

# Downtown Colorado Springs Form-Based Code



CITY OF COLORADO SPRINGS

**Revised**  
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# Acknowledgments

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# Introduction and Purpose

## Section 1 Introduction and Purpose

### History

In 2006 community members joined stakeholders from the public and private sector to update the 1992 “Downtown Action Plan.” Embracing a shared vision to enhance downtown Colorado Springs’s role as the economic, cultural and educational hub of the region, the “Imagine Downtown Plan” was adopted. This process resulted in a variety of specific goals and strategies which became the basis for the “Imagine Downtown Master Plan” (IDMP). The IDMP further refined the “Imagine Downtown Plan’s” goals and strategies and correlated them to specific Districts that can be used to provide block-by-block guidance for the future of Downtown Colorado Springs.

Ultimately these strategies and goals strive to further the revitalization currently underway by bringing residents into the downtown, encouraging mixed-use development and maximizing streetscape vibrancy to transform the area into the pedestrian-friendly heart of the region. The primary regulatory tool to implement the goals of the IDMP is “form-based code” for the heart of Downtown Colorado Springs.

### What is a Form-Based Code?

“Form-Based Code – A method of regulating development to achieve a specific urban form. Form-Based Codes create a predictable public realm primarily by controlling physical form, with a lesser focus on land use, through city or county regulations.” *Form-Based Codes Institute, 2006.*

Downtown’s Form-Based Code (FBC or the Code) is legally established through zoning ordinance 09-83 and 12-23 and its enabling legislations found in Section 7.3.801 of the City Codes. It is designed to guide the development of a lively, mixed-use, pedestrian-friendly downtown. Unlike traditional zoning which regulates primarily by use, the FBC focuses on directing high quality urban form to coordinate a variety of complementary uses around animated streets and public spaces. More specifically, the FBC strives to:

- Create a predictable investment environment for development.
- Remove barriers to revitalize Downtown Colorado Springs.
- Promote a mixture of uses including retail, office, residential, institutional, and others.
- Establish transitions from the downtown core and urban renewal sectors to the surrounding neighborhoods.
- Clearly communicate through simple language and easily understood graphics the requirements and expectations for new development.

## Section 1 - Introduction and Purpose

- Implement a review and approval process that is efficient and effective in approving projects that meet the Code's requirements.
- Promote new development which respects the historic building fabric, as well as natural environment and enhances the pedestrian experience.
- Establish a coordinated streetscape plan including street trees, public art and appropriate street furnishings.
- Accommodate the changing uses of buildings while maintaining the integrity and viability of the public realm, with an emphasis on intermodal transportation options and pedestrian linkages and orientation.
- Implement the goals, objectives and strategies of the Downtown Development Authority and its plan of development to ultimately revitalize and improve downtown Colorado Springs.

Parallel to the FBC standards are a set of urban design guidelines that communicate direction on those items that are difficult to quantify or secondary to the creation of good urban form. While conformance with the design guidelines is not required for all projects, those proposals that need additional flexibility or are inherently complex may be judged against the design guidelines as a condition of approval.

The FBC and the design guidelines are grounded in firm principles realized through parameters such as building type, building placement and height, frontage design, access requirements and glazing regulations. They are intended to create safe, attractive street-life and pedestrian comfort. By regulating appropriate building design and public amenities such as awnings, sidewalk cafes and landscaping the implementation of the FBC results in a comfortable, natural integration of uses. Attention is given to features such as large windows which create an enticing relationship between the sidewalk and the ground-floor shops.

Together, Downtown's Form-Based Code and urban design guidelines will greatly improve both the regulatory environment for project approval and result in projects that make Downtown great.

### Authority

The Form-Based Code described in this document is approved and implemented under the following authority:

1. The action of the City of Colorado Springs, Colorado in the adoption of this Code is authorized under Chapter 7, Article 3, Part 8 of the City Codes.

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2. This Code was adopted as one of the instruments of implementation of the public purposes and objectives of the adopted City of Colorado Springs Comprehensive Plan as required by Chapter 7, Article 3, Part 8 of the City Codes.
3. This Code was adopted to promote the health, safety and general welfare of the City of Colorado Springs, Colorado and its citizens, including protection of the environment, conservation of land, energy and natural resources, reduction in vehicular traffic congestion, more efficient use of public funds, health benefits of a pedestrian environment, historic preservation, education and recreation, reduction in sprawl development, and improvement of the built environment.
4. This Code was adopted and may be amended by vote of the Planning Commission and City Council and may be adopted by the Downtown Development Authority as their updated Plan of Development.

### Applicability

The form-based code described herein governs the use and future development of land within downtown Colorado Springs and located within the form-based code map located on page 11 of this manual. The following provisions shall be considered for the implementation of this manual:

1. Provisions of this Code are activated by “shall” when required; “should” when recommended; and “may” when optional.
2. The provisions of this Code are regulated by Section 7.3.803 of the City’s Zoning Code.
3. The existing City of Colorado Springs, Colorado Zoning Ordinances and the City of Colorado Springs, Colorado Subdivision Ordinances shall continue to be applicable to issues not covered by this Code except where the Existing Local Codes would be in conflict with the Purpose.
4. Streamside Overlay Zone and Historic Preservation Overlay Zone properties shall be required to meet all requirements of this Code as well as the specific overlay zone.
5. Certain properties within this FBZ district have legally established Conditions of Record as of the adoption of this Ordinance. Those Conditions of Record for those properties shall continue to be effective under the new FBZ regulations. Where in conflict with any standards or guidelines of this Code, the Conditions of Record for those properties shall take precedence.

## **Section 1 - Introduction and Purpose**

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6. Numerous terms used throughout this Code are defined in Section 6 Definitions. Section 6 contains regulatory language that is integral to the Code. Those terms not defined in Section 6 shall be accorded their commonly accepted meanings. In the event of conflicts between these definitions and those of Chapter 7 of the City's Codes, those of this Code shall take precedence.

## Section 2 The Standards

### The Standards

This section describes the form-based building requirements across Downtown Colorado Springs. Relief from any provisions of this Section can only be granted by the Downtown Review Board through the warrant process. However, those projects that comply with all elements of this section, and are acceptable to other reviewing agencies, may be approved administratively by Planning Staff within 28 days of the submittal of an acceptable application. See Section 5 – Process for more information on the review and approval of development applications.

### 2.1 How to use this Section

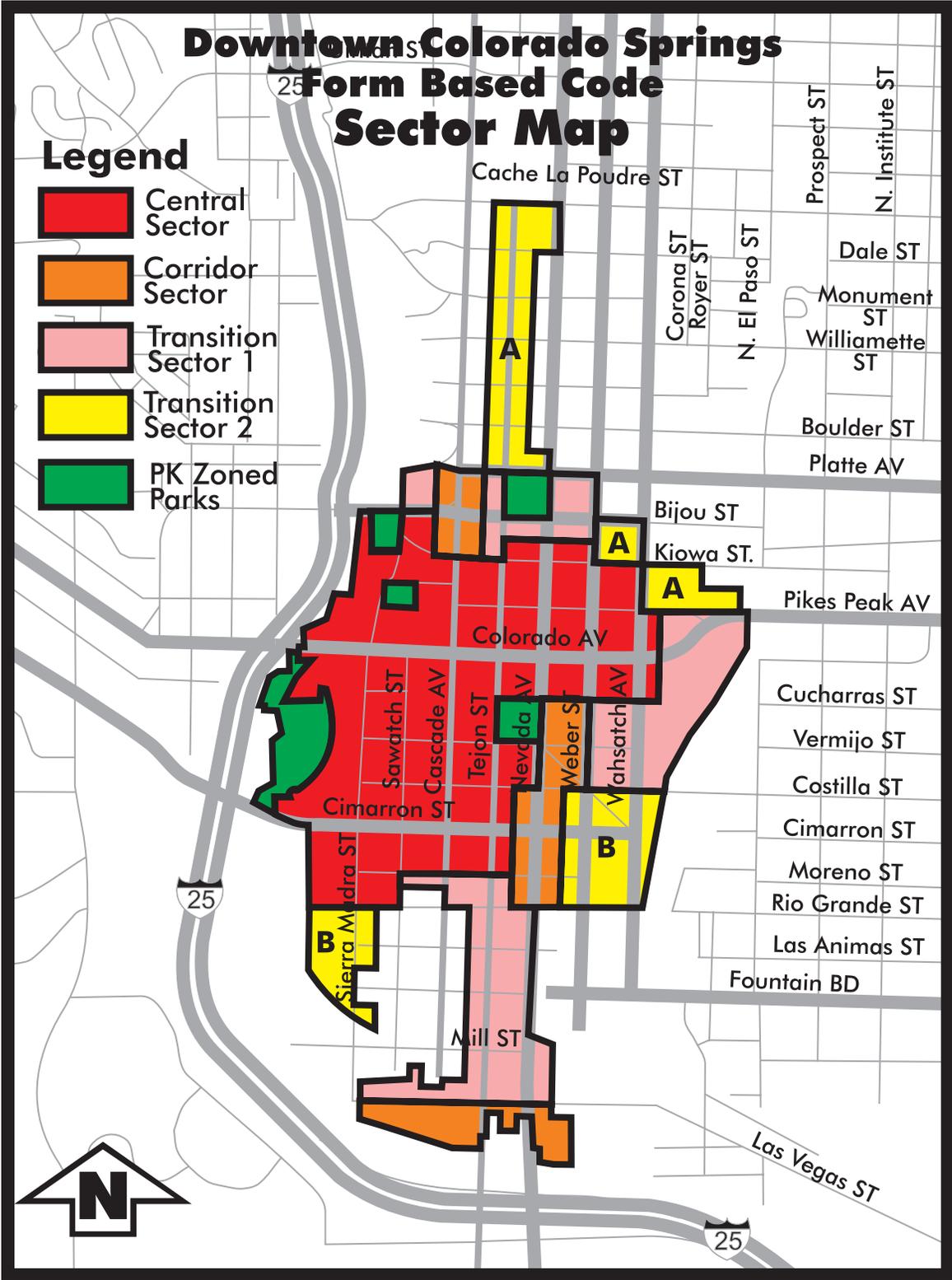
A person interested in a specific property should first locate the site on the Sector Map (See section 2.2.1.) to determine which Sector it is located in and what standards are specific to each Sector. Section 2.3 describes the standards specific to each of the seven Building Types. Section 2.4 describes frontage requirements that are applicable to all Building Types across all Sectors. Those standards are followed by sections describing requirements for uses (2.5), parking (2.6), block standards (2.7), public spaces (2.8), and signage (2.9). These eight sections describe the required standards for any downtown project. However, Section 4 – Design Guidelines should be reviewed for guidance on a range of additional issues that, while are not required, will create high-quality urban projects that help fulfill the goal to revitalize Downtown Colorado Springs.

### 2.2 The Sectors

A critical component of the Downtown Form-Based Plan is the Sector Map which provides a geographic representation of the Code's standards. Specific standards are often correlated with specific Sectors. The physical extent of each Sector is legally established by this Code and can only be modified by City Council action. However, due to the continuing evolution of Downtown Colorado Springs, the City should initiate a re-examination of the sector designations once every 10 years.

2.2.1 The Sector Map

The following map illustrates the location and extent of the Code's four unique sectors.



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### 2.2.2 Correlation to Transects

Many form-based codes utilize “Transects” to categorize and regulate specific geographic areas. While this code uses the term “Sectors” the following table is provided to roughly translate this Code’s sectors into the more widely used Transect categories.

Sector	Transect	Comments
Central	T6	Urban Core
Corridor	T5.7	Urban Center - outside of Core but allow significant density due to wide ROWs
Transition 1	T5.5	Urban Center - surrounds the majority of the Core
Transition 2	T5.3	Urban Center - more gradual transition to adjacent neighborhoods

### 2.2.3 The Central Sector

The Central Sector makes up the majority of the Downtown Form-Based Zone District. The Sector includes the existing commercial stretches along N. Tejon and N. Nevada from just north of Kiowa St. southward to Moreno Ave. It extends eastward just beyond Wahsatch Ave. The western portion of the Central Sector includes the Palmer Center complex north of Colorado while also including the majority of the Southwest and City Gate Urban Renewal Areas. The southern extent of the Sector is Rio Grande St.

The Central Sector is envisioned as being the heart of downtown with the highest building densities both horizontally and vertically. It is intended that the Central Sector will have commercial uses (retail, restaurant, entertainment and office) on the first level of most buildings, with residential, lodging and office uses on the upper levels. This sector shall not have a maximum building height, nor will there be City mandated minimum parking requirements. The City’s primary goal for the Central Sector is to increase downtown density, create an iconic skyline and establish a high-quality pedestrian environment at street level.



### 2.2.4 The Corridor Sector

The Corridor Sector is found in three distinct areas of downtown: at the southern node of downtown just north of 1-25; along S. Nevada Ave just south of the Core Sector; and along two blocks of N. Cascade Ave. While these areas aren't envisioned to support the density of the Core Sector, a unique set of standards was developed to reflect the importance of these areas as well as the relationship of developable land to significantly wide right-of-ways (Nevada and Cascade both have 140' ROW widths).



### 2.2.5 The Transition 1 Sector

The Transition 1 Sector surrounds much of the Central Sector in order to provide an area of transition from the high density land uses, to the lower density residential and mixed uses in the Near North End, Middle Shooks Run, and South Wahsatch master plan districts. This sector provides a variety of non-residential uses and a mix of housing types at medium intensities and densities.



### 2.2.6 The Transition 2 Sector

The Transition 2 Sector is established to convey the benefits of form-based code while also protecting the adjacent neighborhoods. This sector is found in five locations: along the N. Tejon St. corridor; the block bound by Bijou, Wahsatch, Kiowa and Weber; the area north of Pikes Peak and east of Wahsatch; the area south of Costilla and east of Nevada; and lastly the area along S. Sierra Madre south of Rio Grand. The Transition 2 Sector is further defined by two sub-headings – A and B. Those areas delineated with the B sub-heading are permitted a wider range of uses as long as all Code standards are adhered to (see Section 2.5 for more information).



### 2.3 Building Type

The primary focus of regulation in this Code is the form, massing, and location of new buildings. The most effective way to manage these issues is to classify all new or redeveloped buildings into one of 7 established building types. Each building type is permitted, prohibited or allowed with a conditional use permit in specific downtown sectors and is associated with specific standards such as building height, setbacks, access and others.

The overall intent of the specific building types and their associated standards is to require new projects to be designed in a way that establishes the density, activity and interest for the pedestrian, the urban resident or the visitor to Downtown Colorado Springs. The established building types reflect generic urban forms seen throughout many urban areas but are flexible enough to allow for innovation and creative architecture.

#### 2.3.1 The following is a description of each building type:

**Mixed-Use Building** – a multi-story structure that typically has a vertical mixture of uses. The ground floor (street level) may be used for commercial or office, while the upper floors may be used for office, residential, lodging or storage.



**Live/Work Building** – a dwelling unit that contains, to a limited extent, a commercial component. A live/work building is a fee-simple unity on its own lot with the commercial component limited to the ground level.



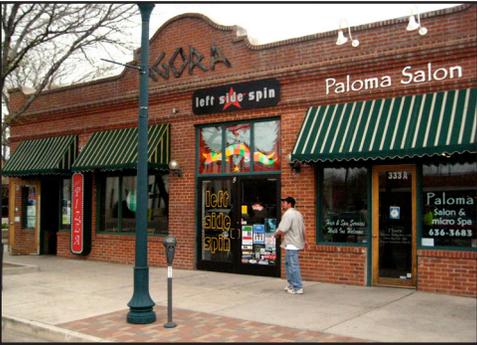
**Civic Building** – a structure specifically designed for a civic function. Typical uses include government office, cultural institutions and religious institutions.



**Apartment Building** – a structure with more than two dwelling units on one lot. The apartment building type may also be used for lodging purposes.



**Small Commercial Building** – a single-use, one-story structure with either commercial or office use.



**Rowhouse** – a dwelling unit attached by a common wall to at least one other dwelling unit. A rowhouse is generally a fee-simple unit, from ground to roof, with no units above or below. Structures containing rowhouses must contain at least three rowhouses.



**Accessory Unit** – a dwelling unit that is located over a garage on the same lot as the main structure. An accessory unit may also be a single-story dwelling unit, not associated with a garage, located on the same lot as the main structure. An accessory unit may be attached or detached from the main structure and is located to the rear of the lot. An accessory unit shall have a maximum square footage equal to fifty (50) percent of the main structure’s furnished space, excluding garages and basements.



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### 2.3.2 Sector Building Types

Due to the unique qualities of the individual Sectors, not all building types are appropriate in all areas of Downtown. The table below illustrates what building types are permitted in each district.

Building Type	Sector			
	Central	Corridor	Transition 1	Transition 2
Mixed Use Building	P	P	P	P
Live/Work Building	P	P	P	P
Civic Building	P	P	P	P
Apartment Building	P	P	P	P
Small Commercial Building		C	P	P
Rowhouse	C	P	P	P
Accessory Unit		C	P	P

An "P" indicates that the building type is permitted in the sector  
 A "C" indicates that conditional use approval is needed

### 2.3.3 Building Envelopes

Each building type has specific prescriptive building envelope standards. These standards are intended to create an interesting pedestrian environment and a consistent street wall. The following table describes the building envelope standards for each building type on both interior and corner lots. Corner lots are those properties that are adjacent to more than one public street (excluding alleys).

- 2.3.3.1 Building Alignment - new buildings should be located to align with adjacent buildings on at least one side. This only applies when adjacent buildings are within the range of required building setbacks.
- 2.3.3.2 Public Roadside Constraints – building types with 0' front setbacks but inadequate public roadside width should be setback from the property line far enough to provide adequate public roadside width; however, the inability to meet both building envelop standards and public roadside standards will require the granting of a warrant.

Building Type	Corner Lots	Interior Lots
Mixed Use Building		
Live/Work Building		
Civic Building		
Apartment Building		
Small Commercial Building		
Rowhouse		
Accessory Unit		

2.3.3.3 Measuring Setbacks – to all extent practical, the entire front façade of a building must be within the range of acceptable front setback. When a 0’ maximum setback is required, minor articulation may be used allowing portions of the façade to be slightly setback from the property line. Maximum side setbacks are only applicable at the front of the property which therefore permit rear oriented surface parking lots, landscaped areas, or other non-structural uses behind the building while also establishing a consistent street wall.

2.3.3.4 Corner Lots – a lot located at the intersection of two (2) or more intersecting streets with frontage on both streets and is considered a corner lot. Both lot lines adjacent to the streets are considered front lot lines and must meet front setback envelope standards.

2.3.3.5 Access to Rear Parking – when parking areas are proposed to be located behind a building, the side setback may be permitted to increase to twenty (20) feet to allow an access drive. This provision only applies if the curb cut

## Section 2 - The Standards

is acceptable to the City, pedestrian conflicts are minimal, and alley access alone is deemed insufficient.

### 2.3.4 Building Height

The maximum and minimum height of new structures varies according to building type and sector. The following table describes the maximum and minimum number of stories relative to building type and sector:

Building Type	SECTORS							
	Central		Corridor		Transition 1		Transition 2	
	max	min	max	min	max	min	max	min
Mixed Use Building	unlimited	2	10	1	6	1	4	1
Live/Work Building	4	2	4	1	6	1	4	1
Civic Building	unlimited	2	10	1	6	1	4	1
Apartment Building	unlimited	2	10	1	6	1	4	1
Small Commercial Bldg.	N/A	N/A	1	1	1	1	1	1
Rowhouse	N/A	N/A	4	1	4	1	4	1
Accessory Unit	N/A	N/A	2	1	2	1	2	1

\*See Section 3 - Density Bonus for exceptions to this table.

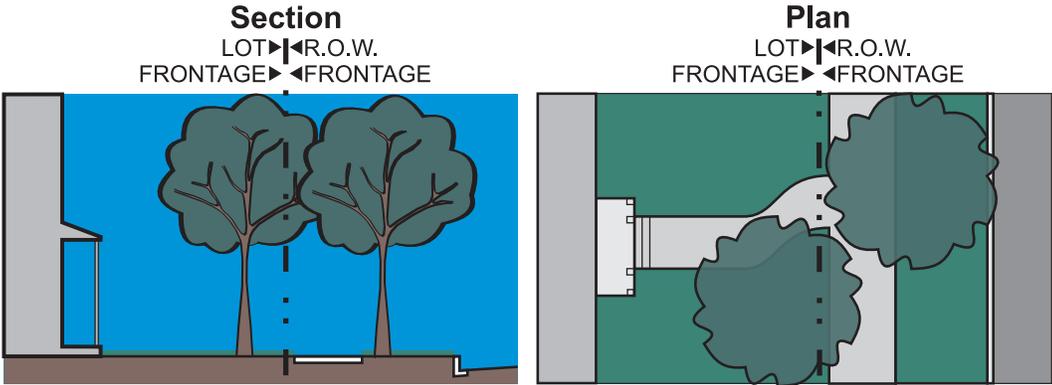
2.3.4.1 Buildings which are primarily residential or lodging and therefore may have shorter floor-to-ceiling heights may be permitted through the approval of a warrant to exceed the maximum number of floors if they are designed to be in scale with the existing or probable height of nearby non-residential buildings.

## 2.4 Frontages

One of the most critical elements of any new urban building is the design of its frontage. A frontage is defined as the front façade of a building together with the area between the façade and the right-of-way. The type of frontage and the make-up of the façade play a significant role in creating an interesting and pedestrian-friendly street wall. The five acceptable frontage types are:

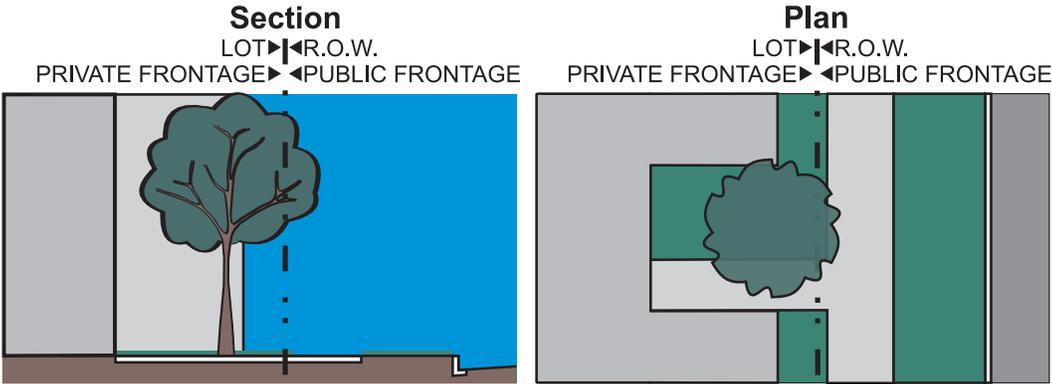
### 2.4.1 Common Lawn

A landscaped frontage wherein the façade is set back from the property line (but minimum and maximum setbacks are met). The front yard remains unfenced and is visually continuous with adjacent yards supporting a common landscape.



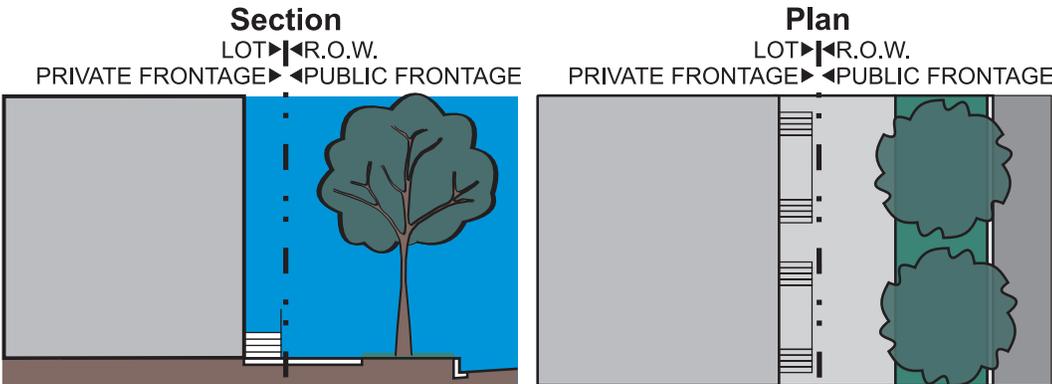
**2.4.2 Forecourt**

A frontage wherein a portion of the façade is close to the frontage line and the central portion is set back. The forecourt area is suitable for vehicular drop-offs or private open space. The forecourt area typically includes landscaping, hardscaping, public art, and/or street furniture. The first floor finished elevations may or may not be elevated to secure privacy for first floor units.



**2.4.3 Stoop**

A frontage wherein the façade is aligned close to the frontage line with the first story elevated from the sidewalk sufficiently to secure privacy for the windows. The entrance is usually an exterior stair and landing. This type of frontage is recommended for ground-floor residential use. Stoops may not encroach into the

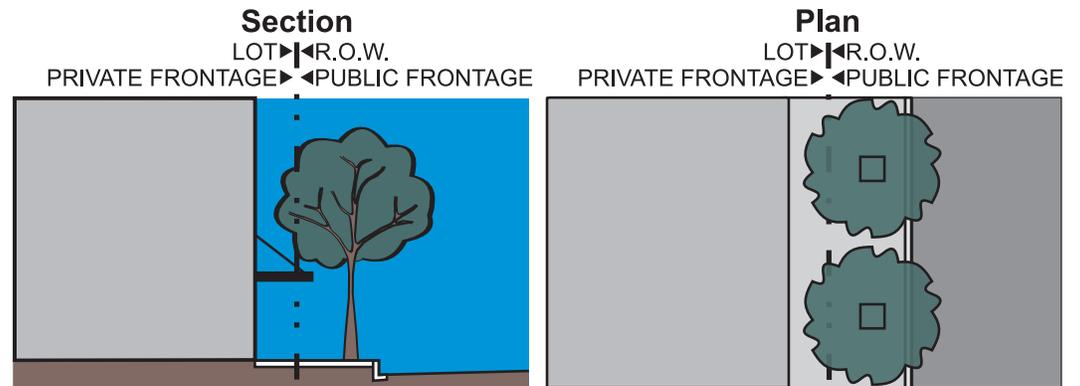


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right-of-way.

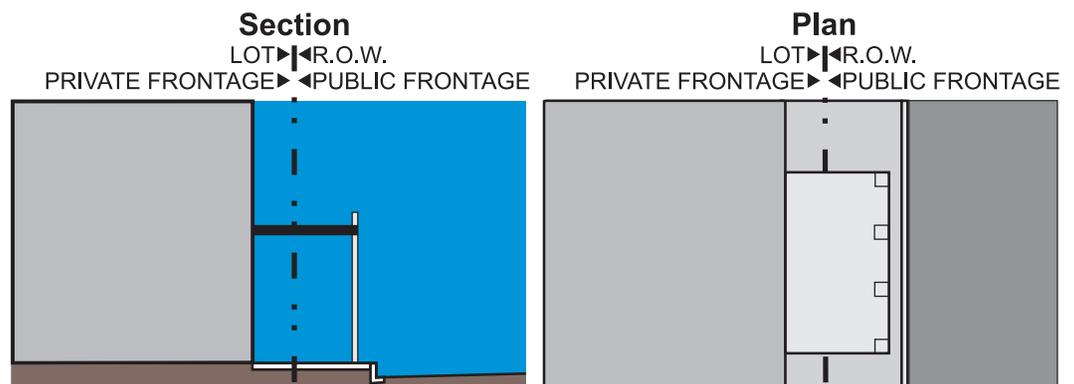
### 2.4.4 Shopfront

A frontage wherein the façade is aligned close to the frontage line with the building entrance at sidewalk grade. This type is conventional for retail use. It has substantial window glazing on the sidewalk level and an awning that should be at least 6' in depth but does not encroach into the str



### 2.4.5 Gallery

A frontage wherein the façade is aligned close to the frontage line with an attached cantilevered shed or a colonnade overlapping the sidewalk. The building entrance is at sidewalk grade. This type is conventional for retail uses. The gallery shall be no less than 10 feet wide and shall permit adequate pedestrian way clearance. The gallery may encroach into the ROW if the standards associated with Section 4.1.1 are met. The design of the gallery, including the location of the gallery columns, must allow for adequate amenity zone improvements and minimum clearances from public infrastructure including public parking stalls.



2.4.6 Frontage Table

The following table describes which frontages are permitted for the building types.

Frontage Types					
Building Type	Common Lawn	Forecourt	Stoop	Shopfront	Gallery
Mixed Use Building				P	P
Live/Work Building		P		P	P
Civic Building	P	P	P	P	P
Apartment Building	P	P	P		
Small Commercial Building				P	P
Rowhouse	P		P		
Accessory Unit	Frontage constraints apply to principal structures				

An "P" indicates that the Frontage Type is permitted for the building type

2.4.7 Glazing & Fenestration

By designing the first level façade with a significant proportion of windows, the public frontage is improved in two ways – windows typically increase the articulation and texture of the façade, and they improve the pedestrian environment by providing visual interest.

	Frontage Types				
	Common Lawn	Forecourt	Stoop	Shopfront	Gallery
% Glazing	25	30	25	60	60

The first floor of all buildings shall be glazed with transparent glass at the maximum percentage feasible. As a guide, the following table can be used to determine adequate glazing proportions.

Notes:

- The percentage of first floor glazing equals the percentage of transparent glass along that portion of the facade between eighteen (18) inches and ten (10) feet in height running parallel to the front property line and beginning at either the finished floor elevation or finished grade to account for sloped properties.



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- Interior window treatments (e.g. curtains or blinds) may be used periodically for privacy or sun shading purposes, but should not be a constant feature on first floor windows along the building's façade.
- Each building façade is measured independently.

### Fenestration Calculation



## 2.5 Uses

Although the emphasis of these standards are directed toward building mass and form some uses are prohibited or approved with a conditional use permit within the Downtown Form Based Zone. Pedestrian-oriented character is primarily established through building form standards, however, restricting specific uses will help guide growth and specifically encourage an increased residential presence downtown. In order to foster a vibrant Downtown a balanced and desirable collection of varied uses within each of the Downtown sectors is essential.

### 2.5.1 Sector Uses Matrix

A mixture of compatible land uses is encouraged throughout all sectors of the Downtown; however, the principal uses are residential, arts, entertainment, retail, hospitality, cultural, office, and light-industrial. A wide variety of uses should be incorporated into the Downtown by both vertical and horizontal integration. To assure that the uses most conducive to achieving a successful downtown, it is important to identify uses to permit, condition, or restrict by sector.

The following is a general Sector Use Matrix to guide in determining if a use is compatible in a sector. This table includes only broad, generalized land use categories, as a large level of use flexibility is expected within the form-based code area. Specific, unique uses that are not included on the chart below may be deferred by Staff to the Downtown Review Board for their consideration. See sections 2.5.3 and 2.5.4 for a list of more specific uses that are to be considered conditional or prohibited throughout the form-based code area.

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SECTOR					
USE TYPE	Central	Corridor	Transition 1	Transition 2 A	Transition 2 B
<b>RESIDENTIAL USES</b>					
All residential use types	P	P	P	P	P
<b>OFFICE USES</b>					
all office use types	P	P	P	P	P
<b>CIVIC</b>	P	P	P	P	P
<b>COMMERCIAL USES</b>					
retail	P	P	P	P	P
service	P	P	P	P	P
restaurant	P	P	P	P	P
entertainment	P	P	P	P	P
<b>INDUSTRIAL</b>					
light industrial		C	C		P
manufacturing		C	C		P
warehousing/wholesale		C	C		P
<b>LODGING</b>	P	P	P	P	P
<b>COMMUNICATION</b>	P	P	P	P	P

P = Permitted; C = Conditional Use; A blank cell means that the use is prohibited

**2.5.2 Uses for Building Types**

In addition to use restrictions in each sector, general use categories are either permitted or prohibited for each building type. The table below illustrates what uses are permitted for both the ground-floor as well as upper levels of all seven building types. Flexibility from this table can only be granted by the Downtown Review Board.

USE TYPE	Building Type													
	Mixed Use		Live/Work		Civic		Apartment		Small Commercial	Rowhouse		Access. Unit		
	ground floor	upper floors	ground floor	upper floors	ground floor	upper floors	ground floor	upper floors	ground floor	ground floor	upper floors	ground floor	upper floors	
<b>RESIDENTIAL USES</b>														
All residential use types	P*	P	P*	P		P	P	P			P	P	P	P
<b>OFFICE USES</b>														
all office use types	P	P	P	P		P	P		P					
<b>CIVIC</b>														
	P					P	P							
<b>COMMERCIAL USES</b>														
retail	P	P	P	P					P					
service	P	P	P						P					
restaurant	P	P	P						P					
entertainment	P	P	P						P					
<b>INDUSTRIAL</b>														
light industrial	P	P	P						P					
manufacturing	P	P	P						P					
warehousing/wholesale	P	P	P						P					
<b>LODGING</b>														
	P	P					P							
<b>COMMUNICATION</b>														
	P	P	P				P		P					

\* Ground floor residential uses in the Mixed Use and Live/Work buildings should be located to permit non-residential uses along the frontage of the building.

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### 2.5.3 Prohibited Uses

Some uses are generally inappropriate in all Downtown sectors. Following is a list of prohibited uses:

2.5.3.1 Commercial surface parking lots are prohibited as the primary use on any property unless an “interim use” plan is approved; surface parking lots may be permitted if they clearly are accessory to the primary use on the property.

2.5.3.2 Off-premise free-standing signs are prohibited in all Downtown Sectors.

### 2.5.4 Conditional Uses

Some uses are generally inappropriate in all Downtown sectors. Following is a list of uses that may be approved as a Conditional Use according to Chapter 7, Article 5, Part 7 of the City Code:

2.5.4.1 Sexually Oriented Businesses are Conditional Uses and must comply with all siting and buffering standards described in Chapter 7, Article 5, Part 15.

2.5.4.2 Detention Facilities are conditional uses.

2.5.4.3 Any convention center, arena, or sports stadium, whether indoor or outdoor shall be considered a conditional use. The additional level of review may be used to allow such a use in spite of the fact that the proposed structure does not adhere to one of the Code’s approved building types.

2.5.4.4 Bars are considered a Conditional Use throughout the form based code area.

2.5.4.5 A single retail establishment with over 50,000 square feet will require a Conditional Use permit.

2.5.4.6 Auto repair as the primary use requires a conditional use permit; auto repair may be approved as accessory to the property’s primary use.

2.5.4.7 Human Service Establishments – human service homes, human service residences, family care homes, large family care homes, hospices, domestic violence safehouses, or family support residences are permitted uses. Residential child care facilities, human service facilities, drug and alcohol treatment facilities, human service shelters or detoxification centers require conditional use approval. Parking standards for human service establishments in the FBZ are described in Section 7.4.203 of City Code. The requirements described in Section 7.3.105.F.2. of City Code are applicable in the FBZ.

**2.5.5 Commercial Mobile Radio Service (CMRS)**

When appropriately located and designed, CMRS facilities are a suitable urban element. For the purpose of locating, designing, reviewing and approving CMRS facilities as well as all other issues pertaining to CMRS facilities within the Downtown Colorado Springs Form-Based Code District, the District shall be regulated under the C-6 regulations found in Part 6, Article 4, of Chapter 7 of the City Codes.

**2.5.6 Medical Marijuana Uses**

Medical Marijuana uses (including centers, optional premises cultivation operations, and infused product manufacturers) are permitted as commercial uses throughout many of the City’s commercial zone districts. Due to their potentially unique characteristics and the fact that the uses don’t fit directly into the form-based code’s definitions for commercial land uses (e.g. retail, service, etc.), a specific standard is justified. Medical Marijuana centers, optional premises cultivation operations, and infused product manufacturers are considered permitted uses throughout the Downtown Form-Based Zone. City-wide standards, licensing, and separation requirements are applicable within the Downtown Form-Based Zone.

**2.6 Parking**

Parking supply and demand in Downtown Colorado Springs warrants standards that are tailored to the unique character and transportation choices in our urban area. The convenience of multiple forms of alternate transportation, including the ability to traverse the area as a pedestrian, decrease the parking demand for many urban land uses. Furthermore, the provision of multiple public and private parking structures and for-profit surface parking lots, decreases the need for new parking stalls for individual projects. The table above establishes the minimum parking requirements for specific uses within the form-based code area.

USE TYPE	MINIMUM PARKING REQUIREMENT
<b>RESIDENTIAL USES</b>	
all residential use types	One Stall per Unit
<b>OFFICE USES</b>	
all office use types	One Stall per 500 sq. ft.
<b>CIVIC</b>	One Stall per 750 sq. ft.
<b>COMMERCIAL USES</b>	
retail	One Stall per 500 sq. ft.
service	One Stall per 500 sq. ft.
restaurant	One Stall per 250 sq. ft.
entertainment	One Stall per 750 sq. ft.
<b>INDUSTRIAL</b>	
light industrial	One Stall per 1000 sq. ft.
manufacturing	One Stall per 1000 sq. ft.
warehousing/wholesale	One Stall per 1000 sq. ft.
<b>LODGING</b>	One Stall per Unit
<b>COMMUNICATION</b>	One Stall per 1000 sq. ft.

**2.6.1 Parking Reduction Factors**

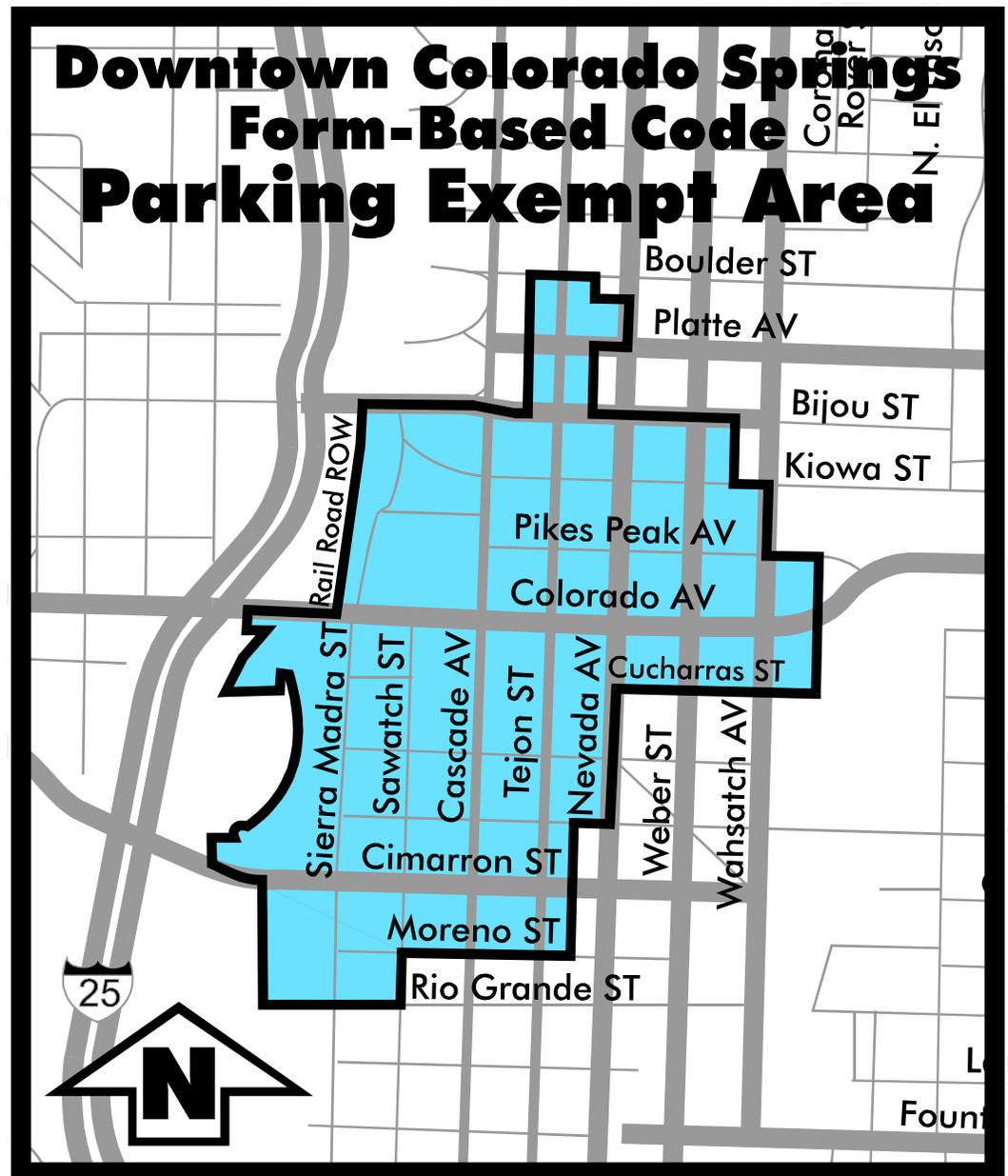
Those properties that include a combination of multiple general land use categories may reduce the overall supply of parking by the following ratios.

USE COMBINATION	REQUIRED PARKING
Residential and Office	75 % combined total
Residential and Retail	90 % combined total
Office and Retail	75 % combined total
Lodging and Residential	90 % combined total
Lodging and Office	80 % combined total
Lodging and Retail	90 % combined total

## Section 2 - The Standards

### 2.6.2 Parking Exemption

- 2.6.2.1 The standards described above in section 2.6. do not apply within the Central Sector. While no parking is specifically required within the Central Sector, new projects are encouraged to supply adequate parking for their anticipated demand.
- 2.6.2.2 The City's existing Parking Exempt area described in Section 7.4.206.A of the City Code is applicable within the new Form-Based Code zoning district. The area in question includes some areas of Corridor and Transition 1 Sectors.
- 2.6.2.3. An additional area of parking exemption is granted for the FBZ properties between Boulder Street and Bijou Street.

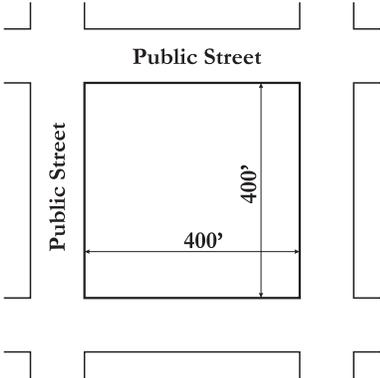


## 2.7 Block Standards

When new subdivisions are being created, right-of-ways are established or vacated or other platting action is proposed, the following standards shall apply.

### 2.7.1 Block Dimensions

Standards guiding the platting configuration of new subdivisions. The length, width and shape of blocks shall be designed to provide convenient and safe circulation and access for pedestrians and vehicles. The historic block pattern for downtown should be respected and repeated when possible.



2.7.1.1 The historic downtown block dimensions of 400' x 400' shall be preserved and repeated throughout the form based code area.

2.7.1.2 Blocks shall feature a mid-block alley or pedestrian passage that is at least 20' in width.

2.7.1.3 The grid system should be maintained, yet variation may be approved by warrant if connectivity is retained and the pedestrian experience is enhanced.

2.7.1.4 Pedestrian Bridges – elevated pedestrian bridges may be approved to span alleyways, but are prohibited over all other public streets.

## 2.8 Public Spaces

The intent of Public Space Standards is to promote a high quality, pedestrian-oriented public realm that encourages usage in addition to providing a comfortable and safe environment for all users of public space. The thoughtful design and maintenance of public roadsides, landscape, street furniture, public parks and plazas, public art, and signage are all elements that impact public space.

All public improvements required specifically by this Plan or by the City's Subdivision Code (see Chapter 7 Article 7 Part 8 of the City Code) must be installed as a condition of approval to the development plan regardless of if the land is being platted. Improvements may include, but are not limited to, curb and gutter, sidewalk, Right-of-Way landscape, street furniture, lighting, utility upgrades, traffic improvements, and public wayfinding signage.

### 2.8.1. Definition of Individual Public Spaces

The public realm is the area and improvements within the City's public Right-of-Way (ROW) and typically extends from building façade to building façade. It is made up

## Section 2 - The Standards

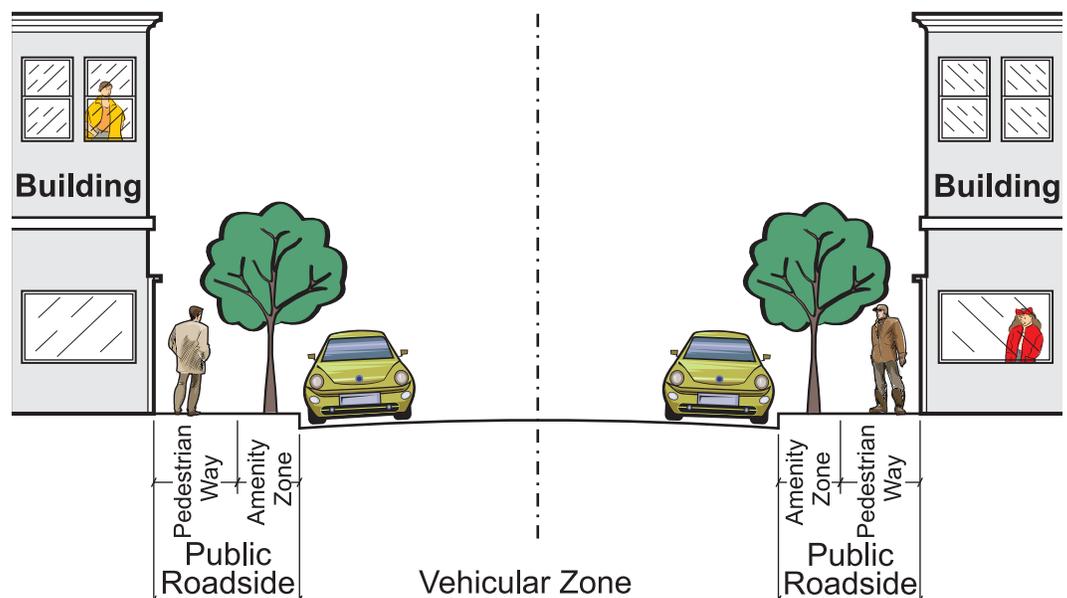
of the following, more specific elements:

Public Roadside – the area from the street curb to the building.

Pedestrian Way - Area of the public roadside that is located closest to the building and provides a space for clear walkways and legal encroachments that enhance a healthy urban experience for the pedestrian.

Amenity Zone - Area of the public roadside that is located closest to the road and consists of items such as street trees, planters, lights, bike racks, and street furniture. Structures placed in the amenity zone should be located to allow ADA clearance for users to travel from a parked vehicle to the pedestrian way.

Vehicular Zone – the area from curb to curb that is predominately used by vehicles.

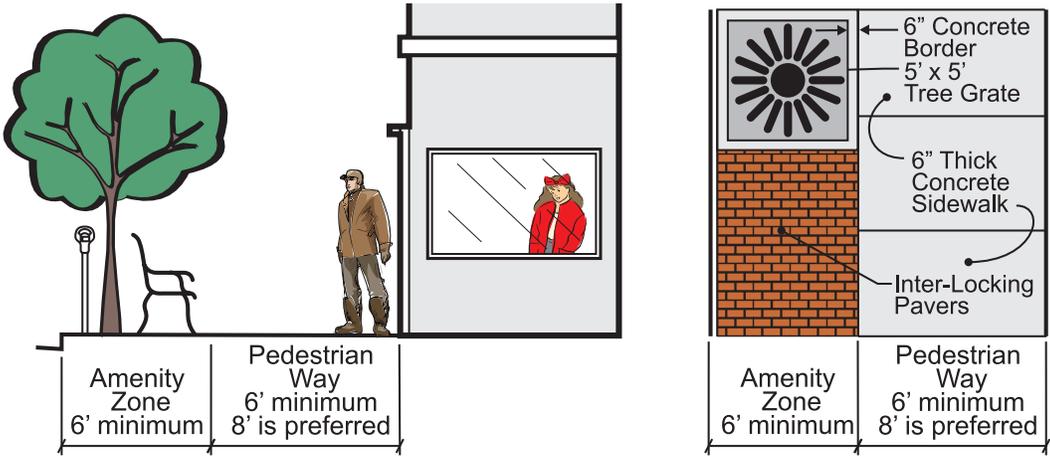


### 2.8.2. General Roadside Design

The following figures illustrate the required design and dimension of the public roadside:

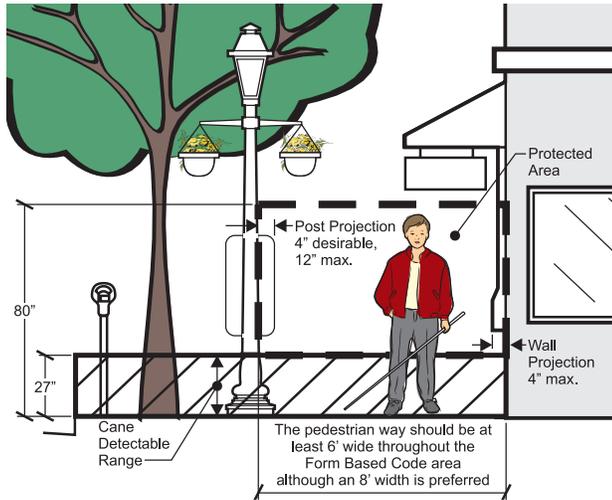
When inadequate ROW width is present, the required public roadside area shall encroach onto private property which must be encumbered by a public improvement easement.

The slope of the public roadside should not exceed 2% slope to conform with ADA requirements.



**2.8.3. Pedestrian Way Design**

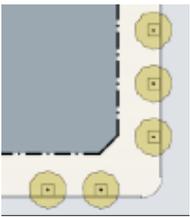
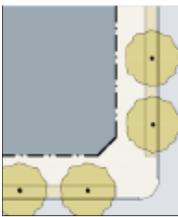
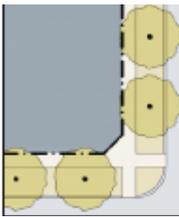
In all Sectors, the pedestrian way shall be at least 6' in width from the ground level to a height of 27". The area from 27" to 80" above ground level may have maximum encroachments of 12" along light poles, and 4" for wall protection. The area shall be paved with 4" thick concrete (except at driveways where 8" is required) and shall not exceed 2% slope.



## Section 2 - The Standards

### 2.8.4. Amenity Zone

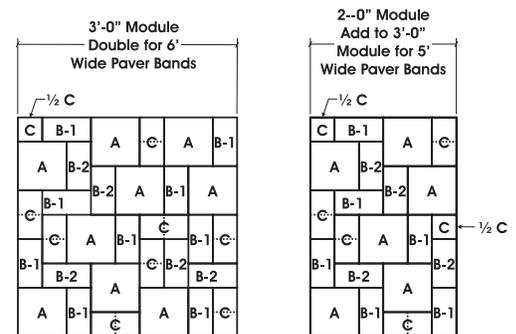
The intent of the street landscaping and furnishings standards is to promote an attention to detail, quality, and continuity of practical street elements that encourage a more enjoyable experience for all users of the public realm, including users of automobiles, mass transit vehicles, bicycles, and pedestrians. Structures placed in the amenity zone should be located to allow ADA clearance for users to travel from a parked vehicle to the pedestrian way.

	Planter	Narrow	Wide
<b>Amenity Zone Design Options</b>			
<b>Appropriate Sectors</b>	Central, Corridor, Transition		Transition
<b>Planter (Minimum)</b>	5 ft. x 5 ft. tree well	6 ft. wide	8 ft. wide
<b>Tree Spacing (depending on species)</b>	25-40 feet		
<b>Pedestrian Light Spacing (Maximum)</b>	50 - 75 feet		
<b>Appropriate Materials</b>	Tree grates	Breeze	Turf
	Pavers (See Below)	Rock mulch 3/4" maximum Decomposed granite	Breeze Rock mulch 3/4" maximum Decomposed granite
<b>Other appropriate elements</b>	* Bike Racks, Trash and Recycle Bins, Public Signage, Sidewalk Tables, Benches, Low Seat Walls, Parking Meters, Newspaper Condo Boxes, Street Lights, USPS Boxes and other mail recipicals, Fire Hydrants, Public Art, Transit Shelters, Water Curb Stops		

\*Structures within the amenity zone must be located in accordance with Colorado Springs Utilities requirements

The following table provides information on the design and composition of the amenity zone.

The treatment described herein is considered as the minimum standard regarding design and materials. Alternatives may be approved by the Downtown Review Board if they exceed the minimum standards and are utilized over a larger scale (e.g. block face, renewal area, etc.).



A - 8" x 8" Double Holland 98 Shady Red  
 B-1 - 4" x 8" Holland Stone 98 Porcelain Gray  
 B-2 - 4" x 8" Holland Stone 98 Tawny Pink  
 C - 4" x 8" Holland Stone II 98 French Gray

Amenity Zone Paver Design

Structures placed in the amenity zone should be located to allow ADA clearance for users to travel from a parked vehicle to the pedestrian way.

### 2.8.4.1 Street Tree Standards

1. Proposed tree types and planting methods should be consistent with Appendix B of the City of Colorado Springs Landscape Design Manual.
2. Shade trees should be placed with consideration to street furniture location.
3. Street trees should be spaced 25-40 feet apart on center, depending on the trees' size at maturity. Where necessary, spacing exceptions may be made to accommodate mature trees, curb cuts, fire hydrants and other infrastructure elements.
4. To maximize survival rates, trees should be planted to ensure proper drainage and shall be irrigated if needed.
5. Developments must conform to the tree preservation standards set forth in the City Zoning Code 7.4.316.

### 2.8.4.2 Bicycle Storage

1. All building projects shall provide adequate bike racks and/or storage areas for employees, customers, and residents.
2. Bike racks and/or storage areas should be located within 100 feet from the entry points to all building types. Bike racks and/or storage areas should be located near high traffic areas but should not impede the function of the pedestrian way.
3. Bike racks should be easy to recognize, attractive, and functional. Innovative bike rack designs are encouraged, especially when located within the public roadside. Bike storage areas should be well lit and designed according to the needs of the user – bike cages or lockers should be provided for long term bike parking where warranted.

### 2.8.5 Vehicular Zone

Due to the variety and complexity of specific street cross-sections in the form-based code area, the design of the vehicular zone shall be determined on a case-by-case basis. Those projects that will affect the existing street cross-sections should engage in early dialog with the City to determine the appropriate design of the vehicular zone.

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## **2.9 Signage**

While the downtown form-based zone has specific sign needs and complexities, the sign standards and allocations included in Chapter 7, Article 4, Part 4 of the City Code remain applicable and shall be enforced throughout downtown. Guidance and recommendations for downtown-specific signage is provided within section 4.4 of this regulating plan.



# Density Bonuses

## Section 3 Density Bonuses

To encourage the provision of socially beneficial building elements that exceed local requirements, this Code establishes the opportunity to increase building height beyond the standard limit in the Corridor, Transition 1 and Transition 2 Sectors.

### 3.1 Density Bonus Opportunities

To be eligible for either of these privileges an applicant must provide a combination of building elements that warrant the additional development rights. There are 8 different incentive categories, each of which is assigned a point value per unit of incentive. A set quantity of points is needed to be eligible for the additional building height. The 8 categories are:

- Pedestrian alley improvements
- Public art and cultural amenities
- Market rate housing units
- Affordable housing units
- Green building design
- Historic Preservation
- Underground Parking
- Bicycle Storage

#### 3.1.1 Pedestrian alley improvements

This category is available to those projects that improve the adjacent public alley for an entire block section. Improving the existing condition of downtown's public alleys benefits downtown by increasing pedestrian connectivity and helping to establish a clean and safe image for downtown. The improvements must go beyond those typically required as part of the development process. Improvements that shall be considered include: 1) burying overhead utilities to improve the site aesthetics; 2) screening or removing utilitarian elements such as trash, recycling, or loading docks; 3) incorporating a public plaza into the entrance of an alley including the addition of lighting to increase the pedestrian's sense of safety; 4) resurfacing the alleyway to delineate pedestrian spaces from vehicular spaces; and others.

### 3.1.2 Public art and cultural amenities

Although public art is provided throughout downtown through the Art on the Streets program, additional art and cultural amenities will benefit the downtown community as a whole by improving the pedestrian experience and potentially serving as an additional attraction to bring more people downtown. To qualify for density bonus points a project must include 1% art or cultural amenities into the project itself. The amenity must be within a plaza or entryway feature. It can also be incorporated into the structure itself as a mural or relief. A museum, art gallery or other cultural facility within the structure will also qualify the project for incentive points. This type of facility must be open to the public on a regular basis and no less than 3,000 square feet. All public proposals must be approved by the Art Commission of the Pikes Peak Region.



### 3.1.3 Market Rate Housing

An expanded downtown residential population is essential to the creation of active streets. To encourage new downtown residences, points are awarded to those projects that create new downtown residential units. A market rate unit is one that is rented or sold at prevailing market rates. Mixed-use development with residential units on the upper-floors is strongly encouraged for new development, but all residential projects are eligible for incentive points. Density bonus points are based on number of market rate units in a project.

### 3.1.4 Affordable Housing

Affordable housing is crucial to ensuring downtown remains an accessible location for the entire population. Lower-income workers play an essential role in the city's well-being and should have the option to live in the downtown. Eligible units are those that are affordable to households making 100% or less of the City's median income. Local and federal financial assistance may be available for those projects that are affordable to households with incomes less than 80% of the City median. Density bonus points are based on the percentage of affordable housing units within a project.

## **Section 3 - Density Bonuses**

### **3.1.5 Green Building**

The building industry's approach to design, construction, and operation of structures is evolving as building resources required to create, operate, and replenish our building's infrastructure are increasingly more expensive in part due to diminishing natural resources. The building industry is moving toward a new value of environmental performance. The industry's growing sustainability ethic is based on the principles of resource efficiency, health, and productivity. "Green" or "sustainable" building considers a building's total economic and environmental impact and performance, from material extraction and product manufacture to product transportation building design and construction, operations and maintenance, and building reuse or disposal. The adoption of sustainable building practices warrants density bonus points.

### **3.1.6 Historic Preservation**

There are a number of historic assets within the form-based code area that deserve protection. Historic properties that have been listed in the State or National Registers or have been locally zoned Historic Preservation Overlay, and those properties that have been surveyed and determined eligible for the Registers or Overlay Zoning are eligible for density bonus points – however, the proposed project must not compromise the integrity of the historic assets.

### **3.1.7 Underground Parking**

While the construction of underground parking accomplishes a number of urban form goals, it is often cost prohibitive. To encourage projects that meet our urban form goals while simultaneously providing ample on-site parking, those projects with sub-grading parking are eligible for density bonus points.

### **3.1.8 Bicycle Storage**

While Section 2 of this Code requires projects to supply bicycle parking along the public frontage, there are opportunities and benefits for going beyond these requirements to increase the use of alternative transportation – particularly by employees. To qualify for the bicycle storage density bonus, a project must include a sheltered bicycle cage, lockers or other secure bicycle storage areas, and must have bicycle rider facilities such as a locker room and shower.

### 3.2 Density Bonus Points Table

The following table quantifies the number of density bonus points that are available for specific actions that benefit downtown as a whole.

		minimums		additional	
		size or other	points	size or other	points
Pedestrian alley		1 of the 4 options	2	Additional options	1/each
Public art and cultural amenities		“significant” art OR 3,000 sq. ft. museum space	2	6,000 sq. ft. museum space	1
Market rate housing		10	2	Every additional 5	1
Affordable housing		15% of total units	3	Every additional 15%	3
Green Building	Water Use Reduction	75% of the building water fixtures are high-efficiency, dry fixtures, and/or occupant sensor.	2	N/A	N/A
	Reduce Heat Island Effect - Roof Surface	75% high albedo surface having a Solar Reflective Index (SRI) of 29 or greater and/or 50% vegetated surface; or a combination of both.[1]	2	Install roof top recreation area for building occupants and/or visitors.	1
	Energy Conservation	Building projects must comply with the ASHRAE/IESNA Standard 90.1-2004, in both mandatory provisions (section 5.4, 6.4, 7.4, 8.4, 9.4, and 10.4) and prescriptive requirements (section sections 5.5, 6.5, 7.5, and 9.5).	2	Exceed energy ASHREA Standard by showing an energy cost saving of at least 17.5 % for new buildings or 10.5 % for existing building renovation project based on baseline energy cost.	1
	Overall Building Materials	20% or more of the primary materials being used in the building system contain 20% or more post-consumer recycled content.[2]	2	40% or more of the primary materials being used in the building system contain 20% or more post-consumer recycled content.[2]	1
	Singular Building Material	At least one primary building material (such as roofing) is 50% or more post-consumer recycled	2	At least one primary building material (such as roofing) is 90% or more post-consumer recycled	1
Historic Preservation		Preservation of historic asset	3	N/A	N/A
Underground Parking		20 sub-grading parking stalls	2	every additional 20 sub-grade parking stalls	1
Bicycle Storage		sheltered and secure bicycle parking for 15 bicycles	2	sheltered and secure bicycle parking for every additional 10 bicycles	1

[1] Total Roof Area >= (Area of SRI roof/.75)+(Area of vegetated roof/0.5)

[2] Any reused materials will be found to satisfy the 20% post-consumer recycled content requirement

## Section 3 - Density Bonuses

### 3.3 Point Exchange Rate

The following table quantifies the number of points that are needed for the two incentive actions:

Additional height	Points
1 floor	3
2 floors	5
3 floors	7
4 floors	9
5 floors	11

### 3.4 Exchange Limits

The following table lists the maximum number of additional stories that can be added using density bonus points beyond those limits described in Section 2.3.4

Sector	Maximum Number of Density Bonus Stories	Maximum Height Using Density Bonuses
Central	N/A	N/A
Corridor	5	15
Transition 1	4	10
Transition 2	2	6

### 3.5 Authority

The Downtown Review Board is the primary entity with the authority to approve or disapprove a request for a density bonus pursuant to regulations established within this Section. The City Council may also approve or disapprove density bonuses.



# Design Guidelines

## Section 4 Design Guidelines

This section of the form-based code describes recommended design practices that have been created to create a high-quality, pedestrian friendly urban environment. The principles described in this section are not considered required development standards. However, all projects are strongly encouraged to utilize this section to design projects that meet the intent of this Code. Additionally, those projects that need one or more warrants will be judged for conformance with this section as a criterion for approval.

### 4.1 Architectural Guidelines

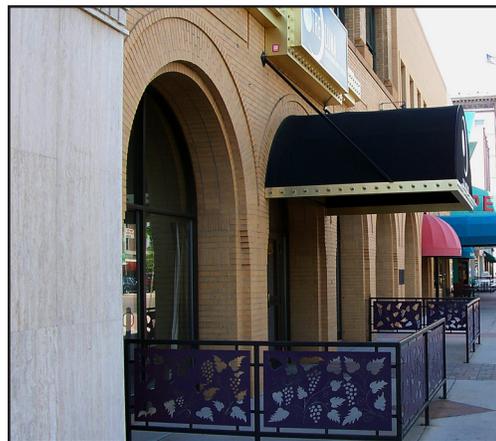
The following principles should be considered for the design of projects across the form-based code area.

#### 4.1.1 Encroachments

Encroachments such as awnings, galleries, stoops, flags, signs, and patio seating areas improve the pedestrian character by providing shade, interest, 3-dimensional depth, and public activity. Private use of the public right-of-way is encouraged where the encroachment meets this Code's intent and the encroachments do not impact existing or anticipated utility infrastructure.

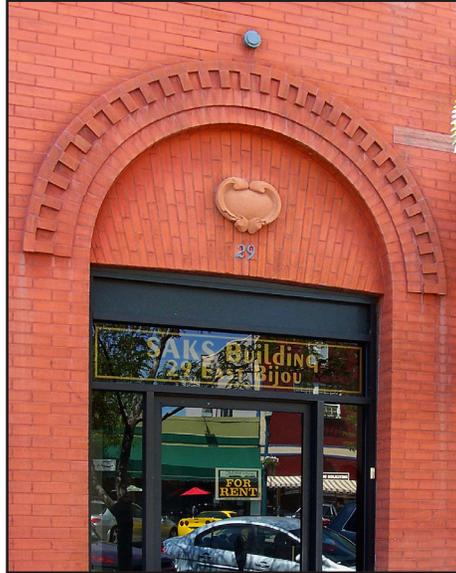
Notes:

- Surface level encroachments shall be limited to retain an adequate public pedestrian way.
- Documentation of structural stability of above ground encroachments is required as part of the encroachment review.
- A long-term encroachment license may be issued.
- All encroachments must be evaluated by Colorado Springs Utilities to verify that the proposed encroachment will not unreasonably impact existing or anticipated utility infrastructure at the site.
- A Revocable Permit will be required for all private encroachments into the public right-of-way; see Section 5 for more information.



### 4.1.2 Architectural Detail

Architectural details create an interesting visual environment for the pedestrian. Building façades should include architectural details for at a minimum the first two floors. Details should be incorporated into a range of façade elements such as windows, spandrels, awnings, porticos, cornices, pilasters, columns and balconies. Details should establish a varied building texture and highlight façade articulation.



### 4.1.3 Double Frontage

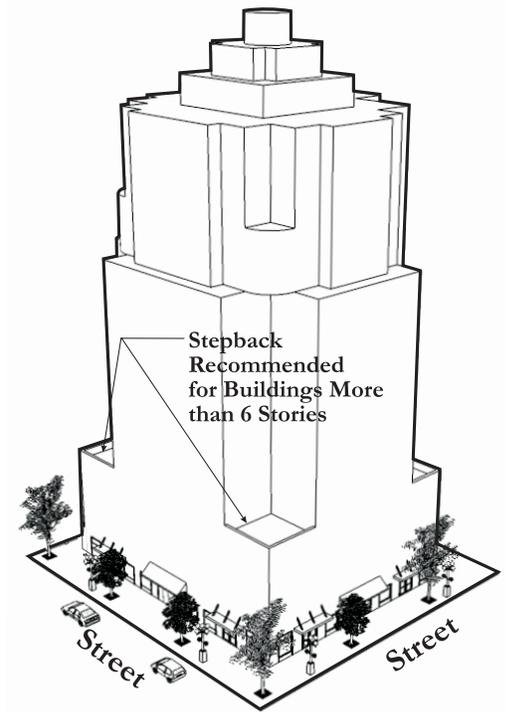
Structures located on corner lots should be designed with multiple front façades to create a pedestrian friendly and attractive public realm. Structures that are adjacent to multiple street frontages should be designed with multiple front façades. Additionally, the building frontage should extend to the block corner.



## Section 4 - Design Guidelines

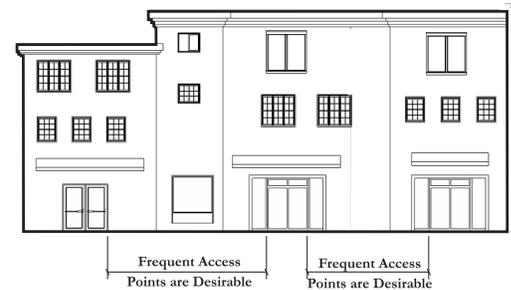
### 4.1.4 Stepback

A stepback, sometimes called a setback, is a step-like recession in a wall façade. The architectural design of buildings should include articulation that breaks-up large monotonous building façades and increases the amount of light and openness at street level. Buildings more than 6 stories in height should consider an architectural stepback after the 2nd story. Stepback features are most important to building frontages along public streets (excluding alleys).



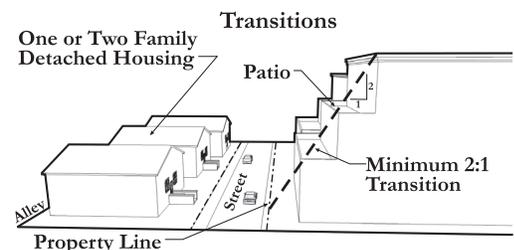
### 4.1.5 Pedestrian Access

To improve the pedestrian experience and increase public space activity, pedestrian access points should be located along the public frontage as often as practical. Access ways into the buildings may be into commercial spaces, individual residential units, lobbies, individual offices, shared spaces or other spaces.



### 4.1.6 Transitions

The transition guideline is intended to limit the bulk and height of structures at the edges of the form-based area. The massing of taller structures should be organized in a way that minimizes the apparent bulk and height of the proposed structure. This should be accomplished in three ways – by careful selection of building type at the zone’s edges, providing landscape buffers or setbacks, and providing stepbacks for new taller buildings at the Form Based Zone’s edges. New structures adjacent to or across a street or alley from existing single family or two family properties that are outside the form-based zone should stepback from the property line at a 2:1 ratio.



### 4.2 Site Design

The following principles should be considered for the design of projects sites across the form-based code area.

#### 4.2.1 Services

To create a more pedestrian friendly and attractive downtown many utilitarian features, such as trash facilities, loading docks, HVAC equipment, and above ground utility infrastructure, should be out of the public's view. Ground level services should be located at the rear of a structure adjacent to the alley if possible. A screen wall should be used to screen the view of service features if the optimal placement does not adequately screen the features from the public realm. Landscape treatments should not substitute in lieu of a screen wall; however landscape treatments may be appropriate when service features are adjacent to intense pedestrian use and public visibility to soften the service area from the public realm.



#### 4.2.2 Drive-through

The location, design and visibility of vehicular drive-through facilities in the downtown should respect the pedestrian environment, the desired urban density, and the aesthetics from the public realm. Drive-through lanes should not have entrance or exit points on public streets. Access into and out of the drive-through should utilize public alleys if available; if there is no public alley the drive-through shall be designed to minimize access points. The drive-through bays and the stacking area should be screened from the public realm using the principal building and/or a screen wall if necessary.



## Section 4 - Design Guidelines

### 4.2.3 Parking

Parking should be provided when necessary, especially for those projects expected to have a high demand for auto parking. Parking features should complement the creation of a safe, comfortable environment for pedestrians to park once and walk to multiple destinations. Projects that include parking should consider the provision, location and design of on-street, underground, or intra-block surface or garage parking. The provision of on-site parking should also take into consideration the possibility of the existing parking supply in adjacent areas being consumed by a proposed project. Whenever possible, parking lots and structures should be shared by multiple property owners and users.

The following principles should be considered for the design of parking projects throughout the form-based code area.

4.2.3.1 Structured Parking - Structured parking includes multi-level parking which may be located below, at or above ground level. Structured parking should be utilized to enable infill of the downtown and concentrate parking for workers, residents and other downtown patrons in nodes within walkable proximity to multiple destinations.

4.2.3.1.1 Structured parking should be obscured from public view if possible and accessed from alleys if able.

4.2.3.1.2 If visible from street, structured parking should blend with architectural surroundings.

4.2.3.1.3 Ground floors should feature active uses and should provide at least 60% fenestration along the Public Frontage.



4.2.3.2 Surface Parking – Surface parking includes unenclosed, ground-level lots which are accessory to a principal use. Surface parking provides parking for shoppers, diners and other short-term visitors. Surface parking in the rear of buildings may also be used for small residential developments and businesses. Surface parking includes unenclosed, ground-level lots which are accessory to a principal use.

4.2.3.2.1 Private surface parking should be intra-block behind principal buildings.

4.2.3.2.2 Surface parking should include adequate landscaping and lighting to both screen the lot from the public realm and provide a safe and secure property.

4.2.3.2.3 Landscaping efforts should maintain, and be consistent with, the public streetscape standards section of this code.



4.2.3.3 Additional Setback for Vehicular Access – Enclosed or garage parking structures in the Transition Sectors should to be setback 5' from the public right-of-way, including alleys, to allow adequate sight visibility and safe access. Many Sectors and building types have 0' setbacks. However, if enclosed parking is included in the design, the structure may need to be setback from the public alley or thoroughfare to allow adequate sight visibility when entering or exiting the structure.

## Section 4 - Design Guidelines

### 4.2.4 Transit Shelters

Transit shelters should be provided when necessary, especially for those projects located along a public transit line. Shelter features should create of a safe, comfortable environment for transit users to rest while awaiting a ride.

- 4.2.4.1 Transit shelters should be located in areas with a high level of pedestrian activity, but shall not impede pedestrian traffic or wheelchair circulation. The exact location of new transit shelters is determined by the Colorado Springs Transit Services Division.
- 4.2.4.2 Comfortable seating should be provided.
- 4.2.4.3 Where feasible, incorporate other streetscape elements, such as water fountains, newspaper boxes, trash and recycling bins, bike rack and/or signage.
- 4.2.4.4 The shelter design should reflect excellence, meaning that the design should indicate the structure is more than a simple utilitarian fixture. Creative and timeless designs that complement other streetscape furnishings are encouraged.
- 4.2.4.5 Transit shelters should be constructed of durable, attractive, and sustainable materials.
- 4.2.4.6 The transit shelter must be located at least 36” from the back of the curb for ADA compliance. An area 5’ by 8’ should be incorporated into the design of the shelter for ADA ramp deployment.



### 4.2.5. Hardscape Elements

Hardscape elements should provide practical public features in addition to a more interesting visual environment for the pedestrian. The following principles should be considered for the design of hardscape features across the form-based code area.

- 4.2.5.1 Paved surfaces in the pedestrian way should be consistent with the public roadside standards of this Code.
- 4.2.5.2 Bike racks, trash bins, and seating should be incorporated into streetscape designs on all streets with high levels of pedestrian activity. Continuity of style throughout a neighborhood is encouraged. These elements should be durable, cost effective, and easy to maintain.
- 4.2.5.3 Corner lots located in the Central Sector should continue the existing hardscape patterns established throughout the Code area.
- 4.2.5.4 Hardscape materials and patterns should respond to their context. For example, a very large plaza with adjacent commercial activity should have more elaborative material while a less intense and smaller plaza will tend toward the simpler.



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### 4.2.6. Public Parks and Plazas

Public parks and plazas may be defined as those areas that encourage a variety of public spaces in the Downtown, ranging from active urban plazas to more passive and heavily landscaped neighborhood parks.

Plazas are defined as urban public spaces that are more formal than parks and have a higher degree of hard surfaces and pedestrian traffic.

Parks are defined as open spaces that have less hard surface and pedestrian traffic than plazas. Parks typically include both active and passive recreation areas.

The form-based code area has a plentiful amount of existing public spaces; and therefore careful consideration should be given to additional privately created parks and plazas. However, for those projects that warrant a park or plaza the following principles should be considered:

4.2.6.1 Public spaces should be located and designed so that they are clearly visible and easily accessible during daylight hours. Access may be limited at other times.

4.2.6.2 When possible, the siting of green spaces shall consider the western mountain views.

4.2.6.3 Design all public spaces other than large recreational parks should be designed to be human-scale and visually interesting.



4.2.6.4 When possible parks and Plazas should incorporate space-defining and active edges – such as multi-story façades with ground floor restaurants. Cafés and shops that attract pedestrians are ideal edge uses. Blank walls should be avoided when possible.

4.2.6.5 When possible plan for prevailing sun angles and climatic conditions.

4.2.6.6 Sunken plazas and architectural bench arrangements should be avoided. These designs often fail to promote use.

- 4.2.6.7 When possible provide flexible space for programmed uses, but design such spaces so that they do not appear barren when there is no programming.
- 4.2.6.8 Features that attract users, such as fountains, public display areas, or interactive sculpture are encouraged in all areas.
- 4.2.6.9 Landscaping should be incorporated into the park or plaza design so to provide for natural shade and/or to soften hardscape areas.
- 4.2.6.10 Proposed landscaping elements, especially in regard to species type, should consider City of Colorado Springs Landscape Design Manual.
- 4.2.6.11 All development proposals for the creation of new public parks or the improvement of existing public parks shall be subject to Parks Board review.

### 4.2.7. Public Art

Private and public projects are encouraged to integrate art into the design and implementation process for buildings and public spaces. Public art may be defined as works of art in any media that has been planned and executed with the specific intention of being sited or staged in the public domain, usually outside and accessible to all. Site specificity, community involvement and collaboration are components of public art. A work of “art” may be defined as a physical manifestation of an idea, concept, theory, statement or philosophy that communicates and reaches beyond the basic fulfillment of function.

- 4.2.7.1 Structural public art should be constructed of durable, easily maintained material which is vandal-resistant and poses no risk to the general safety of the public. Works intended to have only a temporary existence may be made of more ephemeral materials.
- 4.2.7.2 Art should be located in places to emphasize or accent building elements such as storefront openings, entrances, plazas, parks, or facades.
- 4.2.7.3 The Art Commission of the Pikes Peak Region may assist with identifying appropriate artists and/or advise on design and selection processes for projects. All proposed public art projects must also be reviewed and recommended by the ACPPR prior to installation.

### 4.3 Historic Resources

The following principles should be considered for the rehabilitation, alteration or demolition of contributing historic structures, or construction of new buildings and other structures including signs that may impact contributing historic structures within the form-based code area (see Appendix A for a list of contributing historic structures)

The form-based code area has several existing structures contributing to the aesthetic, cultural, historic, and economic value of Downtown Colorado Springs; therefore careful consideration should be given to the retention and preservation of the distinguishing original qualities and character of historic resources.

#### 4.3.1 Existing Buildings, Structures, and Sites

Every effort should be made to maintain and utilize the contributing historic structures in our Downtown. The restoration of a contributing structure is preferred to new construction since historic value is important to our Downtown. Adaptive reuse measures may require new additions, which is appropriate as long as the new construction respects the historic features of the original building. Compatibility considerations includes general scale, mass, height, detail, proportions, setbacks, profile, roof shape, materials, rhythm of window and door openings, platform/foundations, garage location if applicable, and others as appropriate.

- 4.3.1.1 Historic materials and distinctive features should be retained when possible.
- 4.3.1.2 Original masonry and mortar shall be retained when possible.
- 4.3.1.3 Cleaning and repair work should be done in accordance with the Secretary of Interior Standards for Rehabilitation. Deteriorated historic features should be repaired rather than replaced. If historic features or materials require restoration or replacement, then documentation through physical or photographic methods shall be collected and recorded with the Pioneer Museum Archivist. If replacement is necessary, then new material should match the material being replaced in composition, design, texture, and other visual qualities.
- 4.3.1.4 If the use of a property changes from its original intended purpose, then a use compatible with the design of the historic property should be considered to minimize the alteration to the historic resource. The new use of a historic property should maintain the historic features of the property, such as street access, landscape design, entrance(s), heights, footprint, fenestration, or massing.
- 4.3.1.5 The design and construction of contemporary alterations and additions to existing properties should not destroy significant historical, architectural, or cultural materials.

- 4.3.1.6 The design and construction of contemporary alterations and additions to existing properties should be compatible with the size, scale, material, and character of the property and surrounding environment.
- 4.3.1.7 Historic awnings, marquees, and signs should be retained when possible.
- 4.3.1.8 New awnings, marquees, and signs should respect the size, scale, and design of the historic resources. Materials should be compatible with and characteristic of the structure's period and style.
- 4.3.1.9 Awnings, marquees, and signs should be located where they do not obscure significant architectural or historic features. These features should be attached in a way that prevents damage to historic materials.
- 4.3.1.10 Prior to the renovation, relocation, or removal of a contributing structure, notice shall be provided to the Historic Preservation Board.

### 4.3.2 New Construction and Relocation

Structures adjacent to historic structures should be compatible with the historic resource as not to detract from the historic integrity of the area. Compatibility considerations includes general scale, mass, height, detail, proportions, setbacks, profile, roof shape, materials, rhythm of window and door openings, platform/foundations, garage location if applicable, and others as appropriate.

- 4.3.2.1 New structures adjacent to historic buildings should respect the size, scale, and proportion of the historic resource.
- 4.3.2.2 Single, monolithic forms that are not relieved by variations in mass should be avoided as to respect historic massing patterns.
- 4.3.2.3 Structures adjacent to historic structures should not detract from or destroy the historic integrity of the contributing historic resource and surrounding neighborhood. The new building design, materials, use of architectural details, and height should respect and compliment the historic character of the area.
- 4.3.2.4 The siting and scale of a new building should consider any inverse impacts to an adjacent historic resource, such as a change in wind patterns or new shadows cast over historic public parks as a result of the new construction.
- 4.3.2.5 New buildings should not be designed to create a false sense of history. Architectural elements should not exactly replicate historic features, exact form, style, and detailing of historic buildings.

### 4.4 Signage

Signs are one of the most prominent visual elements of a street. If well designed, they add interest and variety to building facades and attract customers. However, without appropriate design and proper care signs can detract from even the most attractive building facades; and therefore the following section provides design guidance for appropriate signage in the Downtown form-based code area. Well-designed and fabricated signage should promote business, attract foot and vehicular traffic, and enhance business' image while meeting the standards set forth in this Plan.

This section begins by discussing quality urban signage principles, such as location, dimensions, and alignment, that are applicable to all sign types. Following general signage principles, this section defines certain sign types that may be appropriate in the Downtown. Finally, this section provides a detailed description for each signage option. Every effort has been made to create signage guidance that embodies the signage principles and options. The design guidelines promote creative signage design; and therefore, this section can not anticipate all possible sign conditions. Signage designs not described in this section may be appropriate to the Downtown; but must be reviewed on a case-by-case basis.

#### 4.4.1 Signage Principles

High-quality signage principles should provide guidance to promote and allow visually pleasing signs that are harmonious in their placement and consistent with the building standards set forth in this Code. Signage is intended to balance unique and creative design with presenting information in a clear and simple manner. The sign should present visual appeal and create an easily read and remembered sign message, logo, and/or symbol.

The following section provides a more detailed description of the signage principles that may be applicable to all sign types in the Downtown form-based code area.

- 4.4.1.1 Location: Signs should be positioned to emphasize or accent building elements such as storefront openings, entrances or architectural elements. An existing building's architecture, especially those over 50 years-old, often provide appropriate locations for signs. Signs should not overpower the façade or cover significant architectural components.
- 4.4.1.2 Alignment: Signs should consider the alignment of those already existing on the building and those on neighboring buildings to promote visual order on the block, avoid visual clutter, and enhance legibility.
- 4.4.1.3 Dimensions and Scale: The sign dimension and scale should respect the size and massing of the building and blocks. In order for the dimensions and

scale of signs to be appropriate for the intended audience, signage elements such as sightlines and spatial grammar should be considered.

Calculation - The measurement of sign area is calculated by the area of one geometric figure that encloses all sign elements. For signs consisting of individual letters and/or graphics mounted on a building wall or window, the sign area shall be measured by means of the shape area that could enclose all of the letters and graphics that constitute the sign. This calculation should be used when considering signage standards.

- 4.4.1.4 Number of Signs: The number of signs per building façade should be limited to the fewest necessary to clearly identify businesses located within the building. One long-term sign should be provided per business since this sign type serves as the primary sign for a business. The application of a high-rise sign permits a business to have more than one long-term sign. One short-term sign is allowed per business since this sign type is intended to supplement or be secondary to the primary business sign.
- 4.4.1.5 Colors and Materials: The selected signage color and material should ensure compatibility with the building facade and streetscape while also promoting the use of high-quality, durable sign elements. Colors should contribute to legibility and visual appeal. Garish sign colors should be avoided. Masonry sign materials should be similar to that used on the building(s) it serves.
- 4.4.1.6 Graphics: Sign graphics should promote symbols and logos that are quickly read and easily remembered. Lettering should be in proportion to the size of the sign.
- 4.4.1.7 Lighting: Lit signs should consider the following: 1) innovative sign technology while minimizing visual clutter; and 2) to consider light pollution, particularly affecting streets and adjacent residential or mixed-residential buildings. Indirect illumination is recommended. Lighting sources should be external, shielded, and directed only at the sign. Internal illumination is acceptable when the letters themselves — not the background — are lit.

### 4.4.2 Signage Types

- 4.4.2.1 Long-term Signage – Permanent signs that are structurally mounted to a stable structure and intended to endure a period of 6 months or more. Long-term signs serve as the primary sign for a business.

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- 4.4.2.2 Short-term Signage – Impermanent signs that are intended to convey a message for one single day or during an interim period of no longer than two months before a business opens. Short-term signs serve as a secondary or temporary sign for a business.
- 4.4.2.3 Special Signage - All sign types and sizes not expressly included in the sign options for long-term or short-term signage. Examples of these signs include, but are not limited to the following examples: abandoned signs, roof signs, obscene signs, off-site signs, internally illuminated cabinet (can) signs, exposed cabinet/raceway behind channel letters, and fabric signs placed flush along a building facade. Electronic message signs are included under special signs and should be limited to the display of time, date, temperature, and / or stock market information in most cases. Careful consideration should be given to the proposed location, size, movement frequency, and animation features.
- 4.4.2.4 Signs on City Owned Property - Signage on public buildings serves a valuable public service when those signs and their content are related to the governmental functions of the City, including the City's interest in welcoming visitors and providing information to the community about community activities and events. Any sign type described in this section including special signs may be permitted on City owned property as reviewed and approved by the Mayor or his designee following consultation with appropriate facilities personnel.

## Section 4 - Design Guidelines

Signage Type	Long-Term	Short-term	Special	City Owned
Signage Options	High Rise 	Portable 	Abandoned Roof Off-site Can Fabric Electronic Message	All Options
	Wall 	Transition 		
	Awning 	Banner 		
	Projecting 			
	Hanging 			
	Marquee 			
	Plaque 			
	Monument 			
	Tenant Directory 			
	Murals 			
	Window 			

## Section 4 - Design Guidelines

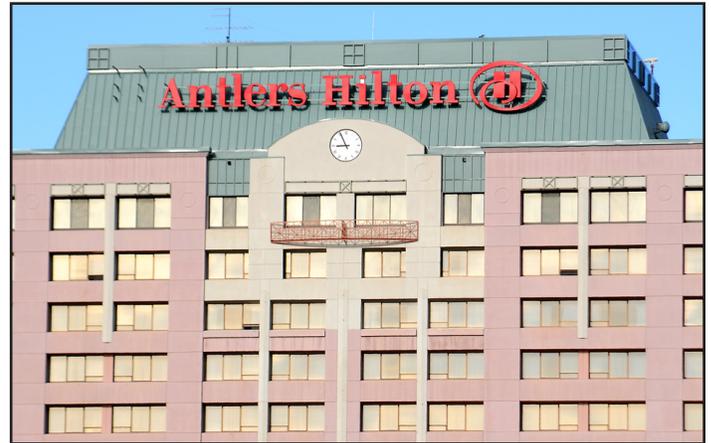
### 4.4.3 Sign Options

The following section provides a detailed description of different design options for appropriate signs in the Downtown form-based Code area. The following section offers long-term signage options followed by short-term signage options.

#### 4.4.3.1 Long-term Signage

##### High-Rise Signage

Definition - A graphic created to display a company name, logo, or symbol that is housed in the building to which it is associated and located directly below the building roof. This type of sign is only applicable to buildings 5 stories or greater.

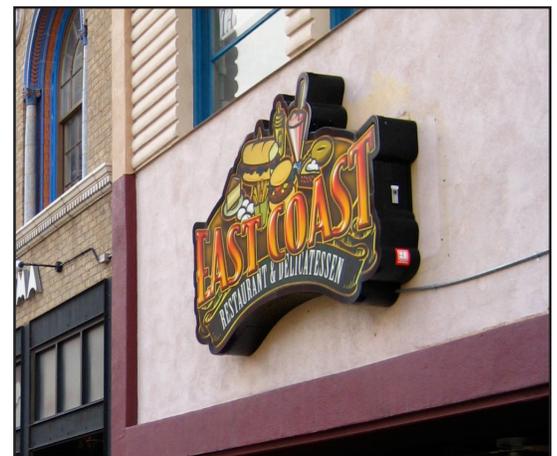


1. Location: Signs should be positioned directly below the roof but before the upper-most window row of a building not less than 5 stories. The sign should not be placed on a window or railing.
2. Dimensions and Scale: Signs should be consistent with Chapter 7, article 4, Part 4 of the City Zoning Code.
3. One high-rise sign per building façade is expected. A building shall not have more than four high-rise signs,
4. Sign graphics should be very simple. Symbols and logos on signs are quickly read and easily remembered. Lettering is should be in proportion to the size of the symbols and logos as well as the size and style of the building.

##### Wall Signs

Definition - Commercial signs attached to and completely supported by exterior walls. Wall signs should be designed to be compatible with the building front in scale, proportions, and color. Unique wall signs are strongly encouraged.

1. A wall sign should be placed above first floor windows on a one-story



structure or between windows on multiple story structures.

2. One wall sign for each storefront or building façade that fronts a public street or alley is usually sufficient.
3. Maximum size: ½ square foot per linear square foot of the business.
4. Letter height: Lettering should be in proportion to the size of the sign and the width of the storefront. Wider storefronts could have taller letters. As a general guideline, the maximum height of a capital letter should be ¾ the height of the sign background.

### Awning and Canopy Signs

Definition – Commercial sign painted on or attached to an awning or canopy above a business door or window. Awning signs may be allowed on the shed portion of the awning, but is preferred on the valence flap. The flap height should be large enough for letters and symbols to be read easily.



1. Maximum letter height: 75 percent of the height of the valence flap/shed area.
2. Minimum valence height: 8 inches.
3. Minimum vertical clearance in pedestrian way : 8 feet
4. Minimum vertical clearance in vehicular way : 14 feet
5. Material: Matte finish canvas, glass, or metal.
6. Color: Solid or striped. The color of an awning sign should complement the color and material of the building to which it is attached.
7. Awning shape should relate to the window or door opening. Barrel shaped awnings should be used to complement arched windows while rectangular awnings should be used on rectangular windows.

## Section 4 - Design Guidelines

### Projecting Signs

Definition – Commercial or directional sign that is attached to the face of a building and project from the wall surface.



1. No more than one projecting sign per tenant space frontage at the pedestrian level of a building.
2. Projecting signs should be oriented to pedestrians.
3. Projecting signs should reflect the character of each building and business and should be compatible with adjacent signage.
4. Minimum vertical clearance: 11 feet.
5. Maximum projection: 48 inches.
6. Maximum area: 12 square feet
7. Maximum Width: 1 foot
8. Projecting signs are limited to first or second floor. A second or third story tenant with a separate entry door on the street can have a small projecting sign with a maximum area of 6 square feet near the tenant's street entry.

### Hanging Signs

Definition – Commercial or directional projecting sign suspended below a marquee or canopy. Hanging signs can include logos, symbols, or lettering. A hanging sign is generally intended to be read by pedestrians and by motorists in slow-moving vehicles.



1. To minimize visual clutter, hanging signs should not be located within close proximity to other hanging signs or projecting signs, preferably at least 25 feet from each other.
2. A hanging sign should be perpendicular to the building.
3. Minimum vertical clearance: 8 feet.
4. Maximum projection: 48 inches.
5. Maximum area: 6 square feet (see measurement note on page 3).
6. Hanging signs should be located on first floor businesses and upper floor businesses with covered entries, porches, or balconies.

### Marquee Signs

Definition – Commercial signs attached to the perimeter or border of a permanently roofed building, and are constructed as a part of the building. Marquee signs are usually installed on theatres, cinemas, or performing art facilities. Marquee signs are limited to include a sign copy, which includes the facility's name, and a changeable copy, which may include current and future attractions.



1. Sign copy – Permanent signage that identifies the facility name
2. Changeable Copy – Changeable signage that identifies current and future attractions.
3. Maximum area for facility name: 40 percent of total sign area.
4. Maximum area for the changeable copy: 80 percent of total sign area

### Plaque Signs

Definition – Commercial or directional sign attached to surfaces adjacent to entries and are smaller versions of wall signs.



1. Maximum projection: 2 inches.
2. Maximum area: 2 square feet.
3. Plaque signs are limited to wall surfaces adjacent to tenant entries.
4. Graphics may include business name and logos.

### Monument Signs

Definition – Signs that are freestanding and are located adjacent to sidewalks. Such signs are typically used for buildings that are separated from adjacent streets by substantial setbacks. A monument sign should be set onto a base or frame, presenting a solid, attractive and well-proportioned appearance that compliments the building design and materials.



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1. Maximum area: 20 square feet per sign face, with no more than two sign faces.
2. Monument signs are Location: Limited to a landscaped area.
3. Minimum setback from the public right-of-way: 5 feet.
4. Material: Opaque backgrounds with a non-reflective material.
5. Lighting: External lighting fixtures designed to complement the appearance of the sign, or internal lighting that only illuminates text and logos.
6. Maximum height: 6 feet, including base.
7. Text is limited to the building or development name, logos, and the business address.
8. The background should be opaque and non-reflective.

### Tenant Directory Signs

Definition – Commercial or directional signage that is used to identify businesses in multi-tenant buildings that do not have direct frontage on a public street. The design of the sign should complement the building's design.

1. The orientation of these signs should be to the pedestrian.
2. Location: Mounted flat against a solid wall within or near a main entrance or incorporate into a monument sign located on the property on which the tenants are located.
3. Lighting: Directories may be externally illuminated.
4. Maximum sign height, including the sign base: 6 feet.
5. Maximum letter height: 8 inches



### Murals

Definition – Commercial signs painted on a wall surface. If the mural contains advertising, it qualifies as a sign and should be reviewed. If the mural does not contain advertising and is created by artists, then it may be considered public art and not subject to review.



1. Material is durable and resistant to graffiti and weather.
2. The Mural should complement the design of the building in color, shape, and location on the building.

### Window Signs

Definition - Any commercial sign painted on or attached to the inside of a window facing the street. This type of signage could contain text, graphic logos, or other images.



1. Window signs should not completely obscure visibility into and out of the window. Exceptions might be made for signs that screen utility and office equipment.
2. A maximum of one window sign is permitted per window pane or framed window area.
3. If a window sign is used as secondary signage then the size of the total sign area should not be greater than 10% of the window pane or framed window area.
3. Temporary window signs should be allowed to identify special events and sales, provided they are removed immediately following the event.
4. Handwritten, paper, cardboard, and plastic signs are prohibited.
5. The sign copy of window signs should be in proportion to the glass surface.
6. Maximum area: 25 percent of the total transparent glass area of windows parallel to the street, excluding the area of any glass doors.
7. Window signs are limited to ground floor window facing the primary street frontage or adjoining parking lot or commercial uses on second floor windows for commercial uses that do not have ground floor occupancy.

## Section 4 - Design Guidelines

### 4.4.3.2 Short-term Signage

#### Portable signs

Definition – Commercial signs which rest on the ground and are not designed to be permanently attached to a building or permanently anchored to the ground, such as A-frame signs. Portable signs in Downtown are designed to attract pedestrians, not passing motorists.

1. Each building is allowed one portable sign.
2. Portable signs should not encroach into required off-street parking areas, public roadways or alleys, and may not be arranged so as to create site distance conflicts or other traffic hazards.
3. Portable signs should be utilized only during regular business hours and should be removed during non-business hours.
4. Maximum area: 6 square feet.
5. Material: Sturdy and not subject to fading or damage from weather. The use of paper or cloth is not permitted unless located within a glass or plastic enclosure.
6. Portable signs should not be in the pedestrian way.
7. Portable sign must be completely secure as to remain upright in the intended position even if exposed to the harshest elements of the Colorado Springs climate.



#### Transition signs

Definition – Commercial signs that are not permanently attached to a building or permanently anchored to the ground that advertise the name of a business that is scheduled to open in that location in two months or less. Transition signs allow for temporary signage while permanent signage is being secured.



1. Transition signs should not exceed a two months period.
2. A maximum of one transition sign is permitted per business.
3. Transition signs must use durable material.
4. Transition signs shall be professionally manufactured.

### Banner Signs

Definition – Signs that contain a logo or design placed on lightweight material that can normally move with the wind and projects from an attached structure, such as a building or pole. A banner sign is intended to add liveliness, color, and a sense of movement to a pedestrian-oriented street. The size of commercial banners should be in scale with the building. Flagpoles and brackets should be placed so as not to obscure architectural elements; locations should be considered in context of the entire facade.



1. Banner signs should be kept in good repair.
2. Projection: No more than 4 feet.
3. Distance above ground: 8 feet at lowest point.
4. Maximum Banner Size: 8 square feet
5. Banners along the same block of a street should generally be set at the same angle from the buildings.
6. Banner signs shall be removed after one year.
7. Exemption: Banners located on City owned properties that advertise or promote civic events are exempt from the standards set forth in Section 2.9 of the Code.

## Section 5 Process

The development review process is intended to be predictable and flexible, and to facilitate the timely approval of conforming projects. All projects that meet the form-based code standards and which are acceptable by other City Agencies, will be administratively approved in 28 days. Those projects that need flexibility for specific standards will be referred to the Downtown Review Board for their consideration.

### 5.1 Authority for Approval

Approvals may be issued administratively by Planning Staff, by the Downtown Review Board, Planning Commission, and/or City Council

- 5.1.1 Administrative Approval – Most projects may be approved, conditionally approved, or denied administratively by the Manager as described in the City Code Section 7.5.104 This includes:
  - 5.1.1.1 Development Plans that meet all Code standards
  - 5.1.1.2 Minor Improvements
  - 5.1.1.3 Administrative Relief
  
- 5.1.2 Downtown Review Board – a Downtown Review Board has the authority to approve, conditionally approve, or deny those projects referred by staff. The Downtown Review Board primarily operates similar to a traditional “board of adjustments” granting warrants from specific standards and making other discretionary decisions.
  - 5.1.2.1 The Downtown Review Board will also provide comments to Planning Commission on: Master Plans and proposed Changes to the outer boundary of the Form-Based Zone. The Downtown Review Board will provide formal recommendations to City Council regarding changes to sector designations and any other proposed change to the regulating plan.
  - 5.1.2.2 The Downtown Review Board will hold public hearings, and issue notice according to Part 9, Article 5, of Chapter 7 of the City Code. Appeals of Downtown Review Board decisions are referred directly to City Council
  - 5.1.2.3 The Downtown Review Board is made up of 9 City Council appointed members.
  - 5.1.2.4 Downtown Review Board members may serve a maximum of two, three year terms (for a total period of six years); terms of service shall be staggered to mitigate the impact of Board turn-over.
  - 5.1.2.5 The Downtown Review Board shall have the following composition:
    - a. 1 board member from either the Mill Street Neighborhood Association or Shooks Run Neighborhood Association,
    - b. 1 board member of Downtown Partnership,
    - c. 1 board member of Downtown Development Authority,

- d. 1 member of the Colorado Springs Planning Commission,
- e. 1 member of the Colorado Springs Urban Renewal Authority,
- f. 2 Downtown Form-Based Zone property owners, and
- g. 2 Citizens at large.

5.1.2.6 In accord with City Code § 1.2.903, the Downtown Review Board may, with City Council approval, promulgate rules of procedure for its organization and the conduct of its meetings. The Downtown Review Board rules of procedure may include provisions regarding: the election and responsibilities of a chair and vice-chair; calling of special meetings; the order of business; preparation, approval and distribution of agendas and minutes; and voting methods.

5.1.3 Planning Commission – The Planning Commission has review authority over long range planning application such as:

5.1.3.1 New Master Plans

5.1.3.2 Major Amendments to Master Plans

5.1.3.3 Change in zone applications that modify the outer boundary of the Form-Based Zone.

5.1.3.3.1. The Planning Commission does not have authority over changes to the regulating plan such as sector designation, standards, density bonuses, design guidelines, procedures or definitions.

5.1.4 City Council – City Council has the authority to approve, conditionally approve, or deny:

5.1.4.1 An appeal of any Downtown Development Board Decision.

5.1.4.2 An appeal of any Planning Commission Decision.

5.1.4.3 Change of Zone or modifications to the Regulating Plan.

5.1.4.4 Master Plans.

5.1.4.5 Right of Way Vacations.

## **5.2 Pre-Application**

In order to expedite the review process, one of the Land Use Review Division's most important roles is to provide pre-application guidance to potential applicants. The applicant shall present and discuss the project, in its entirety, with Land Use Review Staff at a Pre-Application meeting:

5.2.1 At the Planner's discretion, a meeting may be coordinated with other City Staff members regarding utilities, traffic, fire, building codes, engineering, and others to fully inform the applicant of potential issues.

5.2.2. At the Planner's discretion, notification may be sent to affected neighbors and stakeholders.

## Section 5 - Process

### 5.3 Development Plans

- 5.3.1 Projects Subject to Development Plan Review – A Development Plan shall be required prior to issuance of building permits for all proposed projects within the regulating plan area with the following exceptions:
- 5.3.1.1 Interior remodel work – this exemption is applicable even if the proposed use of the building is to change.
  - 5.3.1.2 Façade renovations or improvements including signage replacement, window/door replacement and other similar work.
  - 5.3.1.3. Minor additions to existing structures - to qualify as a minor addition, the new square footage must be either less than 1,000 square feet in size or less than a 50% addition to the existing structure whichever is smaller.
- 5.3.2 Development Plans shall be submitted, and amended using the procedures described in the City Code Section 7.5.503.B and 7.5.503.C
- 5.3.3 All development plans for properties with the Historic Preservation overlay shall be reviewed by the Historic Preservation Board in accordance with Section 7.3.505 of the City Code. While the Downtown Form-Based Code standards and guidelines are applicable to all properties within the zone, flexibility through the granting of warrants is available in order to fulfill the objectives of the Historic Preservation Overlay.
- 5.3.4 Required Information – The full list of required materials for Development Plan submittal is included in the Downtown Form-Based Code zone application available from the Land Use Review Division located at 30 S. Nevada Street Suite 105. For further information you may call the Land Use Review Division at 719-385-5905 or visit the Division’s website at [www.springsgov.com](http://www.springsgov.com). In general, the following information is required for development plan review, as applicable:
- 5.3.4.1 Application Form
  - 5.3.4.2 Project Statement
  - 5.3.4.3 Site Plan
  - 5.3.4.4 Elevations
  - 5.3.4.5 Landscape Plan
  - 5.3.4.6 Plans and Specifications for Proposed Signs
  - 5.3.4.7 Wastewater Facilities Master Report
- 5.3.5 Additional Information – Occasionally, larger, more complex or unique projects may warrant additional submittal materials. Need for the following materials should be communicated by the Planner or Manager at the pre-application stage.
- 5.3.5.1 Material Descriptions

- 5.3.5.2 Geo-Technical Hazard Report or Exemption
  - 5.3.5.3 Traffic Study as required by the City Engineer
  - 5.3.5.4 Drainage Report as Required by the City Engineer (this is a required item when the project includes a subdivision plat.
- 5.3.6 Development Plan Review – Development Plans consistent with all applicable development principles and that conform to all standards may be approved administratively by the Manager as described in the City Code Section 7.5.104.
- 5.3.6.1 The Manager shall review projects that require interpretation with respect to the project’s compliance with the standards.
  - 5.3.6.2 Those administratively reviewed projects that are found to be consistent with this regulating plan, meet all submittal requirements and standards, are found to be acceptable to other City agencies should be approved within 28 days of submittal. For the purpose of development plan review, the review criteria found in Section 7.5.502 of the City Code do not apply.
  - 5.3.6.3 Those projects that do not comply with The Code’s standards shall be referred to the Downtown Review Board.
  - 5.3.6.4 All projects developed under the Form-Based Code shall be reviewed and approved by Springs Utilities prior to City Planning approval. The review criteria shall include conformance with all Utilities Code, Rules and Regulations, Line Extensions and Service Standards and other project specific utility requirements.
- 5.3.7 Appeal – An applicant may appeal a decision of the Community Development Director, the Downtown Review Board, and/or the Planning Commission to the City Council as described in Section 7.5.906.
- 5.3.8 Length of Validity – An approved Development Plan will expire in accord with City Code Section 7.5.504.C.
- 5.3.9 Enforcement – Enforcement of the standards included in this Code shall comply with the policies and procedures in Chapter 7, Article 5, Part 10 of the City Code.

## Section 5 - Process

### 5.4 Warrants

Development Plans may be approved by the Downtown Review Board concurrent to the approval of one or multiple warrants to form-based code standards. A warrant is a ruling that would permit a practice that is not consistent with a specific standard of the Code but is justified by the project's ability to meet the required warrant criteria.

- 5.4.1 The Downtown Review Board is the primary entity with the authority to approve or disapprove a request for a warrant pursuant to regulations established within this Section. The City's Planning Commission and City Council may also approve or disapprove warrants.
- 5.4.2 A warrant does not require any additional formal application, but shall be documented with detailed plan notes describing any granted warrants.
  - 5.4.2.1 Those projects that require a warrant but do not necessitate a development plan or interim use plan shall submit a formal warrant application and submittal fee along with a warrant site plan as described within the warrant application.
- 5.4.3 Warrant requests shall be reviewed for substantial compliance with the following criteria:
  - 5.4.3.1 Is the requested warrant consistent with the intent of the form-based code?
  - 5.4.3.2 Is the requested warrant, as well as the project as a whole, consistent with Section 4 – Design Guidelines of the form-based code?
  - 5.4.3.3 Is the requested warrant reasonable due to the proposed project's exceptional civic or environmental design?
  - 5.4.3.4 Is the requested warrant consistent with the Downtown Master Plan?
  - 5.4.3.5 Is the requested warrant consistent with the City's Comprehensive Plan?

### 5.5 Non-Conformities

- 5.5.1. Non-conforming uses or structures that were legally established and existing prior to the adoption of this Code shall be granted legal non-conforming status.
- 5.5.2. The Downtown Form-Based Zone regulates legal non-conforming structures and uses under the provisions described in Chapter 7, Article 5, Part 12 of the City Codes, with the following exceptions:

- 5.5.2.1 Properties within the Downtown Form-Based Zone have a period of 12 months after the adoption date of this Code(See Note) to re-establish a legal non-conforming use that is not existing on the date of adoption. The re-established legal non-conforming use must be a permitted use in the property's pre-FBZ zoning district.
- 5.5.2.2 Section 7.5.1203(F) is not applicable in the Downtown Form-Based Zone. Existing or re-established legal non-conforming uses may be temporarily discontinued without risk of losing legal non-conforming status.

Note:  
The Downtown Form Based Zone was adopted by City Council on second reading on June 23, 2009.

### 5.6 Minor Improvements

- 5.6.1. Those projects that do not trigger a development plan but include one or more of the following are subject to a Minor Improvement review before building permits are issued.
  - 5.6.1.1. Significant modifications to a structure's façade or landscape scheme.
  - 5.6.1.2. Utilization of new or previously unused outdoor space including roof-top patios, viewing decks, or other public assembly space. The plan must document that the proposed space is safe and will not have a negative impact on adjacent properties. New roof-top solar panels, green roofs, HVAC equipment, and similar passive uses do not require a minor improvement plan. Sidewalk cafés do not require a minor improvement plan.
  - 5.6.1.3. Minor additions as described in Section 5.3.1.3. of this code.
- 5.6.2. Planning Staff shall review and approve Minor Improvement applications to ensure that the proposed alterations comply with the Code's standards.

### 5.7. Interim Uses

Certain uses which are otherwise considered prohibited may be allowed on a temporary basis according to the following standards.

- 5.7.1 Approval Authority – Interim Uses may not be approved administratively. All interim use proposals shall be considered by the Downtown Review Board. The Board may approve, modify, or deny the request.
- 5.7.2 While not held to full compliance with this Plan, an Interim Use should be designed to meet as many standards as feasible given the expected length of the use. One factor that should be considered during the review of a proposed interim use is keeping the cost to establish the use low; those uses that are required to make expensive improvements may be less likely to be replaced with fully compliant uses in the future.

## Section 5 - Process

- 5.7.3 Interim Use requests require the submittal and approval of an Interim Use Site Plan. An Interim Use Site Plan shall be submitted according to the development plan requirements described in Section 5.3 of this Code.
- 5.7.4 Interim Uses Site Plans may be approved for up to a 5 year period. However, the Downtown Review Board may institute a shorter approval period depending on the nature of the proposal.
- 5.7.5 Interim Uses may be extended or renewed by the Downtown Review Board after the initial approval period, but are subject to an annual review to ensure that the impacts to downtown remain acceptable. The Downtown Review Board has the authority to require additional mitigation site improvements to extend an Interim Use.
- 5.7.6 Size limits – Interim uses are held to the following maximum sizes:
  - 5.7.6.1 Nonstructural – an interim surface parking lot or other nonstructural uses may not exceed 80,000 sq. ft.
  - 5.7.6.2 Structures – interim structures may not exceed 2,000 sq. ft

### 5.8. General Considerations

- 5.8.1 Any proposed amendment to this Code shall be processed according to the following procedures. All amendments to this code require adequate public notice and public hearings. Amendments fall into one of the following three categories:
  - 5.8.1.1. Changes to the boundaries of the Form-Based Zone are processed as a change of zone request as described in Chapter 7, Article 5, Part 6 of the City Code. Public hearings are required at the Downtown Review Board, City Planning Commission and City Council.
  - 5.8.1.2. Changes to sector boundaries within the Form-Based Zone are processed as a change of zone request as described in Chapter 7, Article 5, Part 6 of the City Code. Public hearings are required at the Downtown Review Board and City Council.
  - 5.8.1.3. Minor amendments including changes to physical or use standards, density bonuses, guidelines, procedures, or definitions may be processed as a zoning code amendment. Public hearings are required at the Downtown Review Board and City Council.
- 5.8.2 All public improvements required specifically by this Code or by the City's Subdivision Code (see Chapter 7 Article 7 Part 8 of the City Code) must be installed prior to issuance of a certificate of occupancy as described in Chapter 7, Article 7 Part 8 of the City's Code.

- 5.8.3 The City Community Development Department should reevaluate the sector delineation once every 10 years. This reevaluation will either make the determination that the sector delineation and standards are appropriate or make adjustments as necessary.
- 5.8.4 All encroachments must comply with Article 2, Chapter 3 of the City Code.
- 5.8.4.1. Development Plan, Interim Use Plans and Minor Improvement Plans should illustrate all existing or proposed encroachments. Additionally, a note shall be placed on all plans referencing the need for a revocable permit and the permit number if available.
- 5.8.4.2. All encroachments must be evaluated by Colorado Springs Utilities to verify that the proposed encroachment will not unreasonably impact existing or anticipated utility infrastructure.
- 5.8.5 Both private and public construction projects, such as street and streetscape improvements, are subject to Community Development Department review for consistency with The Code.
- 5.8.6. Administrative Relief – any quantifiable form-based code standard may be granted relief using the application and process described in the City Code Chapter 7, Article 5, Part 11 – Administrative Relief.
- 5.8.6.1. Referral to the Downtown Review Board – Staff may refer any administrative relief request to the Downtown Review Board for their consideration.

## 5.9 Process Flow Chart

### Pre-Application Stage

- Proponent to submit pre-application request form
- Proponent team meet with Planner
- Planner provides guidance to proponent team on: overall concept; form-based code standards / guidelines; review procedures; review schedule; submittal requirements; possible concerns from other City agencies; possible concerns from other stakeholders; need for pre-submittal notification and outreach.
- Project may be scheduled for Land Development Technical Committee (LDTC) meeting
- Potential neighborhood meeting
- Potential meetings with City agencies
- Additional follow up meeting with Planner as needed

### Internal Review Stage

- Submittal of applications and required documents
- Documents distributed to City agencies
- Neighborhood notices mailed; poster displayed on the site
- Planning and other City agencies conduct review
- Planner compiles and incorporates comments into review letter
- Review letter issued within 28 days of submittal either approving the submittal, or describing all issues to be addressed prior to approval
- Review letter to describe options: modify plan to meet all FBC standards or request warrants and schedule hearing at the Downtown Review Board (DRB)
- Proposals that require a Conditional Use or Use Variance are referred to DRB for public hearing
- Plans meeting all FBC standards and that are found to be acceptable to other City agencies are approved administratively
- 10 day appeal window begins according to City Code Section 7.5.906

### Public Hearing Stage

- Public hearing with the DRB is scheduled
- Notices sent and poster displayed announcing public hearing
- Public hearing held to evaluate the proposal
- Approval, approval with conditions, or denial issued by DRB
- 10 day appeal window begins according to City Code Section 7.5.906
- If necessary appeal hearings held at City Council.



## Section 6 Definitions

The following is a list of key terms used throughout the Code and their definitions specific to these regulations. Those terms not defined in this Section shall be accorded their commonly accepted meanings. In the event of conflicts between these definitions and those of Chapter 7 of the City's Codes, those of this Code shall take precedence.

Albedo – Solar reflectance.

Amenity Zone – Area of the public roadside that is located closest to the road and consists of items such as street trees, planters, lights, bike racks, and street furniture. See public roadside.

Articulation - Articulation accentuates the visible aspect of the different parts of a building.

Awning - a secondary covering attached to the exterior wall of a building extending over or in front of a door or window. Typically composed of canvas or other fabric, but may also be fabricated from steel and other metals. Awnings provide shade from the sun, break from steep winds and protection from rain or snow.

Awning (or Canopy) Sign - Sign painted on or attached to an awning or canopy above a business door or window. See canopy signs.

Banner Sign – Sign that contains a logo or design placed on lightweight material that can move with the wind and projects from an attached structure, such as a building or pole.

Bar – a use engaged in the preparation and retail sale of alcoholic beverages, alcoholic liquor or fermented malt beverages as defined by chapter 2, article, 5, part 1 of the City Zoning Code, for consumption on the premises including taverns, bars, cocktail lounges, and similar uses other than a restaurant.

Building Type – all permitted structures are classified as one of six building types. Classifications are defined primarily by building size, shape, mass and placement and secondarily by use.

Canopy (or Awning) Sign - Sign painted on or attached to an awning or canopy above a business door or window. See awning signs.

Changeable Copy – Changeable signage that identifies current and future attractions.

Civic (land use) – Use types including the performance of educational, recreational, cultural, medical, protective, utility, religious, governmental, and other uses which are strongly vested with public social importance.

Commercial (land use) – Use types including the sale, rental, service, and distribution of goods; and the provision of services other than those classified under other use types.

Commercial Signage – Any kind of graphic created to identify a business or similar entity, assists in wayfinding and attracts customers. The intended audience should be either motorized or non-motorized.

Communication (land use) – Establishments primarily engaged in the provision of broadcasting and other information relay services accomplished through the use of electronic and telephonic mechanisms but exclude those classified as major utility services.

Contributing Historic Structure - Any Council designated site, structure, object or improvement and its surrounding environs or a group of sites, structures, objects or improvements, or both, and their surrounding environs which is officially zoned a historic preservation overlay by City Council or is listed on the Colorado State Register of Historic Properties or listed on the National Register of Historic Places or listed as being eligible for State or Federal historic designation within the 2003-2004 Survey Report entitled “Historical and Architectural Survey of Downtown Colorado Springs. (See Appendix A)

Cornice - the molded and projecting horizontal member that crowns an architectural composition

Detention Facility - A public or private use which provides housing and care for individuals legally confined and is designed to isolate those individuals from a surrounding community.

Encroachment – any private structural element that breaks the plane of the right-of-way.

Entertainment (land use) – Use types that establish participant and spectator users engaged in both active and passive activities. Typical uses include: motion picture theaters, meeting halls, dance halls, bowling alleys, billiard parlors, ice and rollerskating rinks, amusement galleries, indoor racquet ball, swimming, tennis, miniature golf courses and other similar uses.

Façade – the exterior wall of a building that is set along a frontage line.

## Section 6 - Definitions

Fenestration - the arrangement, proportioning, and design of windows and doors in a building

Form-Based Code (FBC) - A method of regulating development to achieve a specific urban form. Form-Based Codes create a predictable public realm primarily by controlling physical form, with a lesser focus on land use, through city or county regulations.

Frontage – the area between a building Façade and the vehicular lanes, inclusive of its built and planted components.

Frontage Line – a lot line bordering a public frontage. façades facing frontage lines define the public realm and are therefore more regulated than the building elevations facing other lot lines.

Glazing – Refers to glass fenestration material that is covered with a smooth, glossy surface or coating.

Green Building – Buildings that consider a building's total economic and environmental impact and performance, from material extraction and product manufacture to product transportation building design and construction, operations and maintenance, and building reuse or disposal.

Hanging Sign - Projecting signs suspended below a marquee or canopy.

Hardscape – Landscape features that are typically made from man-made materials, such as pavement, siting walls, pergolas, and sculptures.

High-Rise Signage – Any kind of graphic created to display a company name, logo, or symbol that is housed in the building to which it is associated and located directly below the building roof. The intended audience should be motorized.

Historic Preservation Board – Board appointed by Council to oversee the Historic Preservation Program for the City of Colorado Springs.

Human Service Establishments – Establishments that provide temporary or permanent lodging, care and/or treatment to persons who may be unrelated to each other, not including domestic, supervisory or medical staff providing services on the premises and intended to provide the residents an opportunity to live in as normal a residential environment as possible.

The definitions of developmentally disabled, mental illness and elderly are those established by C.R.S. § 31-23-303. The definition of physically disabled as a physical handicap is established by 42 U.S.C. 3602 § 501. The definition of autism and drug

and alcohol treatment as a physical or mental impairment is established by 42 U.S.C. §§ 3601 - 3619.

Specific Types of Human Service Establishments include:

- a. **Human Service Establishment Not Requiring A Colorado Springs Human Service Establishment Permit:** A Colorado state licensed establishment composed of three (3) to five (5) persons, not including domestic, supervisory or medical staff, providing twenty-four (24) hour lodging, care and/or treatment, on either a permanent or temporary basis, for persons who have a physical, emotional or mental disability or impaired capacity for independent living, youth with emotional, behavioral or social problems, elderly or persons who are terminally ill with a life expectancy of less than six (6) months. This type of establishment is classified as a "family" according to the definition provided in this chapter and is regulated as a single-family home.
- b. **Human Service Home:** A Colorado state licensed establishment composed of six (6) to eight (8) persons, not including domestic, supervisory or medical staff, which provides twenty-four (24) hour lodging, care and/or treatment on either a permanent or temporary basis for persons who are developmentally and/or physically disabled, mentally ill, or elderly or terminally ill with a life expectancy of less than six (6) months. A human service home is treated as a single-family residence in the zoning classification districts and generally meets the definition of 'family'.
- c. **Human Service Residence:** A Colorado state licensed establishment composed of six (6) to eight (8) persons, not including domestic, supervisory or medical staff, providing services on premises, which provides twenty four (24) hour lodging, care and/or treatment to for persons under the age of eighteen (18) years of age or Court appointed up to the age of twenty-one (21) years of age with emotional, behavioral or social problems who are determine to be dependent or neglected on either a permanent or temporary basis. The primary concern is to protect and promote the person's health, safety and welfare and to preserve family relationships whenever possible.
- d. **Family Care Home:** A Colorado state licensed establishment composed of a minimum of two (2) to a maximum of four (4) foster children, under the age of eighteen (18) years of age, for regular full-time care on a 24-hour basis in addition to any and all existing family members.
- e. **Large Family Care Home:** A Colorado state licensed establishment composed of a minimum of five (5) but not more than eleven (11) foster

## Section 6 - Definitions

children, under the age of eighteen (18) years of age, for regular full-time care on a 24-hour basis in addition to any and all existing family members.

- f. Hospice: A Colorado state licensed establishment composed of nine (9) or more terminally ill persons with a life expectancy of less than six (6) months, not including domestic, supervisory or medical staff, with a centrally administered program of palliative, supportive and interdisciplinary team which provides services of physical, psychological, spiritual and sociological care for terminally ill individuals with a continuum of inpatient care available on a 24 hour basis.
- g. Residential Child Care Facility: In accord with C.R.S. 26.6.102 (8), a Colorado state licensed establishment that provides twenty-four (24) hour care and treatment for five (5) or more children, up to the age of eighteen (18) years of age or Court appointed up to the age of twenty-one (21) years of age and operated under private, public, or nonprofit sponsorship. A Residential child care facility may include community-based residential child care facilities, shelter facilities, and therapeutic residential child care facilities as defined by the State of Colorado and psychiatric residential treatment facilities as defined in C.R.S. 25.5-4-103 (19.5).
- h. Domestic Violence Safehouse: A residential operation whose primary function is the provision of a confidential residence that provides a safe haven for persons who have been victimized by physical, emotional or mental abuse for purposes of rehabilitation and/or special care. The safehouse permits housing for both single persons as well as individuals with children.
- i. Family Support Residence: A residential operation where lodging, meals, and counseling services are provided to six (6) or more persons who are members of families that have other family members that have been diagnosed with a terminal illness or an illness requiring long term hospital care. The primary concern of the facility is to provide support to family members (i.e. Ronald McDonald House).
- j. Human Service Facility: A Colorado state licensed establishment composed of nine (9) or more persons, not including domestic, supervisory or medical staff, providing twenty four (24) hour lodging, care and/or treatment on either a permanent or temporary basis for persons who are physically and/or developmentally disabled, mentally ill, elderly, youth or individuals receiving living assistance, short-term convalescent, rehabilitative or long term care.

- k. Drug and Alcohol Treatment Facility: An establishment that may be Colorado State licensed or certified by the appropriate State agency that provides twenty-four (24) hour care, treatment, rehabilitation and counseling for persons with alcohol, narcotic or substance abuse or a combination thereof and operated under private, public or nonprofit sponsorship.
- l. Human Service Shelter: A residential operation which provides temporary group lodging and supportive services to persons in need due to family medical circumstances, economic circumstances or social difficulties. A human service shelter is not licensed by the State of Colorado. A shelter may include accessory support services i.e. medical, dental or psychological care, distribution of food or clothing and hot meals to the clients of the facility. A temporary shelter operated by a religious institution within its principal facility is considered an accessory use of the principal religious institution.
- m. Detoxification Center: A convalescent establishment which provides twenty four (24) hour medical supervision, lodging, and meals to individuals who need help to remove the effects of alcohol or drugs.

Light Industrial – Establishments engaged in the manufacture or processing of finished products from previously prepared materials, including processing, fabrication, assembly, treatment, and packaging of such products, and incidental storage, sales and distribution. These establishments are characterized by having no major external environmental effects across property lines and include no unscreened or unenclosed outdoor storage.

Lodging – establishments which provide guestrooms or suites for temporary occupancy and which may include accessory uses such as a restaurant, meeting facilities, and/or retail component.

Manufacturing – Establishments engaged in the mechanical or chemical transformation of materials or substances into new products including the assembling of component parts, the manufacturing of products, and the blending of materials such as lubricating oils, plastics, resins or liquors.

Marquee Sign - Projecting signs attached to the perimeter or border of a permanently roofed building, and are constructed as a part of the building. Marquee signs are usually installed on theatres, cinemas, or performing art facilities. Marquee signs are limited to include a sign copy, which includes the facility's name, and a changeable copy, which may include current and future attractions. See sign copy. See changeable Copy.

## Section 6 - Definitions

Minor Improvements – Minor modifications to the exterior of an existing building that require building permits but do not increase the size of the structure. Examples include but are not limited to: changes to signage, windows or entryways. Interior remodeling projects are not considered Minor Improvements.

Monument Sign - Signs that are freestanding and are located adjacent to sidewalks. Such signs are typically used for buildings that are separated from adjacent streets by substantial setbacks.

Mural – Signs painted on a wall surface.

Office (land use) – Uses providing for administration, professional services, and accessory activities excluding manufacturing and research facilities.

Park – Open spaces that have less hard surface and pedestrian traffic than plazas. Parks typically include both active and passive recreation areas.

Pedestrian Way – Area of the public roadside that is located closest to the building and provides a space for clear walkways and legal encroachments that enhance a healthy urban experience for the pedestrian. See public roadside.

Pilaster - a slightly-projecting flattened column built into or applied to the face of a wall.

Plaque Sign - Signs attached to surfaces adjacent to entries and are smaller versions of wall signs.

Plaza – Urban public spaces that are more formal than parks and have a higher degree of hard surfaces and pedestrian traffic.

Portable A-frame Sign – Signs or advertising devices which rest on the ground and are not designed to be permanently attached to a building or permanently anchored to the ground.

Portico - a porch that is leading to the entrance of a building, or extended as a colonnade, with a roof structure over a walkway, supported by columns or enclosed by walls.

Post-Consumer – waste material generated by households or by commercial, industrial and institutional facilities in their roles as end users of the product, which can no longer be used for its intended purpose. This includes returns of materials from the distribution chain. Example may include construction and demolition debris, materials collected through curbside and drop-off recycling programs, broken pallets, discarded products and urban maintenance waste, such as tree trimmings.

**Projecting Sign** - Signs that are attached to the face of a building and project from the wall surface.

**Public Art** – Works of art in any media that has been planned and executed with the specific intention of being sited or staged in the public domain, usually outside and accessible to all.

**Public Parks and Plazas** – Areas that encourage a variety of public spaces in the Downtown, ranging from active urban plazas to more passive and heavily landscaped neighborhood parks. The key component to public parks and plazas is the design for public accessibility.

**Public Frontage** – The portion of a property or building running parallel to a public street. Public frontages are subject to numerous requirements such as fenestration, setbacks, and architectural details. Portions of properties adjacent to public or private alleys are not considered as part of the public frontage.

**Public Realm** – The area and improvements within the City’s public Right-of-Way (ROW) and typically extending from building façade to building façade.

**Public Roadside** – The area from the street curb to the building. The roadside shall be measured from the back of the curb to the outside edge of the pedestrian way (closest to the building façade). The Roadside consists of two areas: Pedestrian Way and amenity Zone.

**Residential (land use)** – Uses providing wholly or primarily permanent living accommodations. In addition to traditional residential uses, they include institutional living arrangements providing twenty four (24) hour skilled nursing or medical care or therapeutic settings.

**Restaurant** – An establishment where food and drink is prepared, served and consumed either on premises (inside or outside), taken out, or delivered. It may include the sale of alcoholic beverages when conducted as a secondary feature of the use and producing less than fifty percent (50%) of the establishment’s gross income. The bar area is an area of the restaurant where the primary business is the sale and consumption of alcohol.

**Retail (land use)** – sale, or rental with incidental service, of commonly used goods and merchandise for personal or household use.

**Sector** – geographically defined regions of the Form-Based Code area that have specific development standards. Sectors are analogous to the term “districts” used in standard land use zoning.

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Secretary of the Interior's Standards for Rehabilitation - The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility. For a copy of the Standards, please see the National Park Service. <http://www.nps.gov/history/hps/tps/tax/rhb/stand.htm>

Service (land use) – establishments primarily engaged in the provision of frequently or recurrently needed services and that are of a personal, informational, or instructional nature.

Sign Area - Calculated by the area of one rectangular or circular shape that encloses all sign elements except the support structure. For signs consisting of individual letters and/or graphics mounted on a building wall or window, the sign area shall be measured by means of the area of one rectangular or circular shape that encloses all of the letters and graphics that constitute the sign.

Sign copy – Permanent signage that identifies the facility name.

Signage – Any kind of graphics created to display information to a particular audience.

Spandrel - the space between two arches or between an arch and a rectangular enclosure.

Stepback – a treatment to a structure's design and massing where portions of the upper levels of taller buildings are set back greater distances from the public frontage than the portion of the building at street level.

Street Landscaping and Furnishing - Those elements that engage and/or interact with the pedestrian or other street user in order to enhance the street experience. Street landscaping and furnishings are generally incorporated into the amenity zone area of the public roadside.

Stories (related to building height) - The unit used to regulate building height. Stories include habitable space only. A story which is more than 50% below grade (e.g. basement or walkout) is not considered a story relative to building height regulations.

Subdivision – any platting or replatting of land.

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Tenant Directory Sign – Signage that is used to identify businesses in multi-tenant buildings that do not have direct frontage on a public street. The design of the sign should complement the building’s design.

Urban Heat Island (UHI) - A metropolitan area which is significantly warmer than its surroundings. The temperature difference usually is larger at night than during the day and larger in winter than in summer, and is most apparent when winds are weak. The main cause of the urban heat island is modification of the land surface by urban development; waste heat generated by energy usage is a secondary contributor.

Variance - Any ruling on a deviation other than a warrant. A variance is a ruling that would permit a practice that is not consistent with a specific standard. See City Code Chapter 7, Article 5, Part 8.

Vehicular Zone - the area of the right-of-way from curb to curb that is predominately used by vehicles.

Wall Sign – Sign attached to and completely supported by exterior walls.

Warehousing/Wholesale – An enclosed building used primarily for the storage of goods and materials and which includes a retail/wholesale area at the front of the property for the sale of the stored goods and materials.

Warrant - A ruling that would permit a practice that is not consistent with a specific standard of The Code but is justified by the provisions of the intent.

Wayfinding Signage – Any kind of graphic created to offer directional message. The intended audience should be either motorized or non-motorized.

Window Sign - Any sign painted on or attached to the inside of a window facing the street.

# Appendix A

## Appendix A Contributing Historic Structures

Downtown Colorado Springs Form-Based Code Area Contributing Historic Structures List - March 2009

DESIGNATION AGENCY	RESOURCE NAME	ADDRESS
National Register of Historic Places	Colorado Springs City Auditorium	231 E. Kiowa St.
City of Colorado Springs Historic Overlay	Colorado Springs City Hall	107 N. Nevada Ave.
National Register of Historic Places	Colorado Springs Day Nursery	104 E. Rio Grande St.
National Register of Historic Places	Colorado Springs Public Library--Carnegie Building	21 W. Kiowa St.
National Register of Historic Places	DeGraff Building	116-118 N. Tejon
National Register of Historic Places	El Paso County Courthouse	215 S. Tejon St.
National Register of Historic Places	First Congregational Church	20 E. St. Vrain St.
National Register of Historic Places	Giddings Building	101 N. Tejon St.
National Register of Historic Places	Rio Grande Engine No. 168	9 S. Sierra Madre
National Register of Historic Places	Shove Memorial Chapel	1010 N. Tejon St.
National Register of Historic Places	Plaza Hotel	830 N. Tejon St.
National Register of Historic Places	St. Mary's Catholic Church	26 W. Kiowa St.
National Register of Historic Places	US Post Office and Federal Courthouse Colorado Springs Main	210 Pikes Peak Ave.
National Register of Historic Places	Y.W.C.A.	130 E. Kiowa St.
Colorado State Register of Historic Properties	All Souls Unitarian Church	730 N. Tejon St.
Colorado State Register of Historic Properties	Dick-Trapp House	714 S. Nevada Ave.
City of Colorado Springs Historic Overlay	Cheyenne Building	2 East Pikes Peak Ave.
City of Colorado Springs Historic Overlay	Van Dyke Building	110 S. Weber Street
City of Colorado Springs Historic Overlay	Stubbs/ Procter Residence	524 North Tejon Street
City of Colorado Springs Historic Overlay	Russ - Amer Arms	624 N. Casacde Avenue
City of Colorado Springs Historic Overlay	Cadbourn Spanish Gospel Mission	402 S. Conejos Street
Eligible for State or Federal Historic Designation*	Colorado Springs Child Say Care Center, Inc	108 Antlers Place
Eligible for State or Federal Historic Designation*	The Crescent Apartments	2 Boulder Cresent St.
Eligible for State or Federal Historic Designation*	Waugh Residence	6 Boulder Cresent St.
Eligible for State or Federal Historic Designation*	Gladstone Apartments	10 Boulder Cresent St.
Eligible for State or Federal Historic Designation*	Richard's Grill	132 W. Cimarron St.
Eligible for State or Federal Historic Designation*	King's Chef Restaurant	110 E. Costilla Street
Eligible for State or Federal Historic Designation*	Sommers Residence	14 W. Costilla Street
Eligible for State or Federal Historic Designation*	Union Freight Station	517 E. Cucharras Street
Eligible for State or Federal Historic Designation*	First Baptist Church	317 E. Kiowa St.
Eligible for State or Federal Historic Designation*	Kiowa Pastry Shop	449 E. Kiowa Street
Eligible for State or Federal Historic Designation*	Colorado Springs Pioneer Museum	25 W. Kiowa Street
Eligible for State or Federal Historic Designation*	Colorado Springs Boys' Club	605 S. Tejon
Eligible for State or Federal Historic Designation*	Stillman Residence/Law Mortuary	116 N. Nevada Ave.
Eligible for State or Federal Historic Designation*	Odd Fellows Hall	118-130 N. Nevada Ave.
Eligible for State or Federal Historic Designation*	Mining Exchange Building	8 S. Nevada Ave.
Eligible for State or Federal Historic Designation*	Municipal Utilitiies Building	18-20 S. Nevada Ave.
Eligible for State or Federal Historic Designation*	Tourist Memorial Church/United Brethren Church	235 S. Nevada Ave.
Eligible for State or Federal Historic Designation*	Mt. Olive Baptist Church/Trinity Baptist Church	832 S. Nevada Ave.
Eligible for State or Federal Historic Designation*	Peak Theater	113 E. Pikes Peak Ave.
Eligible for State or Federal Historic Designation*	Post Office Building/Independence Building	121-123 Pikes Peak Ave.
Eligible for State or Federal Historic Designation*	Kerr Residence/El Paso Club	30 E. Platte Ave.
Eligible for State or Federal Historic Designation*	Acacia Hotel	104 E. Platte Ave.
Eligible for State or Federal Historic Designation*	William Jackson Plamer Equestrian Statue	E. Platte and N. Nevada Ave.
Eligible for State or Federal Historic Designation*	Denver and Rio Grande Railroad Depot	10 S. Sierra Madre St.
Eligible for State or Federal Historic Designation*	Seldomridge Bros. Feed and Grain/Simpson and Co.	110 S. Sierra Madre St.
Eligible for State or Federal Historic Designation*	Perkins-Shearer Co.	102 N. Tejon Street
Eligible for State or Federal Historic Designation*	The Lennox/Albany Hotel	226 N. Tejon Street
Eligible for State or Federal Historic Designation*	The Colchester Apartmetns	501 N. Tejon Street
Eligible for State or Federal Historic Designation*	Bernard/Sill Residence	601 N. Tejon Street
Eligible for State or Federal Historic Designation*	St. Stephen's Church (North and South Buildings)	631 N. Tejon Street
Eligible for State or Federal Historic Designation*	Murray Apartments	725-733 N. Tejon Street

Eligible for State or Federal Historic Designation*	Boarding House	802 N. Tejon Street
Eligible for State or Federal Historic Designation*	Exchange Bank Building	2 S. Tejon Street
Eligible for State or Federal Historic Designation*	Bennett Brothers Building/Carlton Building	13-15 S. Tejon Street
Eligible for State or Federal Historic Designation*	Hibbard & Co. Department Store	17-19 S. Tejon Street
Eligible for State or Federal Historic Designation*	Verner Z. Reed Memorial Library	502 S. Tejon Street
Eligible for State or Federal Historic Designation*	El Paso County Office Building	27 E. Vermijo Ave.
Eligible for State or Federal Historic Designation*	Union Ice & Coal Co.	110 W. Vermijo Ave.
Eligible for State or Federal Historic Designation*	Smith Residence	325 S. Wahsatch Ave.
Eligible for State or Federal Historic Designation*	Colorado Springs Fire Station #1	29 S. Weber Street
Eligible for State or Federal Historic Designation*	Payne Chapel A.M.E. Church	320 S. Weber Street
Eligible for State or Federal Historic Designation*	Victoria Apartments	210 S. Weber Street

Note: In the case when a structure has more than one designation agency, the local designation was given priority.

Note: This list is dated March 24, 2009. Please see staff for the most current list.

\* Denotes the structure is listed as being eligible for State or Federal historic designation within the 2003-2004 Survey Report entitled "Historical and Architectural Survey of Downtown Colorado Springs."

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