

Northeast Comprehensive Development Plan





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November, 2006

Northeast Comprehensive Development Plan

Adopted By

Westminster Planning Commission, Public Hearing, September 12, 2006

Jefferson County Planning Commission, Public Hearing, October 4, 2006

Westminster City Council Meeting, September 25, 2006

Jefferson County Board of County Commissioners, Public Hearing, October 17, 2006

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General Information

Introduction

Annexations within the northeast portion of Jefferson County have resulted in enclaves that require coordination of land use development between the City of Westminster and Jefferson County. To achieve consistent and compatible land uses, both governments agreed to do a land use plan with residents of the area. The goal of this planning process is to create a Comprehensive Development Plan (CDP) which defines the type and intensity of future land use, and to enter into an Intergovernmental Agreement (IGA) adopting the CDP. These two actions will assure the community a more stable and predictable future.

The general area is located within the northeast corner of Jefferson County, north of West 92nd Avenue, south of West 112th Avenue, west of Sheridan Boulevard, and east of Wadsworth Parkway. Additional enclaves exist south of West 92nd Avenue, and east of Old Wadsworth Boulevard. The community, Jefferson County and the City of Westminster started this planning process in March 1995, and presented this plan to citizens and appointed and elected officials in July 1996. Adoption of this CDP and the signing of the IGA followed. Amendments to the CDP and its adoption occurred in October 2006.

The map on the back cover shows the subareas. Each subarea has unique land use recommendations. In addition to those specific subarea recommendations, all other sections in the plan apply to all subareas.

Adoption of this plan and/or annexations will not change existing allowed land uses. Rather it will establish the type and intensity of land use which will be allowed when future land use changes are proposed. Permitted and prohibited land uses apply only when an owner requests a change in zoning, land use, or increases in density, or when adding additional uses to an existing Planned Development.

The Northeast Comprehensive Development Plan shall be the governing document for the area and shall, by reference, be part of the Westminster Comprehensive Land Use Plan (CLUP). Upon annexation, each parcel shall be assigned a land use designation in accordance with the various

categories of the city's CLUP, the provisions of which shall thereafter govern development of the property, provided that the uses and densities allowed remain consistent with the requirements of the Northeast Comprehensive Development Plan.

Intent

The intent of this CDP is to stabilize future land use in the enclaves for the next 10 years (2016). To achieve this purpose the City of Westminster and Jefferson County will:

1. Maintain the existing character of the community, specifically the larger lot development west of Old Wadsworth Boulevard, by applying identical development and operational standards.
2. Assure that ranching and agricultural uses are permitted in the future in all subareas, unless specifically precluded.
3. Support the transition of areas where future non-residential development should occur, and protect adjacent residential areas from the adverse impacts of commercial and light industrial development.
4. Foster continuing coordination and cooperation among the community, city and county departments and the special districts serving this area.
5. Encourage the cooperation of the agencies responsible for transportation, trails, parks, open land and recreation within these enclaves to develop and adopt a comprehensive trail corridor plan for this area that will make it easier to walk, bicycle, or ride a horse, as an alternative to automobile travel.
6. Preserve, protect and enhance natural resources such as wildlife habitat, water quantity and quality, and vacant land.
7. Protect the economic viability of the Jefferson County Airport by allowing development within the Jefferson County Airport Critical Zone that is compatible with the function of this Critical Zone.
8. Enforce zoning and nuisance resolutions/regulations.



Trails, Open Space, Parks & Recreation

Background

Three jurisdictions have direct or indirect responsibility for trails, open space, parks, and recreation within this enclave area: North Jeffco Park and Recreation District, Jefferson County Open Space and the City of Westminster. North Jeffco Park and Recreation District receives taxes, development fees and land dedications from this unincorporated enclave. The City of Westminster and Jefferson County have indirect resources to contribute through land dedications and park fees associated with land development and road improvements.

Coordination & Implementation

1. All of these entities should cooperate in the development of a comprehensive trails, open space, parks and recreation plan for this area. The community should be involved in the drafting and implementation of these plans.

2. Wildlife habitats should be a high priority for protection, and development should not be allowed to degrade the quality of the habitat. Rather, development should enhance these habitats. While the trail system should connect the wildlife protection areas, the system itself should not result in a denigration of these habitats.

3. The Nature Conservancy property should be protected as a wildlife habitat and should be a priority for acquisition by one or more of the appropriate jurisdictions if the Nature Conservancy offers the property for sale in the future.

4. Development of the multiple-use trail system should include the planning and transportation staffs of the city and the county. This group can coordinate the public works improvements and recreation facilities to identify and obtain the land and funding needed to build the trails and trailhead facilities.



Public Improvements

Background

For streets classified as local or collector streets, the public improvements that will be required of all new development are covered in each subarea. The prescribed improvements shall be required regardless of which jurisdiction governs.

There are three arterials within the enclave area: Old Wadsworth Boulevard, Church Ranch Boulevard, and West 108th Avenue.

Old Wadsworth Boulevard is currently two through lanes from West 92nd Avenue to West 108th Avenue. Westminster and Jefferson County transportation studies project the need to widen this Boulevard in the future, to a minor arterial. Right-of-way along Old Wadsworth Boulevard should be acquired as development occurs, to assure that the future street, trails, curb, gutter and sidewalks that may be required can be built at one time. Safety improvements, such as turn lanes, may be required during this 10-year time period, if and when new development occurs that fronts on Old Wadsworth Boulevard.

West 108th Avenue will be widened from Old Wadsworth Boulevard to Wadsworth Parkway, in accordance with City of Westminster standards, to a minor arterial, however, funds have not been allocated for this road by either jurisdiction.

Other Transportation Facilities

Jefferson County Airport is not within this planning area, however portions of the airport's critical zone and the influence zone defined in the Jefferson County Airport Environs Master Plan, overlay the area and are a constraint on the type and intensity of land use that can occur.

Community Involvement

1. The community shall be included in the process when changes are proposed to transportation facilities within the enclave area, north of West 92nd Avenue, east of Wadsworth Parkway, south of West 120th Avenue, and west of Sheridan Boulevard.
2. The residents should be informed when paving, grading and minor improvements are proposed. ■

Subareas

The permitted and prohibited land uses listed apply to future development proposals that would require a change in existing zoning, including special uses.

Subarea A

Subarea A is bounded on the north, east and south by the City of Westminster, and on the west by Old Wadsworth Boulevard, with the exception of one tract of land east of Old Wadsworth Boulevard. Current land use is residential. As annexations have occurred, the number of residences per acre has increased. Recognition of this trend underlies the residential densities recommended by the Subarea A group.

Permitted Land Uses

1. Residential development south of West 96th Avenue shall be up to 2.5 units per acre, with a minimum lot size of 12,500 square feet.
2. Residential development north of West 96th Avenue shall be a minimum lot size of 7,000 square feet.
3. Home occupation.

Prohibited Land Uses

Commercial, industrial, and institutional uses.

Public Improvements

New development will be required to provide curb, gutter, sidewalks and road improvements, in accordance with the City of Westminster standards.

Trails, Open Space, Parks & Recreation

Trails and sidewalk connections to park-n-Ride sites, schools, other trails, and park and recreation facilities should be provided for, as future rezoning and or annexations occur.

Subarea B

Subarea B extends from West 108th Avenue on the north to West 96th Avenue on the south, Wadsworth Boulevard on the east and the Westminster city limit on the west. The Critical Zone of the Jefferson County Airport overlays a large portion of this subarea. Current land use is large single family development, zoned A-1 and A-2, which permits livestock and other agricultural land use. Preservation of the rural character of this subarea is a principle goal of this plan.





Permitted Land Uses

1. Existing land uses permitted under current county zoning, excluding special uses, but including legal non-conforming uses, such as farming, are allowed.

2. Outside the Jefferson County Airport Critical Zone, residential development with a minimum lot size of 1 acre will be allowed. The Cleo Wallace Center will be allowed to expand into this area.

3. Within the Jefferson County Airport Critical Zone, residential development allowed by existing zoning may be developed. Units may be clustered to preserve larger open areas. The total number of units will be limited to the total number allowed by zoning as of the date the IGA is signed. The minimum lot size shall be 1 acre.

4. Home occupation.

5. Open space, parks, trails, and community scale equestrian facilities.

Prohibited Land Uses

1. Commercial and industrial land uses.

2. Within the Jefferson County Airport Critical Zone, the following uses are prohibited:

a. Residential development in excess of the number of units allowed by existing zoning.

b. Churches, schools, hospitals, and other noise-sensitive land uses.

c. Land uses which would generate smoke emissions, building heights, exterior lighting, electrical equipment, communication systems which interfere with airport instrumentation or communications systems, or create other impediments to safe movement of aircraft, as determined by the Jefferson County Airport Environs Land Use standards.

d. Manufacturing, processing or storing of explosives, toxic or radioactive materials in the Primary Approach and Departure Zone of the Airport.

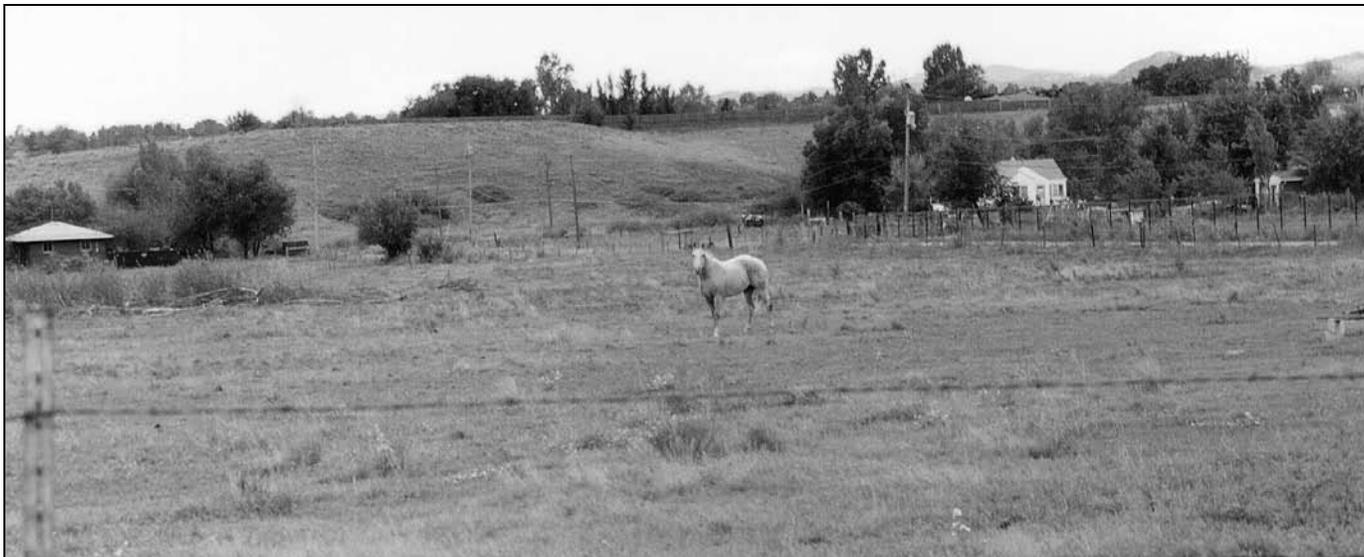
e. Structures within the Runway Protection Zones, formerly called Clear Zones, defined by the Jefferson County Airport Environs Master Plan.

Public Improvements

1. New development that fronts on Old Wadsworth Boulevard, Church Ranch Boulevard, or West 108th Avenue shall be consistent with the goals stated in General Information, Public Improvements. New development will be required to dedicate the land and to participate in the cost of curb, gutter, street lights, sidewalks, trails, traffic signals, signing, striping, landscaping, drainage improvements, and additional laneage.

2. Sidewalks, street lights, curb and gutter, and road widenings will not be required public improvements to local streets within this subarea, and neither the city nor the county will provide them. The residents of this subarea will be responsible for providing these public improvements, if they are desired in the future.





3. West 106th Avenue may require drainage corrections in the future.

Trails, Open Space, Parks & Recreation

1. The planning and development of the Big Dry Creek Trail should continue to involve residents and property owners within this subarea.

2. Owners of property along Big Dry Creek are encouraged to maintain the natural vegetation and setting, and, if possible, provide further plantings to enhance the wildlife habitat.

3. Wildlife habitats within the subarea should be acquired, especially those bodies of water that attract migratory fowl. See General Information, Trails, Open Space, Parks & Recreation.

Subarea C

Subarea C is bordered generally by the railroad tracks on the north and west, by the City of Westminster boundary on the east, and by 99th Place on the south. Another portion of Subarea C exists west of the railroad tracks and south of Church Ranch Boulevard. New development or redevelopment in this area shall be required to annex into the City of Westminster.

Permitted Land Uses for Redevelopment

1. General retail.
2. General office.

3. Mixed use retail/residential.

4. Other uses approved by the City of Westminster as part of a Planned Unit Development that are not specifically prohibited below.

Prohibited Land Uses

1. Car dealerships
2. Warehousing*
3. Mini storage*
4. Outdoor storage
5. Pawn shops
6. Vehicular repair*
7. Vehicle demolition
8. Heavy industrial/manufacturing
9. RV/boat storage
10. Kennels*

*These uses shall be permitted in the portion of Subarea C located west of the railroad tracks.

Public Improvements

All new development shall be required to participate in infrastructure improvements in accordance with City of Westminster policies and standards. Any redevelopment fronting Wadsworth Boulevard or Church Ranch Boulevard shall be required to dedicate any needed right of way for expansion of that street, and to construct curb, gutter, sidewalk and associated landscaping. ■

Land Development Review Process

Planning Requirements

All new development shall conform to the Northeast Area Comprehensive Development Plan. The city and county will continue to use the land development review process which has been adopted by each jurisdiction.

Development Referrals

Upon accepting an annexation petition and/or a development proposal, a copy of those items shall be mailed to the other jurisdiction within five working days.

Neighborhood Meetings

A neighborhood meeting shall be required by the city or the county Planning Director for any proposed development, if the Director determines that it will have a significant neighborhood impact or is not in compliance with the Plan. If a neighborhood meeting is required, it shall be the responsibility of the applicant to establish the meeting and notify all property owners and homeowner associations within at least 300 feet of the site. The applicant shall provide to the Planning Division, an affidavit stating that the mailing notice has been completed and provide a list of the parties notified. The mailed notices must be postmarked no less than 21 and no more than 28 calendar days in advance of the neighborhood meeting. It shall be the responsibility of the applicant to schedule, provide convenient and suitable accommodations for, and conduct the meeting. The meeting facility must comply with Americans with Disabilities Act (ADA) requirements. The purpose of this meeting shall be to inform neighboring property owners of the details of the proposed development, how the developer intends to meet the standards contained in this CDP, and to receive public comment on the development. A member of the planning staff of the appropriate jurisdiction shall attend the meeting.

Approval of New Development

1. The Northeast Comprehensive Development Plan shall be the governing document for the area and shall, by reference, be part of the Westminster Comprehensive Land Use Plan (CLUP). Upon annexation, each parcel shall be assigned a land use designation in accordance with the various categories of the city's CLUP, the provisions of which shall thereafter govern development of the property, provided that the uses and densities allowed remain consistent with the requirements of the Northeast Comprehensive Development Plan.

2. Prior to approving any development plan submittal, the approving authority shall be assured adequate public facilities, services and utilities are available.

Note: Neither the city nor the county will be responsible for determining whether the development complies with non-city and non-county codes and regulations.

Appeal

Each jurisdiction will follow its own appeal process. ■



Operational Standards

Intent

While this CDP allows a mix of uses within the Plan area, the standards in this section are intended to control operations that might have adverse impacts upon adjacent uses and upon the public in general. These standards apply to all uses in all subareas. If a stricter standard is adopted by the City of Westminster or Jefferson County, that stricter standard will apply.

Drainage

Drainage ditches shall be kept clean and free of any obstacles and in accordance with the storm water quality provisions of the City of Westminster. No substances other than storm water runoff and stipulated other substances may be discharged into the storm drainage system.

Glare & Heat

No direct or sky-reflected glare that is visible at the lot line shall be permitted – whether from floodlights, reflective glass, or high-temperature processes such as combustion, welding or otherwise. These regulations shall not apply to signs or floodlighting of parking areas otherwise permitted by this CDP. There shall be no emission or transmission of heat or heated air that is discernible at the lot line.

Vibration

No vibration shall be produced which is transmitted through the ground and is discernible without the aid of instruments at the property line or at any point beyond the property line, nor shall such vibration cause damage to structures on adjacent properties.

Smoke & Air Pollution Emissions

No person shall emit or cause to be emitted into the atmosphere any air contamination or emission of any air contaminant that is in violation of any federal, state, city or county requirements. Further, all uses shall comply with the provisions of the Colorado Clean Air Act. This standard will be enforced by the entity with jurisdiction to enforce the regulation in question.

Odors

No condition or operation which results in the creation of odors, vapors or gaseous emissions of such intensity and character as to be detrimental to the health and welfare of the public, or which interferes unreasonably with the comfort of the public shall be permitted. If a use begins to create such conditions, it shall be stopped immediately or so modified as to remove the odor. Any complaint or enforcement action taken under this standard shall comply with the public notice and hearings provisions of the Colorado Revised Statutes.

Noise Control

No person shall operate, or cause or permit to be operated, any stationary source of noise which creates a sound pressure level that exceeds the limits for more than 90% of any measurement period. This measurement shall not be less than 10 minutes when measured at the property boundary or at any point within the property affected by the noise. The residential standard is 55dB(A) during daytime hours of 7:00 a.m. to 9:00 p.m. and 50dB(A) during the evening hours of 9:00 p.m. to 7:00 a.m.

Electromagnetic Radiation

Any introduced source of electromagnetic radiation must meet the standards recommended by the American National Standards Institute, the Colorado Radiation Control Act or any more restrictive standard applicable to a particular activity. However, nothing in this provision shall prevent the use of speed detection devices by any authorized government agency or appointed group.

Fire & Explosion

The requirements of the Uniform Building Code and adopted fire codes shall be met for all storage, use, or manufacture of blasting agents, combustible fibers, combustible liquids or compressed gases. The applicable fire district shall have jurisdiction to enforce its fire code. ■

Materials Handling

No person shall cause or permit any materials to be handled, transported, or stored in a manner that allows or may allow particulate matter to become airborne in violation of federal, state, or local air pollution regulations. Nor shall liquid matter be allowed to seep or drain into or onto the ground in violation of any federal, state, or local groundwater protection or clean water regulations. This standard will be enforced by the entity with jurisdiction to enforce the regulation in question.

Waste Disposal

1. No flammable or explosive liquids, solids, or gases shall be stored in bulk above ground in violation of the Uniform Fire Code requirements, as amended;

2. Closed, impermeable trash containers must be used to hold for pickup all materials or wastes which might cause fumes or dust or which constitute a fire hazard or which may be edible by or otherwise be attractive to rodents or insects.

3. Toxic and hazardous materials and chemicals shall be stored, secured and maintained so that there is no contamination of ground, air or water sources. Provisions shall be made so that all lubrication and fuel substances shall be prevented from leaking and/or draining onto the property.

4. Notwithstanding anything contained herein, all treatment, storage, disposal, or transportation of hazardous waste and radioactive waste shall be in conformance with all federal and state statutes, codes and regulations.

Report by Expert Consultants

At the time of rezoning or change of use, the applicant for a proposed use shall demonstrate that the use will comply with the requirements of the CDP operational standards. The city or county Planning Director may require any applicant to retain, at his own expense, an expert consultant or consultants. The consultant(s) is to verify that the use will comply with the CDP operational standards, or to advise how a proposed use can be brought into compliance with the CDP operational standards if the use fails to comply as proposed. Such consultants shall be fully qualified to give the required information and shall be acceptable to the jurisdiction's Planning Director.

Procedure in the Case of an Existing Use

Operation of a use that is approved pursuant to this CDP shall meet all applicable conditions of this CDP and all conditions of approval. All remedies and enforcement authorities which otherwise exist shall be available. ■

Development Standards

Intent

The development standards in this section are intended to control the impacts of various land uses upon neighboring uses. The design standards in this section concentrate on development design elements that impact nearby properties and the community in general.

Retail Commercial Design Guidelines

I. Purpose & Intent

The Retail Commercial Design Guidelines have been prepared to provide the minimum design criteria for retail commercial development within the CDP. These guidelines are intended to result in the enhancement of the area's character and image, as well as further the establishment of sense of place by the following:

- Specifying the use of high quality building materials.
- Identification and consistent use of design elements which contribute to quality and good design in site planning, architecture, landscaping, and signage.
- Creating a consistent, cohesive character within a development that is also compatible to its surroundings.

High quality design solutions deviating from strict interpretation of guidelines noted herein may be considered and approved only when the resulting design is one which is determined to be desirable.

The Retail Commercial Design Guidelines include three general categories: Site Planning, Architectural Design and Landscape Design.

II. Applicability

These guidelines are intended to be used **as guidelines** for development of a retail commercial nature, and for development of office or industrial properties.

Non-compliance to these guidelines may be grounds for denial of a project.

III. Implementation Procedures

A. Properties or Plans that Qualify

1. All properties designated as "Subarea C".
2. All new Official Development Plans (ODP) and new Official Development Plan waivers indicating retail commercial development are required to incorporate these guidelines.
3. All amendments to ODPs and existing ODP waivers are required to incorporate these guidelines.
4. The City of Westminster, or Jefferson County may vary these standards for existing development or properties of a small size or unusual shape where it is deemed impractical or undesirable to apply these guidelines.

B. Approval Process

1. An Official Development Plan (ODP) or ODP Waiver shall be approved prior to use, improvement or development of property. The application shall be for the entire property ownership rather than just a portion of the property.
2. An Amended ODP is required for changes to an existing ODP.

IV. Site Planning

Site planning is the design process for development of land. Site planning takes into account external (off-site) and internal (on-site) compatibility and the relationship of how land is to be used. Numerous factors, such as physical and natural features of the land, building placement, vehicular access, circulation and parking, pedestrian access, preservation and buffering of views, surrounding development, community character, are many, but not all, of the factors that are evaluated and accommodated in good site planning.

A. Site Orientation

1. Site planning must take into consideration the existing grade and slope of the site as well as existing grades and building elevations off-site.
 - a. Grading of property must be sensitive and compatible with surrounding properties and public streets.
 - b. Commercial properties adjacent to existing or future residential properties will be restricted in raising the elevation of the commercial site.

c. Site planning must consider the relationship of buildings and detention areas to natural grades and visibility from adjacent roads and properties.

d. Final grades within landscape areas cannot exceed 25% (4:1).

e. The use of terraced parking lots, stepped building pads, retaining walls and larger setbacks may be necessary.

f. The use of landscaped, sloped areas is preferable to retaining walls.

g. Retaining wall heights are limited to a maximum height of 4 feet.

2. The area has an abundance of panoramic views. Natural site amenities such as mature trees, creeks, riparian corridors and other features unique to the site must be identified and considered for preservation.

3. All wetlands shall be identified as determined by a qualified wetland consultant. The Corps of Engineers shall approve the delineation of wetlands. Any impact to a wetland shall be mitigated in accordance with the Corps of Engineers regulations (Federal regulation).

4. Flood corridors are located within the 100-year floodplain.

a. Flood corridor areas should remain undeveloped to prevent flood damage and to preserve the riparian habitat and wildlife associated with the area.

b. The filling in of flood plains will generally be prohibited.

5. All endangered or threatened species of plants or animals should be identified and habitat of such species should be considered for preservation as determined by the United States Fish and Game Service or other appropriate agencies. This responsibility is that of the property owner/developer.

B. General Project Layout and Design

1. Retail commercial development must be designed in a manner to create the impression of a unified project and overall sense of a unique or identifiable place.

2. Linear "strip" development is discouraged. This type of development is characterized by uses that are only one store deep and buildings are arranged in a linear fashion rather than clustered. This type of design also does not promote interaction between people and places. If this approach is used, the development should incorporate design elements that significantly mitigate the linear effect.

3. A minimum of 50% of the overall property (acres or gross floor area, whichever is greater) should be within the initial first phase of construction.

a. Pad sites should not be developed until at least 50% of the non-pad portion of the property has begun construction.

b. Construction phasing must be indicated on the ODP.

c. The timing of construction of pad sites or individual lots may be subject to further restrictions.

4. The number of pad sites (freestanding, unconnected buildings) or the number of lots (for freestanding buildings) is limited to a maximum of one pad site or lot per 5 acres of the total development.

5. Convenience grocery stores with gasoline sales or any other business with gasoline sales should meet the following locational standards, unless specifically approved by the Official Development Plan:

a. Only one such business within a commercial development (*must not exceed the requirement noted below*);

b. No more than two such businesses within a ¼ mile proximity to any 4-way intersection (measured from edge of right-of-way); and

c. Other locations (not within a 4-way intersection) are limited to a minimum ½ mile distance (measured along street frontage) from another such use.

* *The number of restaurants with a drive-through lane, car washes, automobile repair/service, or gasoline sales (combined or not combined with a car wash or restaurant), is limited in number to a total of one per 10 acres or portion thereof. (One business for an overall development of up to 10 acres; two for up to 20 acres; three for up to 30 acres, etc.)*

6. A sense of entry or arrival must be created at primary entryways into the development. Building placement, landscaping, gates, entry monuments, specialty lighting and other design elements can be used to create this design effect.

7. In projects over 10 acres, the development area immediately adjacent to the intersection of two arterial streets should be free from a building location in order to maintain public views into the development from the intersection.

a. This area must be enhanced with landscaping, however some parking may be acceptable.

b. This area is generally the size of a pad site and the length along each stretch of arterial street frontage should be about equal. The design approach to creating open space and maintaining views at the corner will be evaluated on a site by site basis.

8. Pavement grades should not exceed 5% longitudinal slope within a parking area and 8% longitudinal slope in drive aisles that do not have parking stalls along the aisles.

a. Site entry/exit aisles shall not exceed 3% longitudinal slope from the public street to 50 feet into the site. The 50 feet shall be measured from the property line. (Standard Specifications for Design and Construction of Public Improvements)

b. Sidewalk cross slopes shall not exceed 2%. Sidewalk longitudinal slopes shall comply with the American Disability Association requirements.

9. Existing and new utility lines and services shall be placed underground both within and adjacent to the development, including adjacent right-of-way.

10. An exterior lighting plan indicating site and building light fixtures and lighting levels should be prepared by a qualified consultant and submitted for review and approval in conjunction with the ODP.

a. Illumination levels should be designed to average 1 foot candle in parking lots and other similar areas (measured 4/5 feet above the ground surface).

b. Parking lot lighting should be with metal halide or other type of white lighting.

c. Off-site glare onto adjacent properties or right-of-way is not permitted.

d. Over-lighting areas and high contrast between properties should be avoided.

e. Concealment of the light source must be a design consideration.

f. Parking lot lights should not exceed 30 feet in height.

C. Building Elements

1. Multiple buildings in single projects should be varied in size and mass.

2. A transition from low buildings at the site perimeter to larger and taller structures on the interior of the site is generally encouraged.

3. Development of a project of greater than 5 acres must include a publicly accessible outdoor space such as a pedestrian plaza, park, pavilion or courtyard.

a. A water feature, fountain, sculpture, or other art feature may be considered in lieu of a larger outdoor space.

b. Amenities such as specialty paving, specialty lighting and street furniture are required throughout the development.

c. The location of freestanding, thematic lighting should occur in the pedestrian area between buildings and parking areas and along primary access drives.

4. Development of a project greater than 10 acres must include public art at a minimum cost of \$1,000 per acre, in a manner and design acceptable to the City or County.

Minimum Building & Parking Lot Setbacks

	Setback	
Arterial and Collector Streets	Bldg: 50-ft	Parking: 25-ft
	Bldg.: 40-ft with 100% landscaping between property line and building (no parking or pavement in this area).	
Local Streets	Bldg.: 35-ft	Parking: 25-ft
Internal Access Drives (3)	Bldg.: 20-ft	Parking: 20-ft
Interior Property within the Commercial Development (1)	Bldg.: 20-ft	Parking: 10-ft
Other Property Line adjacent to Non-residential Property	Bldg.: 20-ft	Parking: 10-ft
Other Property Line Adjacent to Residential Property or Public Property (2,4)	Bldg.: 50-ft	Parking: 25-ft

(1) These setbacks may vary depending on the overall site plan. Setbacks are measured from property lines.

(2) No wall of any drive-in business, liquor store, automobile wash facility, or automobile service station is permitted within 100 feet of any residential district boundary. If public streets occur between districts, measurement of district boundaries shall be from centerline of street.

(3) Internal access drives are primary, private access drives that connect to the public street. Sidewalks may occur in these setbacks. Measurement is from the face of the nearest curb along the drive.

(4) At a minimum, a masonry wall of no less than 8 feet in height is required within the setback area adjacent to residential property or public property. This wall should be constructed in accordance with the Arterial Streets and Highways Buffering Standards (of the City of Westminster). Additional buffering such as increased wall height, berming and intensive landscaping may be required.

- Berming, used in conjunction with intensive landscaping and increased setback may be considered in lieu of the masonry wall or reduce the height requirements of the masonry wall, as determined by the City or County.

- Plastic fencing may also be considered in limited applications, in conjunction with berming, increased setback and intensive landscaping, as determined by the City or County.

- Drive-through windows shall not face the street unless the view of the lower portion of the automobile (tires) are mitigated with grade (berm or slope downward), or landscaping as approved.

- The solid wall of car wash facility should be sited parallel to any public street. The open side of car wash bays must be totally screened if visible from a public street.

a. This must occur in addition to the above requirements for public outdoor space.

b. The perpetual maintenance of any art, fountain or other amenities will be the responsibility of the owner, and noted as such in the ODP.

5. Outside display, storage, or sale of merchandise on a permanent, temporary, or seasonal basis is generally discouraged in retail commercial development.

a. If any outside display, storage or sale of merchandise is proposed by the ODP, limitations must be indicated regarding time, type of merchandise, location and size of the area, signage, fencing and maintenance of minimum pedestrian walkway widths when located adjacent to a pedestrian walkway.

b. Outside storage areas for shopping carts should also be indicated in a similar manner.

c. Soda, water and other vending machines of a similar size should be placed within a building.

d. Smaller vending machines, such as newspaper machines, are exempt from these criteria.

D. Minimum Building & Parking Lot Setbacks

1. Building and parking lot setbacks are measured from property lines after dedication of all required future right-of-way.

a. Building setbacks are based on a maximum building height of 25 feet (as defined by the Uniform Building Code). Buildings in excess of 25 feet may require additional setback.

b. Landscaping is required in parking lot setback areas.

c. Parking setbacks apply to all parking, access drives, loading and trash areas.

d. Where any of these setbacks conflict, the more stringent will generally apply. See the table on page 14.

E. Automotive & Pedestrian Circulation

1. The internal vehicular and pedestrian circulation within a development involving multiple buildings or lots must interconnect in an obvious and consistent manner. There must be a clear and carefully planned hierarchy in the vehicular circulation design.

2. Access points along major driveway/access routes must be limited in number and location. Parking along major driveway/access routes should be prohibited or severely restricted.

a. The design must incorporate a generous area for the stacking of cars along driveway routes where they intersect with public streets.

b. Access points and driveways should line up across from other access points or driveways, and adequate separation between access points must be provided for safe and convenient internal circulation.

3. Access points and driveways must be planned and shared between properties, and access easements must be noted on the ODP and final plats.

4. Site planning must provide for fire department/emergency access. Access roads and drives must be a minimum of 20 feet in width and comply with current Fire Code standards.

5. When parking control is necessary along required access, such access shall be labeled on the ODP as "Fire Lane", and fire lane signs stating "No Parking" must be installed at the time of development.

6. Cross access and parking easements must be noted on the ODP and final plat when applicable.

7. Major access drives in excess of 500 feet should incorporate elements in the design such as a change in the direction of travel (angle/offset), traffic circle, or other acceptable form of speed deterrent.

8. Compact parking spaces are not allowed.

9. Drive-through uses must be designed for exclusive drive-through lanes that allow for stacking of multiple vehicles in front of the order board, and between the order area and pick-up window(s).

a. This drive-through lane must not block access to parking stalls or pedestrian access to the building.

b. Stacking of cars must be sufficient to prevent spill over into circulation aisles, parking or streets.

10. The use of parking bumpers is prohibited. Parking areas must be separated from pedestrian walkways and landscape areas by poured in place concrete curb and gutter.

11. Bicycle parking is required and must be shown on the ODP.

12. Handicap access is required. The CABO-ANSI Standards for handicap accessibility shall be followed.

13. All existing and planned bus stops must be shown on the ODP.

a. Additional bus benches and shelters, of a design approved by the City or County, may be required to be installed by the developer of the retail project and maintained by the developer/owner or owner's association.

b. Sidewalk linkages from bus stops to the pedestrian circulation system will be required.

14. Site planning must provide for pedestrian circulation.

a. Pedestrian circulation must be provided from the perimeter of the site to all buildings.

b. Primary pedestrian or bicycle connections must be not less than 8 feet in width.

c. Secondary interior sidewalks must be no less than 5 feet in width.

d. Parking stall overhang into any sidewalk or landscape area will require an increase in the minimum sidewalk or landscape area by the depth of the overhang (2-foot depth for each overhang).

15. Sidewalk areas in front of buildings shall be designated to accommodate pedestrian activity.

a. Sidewalks in front of or directly adjacent to singular, free-standing buildings less than 10,000 square feet should not be less than 7 feet in width (exclusive of auto overhang).

b. Sidewalks in front of buildings in excess of 10,000 square feet should be no less than 15 feet in width and must average 25 feet in width.

c. Approved landscaping must occur within or adjacent to these areas.

d. Raised planters are encouraged.

16. The use of specialty paving as an accent paving material in pedestrian areas may be required. This can consist of brick, pavers, or integral colored concrete.

17. To enhance pedestrian safety and attractiveness of the walkway, internal pedestrian walkways within a parking lot or drive area must be distinguished from the driving surface by use of pavers, bricks, integrally colored, scored concrete, or other acceptable methods as determined by the City or County.

F. Site Planning of Service & Trash Areas

1. Accessory buildings or structures, which are not compatible and consistent with the material and design of the main building, are not allowed.

2. The parking or storage of trucks, trailers, or containers is prohibited.

3. Trucks or trailers should be in an active state of loading or unloading. Accessory outdoor storage cannot occur within trucks or trailers. (This note must be added to all retail commercial ODPs.)

4. Accessory, temporary outdoor storage of retail goods in containers may be considered in limited applications, and only when the following items are addressed:

- landscape setbacks are maintained,

- parking is maintained,

- views are blocked with walls or other acceptable method to the City or County,

- noise and fire concerns are addressed,

- access is maintained, and

- the type of container is acceptable to the City or County.

5. Masonry screen walls are generally required to buffer views of loading, service and trash areas from other properties or public streets. Landscape berms and plantings are required to minimize views of these areas where service and trash areas occur.

6. Service areas and docking facilities should be located away from public streets and main circulation and drives when possible. Continuous, linear, loading and rear service drives are discouraged.

7. Trash enclosures should be clustered and where site planning permits, made to appear as an extension of the building. Trash areas within the building itself are encouraged.

8. Outdoor trash compactors are generally prohibited, due to concerns of noise, smell, fire and access.

V. Architectural Design

A. Purpose and Intent

The architectural design of retail commercial buildings must consider and accommodate the overall desire of the area to create and enhance community image. The CDP area's identity and livability will be strengthened through thoughtful design and development. The identification and application of architectural design requirements will assist in achieving a strong community image.

B. Architectural Design

1. Architectural design shall create or contribute to uniqueness or sense of a specific place.

2. Building elevations must consider the character of the surrounding architecture and neighborhood, and incorporate design elements to further enhance community character.

3. Linear "strip" development must incorporate variation in building height, building mass, roof forms and changes in wall planes in the architectural design to mitigate the linear effect of linear "strip" development.

a. In some instances a physical separation of one building into two or more buildings may be required.

b. Particular attention should be given to building design when the building is adjacent to residential property or within any public view.

4. "360 degree" architecture is generally required. All sides of all buildings are to be treated with the same architectural style, use of materials, and details as the front elevation of the building, as determined by the City or County.

5. A single building or development or multiple buildings within a development must maintain a consistent style/architectural theme. Architectural design, building materials, colors, forms, roof style and detailing should all work together to express a harmonious and consistent design. This includes all "pads" within a retail development as well as gasoline pump canopies or other accessory structures.

6. Large buildings adjacent to small buildings should consider and incorporate architectural design elements and details such that the scale of the large building appears compatible with that of the smaller building.

7. Any building over 4,000 square feet should have variation in roof form, building height and wall planes.

8. The base of a building should be weightier in appearance than the rest of the building. This can be accomplished with use of heavier, larger, or darker building materials.

9. Entrances into buildings should be easily identified through the use of building design and detailing. Projected or recessed entryways, higher rooflines, changes in building material or color are some of the methods that can be used to create this effect.

10. Building elements must not function as signage. The appearance of "franchise architecture", where the building functions as signage, is discouraged. Incorporation of franchise or business design elements unique or symbolic of particular business must be unobtrusive and secondary to the overall architectural design.

11. The use of brick as a primary material is required unless determined otherwise by the City or County. Quality finish materials that can be used in conjunction with brick include stone, integrally tinted textured masonry block; pre-cast concrete, tilt-up concrete panels with brick or stone facing, stucco and external insulation finish system that simulates a stucco appearance.

a. Wood siding may be considered for use in limited applications and not as a primary building material.

b. Smooth faced concrete block, tilt-up concrete panels, or metal siding is prohibited as a predominant exterior building material.

c. Pre-cast concrete must have integral color, contain other

materials embedded within, and be articulated with design detailing or have application of other building materials to create detailed design interest.

d. The City or County will consider a variance from the requirement to use brick as the primary building material only when the design and use of an alternate acceptable building material is incorporated into a set of overall design guidelines that are determined by the City or County to be exemplary of outstanding design and desirable.

12. The color and intensity of color of all building materials is subject to approval. In general, subdued colors typical of the muted native grasses, wood, rocks, and soil of the high Colorado plains and the area's natural setting are to be used as the primary color(s). The use of warm and darker tones with low reflectivity is recommended. Soft browns, ambers, muted greens and golds, buffs, terra cottas and taupes are examples of earth and rock colors that are indigenous to this general area.

a. Accent and trim colors must complement and enhance the effect of the primary building color. Bold, brash, intense, bright, fluorescent, black or metallic accent colors are prohibited unless approved in very limited application.

b. Darker colors are recommended for roofs, with the exception of flat roofs where lighter colors will reduce the effect of solar gain. The color of flat roofs must be visually harmonious and unobtrusive.

c. The use of any strong or intense color is limited to signage.

13. The following items are prohibited or highly restricted:

a. Design elements that may function as signage,

b. Roof lights,

c. Exposed neon lighting,

d. Exposed neon signage,

e. Illuminated trim of buildings or building elements,

f. Translucent awnings or illumination of translucent awnings, or

g. Any other undesirable design element, as determined by the City or County.

14. The nighttime illumination of architectural features of a building or accent lighting with the use of decorative lights that are consistent with the architectural character is desirable. Colored lights are discouraged and subject to approval.

15. Buildings should have a defined top. This can be accomplished with cornices, caps, parapets or roofs.

16. Three-dimensional rooftops are encouraged.

a. Variation in roofline is suggested to reduce the scale of large buildings.

b. Parapets must conceal flat roofs.

c. Pedestrian entries into buildings should be further emphasized.

d. Overhanging eaves, sloped roofs, and three or more roof planes may be required.

17. Flat canopies (such as those associated with convenience stores with gasoline sales) must be designed in such a manner to create a strong association with the building itself.

a. A strong impression of three-dimensional roofs and supporting columns must be incorporated into the design.

b. Columns must be primarily masonry to incorporate the primary building material and provide a visual appearance of substance.

18. Sloped roofs or canopies shall be covered with high quality roofing materials such as natural clay tiles, slate, concrete tiles (with natural texture and color), high quality standing seam metal roofing, wood shakes or shingles (with adequate fire protection), or high profile, three dimensional asphalt/fiberglass shingles, as determined by the City or County. Metal roofs shall have a low gloss finish to reduce glare.

19. The use of windows is required in areas where there is significant pedestrian activity or to assist in breaking up the appearance of blank walls, as determined by the City or County.

a. Windows should be for display purposes or allow viewing both into and out of the interior of the building.

b. Windows may be required to be recessed into the building wall to create shadow.

c. Windows, windows with awnings, and covered pedestrian walkways should total at least 60% of the building frontage along public streets or parking lots. An exception to this requirement may be considered for:

1) individual tenants in excess of 20,000 square feet gross floor area, or

2) the rear elevation of a building that backs up to a public street.

20. Reflective glass or mirrored glass is prohibited. Clear glass shall be used for storefronts, windows and doors. Window painting or view-blocking techniques are generally not permitted.

21. Site furniture is required. This includes bicycle racks, trash receptacles and benches in an amount to be deter-

mined by the City or County. The style of the site furniture must complement the overall design theme and be of high quality.

22. All mechanical equipment such as compressors, air conditioners, antennas, pumps, heating and ventilating equipment, emergency generators, chillers, elevator pent-houses, water tanks, stand pipes, solar collectors, satellite dishes and communications equipment, and any other type of mechanical equipment for the building must be indicated on the ODP architectural drawings.

a. All rooftop mechanical equipment must be screened on all sides to full height by building parapet walls or other building elements that appear as integral elements of the overall building design, unless approved otherwise by the City or County.

b. Mechanical equipment should not be located on the roof of a structure unless the equipment can be screened.

c. The mechanical equipment should be clustered as much as possible. All rooftop equipment must be painted to match the surrounding rooftop color, if anticipated to be visible from any existing or future surrounding building, property or street.

d. The details of the screening are to be reviewed at the time of the ODP and may include additional restrictions.

23. The location of building mounted equipment (mechanical, electrical, gutters, downspouts, etc.) must result in these elements being hidden or screened so they are unobtrusive. All building mounted elements must be painted to match the color of the surrounding building material unless approved otherwise by the City or County.

24. Ground level mechanical equipment shall be screened with landscaping, berms and architectural walls using materials compatible with the building. Fencing materials are not allowed.

25. Accessory structures must incorporate matching design and materials of the primary building.

26. Loading, service and trash areas must be screened with walls that match the building materials and colors.

a. Screen walls must be a minimum of 8 feet above the highest adjacent grade, and above 8 feet in height as determined necessary by the City or County.

b. Berming, used in conjunction with intensive landscaping and increased setback may be considered in lieu of the masonry wall, or reduce the height requirements of the masonry wall as determined by the City or County.

c. Plastic fencing may be considered in limited applications, when used in conjunction with berming, increased

setback and intensive landscaping, as approved by the City or County.

d. Roofed enclosures may be required for screening on a case by case basis.

e. Gates are required and must be opaque.

f. Dumpsters and trash cannot be visible above the height of the surrounding enclosure.

g. Unroofed enclosure walls shall be a minimum of 8 feet.

h. Trash enclosures visible over the 8-foot walls from residential areas or public streets should be roofed.

VI. Landscaping

A. Purpose and Intent

Landscaping is an important component of quality development, and enhancing the appearance of the area with landscaping increases the desirability of living and working in the area. Landscaping serves multiple purposes, both aesthetic and functional. Landscaping in retail commercial development is intended but not limited to making the environment physically more comfortable to the user, buffering or enhancing views, reducing noise, creating seasonal interest, assisting in water quality efforts and storm management, enhancing the public street appearance and enhancing the commercial retail development.

B. Landscape Design

1. Unity of design should be achieved by repetition of certain plant varieties and other materials and by coordination with adjacent landscaping where appropriate (including existing right-of-way streetscape designs).

2. In general, formal, stand-alone trees are encouraged along major streets and in medians, with less formal, clustered tree type design at the intersections and entrances.

3. Selection, placement and scale of plants should relate to the architectural and site design of the project. Plantings should be used to screen, to accent focal points and entries, to contrast with or reinforce building design, to break up expanses of paving or wall, to define on-site circulation, to provide seasonal interest, and to provide shade.

4. Landscape berms and/or continuous rows of shrubs to screen parking from adjacent developments or public streets are required. Masonry walls are required as previously noted in the description of setback requirements.

5. Parking lot landscaping shall include landscape islands at the ends of each parking row, sized and landscaped according to the landscape regulations. Landscaping that

grows in excess of 30 inches in height is prohibited in sight triangles.

6. Landscaping must be incorporated in the design of pedestrian areas along the building fronts. The use of raised planters, at least 12 inches in height, for landscaping is strongly encouraged in retail centers where there are multiple tenants or large singular tenants.

7. Detention ponds should be contained within a lot or parcel that includes a building site. One detention area may be required to serve several lots versus individual detention ponds for each lot.

8. Detention ponds should be landscaped with a bluegrass blend sod.

a. These ponds must be maintained by the owner or business association.

b. Trees and shrubs should not occur below the five-year water surface.

c. Trickle channels should be designed to look natural, such as using cobble or boulders with an underdrain.

9. The use of reclaimed water for landscape areas is encouraged, when available.

10. The first phase of construction should include perimeter landscaping, entry drives and detention ponds. Future phases must indicate interim landscaping. Irrigated sod may be required for pad sites that remain undeveloped for over twelve months after the first Certificate of Occupancy for the overall development.

11. Developers are responsible for the installation and maintenance of landscaping in the right-of-way of all streets.

a. Automatic sprinkler systems are required.

b. The continual maintenance of all right-of-way improvements adjacent to each lot identified on an ODP will be the responsibility of the respective lot owner. This includes, but is not limited to, the repair, replacement and maintenance of all landscaping and associated improvements, street furniture and sidewalks.

c. Sidewalks will be cleared of snow, gravel and grit, and of sand

12. Rock when used as a mulch or non-living ground cover should be unobtrusive and generally darker in tone. River rock is not encouraged, as it is prone to roll out of place.

13. Retaining walls must be constructed of a high quality material such as stone, masonry block with an integral color and exterior texture, or concrete with stone, brick or stucco facing, which takes into account the character and materials of the buildings as well as the landscape theme.

- a. The maximum height is 4 feet.
 - b. A minimum landscape area of 7 feet in width must be provided between adjacent retaining walls.
 - c. All walls in excess of 4 feet require a separate building permit.
 - d. Treated timber walls are prohibited unless exemplary design is demonstrated, and are prohibited for walls over 3 feet in height.
 - e. Railroad tie walls are prohibited.
14. Up lighting and accent lighting are encouraged within the landscape areas but shall not be directed toward a public or private street or drive aisle.

VII. Signage

A. Purpose and Intent

Signage in retail commercial centers is generally intended to identify to the user the location of a specific business or retail center. All signage is not necessarily intended to be viewed from a public street; however if signs are visible from a public street, they must not compromise public safety by attracting undue attention, as determined by the City or County. Signage must be subservient to the overall design and impression of the architecture.

B. Signage Design

1. All signage shall be coordinated throughout a retail commercial center to give the appearance of a unified, cohesive center, and to contribute to the overall design theme of the center. All signs should be similar in size, materials, etc. The details of an overall sign program shall be submitted at the time of ODP.
2. Individually raised letters are generally required for wall signage. Cabinet ("Can") signs are not allowed except for logos or other features that must be secondary to lettered signage.
3. The maximum height of a letter or symbol should not exceed 4 feet, unless specifically approved by an ODP, or further restriction by the Sign Code. This limitation does not preclude further height restriction.
4. Tenant signage may be prohibited on the back/rear elevation of buildings that are visible from other non-retail commercial properties or public streets, with the exception of signage necessary for delivery or door identification that will not exceed 2 square feet and be non-illuminated.
5. Exposed neon signage is not permitted. Trimming of buildings with neon or other types of strip style lighting is not permitted.

6. If lettering on wall signage is included on a raceway, the raceway should match or be camouflaged by building colors.

7. Illumination of awnings which are translucent is not permitted. Lettering (advertising) on awnings is generally prohibited.

8. Flag locations and limitations thereof must be in compliance with the Sign Code and indicated on the ODP.

9. Monument signs shall not be placed within the sight triangle of any intersection or access drive with a public street. Monument signs must incorporate design and materials that match the architecture of the development.

Single Family Detached Residential Design Regulations

I. Purpose & Intent

The following Design Guidelines have been prepared to provide minimum criteria for single-family detached developments. These minimum standards are intended to establish a quality appearance, compatibility of character, variety of design, and enhanced community values. These standards may be modified in the case of quality single-family developments containing new or innovative planning concepts or housing types. All new and infill single-family detached subdivisions shall be in conformance with the Northeast Comprehensive Development Plan.

The Design Regulations are divided into three categories: Subdivision Planning and Site Design, Architectural Design, and Landscaping Design. The Subdivision Planning and Site Design section addresses overall site planning considerations, vehicular and pedestrian circulation, lot sizes, setbacks, public and private open space, and fencing. The Architectural Design section addresses general design principles, exterior design, and exterior building materials and colors. The Landscaping Design section addresses general landscape design principles, landscape treatment of development edges and entrances, internal neighborhood landscaping and plant materials, and irrigation.

II. Subdivision Planning & Site Design

Sound subdivision planning and site design are needed to protect and enhance the area's quality of life. The following minimum standards and optional amenities will

help to minimize land use and circulation conflicts and maintain a sense of variety, aesthetic quality, functionality, and openness.

A. Land Use Compatibility

1. Compatibility is achieved when adjacent land uses differing in function, scale, and intensity do not create adverse effects upon one another.

2. In areas where different uses abut, a variety of measures may be employed to ensure compatibility, including: the use of adequate setbacks, landscaping, barriers or transition zones, and building height considerations.

Minimum:

a. Residences shall be setback a minimum of 50 feet from the common property line when adjacent to a non-residential use, and 30 feet from the common property line when adjacent to a residential use.

b. Mixed uses within the same Planned Unit Development will be reviewed on an individual basis.

B. Conformance with the Plan

Minimum:

Proposed projects shall conform with the Plan including lot sizes.

C. View Preservation

1. The area has many panoramic views that should be preserved and enhanced.

2. Site planning must consider the relationship of buildings to natural grades.

3. Buildings should be sited to preserve views from arterial streets.

4. Landscaping should be used to frame and enhance view corridors.

Minimum:

View corridors shall be preserved. The main intent is to preserve the magnificent views that can be seen from public streets.

D. Drainageways

1. Significant drainageways shall be incorporated in site development as aesthetic amenities, open space/trail corridors, and wildlife areas.

2. In most cases, drainageways should be left in as natural a state as possible without channelization or engineered structures unless required to prevent erosion or other special circumstances, or as required by other agencies. Landscaping and irrigation are required in these areas.

E. Circulation, Access, and Parking

1. The circulation system is a hierarchy network of arterial, collector, and local streets which provide access to residential developments, but which isolate higher traffic volumes from residential developments.

2. To as great an extent as possible, alignments of collector streets, local streets, and private drives in sloping areas shall conform to the natural contours of the land. This increases developable ground by reducing the amount of cut and fill, as well as construction costs.

3. Objectively prioritize and evaluate neighborhood traffic problems and resolve existing and potential problems by employing "traffic-calming" design.

4. New subdivisions shall be designed to mitigate potential problems (speeding, "cut-through" traffic, etc.).

5. Landscaped street medians within subdivision collector streets and landscaped islands in the center of cul-de-sacs are strongly encouraged.

6. Utilities may not be placed beneath any landscaped medians.

7. Turning radii requirements for emergency vehicle access must be met.

8. Bus benches and shelters may be required for all existing and proposed bus stops adjacent to and within the site boundaries of a proposed development. Staff will review this on a case-by-case basis. Any required bus benches and shelters shall be coordinated with the Regional Transportation District and installed by the developer.

Minimums:

a. Every single-family detached residence shall contain a minimum of four off-street parking spaces - including two enclosed (in garage), and two in each driveway.

b. If installed, landscaped medians in collector streets shall be a minimum of 10 feet wide. Medians shall be maintained by the developer or homeowners association. All landscaped medians shall conform to the City or County site triangle criteria.

F. Street Lighting

Adequate street lighting shall be provided in all residential neighborhoods.

Minimum:

a. Lighting along all public streets shall be in conformance to Xcel Energy standards and installed at developer expense.

b. Specialty lighting (including ornamental bases, armatures and fixtures) is encouraged along collector and local

streets. Specialty lighting should relate to the architectural theme of the development.

G. Right-of-Way Dedication

1. Dedication of land adjacent to roads is often required to meet the minimum right-of-way cross sections established for arterial, collector and local streets adjacent to and within subdivisions.

2. Developers are encouraged to dedicate land beyond the minimum area required, for use as additional landscape area within the right-of-way.

H. Entrance Features

1. The entrance to single-family detached residential subdivisions should be designed to provide an attractive entryway into the subdivision as well as to provide maximum safety for visibility and turning movements.

2. Landscaped street medians/islands are required at major entrances to the subdivision.

3. Formal landscaping and signage mounted on masonry walls are encouraged at the entrance to single-family detached developments.

4. Evergreen trees planted behind entry signage are encouraged to enhance the community character.

Minimums:

a. One ground sign (monument) shall be required per subdivision or one at each arterial or collector street entrance. Signs are typically located in a landscaped median or on either side of the entrance road. See VII. Signage, for allowed sign size.

b. The right-of-way landscaping shall extend to include the entry area.

c. A landscaped street median/island (10-foot minimum width, 50-foot minimum length) shall be required at the major entrance to the subdivision and shall be the responsibility of the developer/homeowners group.

I. Lot Sizes

Single-family detached homes shall be planned and designed to provide visual diversity, adequate spacing and an attractive streetscape appearance.

Minimum:

a. Lot sizes shall be consistent with the Plan. Minimum lot sizes for single-family detached developments vary, as illustrated in the Plan.

J. Setbacks

1. Front and side yard setbacks shall be varied wherever possible.

2. Front setbacks shall be staggered from house to house whenever possible.

3. Rear yard setbacks shall be varied for houses abutting streets, parks, public open space, private open space, or recreational facilities.

4. All setbacks are measured from the property line.

5. Setbacks may be reduced in quality single-family home developments displaying new or innovative housing types, community design concepts, and increased common open space or parks. In such cases, greater detail in excess of normal ODP requirements including individual site design, landscaping, architectural design, and open space must be submitted, and included in the Official Development Plan.

Minimums – Primary Structure:

a. Front setback for living space: 25 feet (Includes a side yard abutting public local street)

b. Front setback for non-garage architecture: 20 feet (when front-loaded garage is set back a minimum of 30 feet)

c. Front setback for side-loaded garage: 15 feet for side-loaded garage

d. Rear setback for garages: 20 feet

e. Front setback for front porches: 14 feet (no living space permitted above porch)

f. Side setback for one-story residence: 7.5 feet

g. Side setback for two-story residence: 10 feet

h. Rear setback: 25 feet

i. Setbacks from proposed right-of-way abutting collector street: 32 feet

j. Setbacks from proposed right-of-way abutting arterial street: 100 feet

k. Setbacks from highway (U.S. 36, I-25): 100 feet

Minimums – Decks:

l. Rear: 18 feet

m. Side for one-story house: 7.5 feet

n. Side for two-story house: 10 feet

Minimum – Accessory Buildings (when allowed):

o. Rear: 10 feet

p. Side for one-story house: 7.5 feet

q. Side for two-story house: 10 feet

K. Pedestrian/Bicycle Paths

1. Pedestrian and bicycle trails shall be built within each residential subdivision and neighborhood, and shall reasonably tie into the City's regional trail system.

2. Those trails shown on the City's Trails Master Plan which are indicated within or abutting a development must be constructed by the developer and must include a public access easement.

3. These trails occur in two general locations: 1) in conjunction with streets; and 2) within the subdivision's open space network (along public or private open space and drainageways).

4. Pedestrian access to the ends of cul-de-sacs is encouraged.

Minimum:

a. Minimum widths for off-street and local sidewalks and paths designed for pedestrian use only shall be 5 feet.

b. Minimum widths for off-street bicycle paths shall be 8 feet.

c. Developers are required to build 8 feet width concrete walks along both sides of arterial streets and concrete walks (5 feet min. width on one side and 8 feet min. width on the other side) along collector streets.

d. All sidewalks along public streets must be detached from the curb the distance specified in the City of Westminster Standards and Specifications for the Design and Construction of Public Improvements.

L. Public Land Dedication

1. Public Land Dedication shall be made in conjunction with residential development for use as parks, schools or other public purposes. Acceptance of public lands shall be subject to review by the City or County.

2. If the City or County determines a land dedication would not serve the public interest, the City or County may require payment in lieu of dedication.

3. Developers are encouraged to dedicate public open space beyond the minimum acreage required in order to enhance the overall appearance of the community by providing open, green areas.

4. All new residential developments shall provide public school sites or fees in lieu thereof to reasonably serve the proposed subdivision or residential development

M. Private Open Space and Private Parks

1. In addition to the minimum public land dedication required of residential development, private parks, open space, and recreation facilities are required in single-family neighborhoods. Private open space does not include right-of-way and detention pond areas.

2. Private open space areas must provide focal points for the neighborhood and desirable green space to ac-

commodate local recreation needs and pedestrian/bicycle circulation for the neighborhood and the general public.

3. Public access easements may be required so private open space areas can also be enjoyed by all residents if such open space abuts or is visually related to the public right-of-way or public open space.

4. Partial credit for public land dedication (PLD) requirement may be given if the private park is of sufficient size and offers numerous amenities to offset public park needs. (Requests for PLD reduction will be reviewed on a case-by-case basis.)

Minimums:

a. A minimum of 4% of the total acreage shall be set aside for a private park that must include an open play area for active recreation and must be centrally located in the subdivision to provide a focal point. The open play area shall be a minimum of 25% of the total 4% in size. For projects of 50 acres or more, this area may be divided between two or more open play areas. The private park and open play area shall not include areas designated for public land dedication, right-of-way, required setback areas, and detention pond areas.

b. Private open space shall be landscaped and an irrigation system shall be required. Maintenance of private open space areas is the responsibility of the homeowners association.

N. Recreation Facilities

Single-family residential developments are encouraged to provide private recreation facilities (such as those listed below) for its residents in proportion to the number of residential units served. Such recreation facilities shall be included on private open space, as provided above.

O. Fencing and Walls

1. All lot fencing within a residential development shall be a uniform design for each type of fence provided.

2. Although perimeter fencing or walls is not always required, it is recognized that fencing is often proposed around the perimeter of a project. Landscape materials, earth berming, and walls are the preferred (and many times required) methods of providing a buffer, but well-designed fences are acceptable in certain circumstances.

Minimums:

a. When used, perimeter fencing or walls are to be constructed in accordance with City or County standards and are to include brick or stone columns (2-foot minimum width and depth) spaced a maximum of 65 feet apart. In some cases, such as adjacent to parks or in special streetscape

situations, fencing may be modified to include low profile, split rail, or wrought iron fencing.

b. All horizontal-supporting structures of all solid wood and vinyl fencing shall be constructed toward the interior of the project or lot to reduce visibility of the support structures from streets and other public areas.

c. Offsets in perimeter fencing or wall (min. 5-foot depth and 10-foot length) for landscaping (trees and shrubs required) shall be provided every 200 feet or less for at least a distance of 400 feet.

P. Neighborhood Notification

The City of Westminster and Jefferson County place high priority and importance on contact with adjacent property owners and existing neighborhoods that could be affected by a new development proposal.

1. Developers are required to contact the surrounding neighborhood regarding their proposed developments and are responsible for all public notifications, researching and providing property ownership information, and if applicable, organizing and conducting neighborhood meeting(s).

2. The extent of the neighborhood notification must be discussed and approved with Staff.

III. Architectural Design

The architectural design of the single-family homes within developments should create visual variety, and at the same time, promote an integrated character for the neighborhood. Providing “variety” with “continuity” to avoid “monotony” is the objective. Homes within the development should be of similar type and size and be designed so that streetscapes are unified and similar. However, **all proposed models shall be distinguished with different exterior elevations** that meet at least two of the “distinctly different” criteria listed below. Architectural styles, roof forms, building forms, complimentary colors and materials unify the streetscape and the overall development.

A. Anti-Monotony Criteria

Monotonous design of residences within a development detracts from the overall aesthetic and economic value of a community. Furthermore, it detracts from the “pride of ownership” that residents have in their homes.

1. A “streetscape” is defined as a number of residential facades along both sides of a street. For purposes of these guidelines, the length of a streetscape is no more than 20 homes per side of street, unless otherwise approved.

2. To provide sufficient variety within neighborhoods, a minimum of four distinctly different home models shall be built within each “streetscape,” unless the development consists of less than 25 homes in which case there shall be a minimum of three different home models.

3. All models shall have distinctly different exterior elevations that meet at least two of the “distinctly different” criteria below:

- Have distinctly different roof forms/lines/profiles;
- Have distinctly different facade compositions consisting of 1) different window and door style and placement; and 2) different garage and entryway locations;
- Have distinctly different entry treatments and locations including porches, columns, etc.;
- Have a different number of stories.

Note: Changing roof or siding materials and colors, adding garages, providing “mirror images” of models, or different elevations of the same model do not constitute distinctly different models.

Minimum:

a. No single-family dwelling unit of the same model shall be built on adjacent lots*, nor shall more than 30% of the same model be built in any streetscape.

b. Exceptions to these standards may be made in cases of hardship (such as infill projects where very few lots remain to be developed).

*Note: Adjacent lots are any lots that adjoin or share any side lot line or lots whose front elevations face each other, although separated by a street, have their property lines overlap by more than 30%.

B. Exterior Design Elements

1. Exterior design and details should be incorporated in the overall building form to provide visual interest and functional amenities.

2. Recessed and Projecting Elements: Parts of buildings that project from the front elevation, such as bay windows, porches, rooms, or recessed garage doors and entryways, are strongly encouraged and all must meet the specified setback requirements.

Minimums:

a. All three-story planes (e.g., three-story walk-out units) shall be designed with projections and/or recesses.

b. A “horizontal offset” or “projection/recess” of 4 feet or greater shall be provided on a minimum of 50% of all approved models and residences built.

3. **Roof Breaks:** Roof ridges which turn a corner or change elevations a minimum of 2 feet; or dormers that are provided across a minimum of 20% of the roof surface facing the street, shall be used as design elements.

Minimums:

a. Roof slopes shall be at a minimum pitch of 5:12. All roofs shall have 1-foot minimum overhanging eaves. Exceptions may be made for unique architectural designs.

b. Roof breaks shall occur on a minimum of 50% of all approved models and residences built.

4. **Outdoor Living Areas:** Front porches are required in single-family detached subdivisions, and porches that wrap around the corner of homes, particularly at street corners, are highly encouraged. Front porch area must include the minimum open area and depth as defined below, unobstructed by columns, rails, box or bay windows, fireplaces, steps, etc. Porches must be constructed at the same level as the entry.

Minimum:

a. Usable front porches (unobstructed 80 sq.ft. minimum with 6-foot minimum depth).

b. Side or rear yard patios (unobstructed 120 sq.ft. minimum) shall be required on a minimum of 25% of the approved models and residences built.

5. **Bay or Box Windows**

Minimum:

Windows of a minimum width of 5 feet that project a minimum of 16 inches from the front facade shall be required on 50% or more of all units within a streetscape.

6. **Garage Doors:** Residential design that limits garage door dominance on the streetscape is encouraged. This can be achieved through side- and rear-loaded garages, tandem designed garages, and front-loaded garages with greater front setbacks or combination thereof.

7. **Interior Garage Space:** This is essential to ensuring future residents have sufficient space to park vehicles and store outdoor maintenance and recreational items within the garage area. Minimums are specified below to help reduce the future need for outdoor storage of these items and for accessory structures to accommodate these items.

Minimums:

a. All dwelling units shall provide a two-car (minimum) garage.

b. If three-car garages are provided, the third space shall have a separate door and a 2-foot minimum horizontal setback from the main garage door. A roof design change over the third space may be substituted for the horizontal setback.

c. **Garage interior – minimum dimensions:**

Depth – single- and double-car garage: 22 feet

Width – single-car garage: 12 feet

Width – double-car garage: 20 feet

d. **Garage door minimum dimensions:**

Height: 7 feet

Width: Single-car garage door – 8 feet; double-car garage door – 16 feet

8. **Exterior Materials and Colors:** Building material and color selection is essential to developing a compatible and quality architectural character. Natural materials and textures (stone, wood, brick) should be expressed in their natural state (e.g. clear stained wood or unpainted brick) wherever feasible.

9. **Roof Materials:** Preferred roof materials include clay or concrete tiles, slate, architectural metal, masonite or architectural grade (high profile, dimensional) roofing. Conventional asphalt (3-tab) roofs are not acceptable. A variety of roof forms (hip, gable, etc.), materials, and color variations are encouraged.

10. **Wall Materials:** All exterior wall materials shall be compatible with adjacent/neighborhood homes. Suggested materials include natural wood, masonite, stucco, brick, and stone (stacked preferred over rounded).

- Wall material colors should be natural or earth tones for dominant areas. A variety of materials (siding, stucco, brick, and stone) and colors are strongly encouraged. Primary or other bright colors should be used sparingly and only as accents. Highly reflective materials are not allowed.

- Lap siding shall have a maximum 9 inches exposed board face. Exceptions to the 9-inch maximum exposure may be made depending on the architectural design of the elevation.

Minimums:

a. 30% or more masonry (brick or stone) shall be installed on front elevations (exclude window and door area from percentage calculation) abutting streets, open space, trails, or parks:

b. 30% or more masonry (brick or stone) shall be installed on side or rear elevations abutting streets, open space, trails, or parks.

c. Masonry (brick or stone) shall be installed on the entire lower level of walkout units that are visible from the street.

d. All second-story (or first-story walkout) decks shall include brick or stone wrapped columns when abutting streets, open space, trails, and parks.

11. Accessory Structures

Minimum:

a. Accessory buildings shall be architecturally integrated with the main residence and shall consist of similar materials, form, and color.

b. For lots of 12,500 square feet or less, accessory buildings shall not be located in any required front or side yard and shall follow requirements of the City or County codes unless otherwise specified on the Official Development Plan.

IV. Landscaping Design

Landscaping plays a significant role in the overall quality, appearance, and value of residential neighborhoods. Landscaping standards included herein consist of public rights-of-way, private open space, and individual residential lots. Water-conserving landscaping designs are highly encouraged.

A. Right-of-Way Landscaping

1. Developers are responsible for the installation of landscaping in the right-of-way of all arterial and collector streets within or abutting their developments, and occasionally of local streets.

2. Homeowners associations are responsible for maintenance of the right-of-way landscaping along arterial and collector streets and occasionally along local streets. The adjacent homeowner is generally responsible for maintenance of the right-of-way area adjacent to their residence on a local street.

3. Although fencing between the right-of-way of collector and local streets and residential developments is often proposed to provide privacy and buffering, the use of landscape materials and earth berming either in lieu of, or in conjunction with, fencing is highly preferred and shall be required in most instances.

4. The maximum slope of berms shall not exceed 4:1.

5. Automatic sprinkler systems are required within the right-of-way of arterial and collector streets of new subdivisions.

Minimum:

A minimum of one shade tree and three shrubs per 550 square feet of landscaped area is required for landscaping within the right-of-way.

B. Detention Pond Area Landscaping

1. The developer is responsible for landscaping the detention pond and other common areas.

2. The homeowners association shall be responsible for the maintenance of these areas.

Minimum:

The developer is responsible for landscaping the detention pond and other common areas at a rate of one tree and three shrubs per 550 square feet of landscaped area.

C. Size of Plant Material for Rights-of-Way and Common Areas

Minimum:

The minimum sizes required in the right-of-way and common areas are:

Deciduous trees: 2-1/2 inch caliper;

Ornamental trees: 2-1/2 inch caliper;

Evergreens: 6-foot height.

20% of the trees are to be 3-inch minimum caliper for deciduous or ornamental and 8-foot minimum height for evergreens.

D. Single-Family Home Landscaping

1. The required number of trees listed below (see Minimums) shall be installed by the developer prior to certificate of occupancy, or if homeowner installation is preferred, a credit in the amount of the required trees (including installation) shall be posted by the developer with a local nursery, for use by the homeowner.

2. Whenever possible, the shade tree should be installed approximately 7 feet from the front property line in order to create a streetscape appearance.

Minimums:

a. For residential lots up to 10,000 square feet in size, a minimum of one shade tree shall be installed in the front yard of every residence.

b. For residential lots larger than 10,000 square feet in size, a minimum of two trees shall be required in the front yard of every residence. (At least one shall be a shade tree.)

E. Size of Plant Material for Single-Family Homes

Minimum:

The minimum sizes required for front yard landscaping are as follows: deciduous and ornamental trees: 2-1/2" caliper; evergreens: 6 feet height. ■

Sign Regulations

Definitions

Abandoned sign: A sign, including its structure, which no longer identifies or advertises a business, lessor, service, owner, product or activity, and/or for which no legal owner can be found. An abandoned sign is hereby declared to be a public nuisance.

Animated sign: Any sign or part of a sign that changes physical position or light intensity by any movement, rotation, illumination or other means or that gives the visual impression of such movement, rotation, illumination or rotation.

Awning sign: Any sign painted, printed, attached, or otherwise applied to any facet or support structure of an awning.

Awning, internally illuminated: Any awning lit by means of a light source which is within an awning that is constructed from any, but not limited to, translucent or opaque material.

Banner sign: A sign made of fabric or any non-rigid material with no enclosing framework.

Canopy sign: A structure of rigid or non-rigid material on a framework sheltering an area or forming a sheltered walk to the entrance of a building.

Changeable sign: A sign that is designed so that the words, letters, figures, design, symbols, fixtures, or copy can be changed or rearranged without altering the sign face or sign structure in any way.

Construction sign: A temporary sign announcing subdivision, development, construction, or other improvement of a property by a builder, contractor, or other person furnishing services, materials or labor to said premises.

For the purpose of this code, a “construction sign” shall not be constructed to be a “real estate sign” as defined by this code and shall contain only the project name, developer, architect, builder, and/or consultants, lender, and opening date.

Directional/informational sign: An on-premise sign giving directions, instructions, or facility information and which may contain the name or logo of an establishment but no advertising copy (e.g., parking or exit and entrance signs). May contain logo provided that the logo may not comprise more than 20% of the total sign area.

Double-faced sign: A sign with two faces back-to-back.

Election sign: Any sign advocating or advertising the election of any candidate for public office or any question upon which a public vote is being taken.

Exposed neon: A neon sign in which the neon tubes are not covered by an opaque shield.

Gasoline pricing sign: A sign displaying only the prices of gasoline which sign uses only internal scrolling or magnetic mechanisms, does not contain a light emitting diode (led), and whose message does not change more often than twice in a twenty-four (24) hour period.

Government sign: Any temporary or permanent sign erected and maintained by the city, county, state, or federal government for traffic direction or for designation of or direction to any school, hospital, historical site, or public service, property, or facility.

Illegal sign: A sign which does not

meet the requirements of this code and which has not received legal non-conforming status.

Illuminated sign: A sign lighted by or exposed to artificial lighting either by lights on or in the sign or directed toward the sign.

Illuminated awning: Any awning lighted by or exposed to artificial lighting either by lights on or in the awning or directed toward the awning.

Institutional uses: Includes church, public or private school, college or university, fraternal or civic association, municipal building, hospital, or convention center.

Maintenance: For the purpose of this code, the cleaning, painting, repair, or replacement of defective parts of a sign in a manner which does not alter in any way the approved signage.

Marquee sign: Any sign painted, printed, attached or otherwise applied to any facet or support structure of a marquee.

Monument sign: Any sign which is anchored to the ground with a monolithic base and is independent of any other structure.

Non-conforming sign: Any sign that does not conform to one or more applicable provisions of this code, but which was lawfully erected and maintained, or approved in an official development plan, prior to the applicable provision or provisions.

Off-site commercial directional sign: A permanent ground sign intended to direct vehicular traffic through the private roads or easements of a regional shopping center to a commercial establishment.

Owner: A person recorded as such on official records. For the purposes of this code, the owner of property on which a sign is located is presumed to be the owner of the sign unless facts to the contrary are officially recorded or otherwise brought to the attention of the City or County.

Political sign: A temporary sign used in connection with a local, state or national election, issue, or referendum.

Portable sign: Any sign designed to be moved easily and not permanently affixed to the ground or to a structure or building.

Projecting sign: A sign, other than a flat wall sign, which is attached to and projects from a building wall or other structure not specifically designed to support the sign.

Real estate sign: A temporary, non-illuminated sign indicating the availability for sale, rent, or lease of a specific lot, building, or portion of a building on the property upon which the sign is located.

Roof: For the purpose of this code, the roof shall mean the outside top covering of any building or structure.

Roof signs: A sign that is mounted on the roof of a building or that is wholly or

partially dependant upon the building for support, and that projects above the highest point of a building with a flat roof, the eave-line of a building with a gambrel, gable, or hip roof, or the deck-line of a building with a mansard roof.

Sign: Any object, device, flag, display, structure, or part thereof, situated outdoors or indoors, which is used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means, including but not limited to words, letters, figures, designs, symbols, fixtures, colors, illumination, or projected images.

Sign area: The entire sign face, including the advertising surface and any framing, trim, or molding but not including the supporting structure. The sign area shall be measured as a rectangle encompassing the largest horizontal width and largest vertical height.

Sign copy: The graphic content of a sign in either permanent or removable words, letters, figures, designs, symbols, fixtures, colors, illumination, or projected images.

Sign face: The area or display surface used for the graphic message.

Sign height: The vertical distance measured from the highest point of a sign to the lowest grade beneath the sign.

Sign structure: Any combination of materials to form a construction for the purpose of attaching, fixing, or otherwise supporting a sign, whether installed on, above, or below the surface of the land, a building, or any other solid surface.

Subdivision identification sign: A monument or wall sign identifying a recognized subdivision, condominium complex, or residential development.

Temporary sign: A sign constructed of either rigid or non-rigid material and designed or intended to be displayed for a short period of time.

Under canopy sign: A sign suspended beneath a canopy, awning, ceiling, marquee, or roof overhang.

Wall sign: A sign fastened to or painted on the wall of a building or other structure in such a manner that the wall becomes the supporting structure for or forms the background surface of the sign.

Window sign: A sign installed on a window and intended to be viewed from the outside.

I. General Sign Provisions

A. Sign Permit Required

It shall be unlawful for the owner, manager, or occupant of any property located within the area to erect, maintain, or permit the erection or maintenance of any sign on such property without first obtaining a sign permit through the following procedure:

1. An application for a sign permit must contain the following information:
 - a. An elevation of the proposed sign, drawn to scale, showing the sign that is proposed to be erected and the message that it will carry.
 - b. The color scheme and construction materials of the sign.

c. A plot plan showing the location of the sign on the property. If the sign is to be attached to the face of the building, the elevation shall also show the outline of the building.

2. If after review the Staff finds the sign to be in conformity with this Plan and the Building Code and any applicable Official Development Plans, a sign permit shall be issued. If the application is denied, the applicant shall be informed of the reason for denial.

3. An application for a sign permit shall be accompanied by the appropriate fee.

4. Any person installing, structurally altering or relocating a sign for which a permit has been issued shall notify the City or County upon completion of the work. The City or

County may require a final inspection, including an electrical inspection.

B. Measurement

In determining the size of any sign, the following procedure shall be used:

1. For signs involving individual letters which are placed flat against the facade of a building or which are to be supported on individual standards and which will be freestanding, the area of said sign will be considered to be that of a single rectangle or square encompassing all of the letters used to convey the message of the sign, and shall include the open space between letters of words within that square or rectangle.

2. For signs, either freestanding or facade mounted, with background material, the area measurement shall be determined by the area of the entire sign, including the background material.

3. For all two-faced freestanding or projecting signs, the area measurement shall be determined by measurement of one face of the sign only.

4. The height of any sign shall be determined by the distance between the topmost portion of the sign or the structure supporting the sign whichever is higher, and the elevation of the ground at the base of the sign or its structure or support.

C. Altering or Moving Existing Signs

A new permit shall be required prior to moving an existing sign from one location to another or altering a sign in any manner other than for normal maintenance. An alteration to an existing sign which requires a new permit includes, but is not limited to, a change in text, height, size, shape, construction material, or lighting.

D. Lawful Non-Conforming Signs

Any legal, non-conforming sign which exists prior to the adoption or amendment of this plan may be continued, subject to the following provisions:

1. No such sign shall be enlarged or altered in such a manner as to increase its non-conformity; however, any sign or portion thereof may be altered to decrease its non-conformity.

2. If any such sign or non-conforming portion thereof be destroyed by any means or removed for any reason, voluntary or otherwise, to an extent of more than 50% of its replacement cost at the time of said removal or destruction, it shall not be reconstructed or reassembled except in conformity with this Plan.

3. If any such sign should, for any reason, be removed from its location, it shall conform to the provisions of the zone district in which it is located after it is moved.

E. Signs in Planned Developments

All Official Development Plan documents shall contain a section in which the specifications for all allowed signs are included. The plan shall contain overall sign program performance standards which address size, height, design, lighting, color, materials, location and method of construction to assure that all signage within the Planned Development is designed in a harmonious consistent and compatible manner.

II. Signs Not Requiring Permits

The following signs, which shall be non-illuminated unless specifically stated to the contrary, are permitted in all zoning districts and require no permit for erection.

A. Public Signs

Any sign erected by any governmental agency including, but not limited to, federal, state, county and city governments, school and recreation districts, but not including private water and sanitary sewer districts. Public signs include temporary or permanent signs erected by public utility companies or construction companies to warn of danger or hazardous conditions, including signs indicating the presence of underground cables, gas lines and similar devices.

B. Interior or Window Signs

Such signs shall be limited to 30% of the total window area of each separate place of business. Window signs may be further restricted for PUD/PD developments.

C. Commemorative Plaques

Any memorial or commemorative plaque or tablet that contains the primary name of a building, the date of erection and use of the building when the sign is built into the building or mounted flat against the wall of the building, or is designed to designate any particular location of historical significance, as determined by the City or County.

D. Address Signs

Any sign attached to a building designed to identify a particular parcel of land, provided such contains only the street address and name of the owner of the property or the name of the property and does not exceed 2 square feet in area for residential land uses and 5 square feet in area for non-residential land uses.

E. Special Event Signs

Signs and decorations for special events such as a philanthropic campaign, church, circus, carnival, holidays or community celebration, provided that such are removed within ten days of the termination of the event of which they are a part.

F. Real Estate Signs

Temporary, non-illuminated real estate signs, indicating the availability for sale, rent or lease of a specific lot, building or portion of a building, upon which this sign is erected or displayed, which do not exceed 6 square feet in total area and 4 feet in height for residential properties, or 20 square feet in total area and 6 feet in height for non-residential properties, and are located on properties to be sold, limited to one such sign per street frontage. Such signs shall not remain in place more than 7 days following sale or rental of the subject property.

G. Building Identification Signs

Signs which identify by name or number individual buildings within institutional or residential building group complexes which are limited to signs attached to the building, not more than 2 signs per building, and not more than 4 square feet each. These signs may be illuminated or non-illuminated.

H. Directional Signs

1. **Traffic Signs:** Private traffic directional signs guiding or directing vehicular or pedestrian traffic onto or off of a lot or within a lot, when such do not exceed 3 square feet per sign per face in area and 8 feet in height, do not contain any advertising or trade name identification, and are non-illuminated, internally or indirectly illuminated.

a. Private traffic control signals shall conform to the standards of the Colorado Manual of Uniform Traffic Control Devices and exceed 3 square feet per face in area but shall not exceed 7 square feet per face.

b. Such signs shall not exceed 4 feet in height and shall be set back at least 5 feet from the property line.

2. **On-Premise Information Signs:** Signs commonly associated with and limited to information and directions related to the permitted use on the lot on which the sign is located, provided that each such sign does not exceed 2 square feet in total area and is non-illuminated, internally illuminated or indirectly illuminated. This category shall be interpreted to include such signs as "No Smoking," "Restroom," "No Solicitors," "Self Service," "Vacancy," and similar informational signs located at least 5 feet from the property line.

3. **Off Premises Informational Directional Sign:** A single or double-faced sign designed to give direction to a church, school, philanthropic organization, or similar use of a non-retail or business nature. Sign may contain only name of organization, direction, and number of blocks. Sign shall be metal, no more than 2 square feet, and shall be mounted on minimum 2-inch square steel pole. Bottom of sign shall be a minimum of 7 feet above grade. Such signs may be located in the right of way. No more than five such signs shall be permitted for each individual organization.

I. Flags

For any single lot, one flag, pennant or insignia which does not exceed the following requirements:

Building Height	Maximum Height of Pole	Maximum Flag Size
1 story	20 feet	3 X 5
2 stories	25 feet	4 X 6
3-4 stories	30 feet	5 X 8
5 stories or more	35 feet	6 X 10

J. Holiday Decorations

Temporary decorations or displays, when such are clearly incidental to and are customarily and commonly associated with, any national, local or religious holiday or celebration. Such decorations shall not include the name of any business or product.

K. Construction Signs

A temporary sign, not exceeding 32 square feet, announcing subdivision, development, construction, or other improvement of a property on which the sign is located by a builder, contractor or other person furnishing services, materials or labor to said premises. For the purposes of this Plan, a "construction sign" shall not be construed to be a "real estate sign" as defined herein and shall contain only project name; developer, architect, builder, and/or consultants; lending institution; and opening date.

L. Garage Sale Sign

A sign advertising the existence of a garage sale for the sale of personal property and advertising the date, time and location of the garage sale, with such signs having a maximum area of 6 square feet, a maximum height of 3 feet, and a minimum setback of 10 feet, posted for the period three days prior and three days following the date of the garage sale. Such signs shall not block or interfere with traffic visibility.

III. Prohibited Signs

A. Signs Prohibited in all Districts

1. Any sign not specifically permitted by the City or County.

2. Any sign erected upon or over the public right of way of any street, roadway, or alley with the exception of those signs erected by a governmental entity, and those instances where existing buildings are contiguous with the right of way and a sign is to be attached to said building.

3. Signs with visible moving, revolving or rotating parts, or visible mechanical movement, or any description or other apparent visible movement achieved by electrical, electronic or mechanical means, and all animated and electronically activated changeable signs except for time-temperature-date signs, traditional barber poles, gauges and dials which may be animated to the extent necessary to display correct measurement, menu board order confirmation signs, and gasoline pricing signs at fueling facilities. An exception to this #3 must comply with all other regulations of this section such as size and placement regulations.

4. Signs that are animated with lights or illuminations which flash, move, rotate, scintillate, blink, flicker, vary in intensity, vary in color, or use intermittent electrical pulsations.

5. Strings of light bulbs used in connection with commercial premises for commercial purposes, other than traditional holiday decorations, pennants, streamers, balloons, and any other inflatable object or material shall also be prohibited.

6. Any sign using the word "stop" or "danger" or which otherwise presents or implies the need or requirement of stopping, or a caution for the existence of danger, or which is a copy of or for any reason is likely to be confused with any municipally approved official signs, such as those signs approved and shown in the Uniform Traffic Code.

7. Any sign that obstructs any window, door, fire escape, stairway, ladder, or openings intended to provide light, air, ingress, or egress for any building, as required by law.

8. Portable Signs:

a. Any sign displayed on a vehicle when said vehicle is used primarily for the purpose of displaying such sign, when used outside a building. Any advertising device used on a vehicle meeting the following criteria shall be excepted:

1) Such vehicle at no time remains in one visible place for more than 24 consecutive hours.

2) Such vehicle is actually used by its owner or another as a means of transportation of people or goods.

3) Such vehicle displays current registration and is insured to operate on public streets in the State of Colorado.

b. Sandwich board signs.

9. Any sign that violates any provision of any law of the State of Colorado relative to outside advertising.

10. Temporary signs attached to utility poles or utility boxes that have the intent of advertising merchandise or services for sale.

11. Any sign which causes any direct glare into or upon any residential building or premises other than the building or premises to which the sign is attached.

12. Exposed neon signs and lighting.

13. All roof signs.

14. Any attached sign projecting above the roof line of a structure.

15. Any such sign abandoned for a period of 90 days or longer shall be considered an illegal sign. This provision shall not apply to permanent signs accessory to businesses which are open only on a seasonal basis, provided there is clear intent to continue operation of the business.

16. Off premise advertising or directional sign, except as allowed.

17. Back-lit awnings.

18. Free-standing monument signs greater than 100 square feet in size.

19. Signs achieved by light projection on a surface.

IV. Temporary Signs Requiring Permits

A. Temporary Project Identification Sign.

1. Permitted in all zone districts.

2. Characteristics: Intended to identify or advertise structures being built, sold, leased, rented or remodeled.

3. Maximum Area:

a. For developments over 10 acres in size, 100 square feet

b. For developments 10 acres or less in size and individual structures on lots over 2 acres in size, 60 square feet.

c. For individual lots 2 acres in size or less, 32 square feet.

4. Maximum Height:

a. For signs over 60 square feet in area, 12 feet.

b. For signs over 32 square feet in area but less than 60 square feet in area, 8 feet.

c. For signs 32 square feet in area or less, 6 feet.

5. Minimum Setback: 30 feet.

6. Limitation in number: One sign per 60 acres, not to exceed a total of four and not to exceed an aggregate of 200 square feet.

7. Restrictions, Additions, Clarifications & Exceptions:

a. Must be located on the property being advertised. Offsite signs are not permitted.

b. Signs shall be unlighted.

B. Temporary Outside Signs

1. Characteristics: A sign, banner, or similar device, not including pennants on a string or rope or a display which is intended for a temporary period of display for the purpose of announcing a special event for a business such as a grand opening, a sale or a new service. Said sign may be constructed of cloth, canvas, cardboard, wallboard, plywood, or other light temporary material. Sign must be attached flat against a building.

2. Maximum Area: 40 square feet per sign.

3. Maximum Height: May not project above the roof line on the building to which the sign is attached.

4. Minimum Allowable Setback: Same setback as the building to which the sign is attached.

5. Limitation in Number: One per street frontage, not to exceed two signs.

6. Restrictions, Additions, Clarifications, and Exceptions:

a. May be erected for a period not to exceed 30 consecutive days, or 60 days in any one-year period, for any particular business.

b. Must be removed at the expiration of the temporary permit.

C. Election & Political Signs.

1. Permitted in all zone districts.

2. Characteristics: A sign advocating or advertising the election of any candidate for public office or any question upon which a public vote is being taken.

3. Maximum Area: 50 square feet in commercial areas, 6 square feet in all other areas

4. Maximum Height: 6 feet.

5. Limitation in Number: No limitation.

6. A permit application for an election sign must include name, address and phone number of person responsible for maintenance and removal of signs.

7. Restrictions, Additions, Clarifications, and Exceptions:

a. Such signs shall not be erected more than 45 days before an election. All election signs shall be removed within 10 days following an election.

b. Election signs may be located in City or County right of way provided:

1) They do not block or otherwise interfere with traffic visibility;

2) They are not located within 50 feet of an intersection;

3) They do not exceed 3 square feet in area.

c. Within any City or County right-of-way, no single candidate or issue sign may be located within 50 feet of any other sign for the same candidate or issue.

V. Permanent Signs Requiring Permits

A. Monument Signs.

1. Maximum Area:

a. For developments over 10 acres in size or greater, 100 square feet.

b. For developments less than 10 acres but greater than 2 acres in size, 60 square feet.

c. For developments 2 acres in size or less, 32 square feet.

d. For individual uses over 100,000 square feet in area. Signage restrictions may vary from the provisions of this section and shall be approved on an Official Development Plan.

2. Maximum Height:

a. For signs over 60 square feet in area, 25 feet.

b. For signs over 32 square feet in area but less than 60 square feet in area, 8 feet.

c. For signs 32 square feet in area or less, 6 feet.

3. Minimum Allowable Setback from Property Line:

a. For signs over 8 feet in height or over 60 square feet in area, 25 feet.

b. For signs 8 feet in height or less and under 60 square feet in area, 10 feet.

4. Limitation and Number:

a. For developments or individual structures over 10 acres in size, one per frontage with a maximum of two, with said signs to be identical in design.

b. For developments or individual structures 10 acres in size or less, one sign.

5. Restrictions, Clarifications and Exceptions:

a. Identification signs for retail business centers or office/industrial/technical parks or centers shall contain only the name, address and logo or trademark of the office park or center. Such signs may include the name of not more than six of the tenants therein, with said names to be integrated into the overall design of the sign with the name of the center utilizing at least 25% of the sign area. Minimum letter height for tenant names shall be eight inches for 32 square foot signs, ten inches for 60 square foot signs and 12 inches for 100 square foot signs.

b. Illuminated signs are permitted.

c. For properties of 10 acres or more, no monument signs over 8 feet in height are permitted within 175 feet of any residential district boundary or residential development.

d. Supporting structure of monument signs must be solid construction, at least two-thirds the dimension of the width and thickness of the sign it supports.

e. Where a non-retail business center or office/industrial/technical park or center is planned as a series of individual structures on individual lots, with each individual lot having frontage on a public street, each individual structure may be permitted to have freestanding signs in accordance with this paragraph if said signs are included and approved on an Official Development Plan(s). Where a non-retail business center or office/industrial/technical park is planned as a series of individual structures on a single lot, each individual structure is permitted to have a freestanding sign of not more than 32 square feet in area and 6 feet in height. Such signs shall be consistent in design and color.

f. Monument signs must be located on the premises of the use being advertised or identified. For use in this section, premises does not include easements or similar adjacent parcels of land.

g. Menu boards in conjunction with restaurant or other drive-through pick-up activities may be allowed under the following restrictions:

- 1) Not more than two such signs.
- 2) 25-foot setback from property lines.
- 3) 40 square foot maximum area.
- 4) 6-foot maximum height.
- 5) May be freestanding or wall mounted.
- 6) One order confirmation board may also be provided with the following restrictions:

a) 25-foot minimum setback from property lines.

b) 3 square feet maximum sign area.

c) 4-foot maximum height.

d) May be freestanding, wall mounted, or incorporated into the menu board.

e) May be 100% electronic changeable copy, and copy may be changed without time restriction.

f) Signs must be screened or oriented away from public streets.

h. When shopping centers, business centers, and office/industrial/technical parks or centers are to be developed or redeveloped, overall sign program performance standards to be included in the Official Development Plan, shall be submitted which address size, location, height, design, lighting, color, materials, and type and method of construction to insure that all signage within the center is designed in a harmonious, consistent, and compatible manner. The overall sign program shall be included in required Official Development Plans.

i. Individual uses over 100,000 square feet in area, signage restrictions may vary from the provisions of this Section and shall be as approved on an Official Development Plan.

6. Institutional Use Monument Signs:

a. Maximum area:

- 1) For developments 10 acres in size or greater, 100 square feet
- 2) For developments less than 10 acres but greater than 2 acres in size, 60 square feet
- 3) For developments 2 acres in size or less, 32 square feet

b. Maximum height:

- 1) For signs over 60 square feet, 25 feet
- 2) For signs 32 square feet to 60 square feet, 8 feet
- 3) For signs less than 32 square feet, 6 feet

c. An electronic reader board component of an institution monument sign shall be allowed, which component shall be no more than one-third of the total sign size or 30 square feet, whichever is less. The text on an electronic reader board may be changed no more frequently than every thirty minutes.

B. Wall Signs

1. Characteristics: Intended to identify individual businesses, offices, office buildings, industrial, technical and

employment establishments. Signs may be either placed flat against the building or projecting from the building.

2. Maximum Area:

a. The greater of 30 square feet or 1 square foot sign area for each lineal foot of building or tenant frontage, not to exceed 150 square feet in area for all types of signs except that signs composed of individual raised letters may contain 2 square feet of sign area for each lineal foot of building or tenant frontage, not to exceed 300 square feet in area. This criteria shall not apply to signs for individual tenants in buildings that are primarily multi-tenant office buildings.

b. Combinations of cabinet and individual letter signs shall not be permitted, except that a cabinet style logo not exceeding 9 square feet may be added to individual letter signs, the total square feet permitted for such signs shall not exceed the total permitted in 2.a., above.

3. Maximum Height: May not project above the roofline of the building to which sign is attached.

4. Minimum Allowable Setback: Same setback as the building to which sign is attached.

5. Limitation in Number: One (1) sign per street frontage not to exceed two frontages, or three (3) frontages with an area not to exceed the total sign area permitted for two frontages.

6. Restrictions, Additions, Clarifications and Exceptions:

a. Projecting signs may not exceed 30 square feet in area. Projecting signs may not project over public right of way or more than 5 feet from the building wall.

b. The total length of any individual sign may not exceed 75% of the length of the frontage of the establishment, store front or tenant space on which the sign is placed.

c. Illuminated signs are permitted.

d. Buildings that are primarily office buildings may have no tenant or user signs above the first floor with the exception that building identification signs may be located above the first floor.

e. Changeable copy signs are permitted for motion picture theaters or theater complexes with a total maximum area not to exceed the greater of 80 square feet or 30 square feet per individual theater.

f. Where approved on an Official Development Plan, the total allowable square footage of signage for an individual use containing over 20,000 square feet of gross floor area may be divided into a primary sign, and not more than two secondary signs with each secondary sign not to exceed more than 60 square feet in area.

g. For individual uses over 100,000 square feet in area, signage restrictions may vary from the provisions of this section and shall be as approved on an Official Development Plan.

h. Tenant Sign. For multi tenant office buildings, a maximum of 40 square feet per sign, 120 square feet per frontage, shall conform to 6.b. and 6.e. The building identification sign shall be in conformance with 6.b. above, with a maximum of 100 square feet, except signs composed of individual letters which will have a maximum of 200 square feet.

i. When shopping centers, business centers, and office/industrial/technical parks or centers are to be developed or redeveloped, overall sign program performance standards shall be submitted which address size, height, design, lighting, color, materials, and type and method of construction, to insure that all signage within the center is designed in a harmonious, consistent, and compatible manner.

j. Wall signs must be located on the portion of the building in which the business being advertised is located.

k. Wall signs may not be located on the rear of buildings which abut a residential zone district or property.

C. Directional/Informational Signs.

1. Characteristics: A freestanding sign intended to provide information and directions related to the principal permitted use on that lot.

2. Maximum Area:

a. Wall Sign: 15 square feet.

b. Free Standing Sign: 5 square feet.

3. Maximum Height:

a. Wall Sign: 8 feet.

b. Free Standing Sign: 3 feet.

4. Minimum Allowable Setback: 25 feet from the property line.

5. Limitation in Number: Two.

6. Restrictions, Additions, Clarifications and Exceptions: Illuminated signs are permitted.

D. Directory Sign for Retail Shopping Centers.

1. Characteristics: A freestanding sign intended to list and locate all merchants within the center for pedestrian or internal automobile traffic.

2. Maximum Area:

a. For a retail center 4 acres or less in area, 16 square feet.

b. For a retail center over 4 acres in area, 30 square feet.

3. Minimum Allowable Setback: 50 feet from property line.

4. Limitation in Number:

- a. For retail center 4 acres or less in area, one sign.
- b. For retail center over 4 acres in area, one per 4 acres, not to exceed four signs.

5. Restriction, Additions, Clarifications and Exceptions: Internally illuminated signs are permitted.

E. Permanent Residential Subdivision Identification Signs.

1. Characteristics: A freestanding sign intended to provide identification of a residential subdivision by name and logo only.

2. Maximum Area: 40 square feet.

3. Maximum Height: 7 feet.

4. Minimum Allowable Setback: 3 feet from the curb. This sign may be located in the right of way but not over existing or future utilities. Location and placement shall insure traffic visibility as determined by the City or County.

5. Limitation in Number: One per subdivision or one per each arterial or collector street. Signage may be split and two signs may be permitted per each arterial or collector street entrance, however, no more than 40 square feet of signage may be located at any such entrance.

6. Restrictions, Additions, Clarifications and Exceptions:

a. A right of way maintenance agreement must be on file with the City or County, signed by the responsible party from the homeowners association, if the signs are to be located in public right of way.

b. External lighting is permitted.

c. Sign material and design must be approved by the City or County.

d. Under unusual hardship circumstances, as determined appropriate by the City or County, a single offsite sign may be permitted with the permission of the property owner on whose property said sign would be located. Such a sign will have a maximum area of 20 square feet and a maximum height of 3 feet.

F. Home Occupation Signs.

1. Characteristics: To identify a home occupation – wall or window signs only.

2. Maximum Area: 1 square foot.

3. Maximum Height: Below the eave of the building on which the sign is located.

4. Minimum Setback: Must be attached to the front of the building on which the sign is located.

5. Limitation in Number: One.

6. Restrictions, Additions, Clarifications and Exceptions: Signs may not be illuminated.

G. Off-Site Commercial Development Directional Signs.

1. Permitted for commercial establishments on out-parcels surrounding a regional shopping center with access to a public street, which street connects to an arterial street only through use of a private road or easement.

2. Characteristics: A permanent ground sign intended to direct vehicular traffic through the private roads or easements of a regional shopping center to a commercial establishment.

3. Location: Such signs shall be permitted within the public rights-of-way adjacent to the regional shopping center or next to the private drives within the center, with written permission of the owner of the parcel within the regional shopping center, for the sole purpose of directing vehicular traffic through the regional shopping center. All such signs shall be located outside the required sight distance triangles.

4. Maximum Area: 16 square feet per sign.

5. Maximum Height: 4 feet.

6. Limitation in Number: Four per commercial establishment.

7. Restrictions, Clarifications and Exceptions:

a. Maximum of one sign on each corner (the intersection of two private roads or a private road and a public road) leading to the commercial establishment.

b. Co-location: Where more than one commercial establishment requests signs under this section, all establishments will be required to use the same sign structures. Such joint signs shall not exceed the sign restrictions for the individual signs.

c. Maintenance: Signs erected under this section shall be structurally sound and maintained to the satisfaction of the City or County, or to the regional shopping center so as not to become a nuisance to the surrounding businesses or to the public.

d. Sign design, color and construction: The entire sign structure shall be of neutral colors, white, cream, tan or beige. Sign panels shall be coordinated with other directional signs and may be of any color except fluorescent, dayglo, or other reflective or brilliant colors.

e. Signs shall be the minimum number necessary to direct traffic to the establishment. Such signs may only contain the name of the establishment, a directional arrow, or directional words.

f. Supporting structure of ground signs shall be of solid construction, at least two-thirds the dimension of the width and thickness of the sign it supports.

8. Approval: A master sign plan that indicates the location and conformance with this section shall be required to be submitted for review and approval by the City or County.

H. Flags

1. Maximum Height:

Building Height	Maximum Height of Pole	Maximum Flag Size
1 story	20 feet	3 X 5
2 stories	25 feet	4 X 6
3-4 stories	30 feet	5 X 8
5 stories or more	35 feet	6 X 10

2. Setback: 10 feet.

3. Limitation in Number: One per street frontage. Additional flags may be permitted through the official development plan process, subject to approval by the planning commission or city council, as required.

4. Maximum Area: Total area of all flags in excess of that shown in the above table shall be included in the maximum allowable area for wall signs on the site

3. The variance, if authorized, will not alter the essential character of the zoning district in which the sign is located.

4. The variance, if authorized, will not substantially or permanently injure the appropriate use of adjacent conforming property.

5. The board of adjustment may not grant any application for a type of sign that would not otherwise be permitted under this code. ■

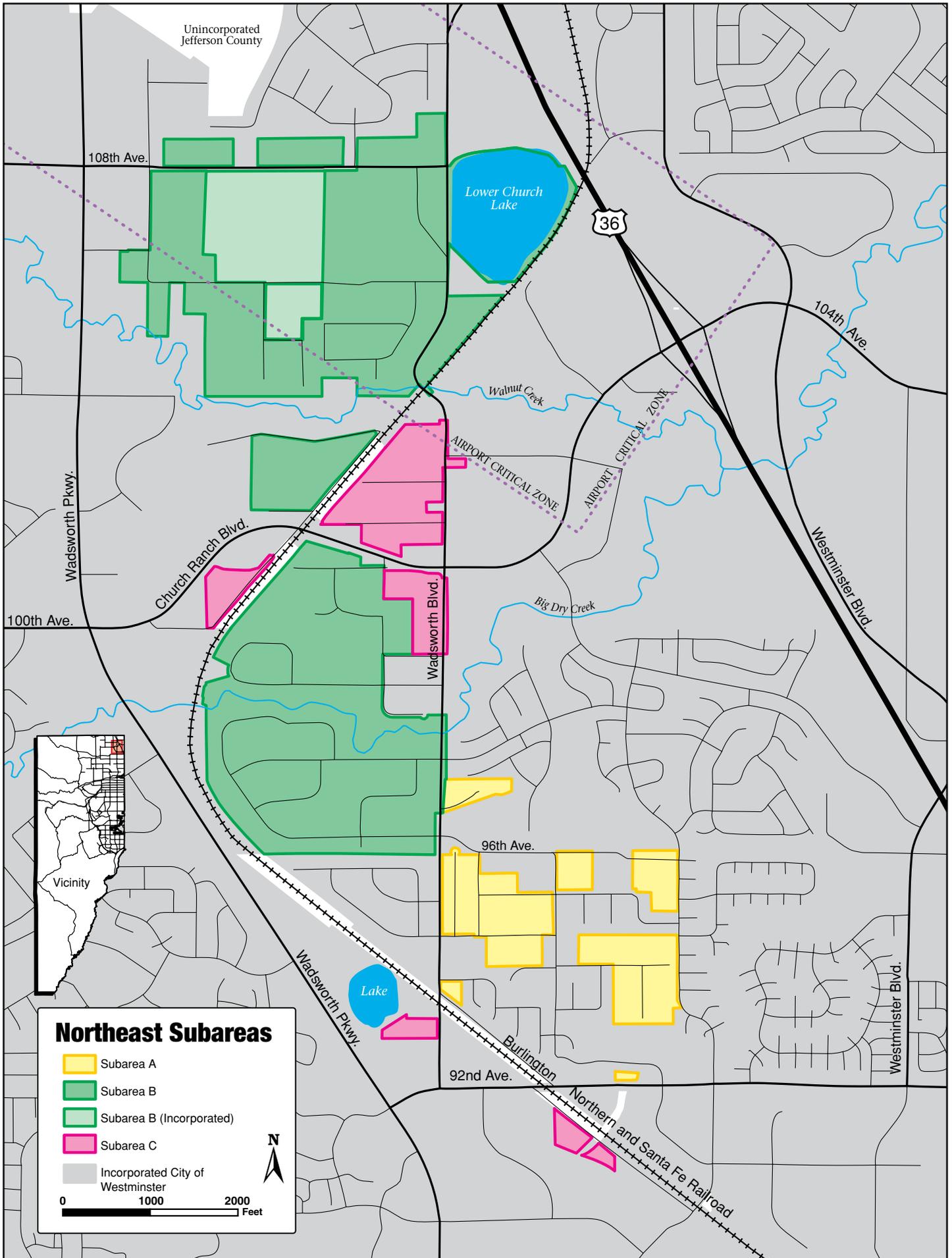
VI. Variances

A. Appeal/Variance Process

Each jurisdiction will follow its own appeal/variance process.

1. There are special circumstances or conditions such as the existence of buildings, topography, vegetation, sign structures, or other matters on adjacent lots or within the adjacent public right of way which would substantially restrict the effectiveness of the sign in question, provided however, that such special circumstances or conditions must be peculiar to the particular business or enterprise to which the applicant desires to draw attention and do not apply generally to all businesses or enterprises.

2. The variance, if authorized, will weaken neither the general purpose of the sign code nor the zoning regulations prescribed for the zoning district in which the sign is located.



Unincorporated Jefferson County

108th Ave.

Lower Church Lake

36

104th Ave.

Walnut Creek

Wadsworth Pkwy.

Church Ranch Blvd.

Wadsworth Blvd.

Big Dry Creek

Westminister Blvd.

100th Ave.

96th Ave.

Vicinity

Lake

Wadsworth Pkwy.

92nd Ave.

Burlington

Westminister Blvd.

Northern and Santa Fe Railroad

Northeast Subareas

- Subarea A
- Subarea B
- Subarea B (Incorporated)
- Subarea C
- Incorporated City of Westminister



0 1000 2000 Feet