker, City Recorder

Approved by the Mayor this 11th day of February, 1987.

Norma Jean Oyler
 Norma Oyler, Mayor
 City of Sherwood

	<u>AYE</u>	<u>NAY</u>
OYLER	<u>X</u>	_____
MANDERFELD	<u>X</u>	_____
BIRCHILL	<u>X</u>	_____
STEWART	<u>X</u>	_____
_____	_____	_____

Appendix I

OLD TOWN DESIGN GUIDELINES

Introduction

Purpose

The goal of these Design Guidelines is to maintain the small town character of Sherwood Old Town while recognizing the changes in use and growth that will need to occur to revitalize the district. This goal can be accomplished by:

- * Returning existing examples of historic architecture to their original character, and rehabilitating and improving other buildings, focusing on exterior painting and repair.
- * Using consistent themes of design, scale, ornamentation, color, materials and signing to unify Old Town and achieve a cohesive, yet individualized identity.

The Guidelines provide a framework and general direction to the City, building owners, developers, merchants, and residents, and are not a set of prescriptive and absolute requirements. Instead the Guidelines provide a comprehensive list of design elements which should be considered when a building renovation or new construction is proposed. These Guidelines are intended to supplement existing ordinances and are specifically applied to Old Town, not other areas of Sherwood.

Each business in Old Town is at once an individual enterprise providing a service for customers, and a part of a larger business community, surrounded by older residential uses. These Guidelines are directed at preserving the individuality found in Old Town and, at the same time, improving the district's appearance and marketability.

- * Design Guidelines are not law, but will be used in conjunction with City ordinances.
- * Design Guidelines do not absolutely inhibit the freedom of individual expression.
- * Design Guidelines do not prohibit growth or new construction.
- * Design Guidelines are ideas about what is appropriate to an area.
- * Design Guidelines are performance criteria which assure that construction will be in keeping with the character of the district.

- * Design Guidelines do establish criteria that build upon the existing character of the district, and guard against random decisions, favoritism, and a lack of predictability in reviewing proposals.
- * Design Guildlines do indicate what can be done as well as what is discouraged within the district.

The Outdoor Room

Walking through the Old Town area, imagine an outdoor "room". The size of the "room" is narrow and contained, in the area around the intersection of First and Washington Streets, and wider and more open moving out from the core area. The "floor" is made up of concrete and asphalt. The "walls" are of different heights, materials, and colors, but generally one and two stories with stucco or brick the predominant finish material in the core, and wood finishes elsewhere.

Homes and offices are made comfortable through simplicity in colors and patterns, sufficient decoration objects on the walls to make for interest without clutter, and by varied places where you can sit and talk, be entertained and generally feel at ease. On a different level, this describes the potential for Old Town. However, the Old Town "room" doesn't have much furniture, and not many places to sit and talk. The "room" seems cluttered because signs are so dominant, as well as utility lines and poles.

As with a room, how and where you enter can add to usefulness and character. Old Town has major entries at No. Sherwood Blvd. and Oregon Street, and minor entries at S.W. and N.W. Washington Street and N.W. Main Street. By improving these entries, the identity of the district will be strengthened.

In a house there are rooms where everyone socializes. In Old Town, the main intersection at N.W. Washington and First Streets, and along Railroad Street, are those places. The addition of special public improvements around these areas, and extending toward Pine Street, coupled with development along Washington Street, will strengthen the Old Town core.

Key Buildings

There are key commercial buildings in Old Town which should receive special attention: the building housing the Old Town Pub at N.W. Washington and Railroad Streets, the building housing the Round Table Tavern at N.W. Washington and First Streets, the building housing Smockville Station Antiques at N.W. Washington and First Streets, the Old North Church on No. Pine Street, the former post office on Railroad Street, and City Hall at N.W. Park and First Streets. There are also several other older buildings that are important to the Old Town area, including the Oriental

Theater and several residential buildings. Appropriate remodeling and landscaping could have a tremendous impact in enhancing and enlivening the district "room".

District Character

The district can strengthen its identity and character by:

1. Removing unsightly signs and unused sign supports, and installing signs oriented to pedestrians.
2. Using common building materials and removing out-of-character materials.
3. Using colors which compliment each other and tie buildings together.
4. Emphasizing first floor storefronts with the use of color, signs, awnings, windows, and architectural detailing.
5. Installing shared or connecting canopies, lights, and/or cornices where appropriate.
6. Developing new buildings to the front property line.
7. Installing street trees along property lines where buildings are now set back.
8. Improving major vehicular and pedestrian entries.
9. Improving alleys as pedestrian circulation areas.
10. Developing a public improvement program.
11. Initiating and maintaining a public area maintenance program.
12. Developing common design elements which reinforce the small rural center idea, including low wooden fences around the residential buildings housing businesses, common design of street address numbers, and a select range of exterior colors.

Design Guidelines

Generally

The following considerations should apply in reviewing all development, construction and use proposals:

1. Uses should be compatible with the building housing the use, and require minimum alteration to the building and surrounding property.

2. Rehabilitation work should not destroy the distinguishing qualities or character of the building and surrounding property.
3. Deteriorated historical architectural features should be repaired rather than replaced.
4. Distinctive stylistic features or examples of skilled craftsmanship which characterize older structures and often predate the mass production of building materials, should be retained and restored.
5. All existing buildings should be recognized as products of their own time, and alterations creating an appearance inconsistent with the original character of the building should not be undertaken.
6. Contemporary designs for new buildings, and additions to existing buildings, should be encouraged when such design is compatible with the historic size, scale, color, material and character of Old Town.
7. New additions or alterations to buildings should be done in such a manner that if removed in the future, the essential form and integrity of the original building would not be impaired.
8. A structural soundness survey should be obtained prior to any substantial rehabilitation, including analysis of primary and secondary structural elements (foundations, bearing walls, columns, beams, floors, roof, non-load bearing walls, windows and doors, stairs, utilities, finish materials, roof coverings, siding, ceilings, etc.) and the extent of deterioration for each element.

Building Height and Width

Both new and altered existing structures:

1. Should not exceed the height and width of traditional building styles.
2. Should maintain the scale and proportions of traditional building styles.
3. Should be visually compatible with adjacent buildings.

Visual Integrity

The vertical lines of columns and piers, and the horizontal definition of spandrels and cornices, and other primary structural elements are an important element of the character of Old Town. Structural lines should be restored if previous alterations have substantially changed these elements.

Scale and Proportion

The scale and proportion of building elements, particularly the relationship of "voids" to "solids" (such as doors and windows to walls and columns) shall be visually compatible with traditional building styles. An important element is the physical accomodation of pedestrian scale activities, characterized by wood porches, canvas awnings or permanent canopies. This relationship at pedestrian level should be reestablished, particularly through well-designed storefronts, signs, entries, and canopies. Windows in their shape, size, placement and decorative trim are also a major element.

Architectural Detail

In most cases, architectural detailing should come as a result of an extension of the craftsmanship of the builder or designer, and express the styles of the building's or district's historical origins. A well chosen and executed paint scheme, along with complimentary storefront signs, are frequently adequate. Decorative architectural details should be cleaned and restored to their original character and/or accented by painting in contasting colors. Guidelines to follow are:

1. Painted wood or dark finished metal window and door frames are preferred over bare aluminum.
2. Canvas awnings or permanent canopies should be installed to provide shelter for pedestrians from weather.
3. Simplify storefront materials by removing out of place and "added-on" materials above or below storefront windows, especially those inconsistent with primary building materials. In some cases, it would look better to use the same material below the window as in neighboring buildings.
4. In buildings with little architectural character, remodeling should incorporate more detailed window systems, awnings, consistent materials and trim, and natural material colors.
5. Avoid large panes of glass. Smaller panes are more in keeping with pedestrian scale, are consistent with the historical origins of the district, and create a more attractive appearance.

6. Avoid a fake, "revival" facades or other thematic designs out of keeping with the actual historical origins of the district.
7. Retain or restore similar exterior materials on the first and second floors of building and carry structural lines (columns, piers, window patterns) from roof to sidewalk. If lower storefront materials originally differed, use similar colors and forms to tie the first and second building floors together.

Materials and Texture

The Old Town core area traditionally utilized exterior materials which tend toward a medium-rough texture and hard appearance. Textured stucco, brick, stone, and milled wood siding were such traditional materials. Ribbed plywood, aluminum and plastic sidings were not, and detract from traditional building styles. Guidelines to follow are:

1. Use materials which are compatible with historic choices: stucco, brick, stone and wood. Consider wood primarily as an accent material at store entries for commercial buildings, and as a major material in residential rehabilitation.
2. Leave materials such as brick or stone in their natural color and appearance, and repaint previously painted surfaces.
3. Use wood or anodized aluminum window and door frames and window systems. Don't use bare aluminum in door and window frames.
4. Use materials which have a texture and pattern (such as brick) to give the feeling of smaller scale to the district.
5. Use awnings or canopies for rain and sun protection at entries and along pedestrian sidewalks.
6. Remove out-of-context siding materials such as aluminum, sheet metal or plywood.
7. Remove coverings from boarded up windows.
8. Don't use materials which give a "tacked on", "revival" or artificial appearance.
9. Don't use more than two or three materials on the exterior. Keep exteriors simple, and in certain cases, use materials similar to neighboring buildings to unify building groups.

Color

Generally colors should be kept within a unified range of hues. Hard surfaced building materials should reflect the natural color of the product. For large painted surfaces, warm but neutral colors are most desirable. Trim colors on moulding, roof flashing caps and architectural detailing can be brighter and darker for accent. Accent colors should be compatible with the basic wall color and with neighboring buildings. Guidelines to follow are:

1. Use warm neutral colors for major building surfaces.
2. Coordinate colors with other buildings within a block.
3. Generally use lighter base colors with darker trim. A darker base color with lighter trim can be successful, if done with regard to adjoining buildings.
4. Paint objects such as mechanical grills, pipes, and electrical connections to match base wall colors.
5. Don't use too many colors. Usually one wall color and one to two accent colors is enough. Matte finishes for wall colors, and matte or semi-gloss for trim is recommended.

Rear and Sides of Buildings

The rear and sides of buildings are visible and should be attractively maintained. This can be done in a much simpler way and with less expense than the storefront side. Guidelines to follow are:

1. Remove unused pipes, brackets, conduits and similar appurtenances.
2. Screen garbage dumpsters, air conditioners, and other necessary objects and appurtenances.
3. Add walks, landscaping, lights, and signs leading to rear customer and service entries.
4. Clean and refinish side and rear building walls to show original building materials.
5. Add paving, landscaping, curbs, striping, and other improvements to rear vehicular parking areas.

Signs and Graphics

Desirable attributes for signing in Old Town are excellence of lettering, color coordination with buildings, simple mounting devices, readability, use of materials compatible with buildings, and moderate, unobtrusive lighting. Guidelines to follow are:

1. Remove signs that are too large, that project too far from buildings, that cover architectural detailing, that flash, rotate, or blink, or are made from materials that are not within the traditions of the district's historic character.
2. Signs should be oriented to the pedestrian: smaller in size, flat against buildings, and indirectly lit.
3. Unused or out-of-date signs and sign supports should be removed.
4. Use the traditional painted commercial signs found on the sides of older buildings that indicate the name of the business, otherwise avoid "supergraphics".
5. Use the "symbol sign" such as the barber pole, a mortar and pestle for the drug store, a camera for a photography store, a large pair of scissors for a fabric store, a shoe for a shoe store, and so forth.
6. Install "Historical Plaques" containing information on the building, the family who has owned the original business, or other interesting historical facts.
7. Do not use the type of business name sign as is typically provided by soft drink and beer companies.
8. Integrate business signs into awnings or canopies.
9. Paint business names on windows using decorative types, along with borders and other graphics.
10. Use business names which have historical ties.

EXHIBIT A

2.115 OLD TOWN (OT)

2.115.01 **Purpose**

The OT zoning district is an overlay district generally applied to commercially zoned property, and residential properties with the potential for commercial conversion, in the Smockville Subdivision, also known as Old Town. The OT zone recognizes the unique and significant characteristics of Old Town, and is intended to provide development flexibility with respect to uses, site size, setbacks, heights, and site design elements, in order to preserve and enhance the area's commercial viability and historical character.

2.115.02 **Permitted Uses**

The following uses are permitted outright, provided such uses meet the environmental performance standards contained in Section 5.803.

- A. Uses permitted outright in the OC zone, Section 2.106.02, the CC zone, Section 2.108.02, and the MDRH zone, Section 2.104.02, provided that uses permitted outright on any given property are limited to those permitted in the underlying zoning district, unless otherwise specified by Section 2.115.
- B. In addition to the home occupations permitted under Section 2.203.02, antique and curio shops, cabinet making, arts and crafts galleries, artists cooperatives, and bookshops, are permitted, subject to the standards of Sections 2.203 and 2.115.
- C. Boarding and rooming houses, bed and breakfast inns, and similar accommodations, containing not more than five (5) guest rooms.
- D. Other similar commercial uses or similar home occupations, subject to Section 4.600.

2.115.03 Conditional Uses

The following uses are permitted as conditional uses, provided such uses meet the environmental performance standards contained in Section 5.803, and are approved in accordance with Section 4.300.

- A. Uses permitted as conditional uses in the OC zone, Section 2.106.03, the CC zone, Section 2.108.03, and the MDRH zone, Section 2.108.03, provided that uses permitted as conditional uses on any given property are limited to those permitted in the underlying zoning district, unless otherwise specified by Section 2.115.

2.115.04 Prohibited Uses

The following uses are expressly prohibited:

- A. Adult entertainment businesses.

2.115.05 Dimensional Standards

The dimensional standards of the underlying zoning districts shall apply, with the following exceptions:

A. Lot Dimensions

Minimum lot area (CC and OC zoned property only):
2500 square feet

B. Setbacks

Minimum yards (CC and OC zoned property only):
None, including structures adjoining a residential zone, provided that Uniform Building Code, Fire District regulations, and the site design standards of this Code, not otherwise varied by Section 2.115, are met.

C. Height

The maximum height of structures on CC and OC zoned property shall be two (2) stories or forty (40) feet, whichever is less. Provisions for commercial structures adjoining residential zones, and for additional building height as a conditional use, shall not apply. Chimneys, solar and wind energy devices, radio and TV antennas, and similar devices may exceed the height limitation by twenty (20) feet.

D. Coverage

Home occupations permitted as per Section 2.203.02 and Section 2.115.02 may occupy up to fifty percent (50%) of the entire floor area of the entire floor area of all buildings on a lot.

2.115.06 Community Design

Standards relating to off-street parking and loading, energy conservation, landscaping, access and egress, signs, parks and open space, on-site storage, and site design shall apply, with the following exceptions:

A. Generally

In reviewing site plans, as required by Section 5.100, the Commission shall utilize the design guidelines originally contained in the "Sherwood Old Town Revitalization Action Plan", as adapted and made part of this Code by reference, and attached as Appendix I. These guidelines shall not be construed as absolute standards, but shall be generally applied, as per the authority established by Section 5.102.06, in order to preserve and enhance the unique and historic characteristics of the district.

B. Landscaping

1. Perimeter screening and buffering, as per Section 5.203.01, is not required for approved home occupations.
2. Minimum landscaped areas are not required for off-street parking for approved home occupations.
3. Landscaped strips, as per Sections 5.203.02 and 5.604.01, may be a minimum of five (5) feet in width, except when adjoining alleys, where landscaped strips are not required.
4. Fencing and interior landscaping, as per Section 5.203.02, are not required.

C. Off-Street Parking

1. Required residential, home-occupation, and commercial off-street parking spaces may be located on the same property as the use which the parking serves, or off-site within five hundred (500) feet of the use served. Off-site parking shall only be permitted if satisfactory

evidence is presented to the City, in the form of deeds, leases, or contracts, establishing control of the site for vehicle parking purposes.

2. Except as otherwise provided in Section 2.115, minimum standards for off-street parking spaces for commercial uses and home occupations shall be one-half (1/2) of the standards established under Section 5.302.02.B.
3. For Blocks 1 and 2, and the southern halves of Blocks 5 and 6, all on Washington County Assessors Map 2S1-32BC, off-street parking is not required.
4. Minimum requirements for off-street parking established by Section 2.115.06.C2, may be further reduced by a percentage equal to the number of public off-street parking spaces provided within the OT zone, compared to the total off-street parking for existing and proposed uses, as computed by the City, that would otherwise be required in the OT zone.
5. Up to fifty percent (50%) of required off-street parking spaces may have minimum dimensions of eight (8) feet in width and eighteen (18) feet in length.

D. Off-Street Loading

Off-street loading spaces for commercial uses may be shared and aggregated in one or several locations in a single block, provided that the minimum area of all loading spaces in a block, when taken together, shall not be less than fifty percent (50%) of the minimum standard that is otherwise required by Section 5.303.01.B.

E. Signs

In addition to signs otherwise permitted for home occupations, as per Section 2.203.01, one (1) exterior sign, up to a maximum of sixteen (16) square feet in surface area, may be permitted for each approved home occupation.