Crested Butte is a small mountain town with a big community that strives toward a balanced and sustainable lifestyle while enjoying and protecting the soul of the Valley.

Town Council Values

- *Support Crested Butte's quality of life*
- *Promote resource efficiency and environmental stewardship*
- *Encourage a sustainable and healthy business climate*
- *Actively support an authentic and unique community*
- *Remain fiscally responsible*
- *Continue thoughtful management of our historic character*
- *Seek collaborative solutions to regional and local issues*

Critical to our success is an engaged community and knowledgeable and experienced staff.

AGENDA
Town of Crested Butte
Regular Town Council Meeting
Monday, March 16, 2020
Council Chambers, Crested Butte Town Hall

Meeting Call In Information:
1-302-202-1108
Conference Code: 423723

The times are approximate. The meeting may move faster or slower than expected.

6:00 WORK SESSION - CANCELLED

1) Climate Plan Update: Town Energy Audit Findings; Other Actions from the Plan; Recommendations for Next Steps.

7:00 REGULAR COUNCIL MEETING CALLED TO ORDER BY MAYOR OR MAYOR PRO-TEM

7:02 APPROVAL OF AGENDA

7:04 CONSENT AGENDA

1) March 2, 2020 Regular Town Council Meeting Minutes.
2) Junior Bike Week Special Event Application for June 22nd, June 27th, and June 28th, 2020 Utilizing Town Property at The Depot, the Bike Park, and Town Ranch (Including Camping Overnight on the 26th) and Races Starting at the Perimeter Trail at Tommy V Field and Finishing on Butte Avenue at the Beginning of Peanut Lake Road (No Road Closures).
3) The Paragon People's Fair Special Event Application Closing Elk Avenue from 2nd Street to 4th Street and 3rd Street from the Alley Between Sopris Avenue and Elk Avenue to the Alley Between Maroon Avenue and Elk Avenue on September 5th and 6th, 2020.
4) MOU with Crested Butte Nordic for Student Organization Achieving Results Build.

The listing under Consent Agenda is a group of items to be acted on with a single motion. The Consent Agenda is designed to expedite Council business. The Mayor will ask if any citizen or council member wishes to have any specific item discussed. You may request that an item be removed from Consent Agenda at that time, prior to the Council's vote. Items removed from the Consent Agenda will be considered under New Business.

7:06 PUBLIC COMMENT

Citizens may make comments on item not scheduled on the agenda. Those commenting should state their name and physical address for the record. Comments may be limited to five minutes.

7:15 STAFF UPDATES

7:25 PUBLIC HEARING

1) Ordinance No. 3, Series 2020 - An Ordinance of the Crested Butte Town Council Approving the Lease of 504 Maroon Avenue to the Gunnison County Library District.

7:35 2) Ordinance No. 5, Series 2020 - An Ordinance of the Crested Butte Town Council Authorizing the Sale of Town-Owned Property Legally Described As Lot 1, Block 80, Paradise Park Subdivision, Town of Crested Butte, County of Gunnison, State of Colorado to Student Organization Achieving Results for the Sale Price of $10.00.

7:45 NEW BUSINESS

1) GCSAPP Youth Mental Health and Substance Abuse Program Update and Funding Request.

8:05 2) Year-End Report on the Crested Butte/Mt. Crested Butte Chamber of Commerce from Executive Director Ashley UpChurch.

8:15 3) Ordinance No. 6, Series 2020 - An Ordinance of the Crested Butte Town Council Amending the Town Code and Adopting Revised Design Standards and Guidelines.

8:45 4) Formation of Committee(s) to Review Revenue Options for Affordable Housing and Climate Action.

9:00 5) Review of COVID-19 Preparedness.

9:20 LEGAL MATTERS

9:25 COUNCIL REPORTS AND COMMITTEE UPDATES

9:40 OTHER BUSINESS TO COME BEFORE THE COUNCIL

9:50 DISCUSSION OF SCHEDULING FUTURE WORK SESSION TOPICS AND COUNCIL MEETING SCHEDULE

- Tuesday, March 24, 2020 - 6:00PM Joint Work Session with BOZAR
- Monday, April 6, 2020 - 6:00PM Work Session - 7:00PM Regular Council

- Monday, April 20, 2020 - **REGULAR MEETING CANCELLED**
- Monday, May 4, 2020 - 6:00PM Work Session - 7:00PM Regular Council

9:55 ADJOURNMENT

MINUTES
Town of Crested Butte
Regular Town Council Meeting
Monday, March 2, 2020
Council Chambers, Crested Butte Town Hall

Mayor Schmidt called the meeting to order at 7:07PM.

Council Members Present: Will Dujardin, Chris Haver, Mallika Magner, Laura Mitchell, and Mona Merrill

Staff Present: Town Manager Dara MacDonald, Town Attorney John Sullivan, Finance Director Rob Zillioux, and Community Development Director Michael Yerman

Town Clerk Lynelle Stanford, Chief Marshal Mike Reily, and Parks and Recreation Director Janna Hansen (for part of the meeting)

Schmidt mentioned the topics of the preceding work session, including the discussion on the Community Compass that was moved to Other Business.

APPROVAL OF AGENDA

Haver moved and Mitchell seconded a motion to approve the agenda as presented. A roll call vote was taken with all voting, "Yes." **Motion passed unanimously.**

CONSENT AGENDA

1) February 18, 2020 Regular Town Council Meeting Minutes.

2) ACB (Artists of Crested Butte) Art Market Closing the Zero Block of Elk Avenue on Sundays Beginning June 14th, 2020, Except for Sunday, August 2nd, 2020 (Arts Festival), Through September 20th, 2020.

3) Open Space Budget Amendment Request for $4,000 for the Slate River Trailhead Master Planning Project.

Mitchell moved and Dujardin seconded a motion to approve the Consent Agenda. A roll call vote was taken with all voting, "Yes." **Motion passed unanimously.**

PUBLIC COMMENT

Kent Cowherd - 901 Teocalli Avenue

- He read in the paper about planning the County would be doing. He encouraged master planning around the Town.

- He suggested planning and recommendations regarding what Town wanted to see around the three-mile radius of Town and what would be appropriate for the corridor coming into Town.
- It was important to engage with Mt. Crested Butte.
- He invited more discussion on the Three Mile Plan.
- He mentioned the need for the County to engage with constituents in the north end of the valley.

STAFF UPDATES

- Schmidt referred to the report from MacDonald in the packet.
- Magner asked whether Staff wanted input on the CML Policy Committee recommendations. Magner acknowledged SB 20-083 and that CML was neutral. She suggested the Council take the position in favor. The Council agreed.
- MacDonald reported that Yerman and Bob Nevins met with Cathie Pagano from the County last week. The County completed efforts around commercial and industrial areas in the southern part of the valley, and they were turning their attention to the north end. The County was not looking to expand platted areas for commercial and industrial. Magner recommended that the Council look at the existing Three Mile Plan to determine its usefulness. She wanted Town to be proactive, rather than reactive. MacDonald read goals established in the County's strategic plan. MacDonald would send the existing Three Mile Plan for the Council to review.
- Schmidt recalled background on Red Lady Estates, as related to the Fenertys' desire to purchase a lot. The Council agreed to proceed with the sale.
- MacDonald brought up the desire, discussed at the retreat, for a joint meeting with BOZAR. There was a discussion on the process pertaining to the adoption of the BOZAR guidelines. The Council agreed to a work session with BOZAR on March 24th at 6PM.
- Schmidt confirmed there would not be a quorum for the meeting on April 20th. The meeting would be cancelled for now, and Staff would bring forward anything time sensitive.
- Schmidt questioned that there were only five alcohol offenses in 2019, which Reily explained. The discussion became focused on DUIs.

NEW BUSINESS

1) Resolution No. 5, Series 2020 - A Resolution of the Crested Butte Town Council Approving the Updated and Restated Intergovernmental Agreement by and Between Board of County Commissioners of Gunnison, The Board of County Commissioners of Hinsdale County, The City of Gunnison, Town of Crested Butte, Town of Mt. Crested Butte, Gunnison County Fire Protection District, Crested Butte Fire Protection District, Town of Pitkin, Board of County Commissioners of Saguache County, Lake City Fire Protection District, and Gunnison Valley Health Board of Trustees (Together "The Parties").

Schmidt read the title of the resolution. Reily provided background around the north end of the valley looking for an alternative to Gunnison Dispatch. In the interim, it was expressed to the Communications Board that the north end was considering changing. Previously, Town was advisory to the board. The statement caused changes to occur, and the board decided to allow the agencies to vote. Reily outlined changes that had been made that cleared up issues; however, the money issue still remained. The south end of the valley would have to absorb financially in the event that the north end left. Reily thought Town was in a good spot and would have control that Town did not have previously. The Council would be doing the right thing by extending the IGA, despite it costing more money. The next decision point would come in 2021. Reily recommended sticking with Gunnison Dispatch at this time.

Haver moved and Mitchell seconded a motion to approve Resolution No. 5, Series 2020. A roll call vote was taken with all voting, "Yes." **Motion passed unanimously.**

2) Resolution No. 6, Series 2020 - A Resolution of the Crested Butte Town Council Authorizing the Gunnison/Hinsdale Combined Emergency Telephone Service Authority to Increase the Emergency 911 Telephone Service Surcharge.

Schmidt read the title of the resolution. Reily stated it was determined in Gunnison that they could increase the amount they were asking for the surcharge for the Gunnison/Hinsdale Combined Emergency Telephone Service Authority. The surcharge would help make technology changes they needed. The rate increase had already been approved by the PUC. Sullivan elaborated that the Town Code required the Council to approve the surcharge.

Haver moved and Mitchell seconded a motion to adopt the service fees change with the Gunnison/Hinsdale Emergency Telephone Service Authority and to approve Resolution No. 6, Series 2020. A roll call vote was taken with all voting, "Yes." **Motion passed unanimously.**

3) Ordinance No. 3, Series 2020 - An Ordinance of the Crested Butte Town Council Approving the Lease of 504 Maroon Avenue to the Gunnison County Library District.

Schmidt read the title of the ordinance. MacDonald explained Staff had been trying to get the properties the Town owned current with leases. The Library District's lease had more detail on maintenance responsibilities. The Council was being asked to set the ordinance for public hearing. Magner expressed her excitement and positivity related to the library. Drew Brookhart, from the Library District, affirmed they were happy to have the lease done and Schmidt agreed.

Mitchell moved and Dujardin seconded a motion to set Ordinance No. 3, Series 2020 to public hearing at the March 16th Council meeting. A roll call vote was taken with all voting, "Yes." **Motion passed unanimously.**

4) Ordinance No. 5, Series 2020 - An Ordinance of the Crested Butte Town Council Authorizing the Sale of Town-Owned Property Legally Described As Lot 1, Block 80, Paradise Park Subdivision, Town of Crested Butte, County of Gunnison, State of Colorado to Student Organization Achieving Results for the Sale Price of $10.00.

Schmidt read the title of the ordinance. Yerman stated the ordinance would be the first step in getting the SOAR build moving ahead for the summer. Town would buy the lot back once the building was completed. Yerman described details for the building. Schmidt questioned the processes on selling and then buying back the lot, which Yerman explained. Haver wondered why they were not including solar arrays and Yerman listed reasons. The discussion became focused on solar projects and cost analysis.

Haver moved and Dujardin seconded a motion to set Ordinance No. 5, Series 2020 for public hearing on March 16th. A roll call vote was taken with all voting, "Yes." **Motion passed unanimously.**

LEGAL MATTERS

None

COUNCIL REPORTS AND COMMITTEE UPDATES

Mona Merrill

- She attended a STOR meeting. They talked about e bikes. The takeaway was the Forest Service's policy was no e bikes, same with BLM. The local district's policy was no e bikes on non-motorized public land. They also talked about allowing e bikes on trails closer to town. MacDonald outlined discussions the Town had with the Land Trust. Schmidt recognized certain trails were restricted based on easements.
- The Center for the Arts board meeting would be next week.

Laura Mitchell

- There was a lot going on at Mountain Express.
    - They were feeling pressure to transport people's bikes to the 401 and were looking at a pickup truck to tow a trailer with bikes.
    - The Center requested service in the summer. MacDonald elaborated upon the request and explained it was part of BOZAR's approval. A group met at The Center and discussed possible solutions.
    - She explained machinations between RTA and Mountain Express occurring at Whetstone.
- In 2021, RTA would bring on busses to Denver.
    - The RTA would support the airport going through a large improvement.
    - They discussed changing the RTA meeting start times.

Mallika Magner

- The Long Lake closing was completed.

- There was a new Executive Director hired at The Chamber.
    - The Chamber was doing awesome.

Chris Haver

- They had an OVLC meeting.
    - They went over the Climate Action Conference.
    - He reviewed short and long term goals.
    - They were looking at a State of the Valley for next October.

Will Dujardin

- He was at the Mountain Express meeting that Mitchell mentioned.
- He appreciated the Council retreat.
- Mitchell and he met with Zillioux and Jim Starr and Bob Gillie from the Valley Housing Fund. Zillioux updated that they were waiting to hear back from the Housing Fund on ideas that were proposed.
- He was in Gunnison meeting with the Growing Water Smart team.
    - Anne Castle would be coming to The Center on March 18th to talk about big river issues.
    - Their team was awarded a grant. It was up to the team and Shea Earley to determine what they might want to tackle.
- He would go to mayor/managers on Thursday since Schmidt and MacDonald would be at CAST.

Jim Schmidt

- He mentioned the Council retreat.
- On Wednesday, he was one of three to sit on the hearing board for the tenant of Anthracite Place. The decision was to extend the lease to the end of the original term through April 22nd. They would be working on specific rules on how things were handled at Anthracite Place. Magner questioned whether they communicated there needed to be a more gentle touch. Schmidt affirmed they would be talking about it. Magner said it was clearly not an isolated issue. She hoped it would be strongly addressed. Schmidt heard the message. Dujardin referred to an email with criticisms he heard on the process. There was discussion on advertising available units and a possible tenant association to hear complaints.
- Last Wednesday night, he went to a presentation at the museum, mainly about the 70s and the formation of Town.
- He attended the Region 10 meeting in Montrose last Thursday.
    - He listed the three main issues in which they were dealing.
    - People could expect delays along Highway 92 on the West Elk Loop this summer.

OTHER BUSINESS TO COME BEFORE THE COUNCIL

Schmidt brought up the Community Compass, which was not addressed during the work session. MacDonald referred to the memo in the packet. Staff would push back the timeline until the Community Development Director was on board and Staff was through

the annexation. She identified the start of the process, beginning with the Council. MacDonald updated regarding the annexation, and she thought first readings on the annexation ordinances were still possible for April.

Magner was curious about the application on BOZAR's DRC agenda for the Donita's building. Yerman informed the Council it was a conditional use to allow two restaurants to move in. Yerman reported on the Town's conditional use process. Haver asked about a limited restaurant compared to a restaurant. Yerman summarized that it came down to parking.

Haver recalled from the work session that Mt. Crested Butte asked for a letter on priorities for the North Village Project. MacDonald offered to draft a letter and include on an upcoming Consent Agenda. Dujardin thought it would be helpful to have something to comment on, but he was struggling to figure out what to ask them. He expressed support for the letter.

DISCUSSION OF SCHEDULING FUTURE WORK SESSION TOPICS AND COUNCIL MEETING SCHEDULE

- Monday, March 9, 2020 - 6:00PM Work Session to Discuss Funding Mechanisms for Affordable Housing and Climate Action
- Monday, March 16, 2020 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, April 6, 2020 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, April 20, 2020 - 6:00PM Work Session - 7:00PM Regular Council

Schmidt reminded the Council that next Monday there would be a work session to discuss funding mechanisms for affordable housing and climate action.

Schmidt affirmed the April 20th meeting was cancelled.

EXECUTIVE SESSION

Schmidt read the reason for Executive Session: for a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b).

Dujardin moved and Haver seconded a motion to go into Executive Session. A roll call vote was taken with all voting, "Yes." **Motion passed unanimously.**

The Council went into Executive Session at 8:49PM. The Council returned to open meeting at 9:25PM. Mayor Schmidt made the required announcement upon returning to open meeting.

ADJOURNMENT

Mayor Schmidt adjourned the meeting at 9:27PM.

_____
James A. Schmidt, Mayor

_____
Lynelle Stanford, Town Clerk (SEAL)

Staff Report

March 16, 2020

To: Mayor and Town Council

Thru: Dara MacDonald**,** Town Manager

From: Lynelle Stanford, Town Clerk

Subject: **Junior Bike Week Special Event Application**

Date: March 10, 2020

Summary:

Amy Nolan and Adam Olmstead, event organizers for Junior Bike Week, submitted the special event application on behalf of the Crested Butte Development Team. The kick-off party is scheduled at The Depot for Monday, June 22nd, 2020. The Bike Park and Town Ranch would be utilized on June 27th and June 28th, 2020 for a vendor village, skills clinics, PBJ expo, pizza party, awards, and camping that would be offered starting on June 26th. On June 28th, The Junior Wildflower Classic, which would take place on the Lupine/Lower Loop trail system, would start at the Perimeter Trail near Tommy V Field and end on Butte Avenue, at the beginning of Peanut Lake Road. The organizers did not request road closures for the race.

Recommendation:

To approve the Junior Bike Week special event application as part of the Consent Agenda.

TOWN OF CRESTED BUTTE
SPECIAL EVENT APPLICATION

1. EVENT INFORMATION:

Name of Event: Junior Bike Week

Date(s) of Event: June 22-28, 2020

Location(s) of Event: The Depot, Crested Butte Bike Park, Town Ranch, CBCS, CFA parking lots, CBMR, race courses on Lupine and lower loop trail system

☒ **Map Attached Showing Location of Event** *Attach map showing location of event*

☒ **Diagram Attached Detailing Event** *Attach 8 ½" X 11" diagram detailing the event showing tents, vendors, security, toilets, tables, signage, fencing, booths, ingress and egress, stage, etc.:*

☒ **Event Schedule and Description of Event Attached**

Name of Organization Holding the Event ("Permittee"): SILENT SPORTS ASSOCIATION - MTB CLUB Crested Butte Development Team

Note: The permittee of an event must be the same "Entity Name" as the named insured on the insurance certificate and the Secretary of State Certificate of Good Standing.

Event Time(s) (start time of scheduled event to end time of scheduled event each day:

Date	6/22/2020	**Time: From**	5pm	**To**	7pm
Date	6/27/2020	**Time: From**	10 am	**To**	7 pm
Date	6/28/2020	**Time: From**	9 am	**To**	1 pm
Date		**Time: From**		**To**	

Total Time (including setup, scheduled event, breakdown, and clean up):

Date	6/22/2020	**Time: From**	3pm	**To**	9pm
Date	6/27/2020	**Time: From**	8 am	**To**	8 pm
Date	6/28/2020	**Time: From**	8 am	**To**	2 pm
Date		**Time: From**		**To**	

Expected Numbers: Participants: 200 **Spectators:** 100

Name of Event Organizer: Amy Nolan

Phone: (970)596-4085 **Cell Phone:**

E-Mail: amy@CrestedButteDevo.com **Fax Number:**

Name of Assistant or Co-Organizer (if applicable): Adam Amstead

Phone: **Cell Phone:** (970)275-1997 **E-Mail:** events@CrestedButteDevo.com

Mailing Address of Organization Holding the Event: P.O. Box 1416 Crested Butte, CO 81224

Email Address of Organization: amy@CrestedButteDevo.com **Phone Number:** (970)596-4085

2. **INSURANCE, LIQUOR PERMITS, SECURITY PLANS:**

(a) Do You Intend to Sell or Serve Alcohol? ☐ Yes ☒ No

If Yes, a Special Event Liquor License is Required. You must submit a separate application for a Special Event Liquor License to the Town Clerk at least 30 days prior to the event to ensure adequate time to comply with state regulations.

☐ **Special Event Liquor Permit Application is Attached with Appropriate Fees and Diagram** N/A

Describe Plan for Security and Include with Diagram: (All major impact events, as well as events that receive a Special Event Liquor License, are required to have a security plan):

n/a

(b) Proof of General Commercial Liability Insurance naming the Town of Crested Butte as Additional Insured, with coverage of no less than $1,000,000 is required for all special events. If your event is in the Big Mine Ice Arena with over 299 people, you will also need to add the Crested Butte Fire Protection District as Additional Insured. Events selling alcohol also require Liquor Liability Insurance on the Insurance Certificate. (Note: Your application cannot be approved until we receive proof of insurance) *Contact the Clerk's Office if you would like to receive an insurance quote through the Town's Insurance Provider.*

Is Proof of Insurance Attached? ☒ Yes ☐ No

3. **ROAD CLOSURES, PARKING/HANDICAPPED PARKING, BUS SERVICE:**

Will Your Event Require Any Road Closures? ☐ Yes ☒ No

If Yes, Explain in Detail Streets Closures and Times of Closures:

Streets:_____ **Date**_____ **Time: From**_____ **To**_____

Streets:_____ **Date**_____ **Time: From**_____ **To**_____

Streets:_____ **Date**_____ **Time: From**_____ **To**_____

Streets:_____ **Date**_____ **Time: From**_____ **To**_____

Streets:_____ **Date**_____ **Time: From**_____ **To**_____

Streets:_____ **Date**_____ **Time: From**_____ **To**_____

Will Your Event Impact Mt. Express Bus Service and/or Routes? ☐ Yes ☒ No

If Yes, Explain Impact (include times):_____

Will Your Event Affect Any Handicapped Parking Spaces? ☐ Yes ☒ No

If yes, you must work with the Marshal's Department to create temporary handicapped parking spaces for the duration of your event.

Describe Plan for Parking: We have the parking lots at CBCS reserved for event parking.

Is Your Event Requesting Any Additional Services from the Town of Crested Butte (such as barricades, utility irrigation locates, traffic control, snow removal, electrical power, trash removal, additional police etc.)? ☒ Yes ☐ No

If Yes, explain request for services in detail (attach additional page if necessary):

We would like to have the irrigation turned off the nights of 6/26 and 6/27 due to the camping we have reserved at Town Ranch for this event. Please reference invoice #834752

Does Your Event Include a Parade? ☐ Yes ☒ No

If yes, you must read and sign the following: I understand that if items are to be distributed during the parade (i.e. candy, beads, brochures, etc.), individuals will do so exclusively by foot from along-side the vehicles/floats to minimize the likelihood of spectators running up to the vehicles/floats. I understand and agree that items will not be thrown from any vehicle/float.

_____
Signature of Event Coordinator

4. **AMPLIFIED SOUND AND NOTIFICATION:**

Will There Be Amplified Sound at This Event? ☒ Yes ☐ No

If Yes, Describe: We will have music playing from 2-4pm at the CB Bike Park

Note: If there will be amplified sound during your event, the rules and requirements of Crested Butte Municipal Code Section 10-9-50 must be followed. Residents and businesses within 250' of the proposed event must receive written notification (7) days prior to the start of the event.

Describe Plan for Notifying Businesses and Residents Impacted by Your Event: We will be notifying Woods Walk and Saddle Ridge property owners of this event. Both Mel Yemma and Brian Lieberman have been involved with this discussion. No other businesses or residents will be impacted.

5. **TRASH, RECYCLING, PORTABLE TOILETS AND RESTROOMS:**

How much trash do you anticipate generating at the event? Very little

What recyclable products will be generated at the event? maybe aluminum cans but that would be all, also cardboard pizza boxes

We will handle all trash & recycling as we did last year :)

Describe your DETAILED plan for trash, recycling and clean up. (All events are required to have a plan for handling recycling and garbage during the event and the removal of recycling and garbage after the event.) Please note that any plan should emphasize increased recycling and decreased waste production. If you feel that your event will require assistance from Waste Management, please contact them directly at (970) 641-1986. Note: Any event application without a detailed recycling and refuse plan will not be accepted as a complete application:

We strive to do our very best to generate as little waste as possible during this event. We will bring our own large trash can and personal recycling bins to be sure everything ends up in the right place.

Describe Plan for Portable Toilets and/or Restrooms. (Include number of portable toilets and plan to restore bathrooms to their original state following your event): (Required: 1 portable toilet to every 40 attendees)

We will utilize the bathrooms at Tommy V. Field for this event.

6. SALES TAX:

Have you paid sales tax from your event last year? ☐ *Yes* ☒ *No* We did not sell any products last year so therefore we didn't collect any sales tax.

If No, you must pay delinquent sales tax before your special event application will be considered.

Will You Be Selling Products (food, drink, or merchandise) At Your Event? ☒ **Yes** ☐ **No**

If yes, you must collect sales tax and attach a completed Town of Crested Butte Sales Tax License Application with a List of Vendors to the Clerk's Office.

☒ **Town of Crested Butte Sales Tax Application is Attached.**

☒ **List of Vendors with your Crested Butte Sales Tax Application.**

7. BANNER PERMITS:

Do you plan to apply for a banner permit to erect a banner at the Pitsker Outfield Fence? ☒ **Yes** ☐ **No**
If Yes, you must apply for a banner permit separately through the Front Desk at Town Hall.

Are you requesting Town Manager approval for a 1-day banner at the event location for the hours of the event? ☐ **Yes** ☒ **No**

Town Manager Approval: _____

Please review your application and make sure all questions are answered. Read, sign, and date the following prior to submitting your application.

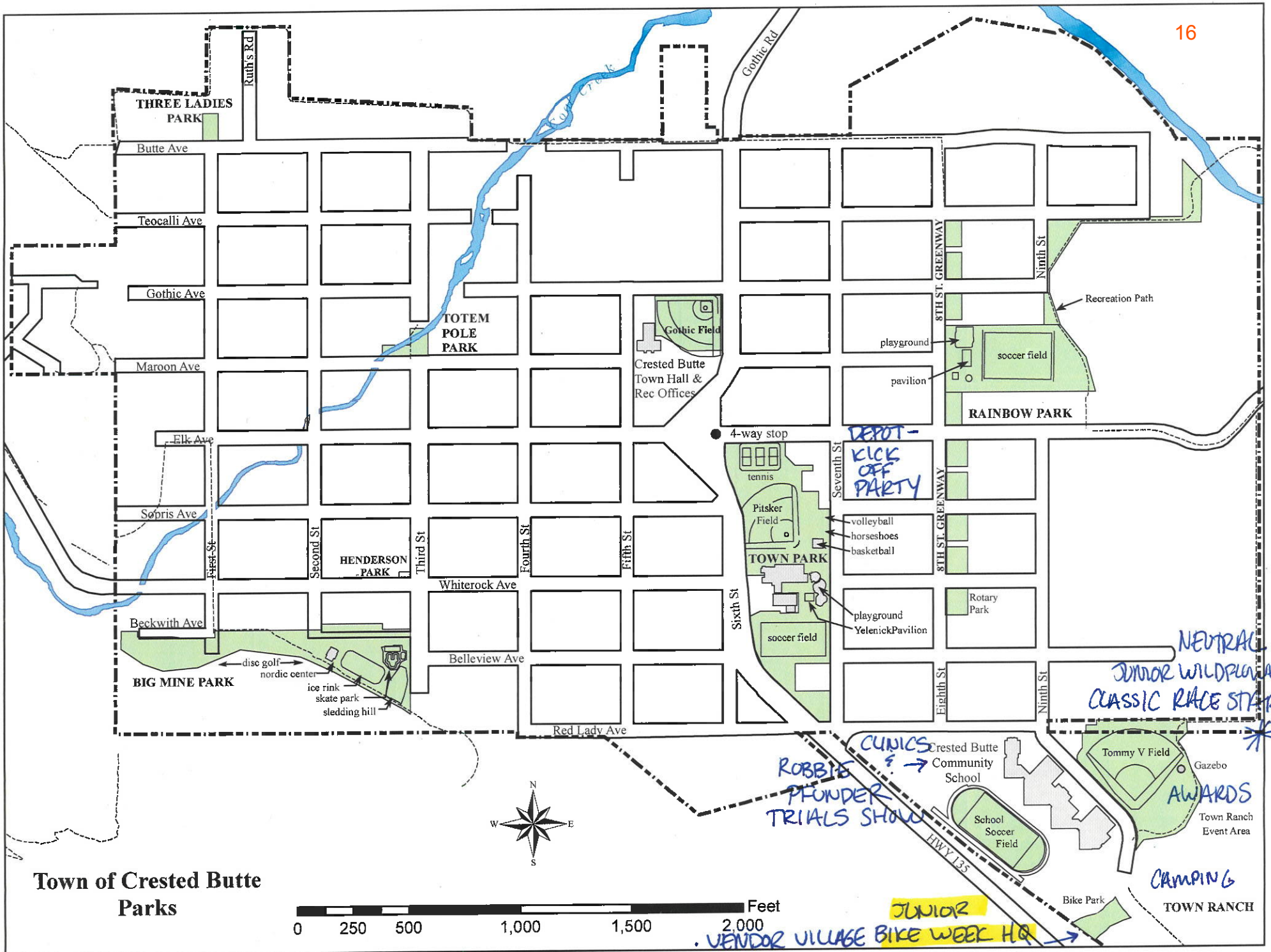
8. PLEASE REVIEW, SIGN, AND DATE:

In consideration for being permitted by the Town to engage in the permitted event, the Permittee, its heirs, successors, executors, assigns, transferees, employees, officers, directors, members, managers, representatives, contractors, subcontractors, agents, assigns, guests and invitees (collectively, the "Releasor/Indemnitor") hereby acknowledge and agree to the following: (i) Releasor/Indemnitor assume all risk of injury, loss or damage to Releasor/Indemnitor, any of them, arising out of or in any way related to the permitted event, whether or not caused by the act or omission, negligence or other fault of the Town, or by any other cause; (ii) Releasor/Indemnitor waive and release the Town from any and all claims, demands and actions for injury, loss or damage arising out of or in any way related to the permitted event, whether or not caused by the act or omission, negligence or other fault of the Town, or by any other cause; (iii) Releasor/Indemnitor agree to defend, indemnify and hold harmless the Town from and against any and all liability, claims, damages and demands, including any third party claim asserted against the Town, on account of injury, loss or damage, including, without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, arising out of or in any way related to the permitted use, whether or not caused by the act or omission, negligence or other fault of the Town, or by any other cause. For purposes hereof, the term "Town" shall include, individually and collectively, its officers, employees, agents, insurers, insurance pools, contractors and subcontractors. By signing this Special Event Application, the Permittee acknowledges and agrees that this assumption of risk, waiver and indemnity extends to all acts, omissions, negligence or other fault of the Town and that said assumption of risk, waiver and indemnity is intended to be as broad and inclusive as is permitted by the laws of the State of Colorado. If any portion hereof is held invalid, it is further agreed that the balance shall, notwithstanding such invalidity, continue in full legal force and effect.

The undersigned Permittee certifies that all the statements and answers to the above questions are true without any reservations or evasions. The undersigned also understands that the Town of Crested Butte reserves the right to require payment for additional services for major impact events.

Amy Nolan / A Nolan / 12/18/2019

Print Name Clearly / **Signature of Applicant (Permittee)** **Date**



Town of Crested Butte
Parks

DEPOT - KICK OFF PARTY

NEUTRAL JUNIOR WILDFLOWER CLASSIC RACE START

CLINICS ? → ROBBIE PFUNDER TRIALS SHOW

AWARDS

CAMPING

JUNIOR

- VENDOR VILLAGE BIKE WEEK HQ →
- PBJ EXPO
- PIZZA PARTY

Date: February 20, 2018
Filename: C:/project/websitemaps/parks.mxd

5th Annual Junior Crested Butte Bike Week
Hosted by: Crested Butte Development Team

SCHEDULE OF EVENTS (SNAPSHOT)

Monday, June 22 - Kick-off party at the Depot with Horsefeather mocktails; silent auction (5 - 7 pm)

Tuesday, June 23 - Support CB Devo by dining at the Public House (6 - 8 pm)

Wednesday, June 24 - Youth trail workday with CBCC, location TBD - most likely Lower Loop (5 - 7 pm)

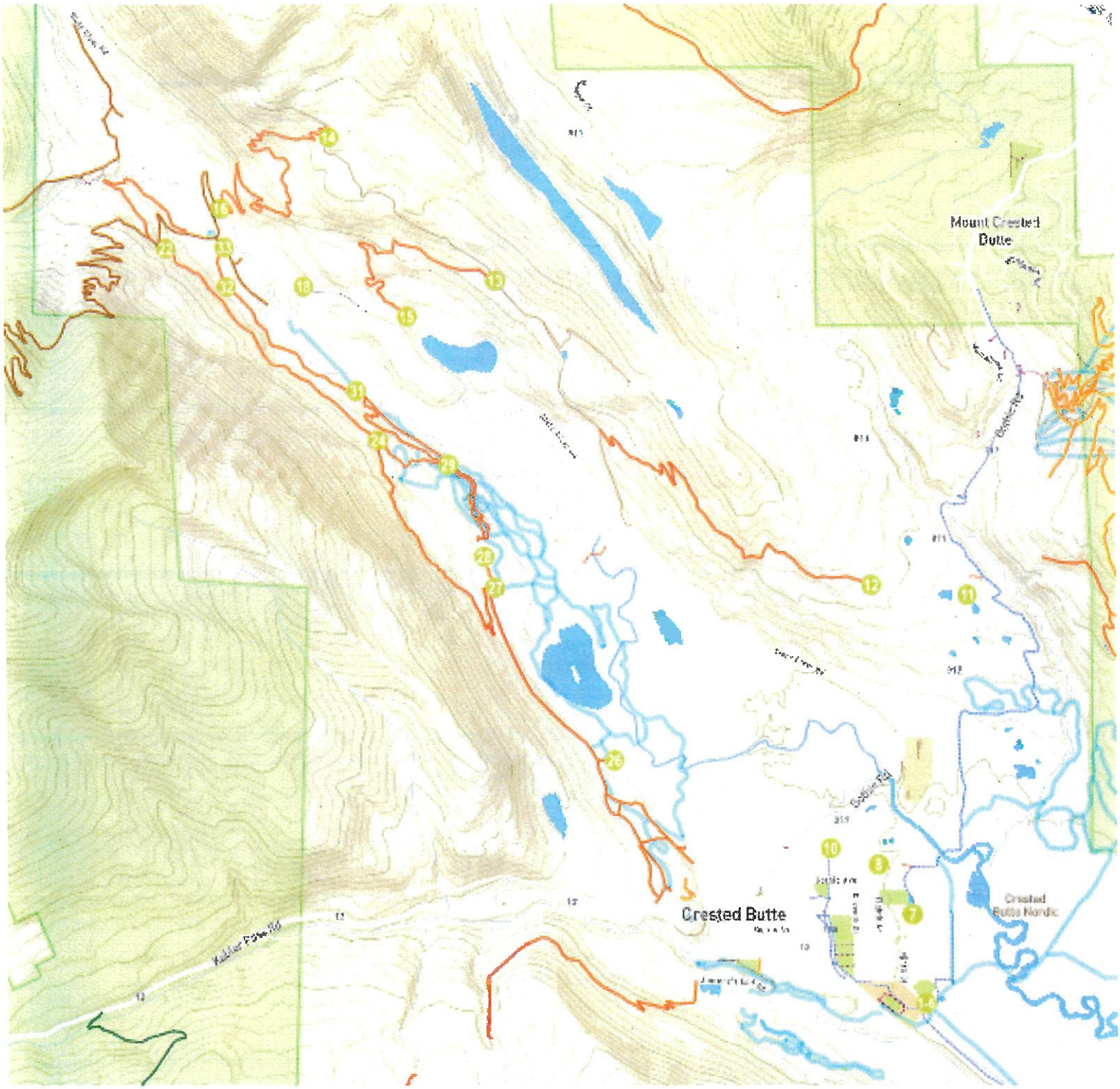
Thursday, June 25 - Movie night & door prize drawing at the Center for the Arts (5 - 8 pm)

Friday, June 26 - DH race at CBMR (9 am - 1 pm)

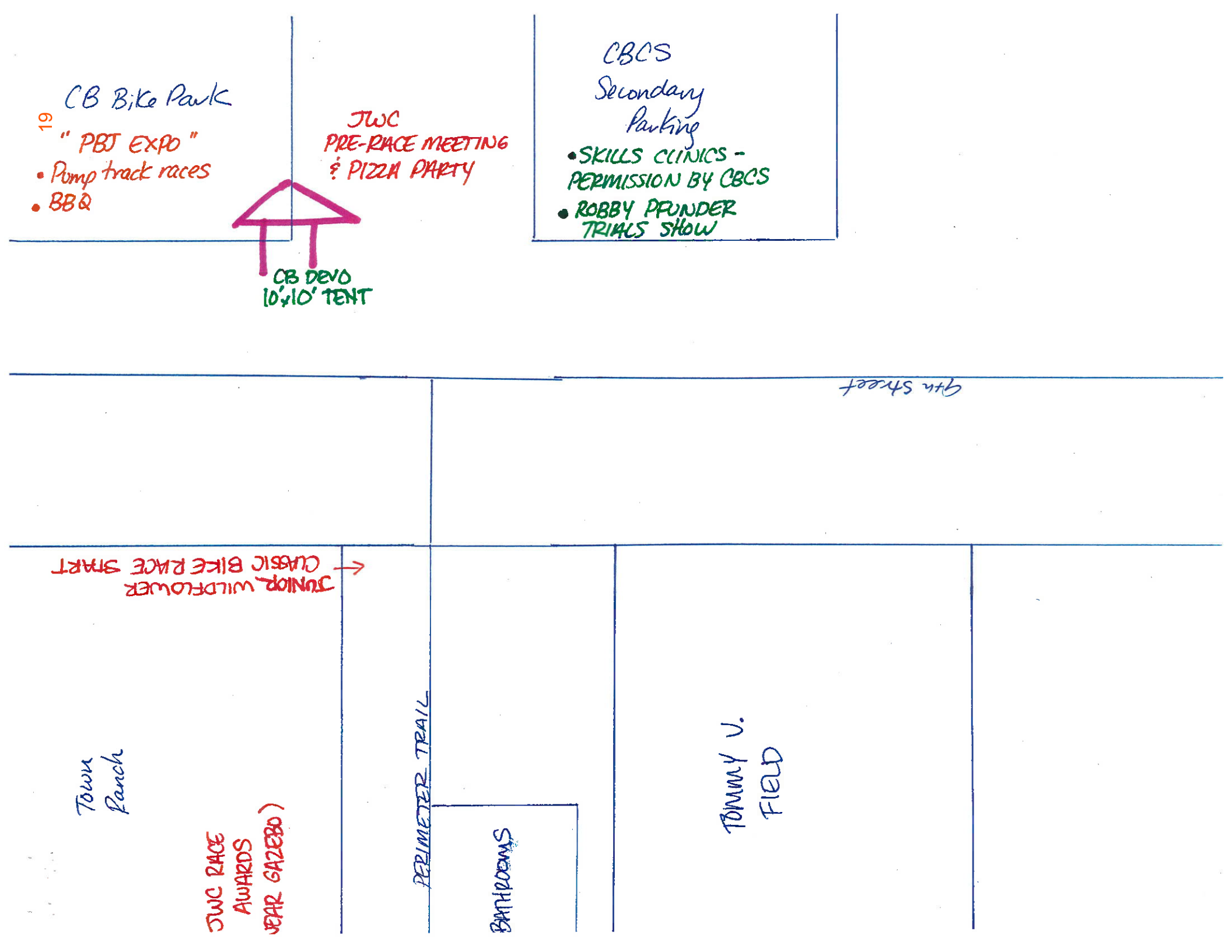
Saturday, June 27 - Skills Clinics, Robbie Pfunder show, PBJ Expo, JWC race meeting at CBCS parking lots and CB Bike Park (10 am - 7 pm)

Sunday, June 28 - Junior Wildflower Classic (courses on Lupine/Lower trail system) & Triple Crown Awards at Town Ranch (9 am - 1pm)

Junior Wildflower Classic



All races start at the Perimeter Trail at Tommy V. Field and finish where Butte Ave. turns to dirt at Peanut Lake Road. We utilize the Rec Path and town streets w/ course marshals to get riders to Lupine and lower loop trail system.


CB Bike Park
19
" PBJ EXPO "
• Pump track races
• BBQ
JWC
PRE-RACE MEETING
& PIZZA PARTY
CB DEVO
10'x10' TENT
CBCS
Secondary
Parking
• SKILLS CLINICS -
PERMISSION BY CBCS
• ROBBY PFUNDER
TRIALS SHOW
9th Street
JUNIOR WILDFLOWER
CLASSIC BIKE RACE START
Town
Ranch
JWC RACE
AWARDS
(BAR GAZEBO)
PERIMETER TRAIL
BATHROOMS
TOMMY V.
FIELD

SPECIAL EVENT: JUNIOR BIKE WEEK (JUNE 22-28, 2020)

DEPARTMENT APPROVALS (*For Official Use Only)*
Note: Please clearly state in your comment area what requested services your department will/will not provide for the event.

MARSHALS:

Conditions/Restrictions/Comments:

Ok per CBMO.

Michael Reily — 3/3/2020

Signature — Date

PUBLIC WORKS:

Conditions/Restrictions/Comments:

No comments.

Shea D Earley — 12/27/2019

Signature — Date

PARKS AND RECREATION:

Conditions/Restrictions/Comments:

Permits on file with Clerk. Irrigation will be off at Town Ranch Event Area 6/26 -27. Activities at Bike Park approved.

Janna Hansen — 1/29/20

Signature — Date

DEPARTMENT APPROVALS (*For Official Use Only)*
Note: Please clearly state in your comment area what requested services your department will/will not provide for the event.

TOWN CLERK:

Conditions/Restrictions/Comments:

Lynelle Stanford — 3-9-2020

Signature — Date

TOWN MANAGER:

Conditions/Restrictions/Comments:

Application
One Day Banner

Dara T. MacDonald — 03.09.2020

Signature — Date

CRESTED BUTTE FIRE PROTECTION DISTRICT:

Conditions/Restrictions/Comments:

Approved

Ric Ems — 2/19/20

Signature — Date

DEPARTMENT APPROVALS (*For Official Use Only*)
Note: Please clearly state in your comment area what requested services your department will/will not provide for the event.

MT. EXPRESS BUS SERVICE:

Conditions/Restrictions/Comments:

No impact on MX

Chris Larsen — 12/24/2019

Signature — Date

Staff Report

March 16, 2020

To: Mayor and Town Council

Thru: Dara MacDonald**,** Town Manager

From: Lynelle Stanford, Town Clerk

Subject: **Paragon People's Fair Special Event Application**

Date: March 10, 2020

Summary:

Megan Craver and Jeff Dautrich, event organizers for the Paragon People's Fair, submitted the special event application on behalf of the Paragon Art Gallery, Inc. The event is scheduled for September 5th and 6th, 2020. This annually occurring event is proposed to take place on Elk Avenue, from 2nd Street to 4th Street, to include 3rd Street, from alley to alley on both sides of Elk Avenue. The event organizer proposed live music on 3rd Street. Also, there would be food vendors located on 3rd Street. Set up would begin on Saturday, September 5th at 7:00AM, and clean up would be completed by 6:30PM, with the streets reopened by 7:00PM, on Sunday, September 6th.

Recommendation:

To approve the Paragon People's Fair special event application as part of the Consent Agenda.

TOWN OF CRESTED BUTTE
SPECIAL EVENT APPLICATION

1. EVENT INFORMATION:

Name of Event: The Paragon People's Fair

Date(s) of Event: 9/5/2020 and 9/6/2020

Location(s) of Event: Elk Avenue from 2nd Street to 4th Street and part of 3rd Street from the alley in between Sopris and Elk and the alley between Maroon and Elk

☒ **Map Attached Showing Location of Event** *Attach map showing location of event*

☒ **Diagram Attached Detailing Event** *Attach 8 ½" X 11" diagram detailing the event showing tents, vendors, security, toilets, tables, signage, fencing, booths, ingress and egress, stage, etc.:*

☒ **Event Schedule and Description of Event Attached**

Name of Organization Holding the Event ("Permittee"): Paragon Art Gallery, Inc.

Note: The permittee of an event must be the same "Entity Name" as the named insured on the insurance certificate and the Secretary of State Certificate of Good Standing.

Event Time(s) (start time of scheduled event to end time of scheduled event each day:

Date	9/5/2020	**Time: From**	10:00 am	**To**	5:00pm
Date	9/6/2020	**Time: From**	10:00 am	**To**	4:00pm
Date		**Time: From**		**To**	
Date		**Time: From**		**To**	

Total Time (including setup, scheduled event, breakdown, and clean up):

Date	9/5/2020	**Time: From**	7:00 am	**To**	6:00 pm
Date	9/6/2020	**Time: From**	7:00 am	**To**	6:30 pm (7pm street reopen)
Date		**Time: From**		**To**	
Date		**Time: From**		**To**	

Expected Numbers: Participants: 75 vendors **Spectators:** 100-200 people

Name of Event Organizer: Megan Craver

Phone: 970-763-4019 **Cell Phone:** N/A

E-Mail: Cravermeg@gmail.com **Fax Number:** N/A

Name of Assistant or Co-Organizer (if applicable): Jeff Dautrich

Phone: 970-209-8311 **Cell Phone:** N/A **E-Mail:** Kleincreations@yahoo.com

Mailing Address of Organization Holding the Event: P.O. Box 3, Crested Butte CO 81224

Email Address of Organization: paragongallery@yahoo.com **Phone Number:** 970-349-6484

2. **INSURANCE, LIQUOR PERMITS, SECURITY PLANS:**

(a) Do You Intend to Sell or Serve Alcohol? ☐ Yes ☒ No

If Yes, a Special Event Liquor License is Required. **You must submit a separate application for a Special Event Liquor License to the Town Clerk at least 30 days prior to the event to ensure adequate time to comply with state regulations.**

☐ **Special Event Liquor Permit Application is Attached with Appropriate Fees and Diagram** N/A

Describe Plan for Security and Include with Diagram: (All major impact events, as well as events that receive a Special Event Liquor License, are required to have a security plan):
Private night security and normal police presence during the day.

(b) Proof of General Commercial Liability Insurance naming the Town of Crested Butte as Additional Insured, with coverage of no less than $1,000,000 is required for all special events. If your event is in the Big Mine Ice Arena with over 299 people, you will also need to add the Crested Butte Fire Protection District as Additional Insured. Events selling alcohol also require Liquor Liability Insurance on the Insurance Certificate. (Note: Your application cannot be approved until we receive proof of insurance) *Contact the Clerk's Office if you would like to receive an insurance quote through the Town's Insurance Provider.*

Is Proof of Insurance Attached? ☒ Yes ☐ No

3. **ROAD CLOSURES, PARKING/HANDICAPPED PARKING, BUS SERVICE:**

Will Your Event Require Any Road Closures? ☒ Yes ☐ No

If Yes, Explain in Detail Streets Closures and Times of Closures:

Streets: Elk Avenue from 2nd to 4th **Date** 9/5/2020 **Time: From** 7:00 am **To** thraugh the night

Streets: Elk Avenue from 2nd to 4th **Date** 9/6/2020 **Time: From** 7:00 am **To** 6:30/7:00 pm

Streets: 3rd St from the alley between Sopris & Elk and Maroon & Elk **Date** 9/5/2020 **Time: From** 7:00 am **To** thraugh the night

Streets: 3rd St from the alley between Sopris & Elk and Maroon & Elk **Date** 9/6/2020 **Time: From** 7:00 am **To** 6:30/7:00 pm

Streets: _____ **Date** _____ **Time: From** _____ **To** _____

Streets: _____ **Date** _____ **Time: From** _____ **To** _____

Will Your Event Impact Mt. Express Bus Service and/or Routes? ☒ Yes ☐ No

If Yes, Explain Impact (include times): They will need to use the Maroon Avenue detour. No Bus stops will be closed.

Will Your Event Affect Any Handicapped Parking Spaces? ☒ Yes ☐ No

If yes, you must work with the Marshal's Department to create temporary handicapped parking spaces for the duration of your event.

Describe Plan for Parking: We will create temporary handicap spaces outside the barricades.

Is Your Event Requesting Any Additional Services from the Town of Crested Butte (such as barricades, utility irrigation locates, traffic control, snow removal, electrical power, trash removal, additional police etc.)? ☒ Yes ☐ No

If Yes, explain request for services in detail (attach additional page if necessary):

We will need 8 barricades, four picnic tables, and no parking cones for the duration of the fair. Flower bates must be off the street.

Does Your Event Include a Parade? ☐ Yes ☒ No

If yes, you must read and sign the following: I understand that if items are to be distributed during the parade (i.e. candy, beads, brochures, etc.), individuals will do so exclusively by foot from along-side the vehicles/floats to minimize the likelihood of spectators running up to the vehicles/floats. I understand and agree that items will not be thrown from any vehicle/float.

_____
Signature of Event Coordinator

4. AMPLIFIED SOUND AND NOTIFICATION:

Will There Be Amplified Sound at This Event? ☒ Yes ☐ No

If Yes, Describe: Small live music setup on the corner of 3rd and Elk.

Note: If there will be amplified sound during your event, the rules and requirements of Crested Butte Municipal Code Section 10-9-50 must be followed. Residents and businesses within 250' of the proposed event must receive written notification (7) days prior to the start of the event.

Describe Plan for Notifying Businesses and Residents Impacted by Your Event: We will hand out notice of amplified sound one week prior to the fair to all affected businesses.

5. TRASH, RECYCLING, PORTABLE TOILETS AND RESTROOMS:

How much trash do you anticipate generating at the event? There will be three food vendors We rent a dumpster and extra trash cans from waste manage

What recyclable products will be generated at the event? None

Describe your DETAILED plan for trash, recycling and clean up. (All events are required to have a plan for handling recycling and garbage during the event and the removal of recycling and garbage after the event.) Please note that any plan should emphasize increased recycling and decreased waste production. If you feel that your event will require assistance from Waste Management, please contact them directly at (970) 641-1986. Note: Any event application without a detailed recycling and refuse plan will not be accepted as a complete application:

We rent a dumpster from Waste Mangement and far extra trash cans that are placed at the entrances to the Fair. We empty the trash every night and all vendors know to use our dumpster.

Describe Plan for Portable Toilets and/or Restrooms. (Include number of portable toilets and plan to restore bathrooms to their original state following your event): (Required: 1 portable toilet to every 40 attendees)

In the past we have not need to rent toilets. There are never more than 100 attendees thragh out the whole day.

6. **SALES TAX:**

Have you paid sales tax from your event last year? ☒ *Yes* ☐ *No*
If No, you must pay delinquent sales tax before your special event application will be considered.

Will You Be Selling Products (food, drink, or merchandise) At Your Event? ☒ **Yes** ☐ **No**
If yes, you must collect sales tax and attach a completed Town of Crested Butte Sales Tax License Application with a List of Vendors to the Clerk's Office.

☐ **Town of Crested Butte Sales Tax Application is Attached.**

☐ **List of Vendors with your Crested Butte Sales Tax Application.**

7. **BANNER PERMITS:**

Do you plan to apply for a banner permit to erect a banner at the Pitsker Outfield Fence? ☒ **Yes** ☐ **No**
If Yes, you must apply for a banner permit separately through the Front Desk at Town Hall.

Are you requesting Town Manager approval for a 1-day banner at the event location for the hours of the event? ☐ **Yes** ☒ **No**

Town Manager Approval: _____

Please review your application and make sure all questions are answered. Read, sign, and date the following prior to submitting your application.

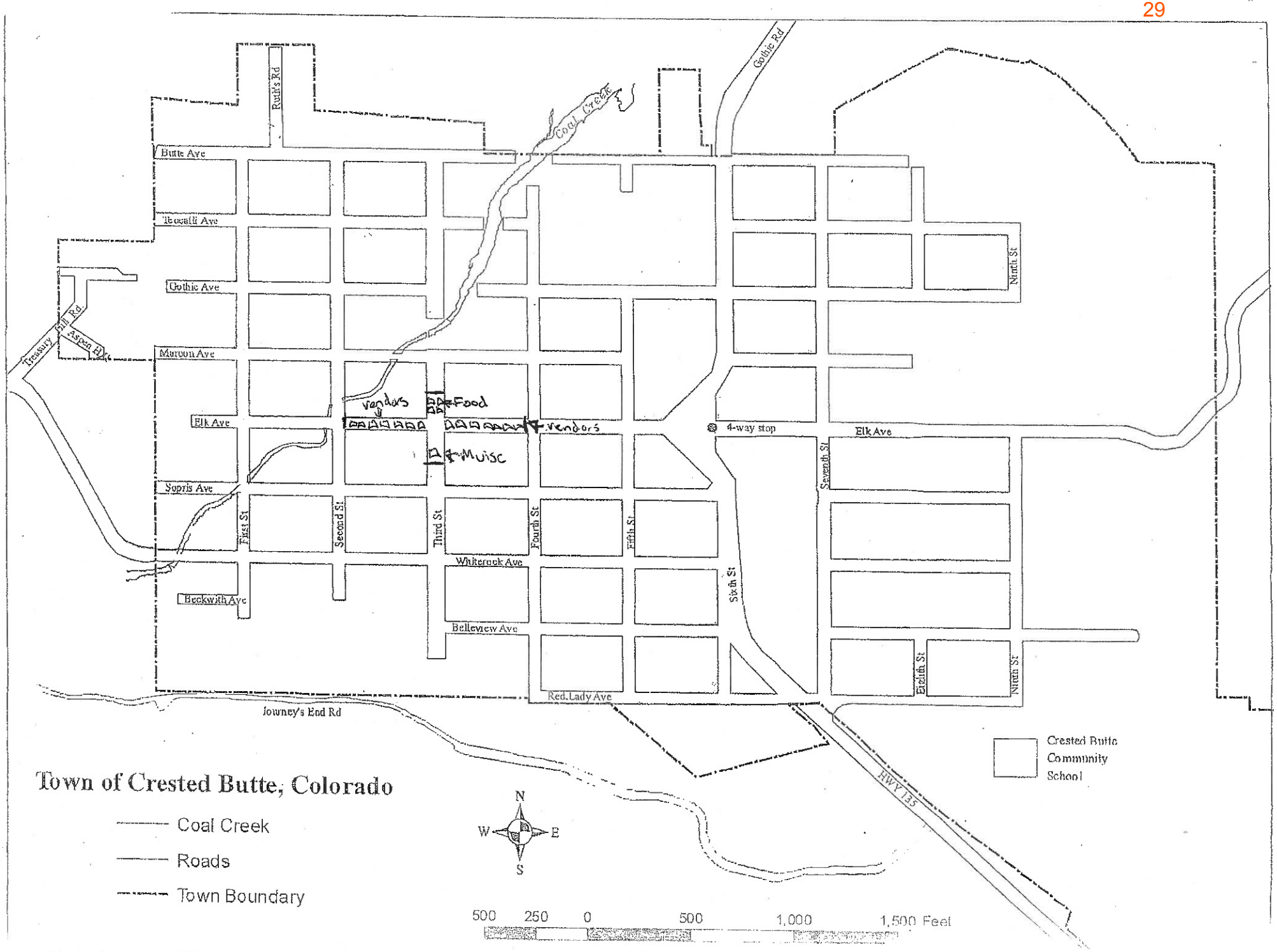
8. PLEASE REVIEW, SIGN, AND DATE:

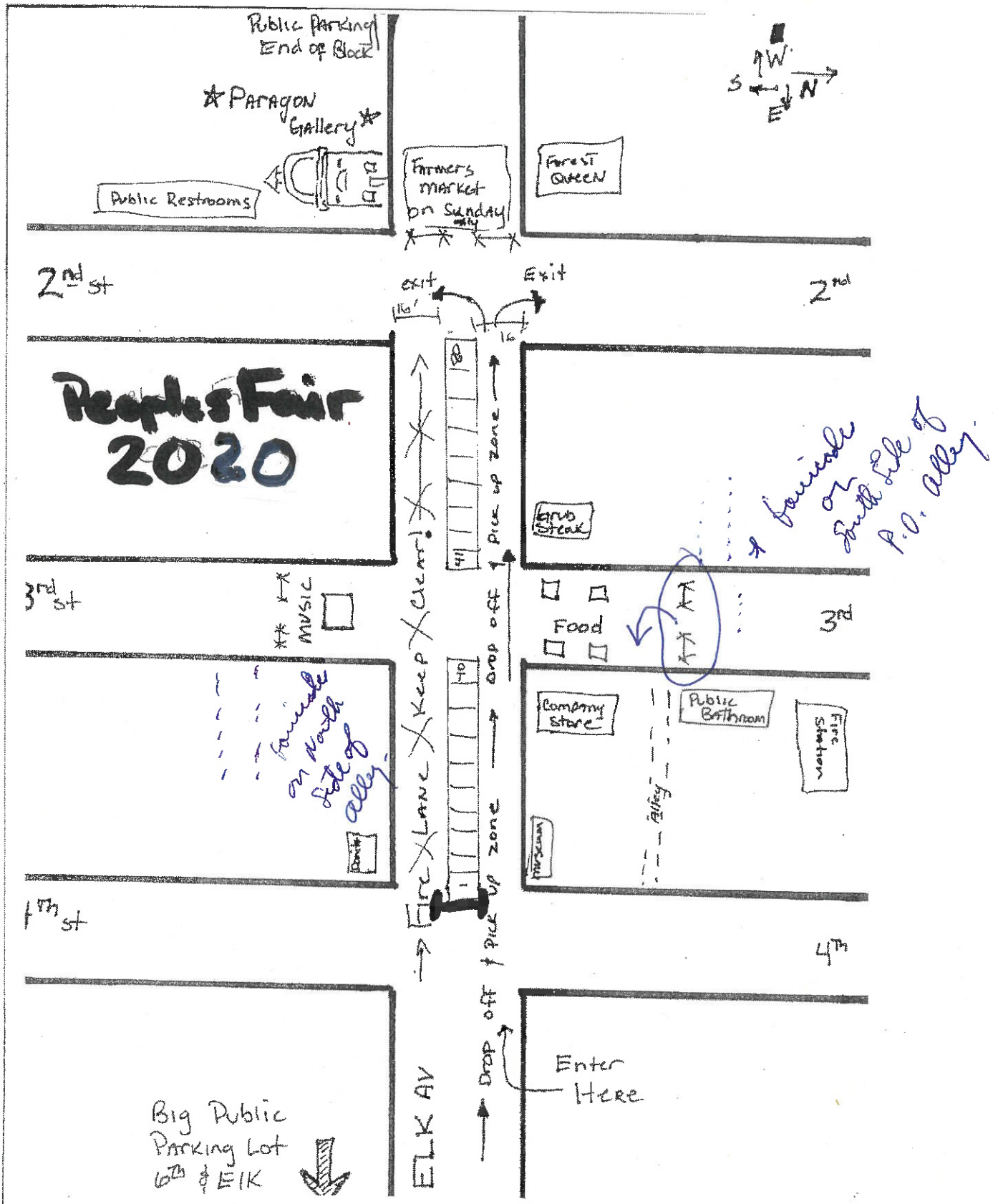
In consideration for being permitted by the Town to engage in the permitted event, the Permittee, its heirs, successors, executors, assigns, transferees, employees, officers, directors, members, managers, representatives, contractors, subcontractors, agents, assigns, guests and invitees (collectively, the "Releasor/Indemnitor") hereby acknowledge and agree to the following: (i) Releasor/Indemnitor assume all risk of injury, loss or damage to Releasor/Indemnitor, any of them, arising out of or in any way related to the permitted event, whether or not caused by the act or omission, negligence or other fault of the Town, or by any other cause; (ii) Releasor/Indemnitor waive and release the Town from any and all claims, demands and actions for injury, loss or damage arising out of or in any way related to the permitted event, whether or not caused by the act or omission, negligence or other fault of the Town, or by any other cause; (iii) Releasor/Indemnitor agree to defend, indemnify and hold harmless the Town from and against any and all liability, claims, damages and demands, including any third party claim asserted against the Town, on account of injury, loss or damage, including, without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, arising out of or in any way related to the permitted use, whether or not caused by the act or omission, negligence or other fault of the Town, or by any other cause. For purposes hereof, the term "Town" shall include, individually and collectively, its officers, employees, agents, insurers, insurance pools, contractors and subcontractors. By signing this Special Event Application, the Permittee acknowledges and agrees that this assumption of risk, waiver and indemnity extends to all acts, omissions, negligence or other fault of the Town and that said assumption of risk, waiver and indemnity is intended to be as broad and inclusive as is permitted by the laws of the State of Colorado. If any portion hereof is held invalid, it is further agreed that the balance shall, notwithstanding such invalidity, continue in full legal force and effect.

The undersigned Permittee certifies that all the statements and answers to the above questions are true without any reservations or evasions. The undersigned also understands that the Town of Crested Butte reserves the right to require payment for additional services for major impact events.

Megan Craver _____ 2/7/2020

Print Name Clearly / **Signature of Applicant (Permittee)** **Date**


Ruth's Rd
Coal Creek
Gothic Rd
Butte Ave
Teocalli Ave
Gothic Ave
Treasury Hill Rd
Aspen Dr
Maroon Ave
Elk Ave
Sopris Ave
First St
Second St
Third St
Fourth St
Fifth St
Sixth St
Seventh St
Eighth St
Ninth St
Whiterock Ave
Beckwith Ave
Belleview Ave
Red Lady Ave
Journey's End Rd
4-way stop
vendors
Food
vendors
Music
Crested Butte Community School
HWY 135
Town of Crested Butte, Colorado
Coal Creek
Roads
Town Boundary
N
W
E
S
500 250 0 500 1,000 1,500 Feet


Public Parking End of Block
Paragon Gallery
Public Restrooms
Farmers market on Sunday
Forest Queen
W
S
N
E
2nd st
exit
Exit
2nd
Peoples Fair 2020
Pick up zone
Drop off
Fire Lane
Keep Clear
Gyro Steak
favorable on South side of P.O. alley
3rd st
Music
Food
3rd
favorable on North side of alley
Company Store
Public Bathroom
Fire Station
Alley
Vendors
4th st
4th
Drop off
Pick up zone
Enter Here
ELK AV
Big Public Parking Lot 6th & Elk

SPECIAL EVENT: PARAGON PEOPLE'S FAIR (SEPTEMBER 5-6, 2020)

DEPARTMENT APPROVALS (*For Official Use Only)*
Note: Please clearly state in your comment area what requested services your department will/will not provide for the event.

MARSHALS:

Conditions/Restrictions/Comments:

Ok per CBMO. Planning meeting before the event recommended.

Michael Reily — 2/25/2020

Signature — Date

PUBLIC WORKS:

Conditions/Restrictions/Comments:

According to the second diagram at the end of the application, they are proposing to put the farmer's market in the zero block. I believe that the art market already has an approved special event that occupies that space.

Pre-event meeting is recommended

Shea D Earley — 3/4/2020

Signature — Date

PARKS AND RECREATION:

Conditions/Restrictions/Comments:

Will discuss picnic table and flower box relocation requests at pre-event meeting. Elk Ave. permit on file with Clerk.

Janna Hansen — 3/5/20

Signature — Date

DEPARTMENT APPROVALS (*For Official Use Only)*
Note: Please clearly state in your comment area what requested services your department will/will not provide for the event.

TOWN CLERK:

Conditions/Restrictions/Comments:

Lynelle Stanford — 3-9-2020

Signature — Date

TOWN MANAGER:

Conditions/Restrictions/Comments:

Application
One Day Banner

Dara T. MacDonald — 03.09.2020

Signature — Date

CRESTED BUTTE FIRE PROTECTION DISTRICT:

Conditions/Restrictions/Comments:

1st, 2nd and 4th to remain open. Alley to alley to remain open

Ric Ems — 2/19/20

Signature — Date

DEPARTMENT APPROVALS (*For Official Use Only)*
Note: Please clearly state in your comment area what requested services your department will/will not provide for the event.

MT. EXPRESS BUS SERVICE:

Conditions/Restrictions/Comments:

Town buses will use Maroon Avenue to access the Old Town Hall bus stop.

Chris Larsen — 2/25/20

Signature — Date

To: Mayor Schmidt and Town Council

From: Michael Yerman, Community Development Director

Subject: **Community School SOAR MOU**

Date: March 16, 2020

Background:
In 2016, the Town, John Stock, and the Community School came together to develop the Student Organization Achieving Results (SOAR) to have the Community School students design and build an affordable housing unit that would become a rental unit for Town employees. After a first successful build, the SOAR program took off and built two additional homes in Crested Butte South. The program has been a success and is close to its funding goal that would allow the program to be sustainable for years to come.

This year the Town working with SOAR and the Nordic Center are planning to build a 1-bedroom employee rental unit, a snow cat storage garage, and a public restroom. The Town executed a MOU with SOAR in October of 2019. At this time, the Town staff is recommending the Council execute the attached MOU with the Nordic Center.

This is a nonbinding MOU was prepared to outline how the build will occur, Nordic's participation in the build, and how costs will be distributed. Once the student design is completed, a formal contract and budget will be drafted. These will also require Council approval prior to construction.

The MOU outlines the following:

- The Town will execute a purchase contract with SOAR to buy back the employee rental unit and cat barn once the project is completed.
- The Town will execute a lease with Nordic the use of the cat storage facility
- The Nordic Center will assist in providing volunteers for a minimum of two separate volunteer days.
- The Town will realize the savings in labor costs from the volunteer build days
- Nordic will contribute $40,000 towards the purchase of the cat barn back from SOAR at the completion of the project

Staff Recommendation:
A Council member make a motion followed by a second to approve the Nordic MOU as part of the consent agenda.

Memorandum of Understanding between the Town of Crested Butte and Crested Butte Nordic Center for 2019/2020 Student Led Town Rental and Snow Cat Garage Build

This Memorandum of Understanding ("MOU") memorializes the understanding between the Town of Crested Butte ("Town") a Colorado Municipal Corporation and Crested Butte Nordic Center ("Nordic") a 501 (c) nonprofit corporation listed below collectively as ("Parties") for the design and construction of an employee housing unit, snow cat garage, and public restroom (collectively, "Project") on Town owned property located on Block 80, Lot 1, Town of Crested Butte in Paradise Park Subdivision known herein as the Property ("Property").

The purpose of this MOU is to outline the duties, tasks, and obligations of the Parties for the design and construction of the Project. This MOU will serve as the basis for future cooperation and agreements executed between the Parties for the successful implementation of the Project.

The Parties intend to mutually work together to achieve the following:

- The design of an employee unit, cat barn for the Nordic Center, and public restroom that incorporates the needs and desires of the Town, Nordic Center, and residential neighborhood located adjacent to the project.
- The Parties agree to work collaboratively to receive necessary zoning, design, and building approvals from the Town of Crested Butte approval bodies including the Board of Zoning and Architectural Review and Town Council.
- The Parties agree to work in cooperation with the Students Organization Achieving Results ("SOAR") to assist in design input and community construction days.
- The Parties agree to assist one another to allow flexibility in the student's participation in the project to achieve the highest and most productive educational experience possible.
- The Parties agree to execute agreements with SOAR as necessary.
- Both parties agree to develop appropriate waivers for Nordic volunteers and staff and other members of the general public to participate in the project.

The Town commits to the following:

- To contract with SOAR to purchase back the property after the construction of the employee rental unit, cat barn, and public restroom.
- To lease the cat barn to Nordic for the storage of a snow cat.
- Pay water and sewer tap fees and waive typical building and design review fees in association with the Project.
- Assist with monthly payments to help with project financing

Nordic commits to the following:

- Execute any agreements, liability waivers, or insurance requirements with the Gunnison Watershed School District RE1J to allow the participation of the Nordic volunteers and staff in the design and construction of the Project.
- Provide at least 2 separate volunteer days to assist SOAR with construction including but not limited to foundation prep and framing.
- Nordic shall contribute $40,000 to the Town at the completion of the project to provide financial assistance for the cat garage.
- Execute a lease with the Town for the use of the cat garage.
- Allow the Town to realize cost savings in labor typically associated in the construction of such projects by participating in the anticipated two Community Build Days.

Finally, the Parties recognize that this MOU is only the first step in a long-term relationship. The Parties commit to working together on any future agreements to achieve the Project's success.

Town of Crested Butte:

_____

James A. Schmidt

Mayor

Crested Butte Nordic Center:

_____

Executive Director

Christie Hicks

Staff Report
March 16, 2020

To: Mayor and Town Council

From: Dara MacDonald, Town Manager

Subject: Ordinance No. 3, Series 2020 - An Ordinance of the Crested Butte Town Council Approving the Lease of 504 Maroon Avenue to the Gunnison County Library District

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Summary: Gunnison Library District has been a long-term tenant of the Town. They have occupied the space for years without a lease. The Council directed staff to review all of the expired leases of town property and to bring forward new leases for those entities. Staff recommends entering into a new lease with the Gunnison Library District.

Previous Council Action: In January of 2017, with Resolution 2017-02, the Council approved a policy regarding the leasing of non-residential municipal property. At their meeting on March 2, 2020, the Council reviewed the lease and set the matter for public hearing on March 16th.

Background: With the creation of a facility manager position a couple of years ago, the Town has begun to get a handle on the maintenance status of the many buildings the Town owns and has begun investing in building improvements and deferred maintenance. Including the library, the Town has 26 non-residential tenants in 14 locations. These tenants include private businesses, non-profits and government agencies. In the Fall of 2016, shortly after I began as Manager it was brought to my attention that of the 26 tenants, most of them had no leases in place, including the library at 504 Maroon. After adoption of this lease for the library, we should have only one more outstanding expired lease.

Staff has been reaching out to all of our non-residential tenants with expired leases to make them aware that the Town would like to enter into new leases. In some cases this also included new proposed lease rates. Based upon the policy adopted by the Council, staff generated a sliding lease rate based first upon the size of the space rented with the goal of getting all of the tenants to $2 - $6 per square foot, per year for non-profits. For profit organizations will have leases closer to market rates.

Discussion: The space that the Gunnison Library District occupies is the Old Rock Schoolhouse that the Town acquired from the School District in 1985. It had been used most recently by the Crested Butte Society as a museum but had fallen into a state of severe disrepair by the time the Town received it from the School District. The Town and community worked diligently beginning in 1989 to renovate the space in advance of the library occupying the building in 1992.

As drafted the lease delineates maintenance responsibilities going forward as follows:

(c) Tenant's Maintenance Responsibilities. Tenant shall be responsible for all interior furniture and fixtures not attached to the structure or related mechanical systems as well as routine maintenance and cleaning. Tenant shall have the following maintenance responsibilities under this Lease:

i. Refuse and recycling;
ii. All janitorial work, including vacuuming and cleaning of carpets, floors, bathrooms and fixtures located in or on the Premises;
iii. The exterior and interior signs on the Premises, including but not limited to, any updates, changes, additions or removals related thereto;
iv. Lightbulb replacements;
v. Deep carpet cleaning at Tenant's discretion (i.e. chemical or steam cleaning);
vii. Window cleaning at Tenant's discretion (outdoor and indoor); and
viii. Interior painting at Tenant's discretion;
ix. Any other interior repairs or maintenance necessary as a result of specific damages caused by the Tenant's use of the property

(d) Landlord's Maintenance Responsibilities. Landlord shall be responsible for the integrity of the structure, exterior maintenance of the building and grounds and mechanical systems. Landlord shall have the following maintenance responsibilities under this Lease:

i. Outdoor grounds maintenance, including but not limited to, snow removal, and lawn care (seeding, watering, mowing, etc.);
ii. Snow removal from the roof of the Premises;
iii. Elevator maintenance and repairs, including but not limited to, any annual or other certifications, load testing and any other items that are legally required; any fines that are the result of any noncompliance of the elevator are the responsibility of the Landlord;
iv. Electrical, mechanical, plumbing, HVAC and sump pump system maintenance and repairs;
vi. Carbon monoxide and smoke detector maintenance and repairs;
x. Any accessibility or related issues pertaining to compliance with the Americans with Disabilities Act ("ADA");
xi. Exterior painting;
xii. Window repair or replacement;

xiii. Water and sewer maintenance and repairs (inclusive or faucets and fixtures);

xiv. Parking lot surface maintenance and annual striping; and

xx. Any other repairs that are not the responsibility of Tenant, as outlined in Section 1(c) above.

The annual lease rate proposed is as follows:

Tenant shall pay Landlord $698.33 on the Effective Date of this Lease and each month thereafter during the first year of the Term (the "**Rent**"). If the Tenant so chooses, Tenant may pay the full amount for the coming year ($8,380.00) on the Effective Date and for future years on the subsequent anniversaries of the Effective Date. Rent shall increase annually by 1% beginning as follows and continuing through the Term and any extensions:

1st anniversary (2021):	$8,463.80 annually / $705.32 per month
2nd anniversary (2022):	$8,548.44 annually / $712.37 per month
3rd anniversary (2023):	$8,633.92 annually / $719.49 per month
4th anniversary (2024):	$8,720.26 annually / $726.69 per month

Legal Implications: It is in the best interest of both the Town and its tenants to have a clear lease acknowledging the terms under which the tenant is permitted to use the property ensuring adequate insurance is in place and laying out the maintenance responsibilities. The lease has been reviewed by the Town Attorney and our insurance provider.

Recommendation: Staff recommends the Town enter into a lease with the Gunnison Library District.

Proposed Motion: Motion and a second to approve Ordinance No. 03, Series 2020, followed by a roll call vote.

ORDINANCE NO. 03

SERIES NO. 2020

AN ORDINANCE OF THE CRESTED BUTTE TOWN COUNCIL APPROVING THE LEASE OF 504 MAROON AVENUE TO THE GUNNISON COUNTY LIBRARY DISTRICT

WHEREAS, the Town of Crested Butte, Colorado (the "**Town**") is a home rule municipality duly and regularly organized and now validly existing as a body corporate and politic under and by virtue of the Constitution and laws of the State of Colorado; and

WHEREAS, pursuant to Section 31-15-713 (c), C.R.S., the Town Council may lease any real estate, together with any facilities thereon, owned by the Town when deemed by the Town Council to be in the best interest of the Town; and

WHEREAS, pursuant to Section 31-15-713 (c), when the term of such lease is more than one year, the Town Council must approve such lease by ordinance of the Town Council; and

WHEREAS, on September 23, 1992, the Town entered into a twenty-year lease with Gunnison County Public Library for property owned by the Town located at 504 Maroon Avenue and known as the Old Rock Schoolhouse and

WHEREAS, the term of the lease expired on September 22, 2012; and

WHEREAS, the Town Council and Gunnison County Library District wish to enter into a long-term Lease attached hereto as Exhibit A; and

WHEREAS the Town Council finds hereby that approving leases of various Town properties for use by certain entities is in the best interest of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CRESTED BUTTE, COLORADO, THAT:

1. **Findings**. The foregoing recitals are hereby fully incorporated herein.

2. **Authorization of Town Manager**. Based on the foregoing, the Town Council hereby authorizes the Town Manager to execute a lease in substantially the same form as attached hereto as **Exhibit "A**".

INTRODUCED, READ AND SET FOR PUBLIC HEARING THIS___DAY OF _____, 2020.

ADOPTED BY THE TOWN COUNCIL UPON SECOND READING IN PUBLIC HEARING THIS_____DAY OF____, 2020.

TOWN OF CRESTED BUTTE, COLORADO

By: _____
James A. Schmidt, Mayor

ATTEST

_____
Lynelle Stanford, Town Clerk (SEAL)

EXHIBIT "A"

Lease

[attach form lease agreement here]

LEASE

THIS LIBRARY LEASE (this "**Lease**") is entered into with an effective date of April 1, 2020 (the "**Effective Date**") by and between the TOWN OF CRESTED BUTTE, COLORADO ("**Landlord**"), a Colorado home rule municipality and the Gunnison County Library District ("**Tenant**").

AGREEMENT:

Premises. Landlord hereby leases to Tenant, and Tenant hereby leases from Landlord, upon and subject to the terms and conditions as set forth herein, the real property and improvements thereon located at 504 Maroon Ave, Crested Butte, Colorado (the "**Premises**"). The Premises is also commonly known as the Old Rock Schoolhouse and/or the Crested Butte Library.

Tenant has inspected the Premises and accepts the same in its "as is" condition.

1. **Use; Parking; Maintenance; Utilities; Signage**.

(a) Use. The Tenant shall use the Premises only as a public library for such literary, artistic, cultural, educational and community activities as are permitted by its governing documents and applicable laws. The Tenant shall have control over the day-to-day management of the Premises, and shall conduct programing and allow use of the Premises by such groups and entities as it sees fit, provided that such programming or use does not further any discrimination or preference based upon race, sex, creed, age, religion, or national origin.

(b) Parking. There are three off-street parking spaces provided on the Premises to the South of the building. During the term of this Lease, Tenant and Tenant's employees, representatives, agents, guests, invitees, licensees and patrons shall be entitled to the sole use of the three designated parking spaces in the parking area located on the Premises on a first-come, first-serve basis, at rates and upon other conditions as may be established from time to time by Tenant.

(c) Tenant's Maintenance Responsibilities. Tenant shall be responsible for all interior furniture and fixtures not attached to the structure or related mechanical systems as well as routine maintenance and cleaning. Tenant shall have the following maintenance responsibilities under this Lease:

i. Refuse and recycling;
ii. All janitorial work, including vacuuming and cleaning of carpets, floors, bathrooms and fixtures located in or on the Premises;
iii. The exterior and interior signs on the Premises, including but not limited to, any updates, changes, additions or removals related thereto;
iv. Lightbulb replacements;
v. Deep carpet cleaning at Tenant's discretion (i.e. chemical or steam cleaning);

vii. Window cleaning at Tenant's discretion (outdoor and indoor); and
viii. Interior painting at Tenant's discretion;
ix. Any other interior repairs or maintenance necessary as a result of specific damages caused by the Tenant's use of the property

(d) Landlord's Maintenance Responsibilities. Landlord shall be responsible for the integrity of the structure, exterior maintenance of the building and grounds and mechanical systems. Landlord shall have the following maintenance responsibilities under this Lease:

i. Outdoor grounds maintenance, including but not limited to, snow removal, and lawn care (seeding, watering, mowing, etc.);
ii. Snow removal from the roof of the Premises;
iii. Elevator maintenance and repairs, including but not limited to, any annual or other certifications, load testing and any other items that are legally required; any fines that are the result of any noncompliance of the elevator are the responsibility of the Landlord;
iv. Electrical, mechanical, plumbing, HVAC and sump pump system maintenance and repairs;
vi. Carbon monoxide and smoke detector maintenance and repairs;
x. Any accessibility or related issues pertaining to compliance with the Americans with Disabilities Act ("ADA");
xi. Exterior painting;
xii. Window repair or replacement;
xiii. Water and sewer maintenance and repairs (inclusive or faucets and fixtures);
xiv. Parking lot surface maintenance and annual striping; and
xx. Any other repairs that are not the responsibility of Tenant, as outlined in Section 1(c) above.

(e) Procedure for Non-compliance with Maintenance Responsibilities. In the event either Landlord or Tenant fails to comply with the maintenance responsibilities provided by this Section 8 above, Landlord or Tenant, as is applicable shall give the "non-complying party" notice to do such required acts. In the event the non-complying party fails to promptly commence such work (i.e. within three days' notice) and diligently prosecute it to completion, then the other party shall have the right, but no obligation, to do such acts and expend such funds at the expense of the non-complying party as are reasonably required to perform such work. Any amount so expended by Landlord or Tenant, as is applicable, shall be paid by the non-complying party promptly after demand with interest at the maximum rate permitted by law from the date of such work.

(f) Tenant's Utility Responsibilities. Tenant shall pay the gas and electric utilities, trash, recycling and communications services used by Tenant on the Premises during the Term, regardless of whether the services are billed directly to Tenant or through Landlord. Such amounts, where payable to Landlord, shall be payable as additional rent to be paid by Tenant within fifteen (15) days after delivery of an invoice from the Landlord for such charges and expense.

(g) Landlord's Utility Responsibilities. Landlord shall pay the expenses for water and sewer which shall include, without limitation, the expenses for exterior watering.

(h) Exterior Signage. All exterior signage shall be installed only upon prior approval of Landlord. This prior approval by Landlord shall not be required for temporary notices or announcements posted in or about the Premises by Tenant so long as such temporary notices or announcements comply with the sign regulations of the Town's Municipal Code.

2. **Term**.

(a) Unless this Lease is terminated prior to the expiration of the Term pursuant to the termination provisions contained in this Lease, Tenant shall have and hold the Premises for a twenty (20) year period (the "**Term**") that shall commence on the Effective Date of April 1, 2020 hereof and expire twenty (20) years following the commencement of the Term. The Term shall automatically be extended for an additional five (5) year term, unless the Landlord provides the Tenant with notice at least one year in advance that such additional term will not be honored or available.

(b) Tenant may withdraw and terminate this Lease at any time and at Tenant's sole discretion upon 30 days written notice to Landlord. Upon Tenant providing written notice of termination, Tenant shall only be responsible for any rents and annual payments owed until said termination date.

(c) At the expiration or earlier termination of this Lease, Tenant shall surrender the Premises in broom clean, good order and condition, in the same condition and repair as Tenant initially took occupancy of the Property on the Effective Date, ordinary wear and tear excepted. Tenant shall fully repair any damage occasioned by Tenant's removal of any trade fixtures, equipment, furniture, alterations, additions and improvements. All trade fixtures, equipment, furniture, alterations, additions and improvements not so removed and which were installed by Tenant shall conclusively be deemed to have been abandoned by Tenant and may be appropriated, sold, stored, destroyed or otherwise disposed of by Landlord without notice to Tenant or to any other person and without obligation to account therefor. Tenant shall pay Landlord all expenses incurred in connection with Landlord's disposition of such property, provided such expenses were due and caused by Tenant, including the cost of repairing any damage caused by Tenant to any improvements or the Premises caused by such removal. Tenant's obligation to observe and perform the foregoing requirements shall survive the expiration or earlier termination this Lease.

(d) It is mutually agreed that if, after the expiration of this Lease, the Tenant shall remain in possession of the Premises, without a written agreement as to such holding, then such holding over shall be deemed and taken to be a holding upon a tenancy from month to month at a monthly rental equal to 100% of the monthly rental last payable hereunder and subject to all other terms and conditions of this Lease.

3. **Rent; Additional Rent; Security Deposit**.

(a) Tenant shall pay Landlord $698.33 on the Effective Date of this Lease and each month thereafter during the first year of the Term (the "**Rent**"). If the Tenant so chooses, Tenant may pay the full amount for the coming year ($8,380.00) on the Effective Date and for future years on the subsequent anniversaries of the Effective Date. Rent shall increase annually by 1% beginning as follows and continuing through the Term and any extensions:

1st anniversary (2021):	$8,463.80 annually / $705.32 per month
2nd anniversary (2022):	$8,548.44 annually / $712.37 per month
3rd anniversary (2023):	$8,633.92 annually / $719.49 per month
4th anniversary (2024):	$8,720.26 annually / $726.69 per month

(b) In the event the Lease is terminated with said termination effective during the middle of any month, the monthly rental for said month shall be prorated through the date of termination.

(c) Any Rent that is paid late shall accrue interest at a rate of 1.5% of such unpaid Rent per month. Rent shall be prorated for any partial month.

(d) Rent, any additional rent and any other amounts due Landlord under this Lease shall be paid at Landlord's address specified herein for notices, without prior demand and without any abatement, deduction or setoff.

(e) To secure the faithful performance by Tenant of all of Tenant's covenants, conditions, and agreements in this Lease to be observed and performed, Tenant shall deposit with Landlord a security deposit (the "**Security Deposit**") within one (1) year of execution of the Lease. Tenant's security deposit shall be of $1,000.00. The Security Deposit may also be used in the event of termination of the Lease by re-entry, eviction, or otherwise. The parties agree that the Security Deposit or any portion thereof, may be applied to any Event of Default (as defined below) that may exist, and/or payment of subsequent damages and costs incurred by Landlord, without prejudice to any other remedy or remedies that Landlord may have on account thereof. If Tenant shall perform all of its respective covenants and agreements in the Lease, the Security Deposit, or the portion thereof not previously applied pursuant to the provisions of the Lease, together with a statement, shall be returned to Tenant without interest, no later than sixty (60) days after the expiration of the Term, or any renewal or extension thereof (or such earlier time if required by applicable law), provided Tenant has vacated the Premises and surrendered possession thereof to Landlord.

4. **Landlord's Access**. Landlord, its agents, employees and contractors may, at their sole risk, enter the Premises at any time in response to an emergency, and at other reasonable time upon reasonable prior notice to Tenant, without limitation, to: (a) inspect the Premises, (b) determine whether Tenant is complying with its obligations under this Lease, (c) supply any other service that Landlord is required to provide, (d) post notices of non-responsibility or similar notices, or (e) make repairs which this Lease requires Landlord or Tenant to make. All work of Landlord shall be performed as promptly as reasonably possible and so as to cause as

little interference to Tenant as reasonably possible, at all times taking into account the nature and extent of such work. Landlord shall at all times have a key with which to unlock all of the doors to the Premises (excluding Tenant's vaults, safes and similar areas designed in writing by Tenant in advance).

5. **No Alterations**. Without limiting Tenant's obligations to maintain, repair, restore and replace the Premises and any portion thereof, as provided by this Lease, and except as specifically authorized by Section 1(c) above, Tenant shall not make any alterations, additions, repairs, restorations or improvements to the Premises without Landlord's prior written consent.

6. **Compliance with Laws**.

(a) Tenant shall not use or occupy, or permit any portion of the Premises to be used or occupied in violation of any law, ordinance, order, rule, regulation, certificate of occupancy or other governmental requirement.

(b) Tenant and the Premises shall remain in compliance with all applicable laws, ordinances and regulations (including consent decrees and administrative orders) relating to public health and safety and protection of the environment, including those statutes, laws, regulations and ordinances, all as amended and modified from time to time.

7. **No Unsightliness**. Tenant covenants and agrees that no unsightliness shall be permitted on the Premises. Without limiting the generality of the foregoing, no vehicles, machinery, equipment, tools, refuse, scrap, debris, garbage, trash, bulk materials, used vehicle parts or waste shall be kept, stored or allowed to accumulate on the Premises at any time. The Tenant shall have the right to tow vehicles from the Premises and place signage on the Premises to enforce the above provisions.

~~7.~~8. **Insurance.**

(a) At its sole expense, Tenant shall obtain and keep in force during the Term of the lease commercial general liability insurance with a minimum combined single limit of not less than One Million Dollars ($1,000,000.00) per occurrence and Two Million Dollars ($2,000,000) general aggregate. The policy shall include coverage for bodily injury, broad form property damage, and personal injury (including coverage for contractual and employee acts). The policy shall name the Landlord as additional insured. The Tenant's commercial general liability policy shall be primary as respects the coverage afforded Landlord as additional insured.

(b) At its sole expense, Tenant shall obtain and keep in force during the Term of the lease, policy or policies of "all risk" extended coverage insurance protecting Tenant against loss of or damage to Tenant's business personal property located in or about the Premises. Coverage shall be written on full replacement cost value.

(c) At its sole expense, Tenant shall obtain and keep in force during the term of the lease workers' compensation insurance to cover obligations imposed by the Workers'

Compensation Act of Colorado and employer's liability insurance in not less than the minimum amounts required by law.

(d) At all times during the Term, Landlord shall maintain a policy or policies of fire and "all risk" extended coverage insurance, on the Building that is the property of Landlord, including alterations by Tenant that have become the property of the Landlord. Coverage shall be written on full replacement cost basis in an amount equal to one hundred percent (100%) of the full replacement cost value. Such insurance shall be maintained at the expense of the Landlord and payments for losses thereunder shall be made solely to Landlord for purposes of repair or replacement of the Premises.

(e) All insurance required of Tenant in this Section and all renewals of it shall expressly provide that the policies shall not be canceled or altered without thirty (30) days' prior written notice to Landlord; and shall, to the extent obtainable without additional premium expense, provide that no insurable act or omission of Tenant which would otherwise result in forfeiture or reduction of the insurance shall affect or limit the obligation of the insurance company to pay the amount of any loss sustained. Tenant may satisfy its obligation under this Section by appropriate endorsements of its blanket insurance policies.

(f) All policies of liability insurance that either party is obligated to maintain according to this Lease (other than any policy of workmen's compensation insurance) shall name the other party as an additional insured thereunder. Certificates of said insurance and evidence of the payment of all premiums of such policies shall be made available and exchanged by the parties prior to Tenant's occupancy of the Premises and from time to time at least thirty (30) days' prior to the expiration of the term of each policy. No insurance required to be maintained by Tenant by this Section shall be subject to any deductible in excess of $20,000.00 without Landlord's prior written consent.

~~8.~~9. **Default Provisions**.

(a) If either party fails to perform any of its obligations under this Lease, then the non-defaulting party, after ten (10) days' written notice to the defaulting party (or, in case of any emergency, upon notice or without notice as may be reasonable under the circumstances) and without waiving any of its rights under this Lease, may (but shall not be required to) pay the amount or perform the obligation. All amounts so paid by the non-defaulting party and all costs and expenses incurred by the non-defaulting party in connection with the performance of any obligations (together with interest at the prime rate from the date of the payment of the amount or incurring of each cost or expense until the date of full repayment by the defaulting party) shall be payable by the defaulting party on demand. In the proof of any damages that the non-defaulting party may claim against the other party arising out of the other party's failure to maintain insurance that is required by terms of this Lease, and notwithstanding any other terms or provisions of this Lease, the non-defaulting party shall not be limited to the amount of the unpaid insurance premium but shall also be entitled to recover as damages for the breach the amount of any uninsured loss (to the extent of any deficiency in the insurance required by the provisions of this Lease), damages, costs and expenses of suit, including attorneys' fees, arising

out of damage to, or destruction of, the Premises occurring during any period for which the subject party has failed to provide the insurance.

(b) The following occurrences are "**Events of Default**": (i) Tenant defaults in the due and punctual payment of rent or any other amount due under this Lease, and the default continues for five (5) days after notice from Landlord; (ii) either party defaults in the performance of any other obligation under this Lease that is not cured after ten (10) days' written notice to the non-defaulting party (or, in case of any emergency, upon notice or without notice as may be reasonable under the circumstances); or (iii) Tenant vacates or abandons the Premises.

(c) Subject to Colorado law, if any one or more Events of Default occurs, then the non-defaulting party may, at its election, give the defaulting party written notice of its intention to terminate this Lease on the date of the notice or on any later date specified in the notice, and, on the date specified in the notice, provided said default is not remedied within 10 days of receiving said notice. If such default is not remedied within ten days of receiving said notice, and if said default is by Tenant, Tenant's right to possession of the Premises shall cease and this Lease shall be terminated. If such default is by Landlord, Tenant may move out of the Premises without any further liability to Landlord for any payments hereunder. In addition, the non-defaulting party shall have all other rights available at law and in equity, including, without limitation, recovery of actual damages, costs and expenses, including reasonable attorneys' fees. All remedies may be cumulatively and concurrently applied and enforced.

11. **Assignment**. Tenant may not assign this Lease, or sublet the Premises, in whole or in part, without Landlord's prior written consent.

12. **Notices**. All notices, demands, and requests required to be given by either party to the other shall be in writing, and provided to such party as provided below. All notices, demands, and requests shall be delivered personally or sent by electronic mail (e-mail), nationally recognized overnight courier, certified or registered mail, return receipt requested, postage prepaid, or via facsimile, addressed to the parties at the addresses set forth below or at such other addresses as the parties may designate in writing delivered pursuant to the provisions hereof. Any notice when given as provided herein shall be deemed to have been delivered on the day of delivery if delivered personally, on the first business day following the confirmation of sending of an e-mail, on the first business day following deposit with the courier service when delivered by overnight courier, three business (3) days subsequent to the date that said notice was deposited with the United States Postal Service, or on the first business day following the date of confirmation of receipt when delivered by facsimile.

To Landlord: Town of Crested Butte
P.O. Box 39
507 Maroon Avenue
Crested Butte, CO 81224
Facsimile: (970) 349-6626
Attn: Finance Director

To Tenant: Gunnison County Library District

307 N. Wisconsin
Gunnison, CO 81230
Attn: Executive Director
email: drew@gunnisoncountylibraries.org
Facsimile:

13. **No Waiver**. No waiver of any condition or agreement in this Lease by either Landlord or Tenant shall imply or constitute a further waiver by such party of the same or any other condition or agreement.

14. **Attorneys' Fees**. In case a dispute between the parties shall arise in connection with this Lease, the prevailing party shall be entitled to recover and shall be awarded (in addition to other relief granted) all reasonable attorneys' fees and costs in connection with such dispute from the non-prevailing party.

15. **Severability**. If any sentence, paragraph or article of this Lease is held to be illegal or invalid, this shall not affect in any manner those other portions of the Lease not illegal or invalid and this Lease shall continue in full force and effect as to those remaining provisions.

16. **Successors and Assigns**. The conditions and provisions hereof shall inure to the benefit of, and shall be binding upon, Landlord, Tenant and their respective personal representatives, successors and permitted assigns.

17. **Obligation to Report**. Tenant shall report any material damage to the Premises or disturbances therein or thereon to Landlord as soon as it becomes aware of any such damages or disturbances.

18. **Miscellaneous Provisions**.

(a) Each party represents and warrants that it has obtained any and all approvals necessary to enter into and perform the obligations contained in this Lease, if any.

(b) This Lease shall be construed and enforced in accordance with the laws of the State of Colorado.

(c) This Lease is entered into at Crested Butte, Colorado, and it is agreed that the proper jurisdiction and venue of any action pertaining to the interpretation or enforcement of this Lease will be in the District Court of Gunnison County, Colorado.

(d) This Lease may be executed in multiple counterparts each of which shall constitute an original, and both of which when taken together shall constitute one and the same document. The parties hereby agree to accept facsimile or electronic copies of signatures as original signatures

(e) Any recordation of this Lease or any record thereof, or the recordation of any encumbrance against the Premises and/or the Improvements by any person, including,

without limitation, any mortgagee of Tenant, except Landlord and any mortgagee of Landlord, shall be void *ab initio* and a default under this Lease.

(f) This Lease constitutes the entire and exclusive agreement between the parties relating to the specific matters covered herein. Any other agreements between the parties, whether written or oral are hereby merged herein and of no further force and effect.

(g) Unless otherwise provided in the Lease, the Lease may be amended, modified, or terminated only by a written instrument executed by Landlord and Tenant.

(h) If any building or improvements standing or erected upon the Premises shall be destroyed or damaged in whole or in part by fire or as a result of, directly or indirectly, war or act of God, Landlord shall promptly repair, replace, and rebuild the same at least to the extent of the value and as nearly as practicable to the character of the building or improvements existing immediately prior to such occurrences. Landlord shall use all insurance proceeds to rebuild the improvements on the Premises.

(i) The titles to the paragraphs and sections of this Lease are solely for the convenience of the parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions herein.

(j) Both parties represent and warrant that they have carefully reviewed this Lease, they have had the opportunity to hire competent legal representation in connection with the decision to enter into this Lease, and the contents hereof are known and understood by them.

(k) The parties understand and agree that the Tenant is relying on, and does not waive or intend to waive by any provision of this Lease, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, § 24-10-101 et seq., C.R.S., as from time to time amended, or otherwise available to Tenant, its officers, or its employees.

[Remainder of Page Intentionally Left Blank;
Signature Page(s) to Follow]

IN WITNESS WHEREOF, Landlord and Tenant have executed Lease by their duly authorized officials effective as of the Effective Date first written above.

LANDLORD:

TOWN OF CRESTED BUTTE, COLORADO

By: _____
Dara MacDonald, Town Manager

ATTEST:

_____ [Seal]
Lynelle Stanford, Town Clerk

TENANT:

Gunnison County Library District

By: _____
Name: _____
Title: _____

To: Mayor Schmidt and Town Council

From: Michael Yerman, Community Development Director

Subject: **Ordinance 5, Series 2020 Lot 1 Block 80 Lot Sale and Purchase with SOAR**

Date: March 16, 2020

Background:
In 2016, the Town, John Stock, and the Community School came together to develop the Student Organization Achieving Results (SOAR) to have the Community School students design and build an affordable housing unit that would become a rental unit for Town employees. After a first successful build, the SOAR program took off and built two additional homes in Crested Butte South. The program has been a success and is close to its funding goal that would allow the program to be sustainable for years to come.

At this time, SOAR and the Town have agreed to build another unit in the Town. On October 21, 2019 the Town Council and SOAR executed an MOU outlying how the project would be completed the following are the highlights from the executed MOU:

- Town will make a minimum donation of $30,000 to the SOAR program
- Block 80, Lot 1 will be transferred to SOAR and sold back to the Town upon the completion of the project
- SOAR will serve as the general contractor
- The Town will pay monthly draws to cover construction costs
- The Town will realize labor savings by work being completed on Community work days
- Details responsibilities for permitting and design
- Covers other details relating to costs, potential savings, and how donations from contractors or other community members will be handled

As contemplated in the MOU, the Town will sell the Lot to SOAR and then buy it back upon the completion of the construction of a Town rental unit, cat bar for CB Nordic, and a public restroom to serve the recreation use occurring in the neighborhood. Prior to the transfer of the Lot to SOAR, a sale and purchase contract will be prepared and executed outlying the purchase price for the project. This contract will be prepared once the design is vetted and approved by BOZAR and bid estimates are prepared on the anticipated construction costs.

Staff Recommendation:

A Council member make a motion followed by a second to approve Ordinance 5, Series 2020 authorizing the Sale of Lot 1, Block 80 to SOAR for a purchase price of $10.00

ORDINANCE NO. 5

SERIES 2020

AN ORDINANCE OF THE CRESTED BUTTE TOWN COUNCIL AUTHORIZING THE SALE OF TOWN-OWNED PROPERTY LEGALLY DESCRIBED AS LOT 1, BLOCK 80, PARADISE PARK SUBDIVISION, TOWN OF CRESTED BUTTE, COUNTY OF GUNNISON, STATE OF COLORADO TO STUDENT ORGANIZATION ACHIEVING RESULTS FOR THE SALE PRICE OF $10.00

WHEREAS, the Town of Crested Butte, Colorado (the "**Town**") is a home rule municipality duly and regularly organized and now validly existing as a body corporate and politic under and by virtue of the Constitution and the laws of the State of Colorado;

WHEREAS, on October 21, 2019 the Town entered into a Memorandum of Understanding with the Student Organization Achieving Results ("**SOAR**") a 501 (c) nonprofit corporation for the construction of a Town rental affordable housing unit to be located on Lot 1, Block 80, Paradise Park, County of Gunnison, State of Colorado ("Property");

WHEREAS, the Town Council is authorized pursuant to § 14.4 of the Town Charter to sell and convey Town-owned property;

WHEREAS, prior to the transfer of the Property from the Town to SOAR, the Town and SOAR shall prepare, approve and execute a purchase contract for the Town to buy back the property once the construction of the affordable housing unit on the Property is completed;

WHEREAS, the Town Council has directed the Town staff to sell the Property to SOAR for $10.00 on the terms and conditions set forth herein; and

WHEREAS, the Town Council hereby finds that it is necessary and suitable, and in the best interest of the Town and the health, safety and welfare of the residents and visitors of Crested Butte, that the above-described property be sold as set forth hereinbelow.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CRESTED BUTTE, COLORADO, THAT,

Section 1. Authorization to Sell Town-owed Property. The Town Council, pursuant to the Crested Butte Town Charter and the laws of the State of Colorado, hereby authorizes the sale and transfer by the Town, for the sum of $10.00 plus customary closing costs and fees, the real property legally described as Lot 1, Block 80, Paradise Park Subdivision, Town of Crested Butte, County of Gunnison, State of Colorado ("Property") to SOAR, for the construction of and use for affordable housing, and authorizes and directs the Town Attorney to prepare a purchase contract to be executed by the Town Council and SOAR prior to the transfer of the Property to SOAR.

Section 2. Appropriation of Funds. The Town Council hereby appropriates all customary closing costs and fees for the sale and transfer of the above-described real property

out of the Town's affordable housing fund, and authorizes the expenditure of said sum for such purpose.

Section 3. Severability. If any section, sentence, clause, phrase, word or other provision of this ordinance is for any reason held to be unconstitutional or otherwise invalid, such holding shall not affect the validity of the remaining sections, sentences, clauses, phrases, words or other provisions of this ordinance, or the validity of this ordinance shall stand notwithstanding the invalidity of any section, sentence, clause, phrase, word or other provision.

Section 4. Savings Clause. Except as amended hereby, the Crested Butte Municipal Code, as amended, shall remain valid and in full force and effect. Any provision of any ordinance previously adopted by the Town which is in conflict with this ordinance is hereby repealed as of the enforcement date hereof.

INTRODUCED, READ AND SET FOR PUBLIC HEARING THIS __ DAY OF _____, 2020.

ADOPTED BY THE TOWN COUNCIL UPON SECOND READING IN PUBLIC HEARING THIS ___ DAY OF _____, 2020.

TOWN OF CRESTED BUTTE, COLORADO

By: _____
James A. Schmidt, Mayor

ATTEST:

[SEAL]

_____
Lynelle Stanford, Town Clerk

Youth Concerns About Vaping & Mental Health

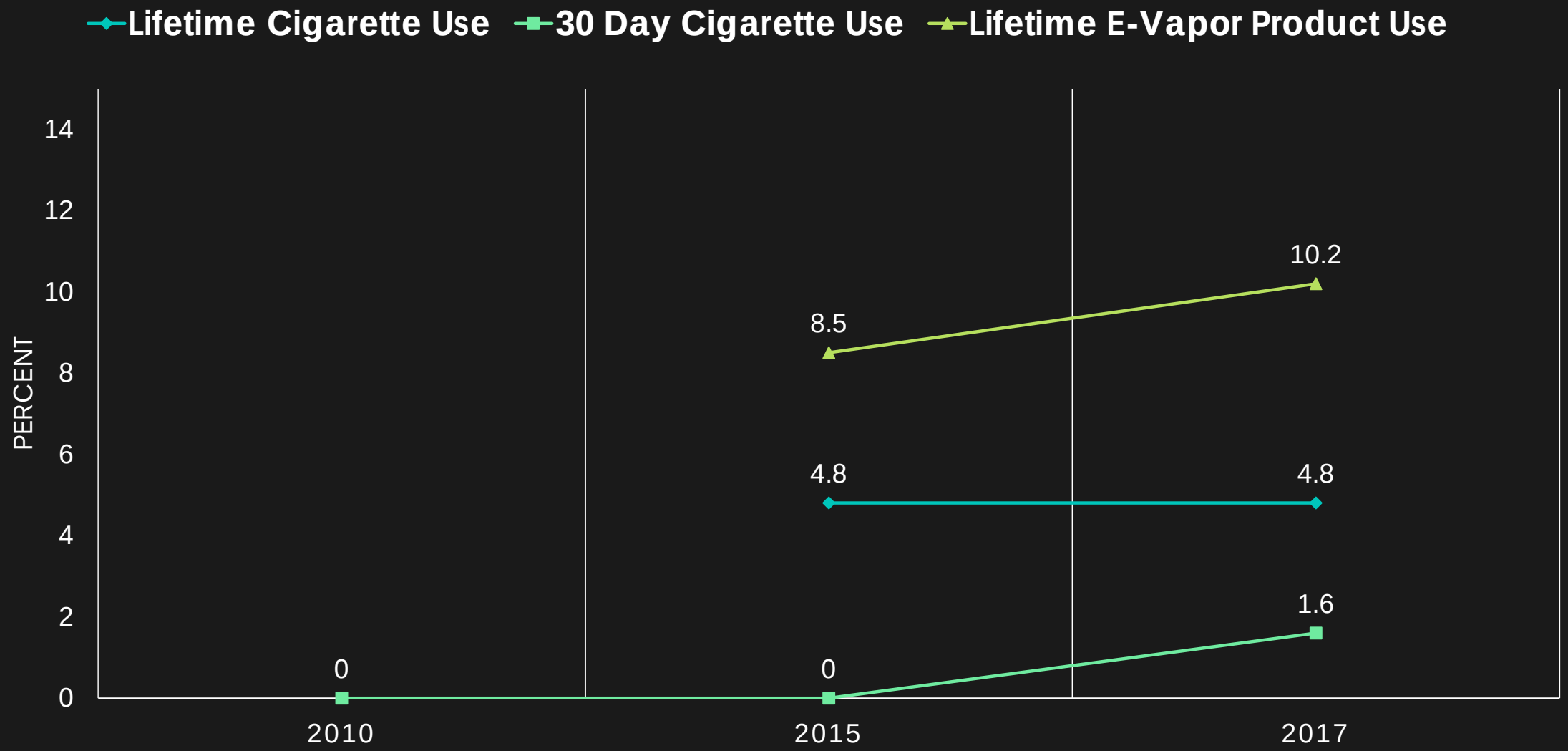
Gunnison County Substance Abuse Prevention Project, Health and Human Services, Community Health Coalition of the Gunnison Valley Youth Subgroup, Mentors, Private Therapists, Center for Mental Health, Crested Butte Community School, Town of Crested Butte, Crested Butte State of Mind, and Crested Butte and Gunnison YOUTH

What are Risk and Protective Factors?

Risk factors are conditions that increase the likelihood of a young person becoming involved in drug use, delinquency, school dropout and/or violence.

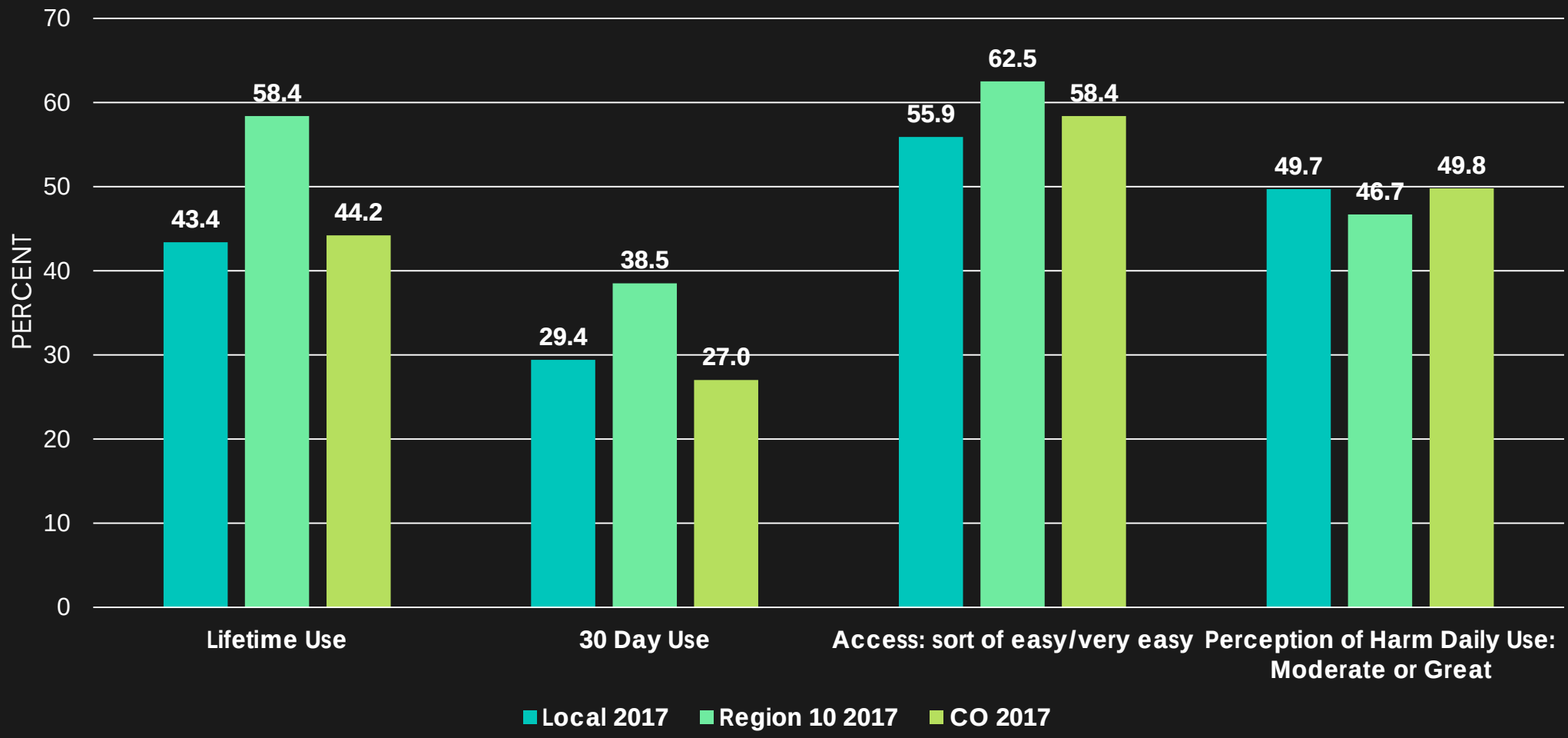
Protective factors -also known as "assets," are conditions that buffer children and youth from exposure to risk by either reducing the impact of the risks or changing the way that young people respond to risks.

Tobacco & Electronic-Vapor Use in Middle School

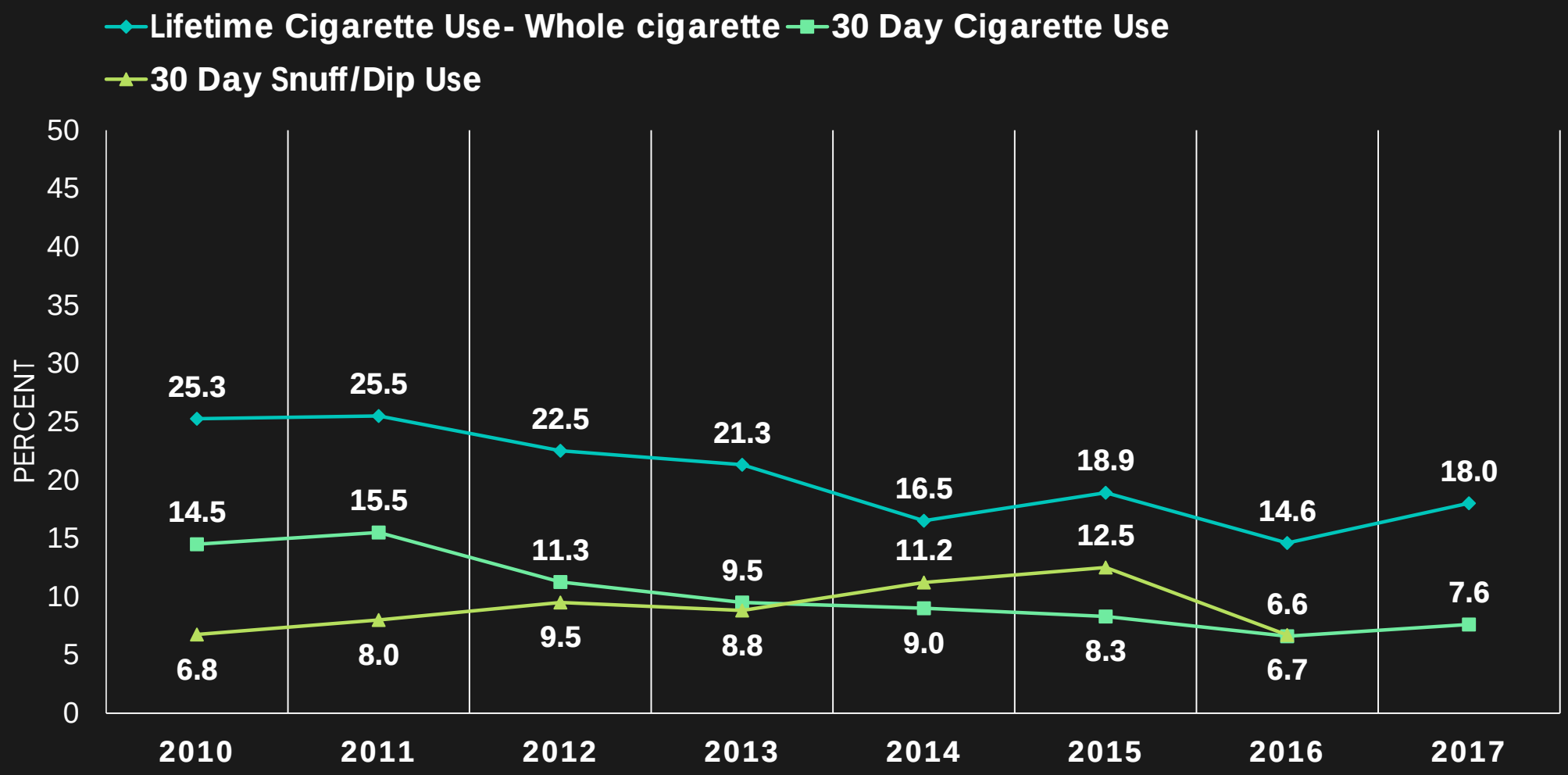


Healthy Kids Colorado Survey 2010-2017, Gunnison Watershed Re1J High School

Electronic Vapor Products 2017 in High School

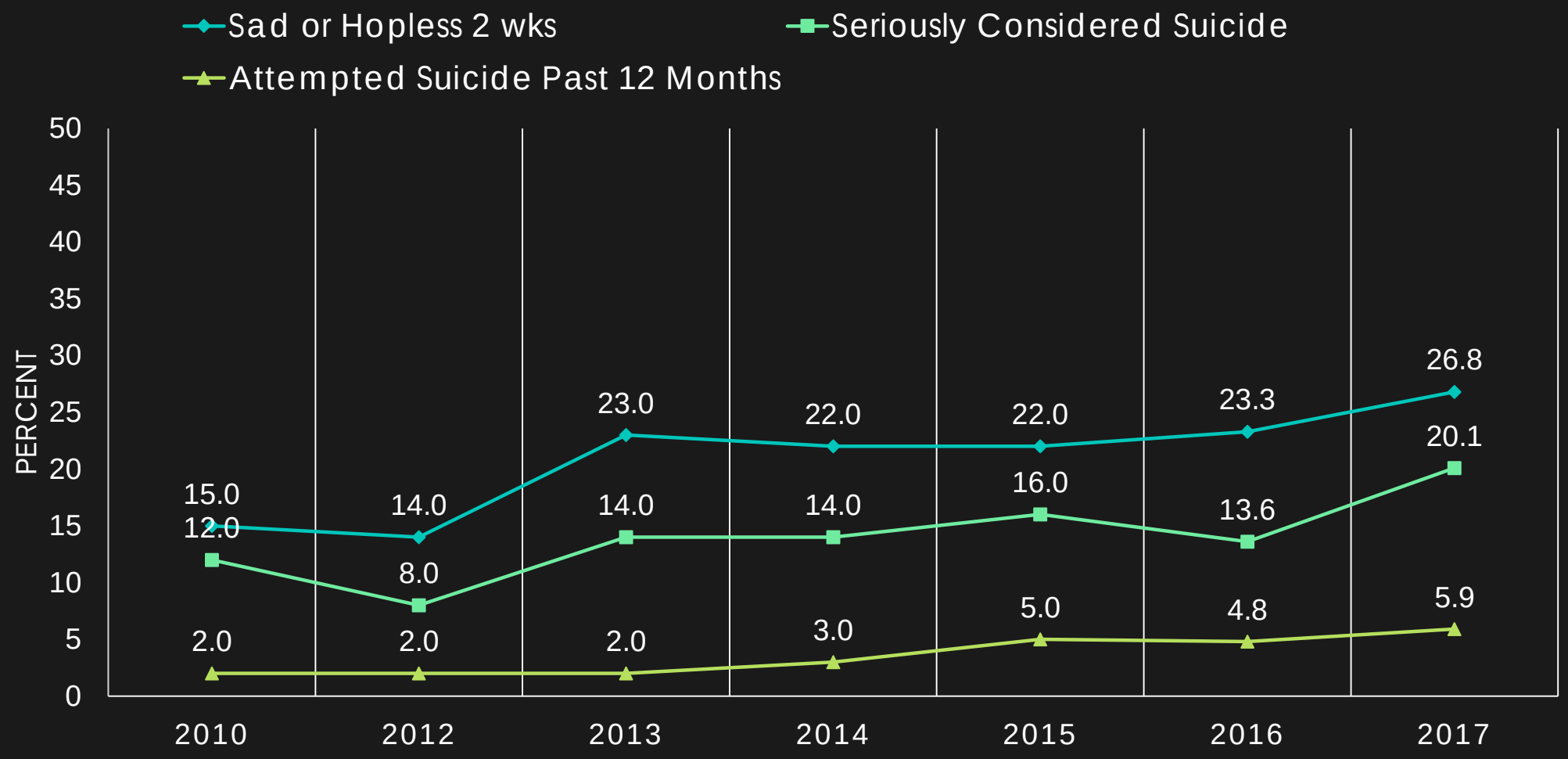


Tobacco Use in High School



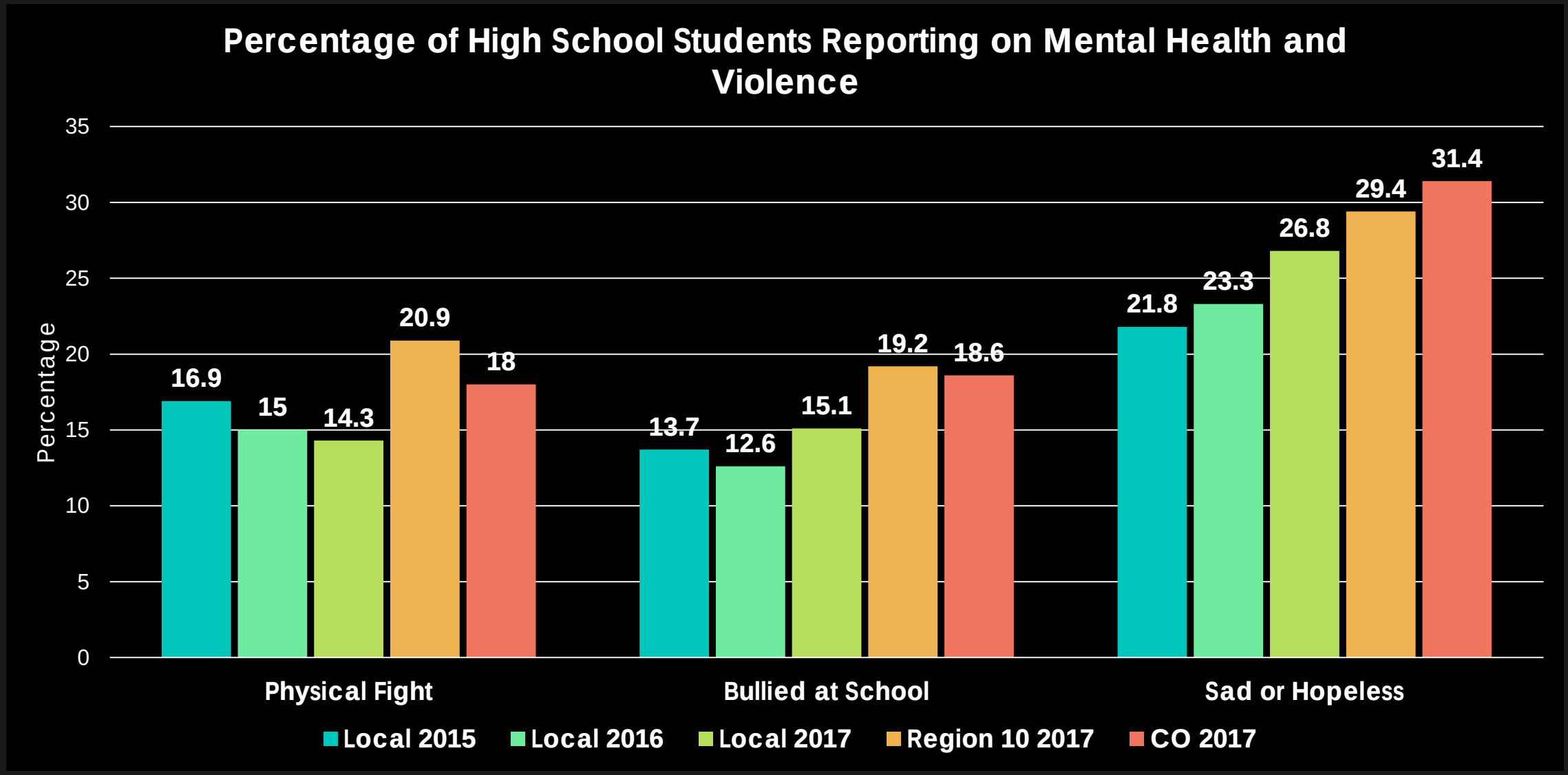
Healthy Kids Colorado Survey 2010-2017, Gunnison Watershed Re1J High School

Mental Health in High School Students



Healthy Kids Colorado Survey 2010-2017, Gunnison Watershed Re1J High School

Mental Health and Violence Outcomes



Healthy Kids Colorado Survey 2010-2017, Gunnison Watershed Re1J High School

Youth Connectedness Is an Important Protective Factor for Health and Well-being

"Connectedness is an important protective factor for youth that can reduce the likelihood of a variety of health risk behaviors. Connectedness refers to a sense of being cared for, supported, and belonging, and can be centered on feeling connected to school, family (i.e. parents and caregivers), or other important people and organizations in their lives. Youth who feel connected at school and home are less likely to experience negative health outcomes related to sexual risk, substance use, violence, and mental health."

CDC. (2020). *Adolescent connectedness*. Retrieved from https://www.cdc.gov/healthyyouth/protective/youth-connectedness-important-protective-factor-for-health-well-being.htm

Protective Factor Health and Behavior Outcomes

- 93% of youth report feeling safe at school
- 75% participation in extracurricular activities
- 73% have an adult to go to for help with a serious problem – (High School)
- 63% talked to parents about substance dangers – (High School, 2016)

Healthy Kids Colorado Survey 2010-2017, Gunnison Watershed Re1J High School

*These data points are higher the then region and state.

Timeline of Youth Efforts

- **9/22/19 -- Vaping Focus Group held in CB with 19 students.**
  - **Help GCSAPP get a better understanding of Vaping, and help Chris get a better understanding of how town could help.**

Students very concerned about the rise in vaping, conversation led by youth moved toward lack of mental health supports to address vaping concerns, and students reporting overwhelming amount of stress as well as a need for resources outside of school.

- **2/13/19 – Mental Health Focus Group held with group of CB high schoolers.**
- **1/15/20** – Vaping Focus group held in Gunnison – same concerns reported; concerns around perceived lack of mental health support.
- **2/12/20** – Gunnison High School Mental Health focus group with 15 students. Similar concerns of CB youth.
- **3/6/20 – Follow up Youth Mental Health Focus Group conducted at CBCS. Option for students to sign up for workgroup help design/roll out services. Interest from 12 students.**

Reports of high stress, anxiety, and depression. Perceived lack of mental health support for young people. Say they don't know where to go, that it's too expensive, and that they felt like confidentiality would be violated if they sought help through the school. When asked if they had ideas on how to reduce these barriers they identified a need for "affordable, confidential therapy specifically for high schoolers".

Timeline of Adult Efforts

- **Post Tobacco Ordinance, Tobacco Tax, and initial vaping focus group key agencies and leaders agree to explore options to support youth concerns.**
  - Gunnison County Substance Abuse Prevention Project, Health and Human Services, Community Health Coalition of the Gunnison Valley Youth Subgroup, Mentors, Early Childhood Council, Center for Mental Health, Crested Butte Community School, Town of Crested Butte, Private Therapists, and Crested Butte State of Mind
- **Explore options to model Chaffee County Teen Wellness Voucher Program**
- **CMH and private therapists agree to offer two discounted sessions, $40, to CB youth to reduce youth identified barriers**
  - Access, affordability and confidentiality
- **MT CB contributed $5,000 for youth mental health and programming.**
- **Larger group supports ask to Town of Crested Butte for Tobacco Tax revenue to fund $40 sessions for youth with youth support**

The Ask

<u>Nicotine Tax funds designated to prevention and mental health for youth</u>

FREE -Youth Mental Health/Wellness Voucher Program

Typically, $90 per session – 2 private therapists and CMH agreed to $45/session for 2 sessions = $90 per youth

3 Therapists will keep one hour open per week after 3 pm for youth to be seen within 48 hours

for 40 weeks = $5,400 (up to 60 youth)

Space for youth focus groups, drop in for youth and mental health providers $200/mo. $2,400

Road Map - Educational materials of community resources $1,200

Education events for parents of elementary youth, middle school, high school ($400/event) = $1,200

TOTAL = $10,200

Future considerations

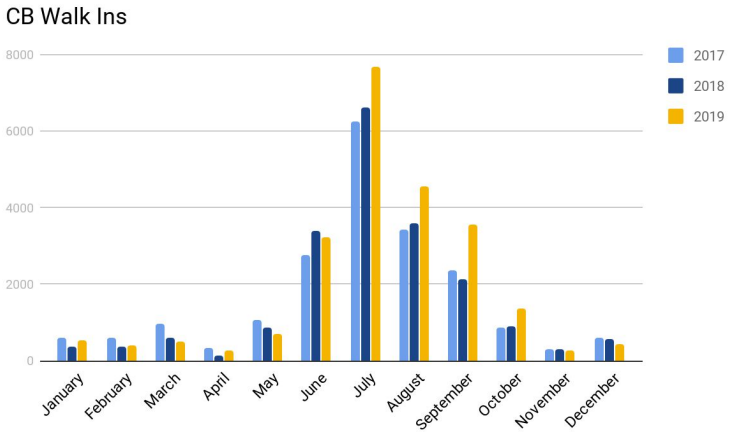
- We anticipate that the program will grow after the first year, which will indicate success as more youth will report increase access to services. We will use Healthy Kids Colorado Survey to measure progress (mental health data) and continue gathering qualitative data from youth. As the program grows – we will ask for nicotine tax funds to continue to support youth at the level needed.

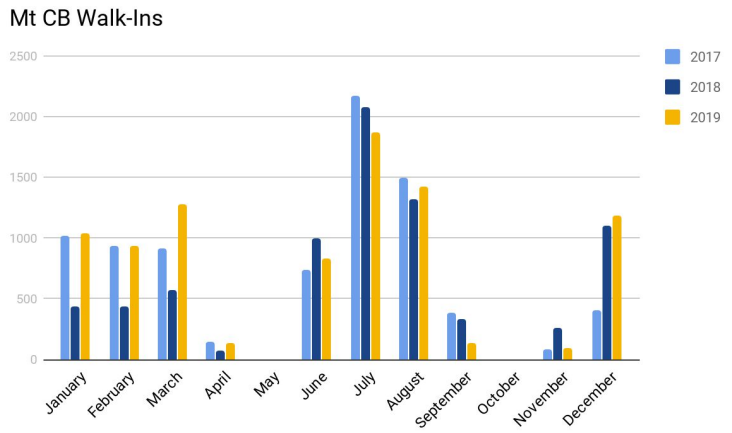
THE CHAMBER
Crested Butte/Mt. Crested Butte

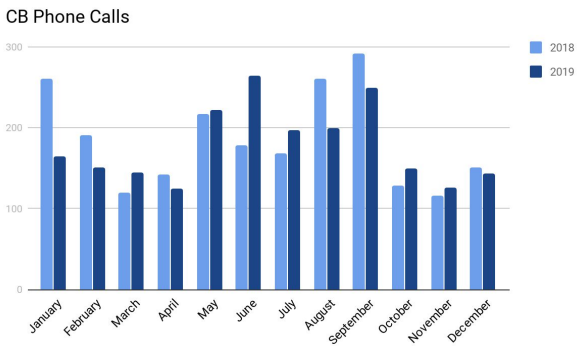
2019 Year-End Report to Crested Butte Town Council

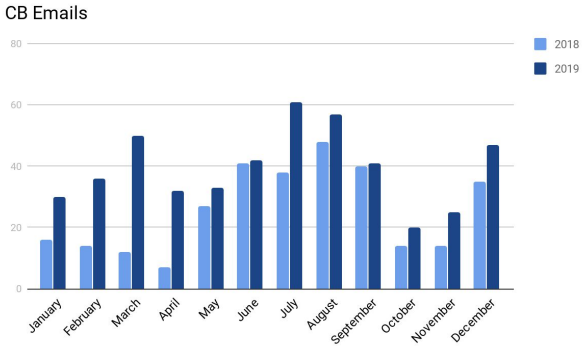
Visitor Center Statistical Report

Both visitor centers saw high visitation in 2019 with summer being, as usual, the busiest. CB numbers continued to rise in the summer months and remained about even in the other months; Mt CB numbers were higher in the winter with a slight dip in the summer months. While the number one reason for visiting was sightseeing, hiking/camping was the second top reason, wildflowers the third, and skiing came in fourth; fall colors and biking rounded out the top reasons for visiting. Most visitors came from Colorado (20%), California (6%), and Texas (5.5%); Florida and Missouri tied for fourth (1.2%), and Oklahoma came in fifth (1%).









THE CHAMBER
Crested Butte/Mt. Crested Butte

Business Support Activity Report

In 2019, we continued our off-season seminar series, ran 11 well-attended Business After Hours, and held the winter economic forecast, also with a high attendance rate. The spring 2019 off-season seminars focused on social media, small business development, and financial options for small businesses. The Business After Hours continued to see an average of 30-40 attendees at each, up from an average of 15-20 in recent years. Finally, our winter economic forecast was held in November and attended by over 50 local business and organization owners and managers.

Financial and Membership Report

The full financial report for 2019 is attached. 2019 ended in the negative largely due to the sale of the Fat Bike World Championships. Because this event happens so early in the year, much of its income is collected in November and December of the year prior while much of its expense is spent in January and February. Therefore, 2019 FBW revenue was off, showing a higher expense than income, and we will receive the majority of payment for the sale in the springs of 2020 and 2021 based on the sales agreement. Additionally, we adjusted the event coordinator salary in order to make it a more sustainable year-round position, increasing the base salary and decreasing the commission rate. This bottom line is not a concern, because the individual events and the Chamber as a whole both did well this year. The Visitor Center came out just barely in the positive owing to slightly more BOLT income from Mt CB. We ended 2019 with 326 members, gaining 31 and dropping 29 (65% of which were due to closing or moving).

Event Report

We had a great year of events while also pairing down our event schedule to make it most beneficial for our business community. As previously mentioned, Fat Bike Worlds was sold to the Crested Butte Mountain Bike Association, because it did not fall under the scope of our 5-year strategic plan which ensures everything the Chamber does is beneficial to our members and local businesses. We also paired down Light Up Night weekend by holding just one Santa visit, making the event less expensive and time-consuming. Our largest fundraising and tourist-attracting event, the Mt Crested Butte Chili and Beer Festival, was another huge success, again selling out at 1,600 participants, about half of whom were visitors. While our main focus will continue to be on supporting local businesses, we will also maintain successful events that continue to attract tourists during slower weekends.

CRESTED BUTTE/MT CRESTED BUTTE CHAMBER OF COMMERCE

PROFIT AND LOSS

January - December 2019

	CHAMBER	EVENTS	VISITORS CENTER	TOTAL
Income				
Additional Revenue				$0.00
Cash Donations			2.00	$2.00
Conference Room	1,450.00			$1,450.00
Other Income	440.00		100.60	$540.60
Post Event Local Merch Sales			0.00	$0.00
Relocation/Labels/Misc			7.32	$7.32
Rental Income	45.00			$45.00
Sales Tax Vendor Fee		11.30	0.81	$12.11
VC Advertising	2,275.00			$2,275.00
VC Sales Income	-89.00		368.70	$279.70
Total Additional Revenue	**4,121.00**	**11.30**	**479.43**	**$4,611.73**
Event / Program Income		1,800.00		$1,800.00
4th of July Revenue				$0.00
4th of July Gov't Sponsors		11,000.00		$11,000.00
4th of July Merchandise Sales		387.41		$387.41
4th of July Parade Entry		2,700.00		$2,700.00
4th of July Vendors		2,350.00		$2,350.00
Total 4th of July Revenue		**16,437.41**		**$16,437.41**
Beer & Chili Income				$0.00
Beer & Chili Gov't Sponsors		2,000.00		$2,000.00
Beer & Chili Merchandise Rev		1,531.76		$1,531.76
Beer & Chili Tickets		45,699.53		$45,699.53
Beer & Chili Vendors		300.00		$300.00
Total Beer & Chili Income		**49,531.29**		**$49,531.29**
Butte Bucks Income				$0.00
BB Participation Fees	5.50			$5.50
Total Butte Bucks Income	**5.50**			**$5.50**
CB Bike Week Income				$0.00
CBBW Beer Sales		1,677.33		$1,677.33
CBBW Chainless Reg		10,962.24		$10,962.24
CBBW Gov't Sponsors		9,500.00		$9,500.00
CBBW In-Kind Sponsors		9,209.00		$9,209.00
CBBW Marketing		150.00		$150.00
CBBW Other Registration		400.00		$400.00
CBBW Registration FT40		0.00		$0.00
CBBW Sponsors		1,689.20		$1,689.20
CBBW Vendors		200.00		$200.00
Total CB Bike Week Income		**33,787.77**		**$33,787.77**

	CHAMBER	EVENTS	VISITORS CENTER	TOTAL
CB Pole Pedal Paddle				$0.00
CB3P Gov't Sponsors		7,500.00		$7,500.00
CB3P Merchandise		29.58		$29.58
CB3P Race Fees		5,047.23		$5,047.23
CB3P Sponsors		2,000.00		$2,000.00
Total CB Pole Pedal Paddle		**14,576.81**		**$14,576.81**
Crafted				$0.00
Crafted Gov't Sponsors		11,000.00		$11,000.00
Crafted Merchandise Sales		463.14		$463.14
Crafted Sponsors		3,500.00		$3,500.00
Crafted Tickets		7,274.04		$7,274.04
Total Crafted		**22,237.18**		**$22,237.18**
Fat Bike World Champ Income		2,000.00		$2,000.00
FBWC Gov't Sponsors		10,000.00		$10,000.00
FBWC In-Kind Sponsors		23,014.62		$23,014.62
FBWC Marketing		1,250.00		$1,250.00
FBWC Merchandise Sales		197.66		$197.66
FBWC Registration		17,173.85		$17,173.85
FBWC Sponsors		11,019.98		$11,019.98
FBWC Vendors		1,500.00		$1,500.00
Total Fat Bike World Champ Income		**66,156.11**		**$66,156.11**
Light Up The Night Income				$0.00
LTN CB Sponsors		0.00		$0.00
LTN MtCB Sponsors		7,002.00		$7,002.00
Total Light Up The Night Income		**7,002.00**		**$7,002.00**
Mardi Gras Income				$0.00
Mardi Gras Parade Fee		50.00		$50.00
Mardi Gras Sponsors		50.00		$50.00
Total Mardi Gras Income		**100.00**		**$100.00**
Oh Be Joyful Kayak Race				$0.00
OBJ Registration		1,140.00		$1,140.00
OBJ Sponsors		750.00		$750.00
Total Oh Be Joyful Kayak Race		**1,890.00**		**$1,890.00**
Ride The Rockies				$0.00
RTR Volunteer Stipend		1,964.66		$1,964.66
Total Ride The Rockies		**1,964.66**		**$1,964.66**
Total Event / Program Income	**5.50**	**215,483.23**		**$215,488.73**
Government Contributions				$0.00
Crested Butte BOLT			54,000.00	$54,000.00
Mt Crested Butte BOLT			87,055.00	$87,055.00
Total Government Contributions			**141,055.00**	**$141,055.00**

	CHAMBER	EVENTS	VISITORS CENTER	TOTAL
Grant Funds				$0.00
Paradise Cleanup - restricted		-1,000.00		$ -1,000.00
TA VC Wage Grant - restricted			25,000.00	$25,000.00
Total Grant Funds		**-1,000.00**	**25,000.00**	**$24,000.00**
Membership Dues				$0.00
Gunnison Member Discount	-1,100.00			$ -1,100.00
Membership Renewals	83,587.50			$83,587.50
MyChamberApp Income	0.00			$0.00
New Memberships	8,820.00			$8,820.00
Payment Processing Fee	-60.00			$ -60.00
Total Membership Dues	**91,247.50**			**$91,247.50**
Sales of Product Income		-11.09		$ -11.09
Total Income	**$95,374.00**	**$214,483.44**	**$166,534.43**	**$476,391.87**
GROSS PROFIT	**$95,374.00**	**$214,483.44**	**$166,534.43**	**$476,391.87**
Expenses				
Administration Expense	2,000.00	-2,000.00		$0.00
Advertising Expense	12,350.00	19.20	642.25	$13,011.45
Bookkeeping/Accounting	12,990.45		12,669.09	$25,659.54
Business Licenses & Fees	18.00		8.00	$26.00
Computer Hardware/Software	579.73	202.37	408.54	$1,190.64
Database Expense	2,868.00			$2,868.00
Dues & Subscriptions	912.40	502.99	48.92	$1,464.31
Interest Expense	2.10	86.78		$88.88
Legal Expense	2,610.00	950.00		$3,560.00
Office Supplies	1,014.29	429.42	1,741.17	$3,184.88
Paypal / Bank Fees	262.65	0.00	137.64	$400.29
Penalties & Fees (no int)	28.00			$28.00
Postage Expense				$0.00
Domestic Postage Program			142.30	$142.30
Events Postage Spend		5.00		$5.00
Info Request Postage			103.79	$103.79
Membership Postage	336.70			$336.70
Postage expense general	49.37	18.35	61.35	$129.07
Postage Permit/PO Box dues	261.88	24.00	26.88	$312.76
Total Postage Expense	**647.95**	**47.35**	**334.32**	**$1,029.62**
Total Administration Expense	**36,283.57**	**238.11**	**15,989.93**	**$52,511.61**
Building Expense				$0.00
Building Repair/Maint/Decor		117.02	960.02	$1,077.04
Cleaning & Bathroom Supplies			1,312.17	$1,312.17
Cleaning Labor			9,133.70	$9,133.70
Snow Removal			136.92	$136.92
Total Building Expense		**117.02**	**11,542.81**	**$11,659.83**
Equipment / Vehicles				$0.00
Snowmobile & Trailer Exp - TA		648.74		$648.74
Total Equipment / Vehicles		**648.74**		**$648.74**

	CHAMBER	EVENTS	VISITORS CENTER	TOTAL
EVENT/PROGRAM EXPENSE		1,800.00		$1,800.00
4th of July Expense				$0.00
4th of July Support Meal/Ent		587.06		$587.06
4th of July CC Proc Fees		16.45		$16.45
4th of July Clean Up		843.45		$843.45
4th of July Entertainment		9,070.00		$9,070.00
4th of July Marketing		1,265.01		$1,265.01
4th of July Permits		325.00		$325.00
4th of July Postage		33.55		$33.55
4th of July Rentals		1,781.93		$1,781.93
4th of July T-Shirts		1,084.00		$1,084.00
Total 4th of July Expense		**15,006.45**		**$15,006.45**
Beer & Chili Expense				$0.00
Beer & Chili Awards		1,180.00		$1,180.00
Beer & Chili Entertainment		3,200.00		$3,200.00
Beer & Chili Marketing		4,908.15		$4,908.15
Beer & Chili Merchandise Exp		3,656.80		$3,656.80
Beer & Chili Permits		100.00		$100.00
Beer & Chili Rental		3,063.00		$3,063.00
Beer & Chili Security		1,800.00		$1,800.00
Beer & Chili Support Meal/Ent		245.62		$245.62
Beer & Chili Venue Fee		500.00		$500.00
Beer & Chili Postage		56.21		$56.21
Beer & Chili Supplies		1,755.00		$1,755.00
Beer & Chili Vendor Reimb		2,818.02		$2,818.02
Total Beer & Chili Expense		**23,282.80**		**$23,282.80**
Business After Hours Expense	1,571.84			$1,571.84
Business Awards Expense	1,998.80			$1,998.80
Butte Bucks Expenses	155.44			$155.44
BB Chamber Fees	-488.00			$ -488.00
Total Butte Bucks Expenses	**-332.56**			**$ -332.56**
CB Pedal Paddle Pole				$0.00
CB3P Awards		1,458.75		$1,458.75
CB3P Beverage Costs		85.32		$85.32
CB3P CC Proc Fees		11.27		$11.27
CB3P Contractors		1,450.00		$1,450.00
CB3P Donations		1,000.00		$1,000.00
CB3P Marketing		3,508.80		$3,508.80
CB3P Permits		487.44		$487.44
CB3P Supplies		141.84		$141.84
CB3P Support Meal/Ent		26.44		$26.44
Total CB Pedal Paddle Pole		**8,169.86**		**$8,169.86**
CBBW Expense				$0.00
CBBW Support Meal/Ent		307.45		$307.45
CBBW Awards		6,824.00		$6,824.00
CBBW Beverage Costs		532.26		$532.26
CBBW CC'd Proc Fees		62.51		$62.51

	CHAMBER	EVENTS	VISITORS CENTER	TOTAL
CBBW Cleanup		242.63		$242.63
CBBW Contractors		500.00		$500.00
CBBW Donations		230.35		$230.35
CBBW Entertainment		500.00		$500.00
CBBW Marketing		11,852.40		$11,852.40
CBBW Permits		867.83		$867.83
CBBW Postage		33.55		$33.55
CBBW Rentals		1,499.75		$1,499.75
CBBW Security		942.50		$942.50
CBBW Supplies		843.19		$843.19
CBBW T-Shirts / Gear		304.94		$304.94
CBBW TRADE Expenses		1,150.00		$1,150.00
CBBW Venue Fees		150.00		$150.00
Total CBBW Expense		**26,843.36**		**$26,843.36**
Crafted Expense				$0.00
Crafted CC Proc Fees		147.30		$147.30
Crafted Entertainment		1,200.00		$1,200.00
Crafted Grants		9,596.00		$9,596.00
Crafted Marketing		8,574.73		$8,574.73
Crafted Merchandise / Swag		1,096.61		$1,096.61
Crafted Permits		1,625.00		$1,625.00
Crafted Prizes		550.00		$550.00
Crafted Rentals		2,000.00		$2,000.00
Crafted Security		775.00		$775.00
Crafted Supplies		400.74		$400.74
Crafted Support Meals/Ent		337.90		$337.90
Total Crafted Expense		**26,303.28**		**$26,303.28**
Event Equipment		649.39		$649.39
Fat Bike World Champ Expense				$0.00
FBWC Awards		13,247.32		$13,247.32
FBWC CC Proc Fee		14.80		$14.80
FBWC Contractors		13,415.26		$13,415.26
FBWC Entertainment		1,152.21		$1,152.21
FBWC Food Cost		2,178.64		$2,178.64
FBWC Lodging		6,123.22		$6,123.22
FBWC Marketing		29,920.15		$29,920.15
FBWC Participant Gatherings		360.00		$360.00
FBWC Permits		4,060.00		$4,060.00
FBWC Postage		256.81		$256.81
FBWC Rentals		1,940.00		$1,940.00
FBWC Supplies		222.78		$222.78
FBWC Support Meal/Ent		662.51		$662.51
FBWC T-Shirts / Gear		4,568.83		$4,568.83
FBWC Transportation		46.08		$46.08
Total Fat Bike World Champ Expense		**78,168.61**		**$78,168.61**
General Event Expenses		321.00		$321.00
General Event Marketing/Production		1,936.00		$1,936.00

	CHAMBER	EVENTS	VISITORS CENTER	TOTAL
Holiday Expense		100.00		$100.00
Holiday Cleanup		583.97		$583.97
Holiday Marketing		178.20		$178.20
Holiday Permits		150.00		$150.00
Total Holiday Expense		**1,012.17**		**$1,012.17**
Light Up The Night Expense				$0.00
LTN Mt CB Expense				$0.00
LTN MT CB Contractors		450.00		$450.00
LTN MT CB Marketing		2,256.77		$2,256.77
LTN MT CB Supplies		3,576.48		$3,576.48
LTN MT CB Support Meal/Ent		31.54		$31.54
LTN MT CB Entertainment		450.00		$450.00
LTN MT CB Rentals		355.00		$355.00
Total LTN Mt CB Expense		**7,119.79**		**$7,119.79**
Total Light Up The Night Expense		**7,119.79**		**$7,119.79**
Mardi Gras Expenses				$0.00
Mardi Gras Marketing		296.00		$296.00
Mardi Gras Permits		225.00		$225.00
Total Mardi Gras Expenses		**521.00**		**$521.00**
Oh Be Joyful Kayak Race				$0.00
OBJ Donations		400.00		$400.00
OBJ Marketing		307.80		$307.80
OBJ Permits		525.83		$525.83
OBJ Rentals		100.00		$100.00
OBJ Supplies		340.00		$340.00
Total Oh Be Joyful Kayak Race		**1,673.63**		**$1,673.63**
Ride The Rockies Expense				$0.00
RTR Marketing		486.00		$486.00
RTR Permit Fees		25.00		$25.00
RTR Supplies		800.15		$800.15
RTR Volunteers		1,042.13		$1,042.13
Total Ride The Rockies Expense		**2,353.28**		**$2,353.28**
Sidewalk Sales Expense		671.80		$671.80
Storage Unit Rent		792.00		$792.00
Total EVENT/PROGRAM EXPENSE	**3,238.08**	**196,624.42**		**$199,862.50**
Insurance Expense				$0.00
D & O Insurance	620.00		620.00	$1,240.00
Liability Insurance	4,336.40		4,336.40	$8,672.80
Total Insurance Expense	**4,956.40**		**4,956.40**	**$9,912.80**
Marketing/Membership Expense				$0.00
Membership CC Processing Fees	191.94			$191.94
MM Travel & Relations	108.65			$108.65
Promotional Materials	1,363.99			$1,363.99
Seminars and Forums Expense	433.27			$433.27
Website Design/Maintenance	939.61	31.98	97.47	$1,069.06
Total Marketing/Membership Expense	**3,037.46**	**31.98**	**97.47**	**$3,166.91**

	CHAMBER	EVENTS	VISITORS CENTER	TOTAL
Staff/Board Development Expense				$0.00
Retreat Expense	1,448.87			$1,448.87
S&B Meals / Entertainment	370.29	38.16	1,074.90	$1,483.35
Staff Gifts	150.00	200.00	320.83	$670.83
Travel & Conferences	252.90			$252.90
Total Staff/Board Development Expense	**2,222.06**	**238.16**	**1,395.73**	**$3,855.95**
Utilities Expense				$0.00
Electric			1,930.02	$1,930.02
Gas Expense			1,601.72	$1,601.72
Telephone/Internet	1,476.86	375.00	1,826.91	$3,678.77
Trash Removal	1,078.88		1,078.95	$2,157.83
Water & Sewer			900.76	$900.76
Total Utilities Expense	**2,555.74**	**375.00**	**7,338.36**	**$10,269.10**
Wages/Benefits				$0.00
Event Commissions		16,427.16		$16,427.16
Health Insurance	2,500.00		2,300.00	$4,800.00
Membership Commissions	10,441.27			$10,441.27
Payroll Taxes	2,335.30	1,472.62	14,323.09	$18,131.01
4th Q Prior Year Payroll Expense			1,436.92	$1,436.92
Total Payroll Taxes	**2,335.30**	**1,472.62**	**15,760.01**	**$19,567.93**
Recreation Benefit	377.00	350.00	700.00	$1,427.00
Recruitment	298.50	67.25	311.75	$677.50
Wages / Hourly			63,286.91	$63,286.91
Wages / Salary	24,705.38	15,297.37	42,247.15	$82,249.90
Worker's Comp Insurance	462.35		118.40	$580.75
Total Wages/Benefits	**41,119.80**	**33,614.40**	**124,724.22**	**$199,458.42**
Total Expenses	**$93,413.11**	**$231,887.83**	**$166,044.92**	**$491,345.86**
NET OPERATING INCOME	**$1,960.89**	**$ -17,404.39**	**$489.51**	**$ -14,953.99**
NET INCOME	**$1,960.89**	**$ -17,404.39**	**$489.51**	**$ -14,953.99**

Staff Report

March 16, 2020

To: **Mayor Schmidt and Town Council**

Thru: **Michael Yerman, Community Development**

From: **Molly Minneman, Design Review and Historic Preservation Coordinator and Jessie Early, Assistant Design Review and Historic Preservation Coordinator**

Subject: **Update to Design Standards and Guideline Revisions- Ordinance 6, Series 2020**

BACKGROUND:

The Design Standards and Guidelines (Standards and GL) were first created in 1995 to provide rules and regulations for the Town's built environment. These Standards and GL have been updated several times over the years to tackle changes in building techniques and new materials. However, the Standards and GL have always upheld the Town's unique architecture that is influenced by the Town's period of significance dating from 1880-1952.

In 1974, the Town was listed as a National Historic District (District) through the National Register of Historic Places administered through the National Park Service. To protect the history and legacy of the historic buildings and the District, the Town engaged in a comprehensive historic inventory and survey of each historic building in the late 1990's. The period of significance was established during the coal mining era from 1880 when the Town was founded to 1952 when the Colorado Fuel & Iron's Big Mine located south of Big Mine Park was closed and coal mining ceased as the economic

It is important to realize the role of the Standards and GL are to guide redevelopment or new development to adhere to Crested Butte's "sense of place" or walkable built environment that was established during the period of significance. Crested Butte is different from many other mountain Towns because of history as a coal town with simple wood buildings with simple forms. The mass and scale of the Town also reflect the historic grid pattern with small lots that created walkable blocks and alleys to serve the community. The period of significance also established a mass and scale that is unique to Colorado mountain Towns which have created the identity if the Town over the decades of development. Most importantly the Standards and Guidelines set the basic architectural principles for designers to follow to ensure new infill, redevelopment, or new development continue to adherence to the Town's "sense of place" that was established during the period of significance.

The Standards and GL are not the Town's Zoning Code. This update has not made any zone district standard changes or changes to requirements for parking, setbacks, heights or Floor Area Ratio. The Standards and GL focus is on design and architecture.
Town Council directed BOZAR to review the Design Standards and Guidelines (Standards and GL) in January of 2019. The purpose of the revision includes the following:

- Review Town Design Guidelines to align with the Climate Action Plan (CAP) Goals
- React to public comments from the design community
- Clarity:
    - Transition from GL to Standards and GL
    - Put long standing BOZAR policies into the Create parameters for new design issues
    - Clarify new features and the use of materials

Information that did not change as part of the revision includes the philosophy of the document, design review process, submittal information requirements or zoning code requirements (per Chapter 16 of the Municipal Code).

SUMMARY:
The original GL document was from 1995. Revisions occurred in 2001, 2009, 2017 and the current revision in 2020. The Standards/GL are broken into the following chapters:

- Chapter 1: Historic Overview
- Chapter 2: All Projects
- Chapter 3:
    - 3A: All historic properties
    - 3B: Historic residential properties
    - 3C: Historic commercial properties
- Chapter 4:
    - 4A: New commercial construction
    - 4B: New residential construction
- Chapter 5: Neighborhood/zone district specific
- Signage

The focus of the project was not a rewrite of the Standards/GL, rather identify problem areas or specific guidelines within the document. To accomplish this goal, each BOZAR member was given a copy of the Standards/GL in February of 2019. The Board had one month to submit comments and highlight areas of concern to staff. Any Standard/GL chosen by at least two commenting members was included in the initial list for review. Staff also had the ability to include Standard/GL of concern.

Staff assembled all comments in an excel spreadsheet. An overview was provided to the Board at the April 2019 BOZAR meeting and a Standard/GL committee was selected. Three Board members and members of staff sat on the committee that met three times per month, from May through September 2019.

The Board also held a Public meeting in June and heard comments from the public regarding the following:

- Allowances for solar
- Dormers (GL 3.46 g) – rear versus center of the roof
- New materials and time/process to vet

- Window materials for historic homes
- Deck materials – metal versus wood
- Foundation cover height
- Excessive similarity versus dissimilarity
- Fenestration ratios (GL 4.49)
- Painting or staining homes
- Policies that aren't in GL form

The committee worked on only those GL chosen by Board members or GL that were requested to be reviewed by the public. Originally, the Committee was tasked with roughly 42 Standards/GL, yet the number changed over time, as review of one GL often touches another through the document. The committee sought to clarify sections of the document or specific phrasing that was confusing or difficult to understand. Their focus was for the design review process to be easier for the Board and the public (applicants, designers/architects and contractors) and lessen gray areas.

The committee was engaged in the revisions through a democratic process. Grammatical and spelling errors throughout the document were also addressed. Date notations of Standard/GL revisions/additions were made throughout Chapters 2-6.

Simultaneously, Staff consulted with August Hasz, REG, to review and update the Standards/GL for all projects relating to energy efficiency in Chapter 2 and Appendix 1. The Town council's CAP goals were also reviewed and GL revisions included to assist with meeting these goals. Staff incorporated all comments from the committee and Hasz.

The Board received all of the document changes at the beginning of January. The Board had one month to review the text and to return comments and questions to Staff.

A second public meeting was held February 11, 2020 for the public and design/build community. The Board heard discussions that included the following issues:

- Synthetic railing materials
- Solar applications
- Sliding glass doors
- Fiberglass windows
- Synthetic turf

Written comments from the meeting were then forwarded to the full Board. They were included in discussions at the February 25, 2020 BOZAR meeting and additional final revisions were recommended to address these comments. At this meeting the BOZAR, recommended adoption of the updated Standards and Guidelines to the Town Council.

<u>OVERVIEW:</u>
The following are an overview of updates to the Standards and Guidelines:

- Based upon the **Climate Action Plan (CAP) and the Town's Goals and Priorities**, the Standards/GL were reviewed to ensure that reduction of greenhouse gas emissions and green building could be achieved through the document. For instance:
    - Language on the Standards/GL for solar (2.09-2.14) were revised to make it clearer to applicants about the requirements for solar on both historic and new construction and residential and commercial.

        - Removal of restrictions for visibility on new residential construction.
            - Panels are allowed on front facing facades of new residential construction.
            - Landscaping is not required to shield panels.
        - Allowances for awnings/porch roof panels, such as 330 Belleview Avenue.
        - Removal of requirement to block freestanding units with landscaping, only use of landscaping to shield bracket or poles.
        - Increase in allowance for height of freestanding units.
    - Terminology has changed over the years and the language was made to be more inclusive of new technologies, as they may become available.
    - Appendix 1 – revisions to reflect current building practices and code requirements, to include passive solar.
    - Additions to the Standards/GL in the future may be necessary based upon decisions made pertaining to the CAP plan.
    - The Town is limited by the National Park Standards for Solar on Historic Buildings which are attached to this memo. These guidelines were followed for updates to solar guidelines.
- Areas that were **formerly policies**:
    - Parking area definition – 2.26 a, 4.27 e
    - Skylights (residential) – historic 3.34, new 4.46, 4.88 j
    - Number of dormers – historic 3.46 h
    - Number of window sizes - historic 3.51 c, new 4.56 c
    - Awnings – commercial, historic 3.72, residential 4.49 b
    - Ridge length (residential) – 4.42
    - Porch depth (residential) – 4.48 b
    - Size of square windows (residential) – 4.52 c
    - Siding treatment (residential) – 4.78
    - Separation of accessory building and accessory dwelling unit GL – 4.83-4.89
    - Garage door materials and number GL 2.27
- Standards/GL for **new items** within the document:
    - Fire pits – 2.22 (residential and commercial)
    - Folding/sliding/accordion doors – historic 3.58 c, new 4.64
    - Roof top decks – 4.22
    - Additions to existing (non-historic) buildings – 4.37
    - Fiberglass windows – 4.54
    - Transom windows – 4.59
    - Metal accent materials – 4.71
    - Use of barn wood/reclaimed and plank and chink siding - 4.75
    - Deck railing and post materials (wood/metal) – 4.82

The updated Standards and GLs are attached to the adopting Ordinance 6, Series 2020. The Council has also scheduled a joint work session to discuss the guidelines on March 24, 2020 prior to the suggested public hearing on April 6, 2020.

RECOMMENDED MOTION:

A Councilmember make a motion and followed by a second to set Ordinance No. 6, Series 2020 for public hearing at the April 6, 2020 Council meeting.

ORDINANCE NO. 6

SERIES 2020

AN ORDINANCE OF THE CRESTED BUTTE TOWN COUNCIL AMENDING THE TOWN CODE AND ADOPTING REVISED DESIGN STANDARDS AND GUIDELINES

WHEREAS, the Town of Crested Butte, Colorado is a home rule municipality duly and regularly organized and now validly existing as a body corporate and public under and by virtue of the Colorado Constitution and laws of the State of Colorado; and

WHEREAS, the Town believes that changes to the Town Code and the adoption of updated Design Standards and Guidelines further the Town's historic preservation efforts, protect the integrity and character of the community, and clarify requirements for construction and development in the Town; and

WHEREAS, the Town's Board of Zoning and Architectural Review ("BOZAR") considered the proposed amendments to the Town Code on February 25, 2020 and moved to recommend the amendments to the Town Council; and

WHEREAS, BOZAR considered the proposed Design Standards and Guidelines on February 25, 2020 and moved to recommend to Town Council that they be adopted; and

WHEREAS, the Town Council has determined that the below amendments to the Town Code and the revised Design Standards and Guidelines will protect the public health, safety, and welfare and further efforts to preserve the character of the community.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CRESTED BUTTE, COLORADO,

Section 1. **Sec. 16-2-20** of the Town Code is repealed and replaced in its entirety to read as follows:

> Unless otherwise specifically provided in this Article, any erection, moving, demolition, reconstruction, restoration, improvement or alteration of any structure shall be prohibited unless the Board first reviews the plans and issues a Certificate of Architectural Appropriateness for said change in the structure. No building permit shall be issued unless the Board first issues a Certificate of Architectural Appropriateness for the proposed structure, except in the case when the Board deems said structure or structural change to be "insubstantial."

Section 2. **Sec. 16-2-30 (3)** of the Town Code is repealed and replaced in its entirety to read as follows:

> (3) Design Standards and Guidelines. The Town has adopted Design Standards and Guidelines as amended from time to time by Ordinance. A copy of the Design Standards and Guidelines is available in the Town Clerk's Office. The Design Standards and Guidelines apply to the Board's review and approval of requests for a Certificate of Architectural Appropriateness as set forth in Sections 16-2-20 and 16-2-30. The Design Standards and Guidelines also apply to the review and approval of Major Subdivisions under Chapter 17, Article 5;

Subdivision Tract and Lot Design in Chapter 17, Article 7; and Subdivision Landscaping in Chapter 17, Article 13.

a. An applicant seeking a Certificate of Architectural Appropriateness under Sec. 16-2-20 shall demonstrate that the proposed construction, demolition, addition or alteration to an existing structure complies with the applicable Design Standards and Guidelines.

b. If the Board determines that the proposed construction, demolition, addition or alteration to an existing structure does not satisfy the applicable Design Guidelines and Standards and Review Criteria, the Board shall deny the request for a Certificate of Architectural Appropriateness, or impose such conditions of approval on the Certificate of Architectural Appropriateness it deems necessary for the proposal to comply with the Design Standards and Guidelines and Review Criteria.

Section 3. The existing Design Guidelines are repealed in their entirety and replaced with the **Design Standards and Guidelines** attached to this Ordinance as **Exhibit A**.

Section 4. **Severability**. If any section, sentence, clause, phrase, word or other provision of this ordinance is for any reason held to be unconstitutional or otherwise invalid, such holding shall not affect the validity of the remaining sections, sentences, clauses, phrases, words or other provisions of this ordinance, or the validity of this ordinance as an entirety, it being the legislative intent that this ordinance shall stand notwithstanding the invalidity of any section, sentence, clause, phrase, word or other provision.

Section 5. **Savings Clause**. Except as amended hereby, the Crested Butte Municipal Code, as amended, shall remain valid and in full force and effect. Any provision of the Code that is in conflict with this ordinance is hereby repealed as of the effective date hereof.

INTRODUCED, READ AND SET FOR PUBLIC HEARING THIS___DAY OF _____, 2020.

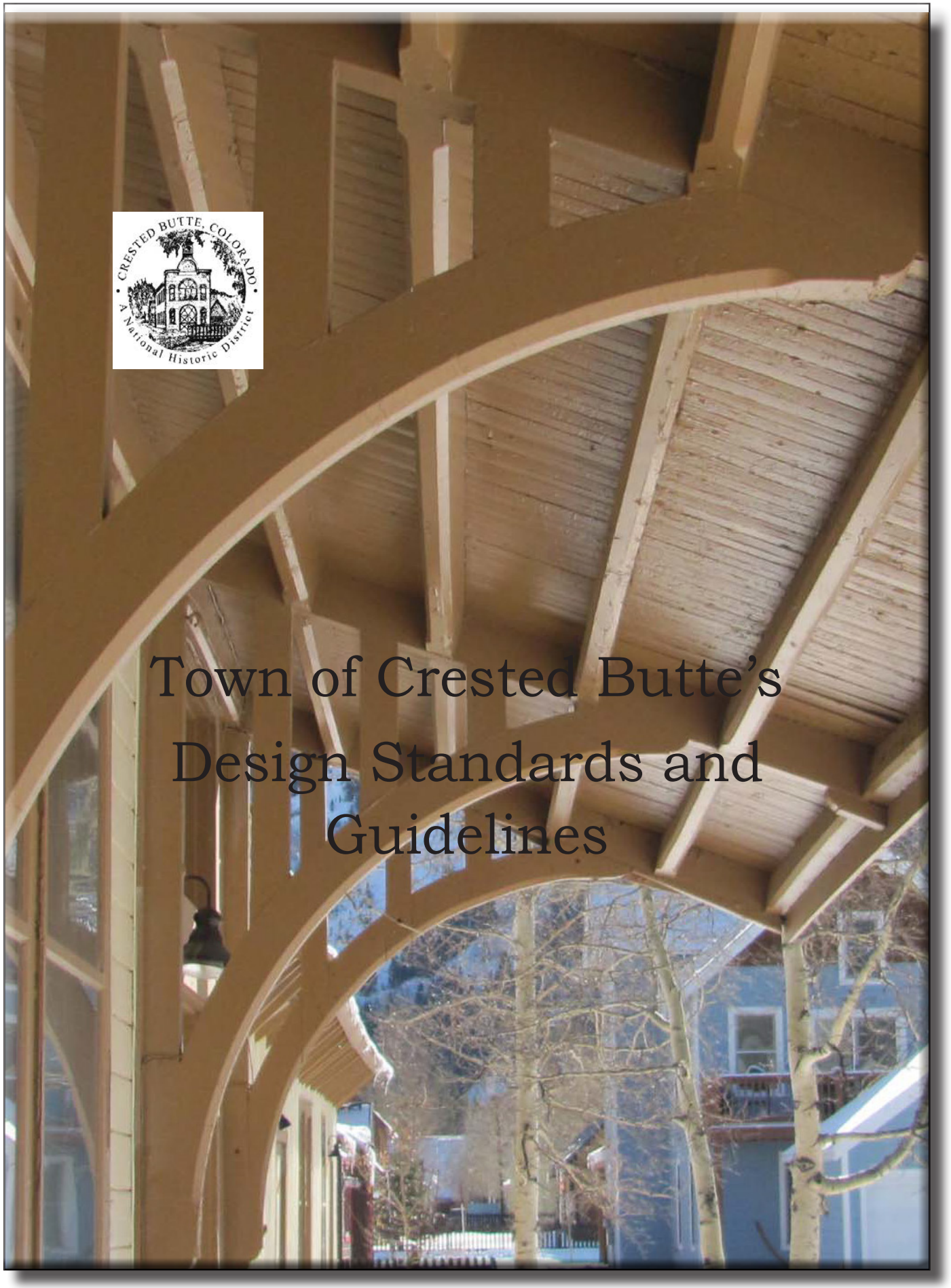
ADOPTED BY THE TOWN COUNCIL UPON SECOND READING IN PUBLIC HEARING THIS_____DAY OF_____, 2020.

TOWN OF CRESTED BUTTE, COLORADO

By: _____
James A. Schmidt, Mayor

ATTEST:

_____ [SEAL]
Lynelle Stanford, Town Clerk



Town of Crested Butte's Design Standards and Guidelines

CREDITS

Town of Crested Butte
Michael Yerman, Community Development Director (2020 updates)
John Hess, Director of Planning and Community Development (2009 updates)
Bob Gillie, Building Official (2009 Updates)
Molly Minneman, Design Review & Historic Preservation Coordinator
Phillip Supino, Building Department Administrator (2009 Updates)
Bob Nevins, Senior Town Planner (2020 Updates)
Jessie Earley, Assistant Design Review & Historic Preservation Coordinator (2020 Updates)

Board of Zoning and Architectural Review (BOZAR)

1992	**2008**	**2020**
Linda Beck	Keith Bauer – Chairman	Erik Nauman - Chairman
Ted Bosler	Melissa Belz	David Russell – Vice Chairman
Susan Gardiner	Mark Collins	Roxana Alvarez- Marti
Marcia Hegeman	Glenn Michel	Mary Ellis
John LaDuke	Sean Norton	Donny Davol
Julie McCarthy	Liz Sawyer	Heather Allyn Seekatz
Loree Mulay	Bob Vandervoort	
Chris Myall		
Steve Shaffer – Chairman		
Chuck Shaw		
Bob Vandervoort		

Winter & Company
Consultants in Urban Design & Historic Preservation, Boulder, CO
Nore V. Winter, Guidelines Director
Julia Husband
Helen Hudson
Betsy Shears

Vincent Rossignol, Landscape Architect
Les Choy, _Lead Gardener, Town of Crested Butte
August Hasz, Resource Engineering Group

Lane Ittelson, Deputy State Historic Preservation Officer

The activity that is the subject of this material has been financed in part with federal funds from the National

Historic Preservation Act, administered by the National Park Service, U.S. Department of the Interior, and for the Colorado Historical Society. However, the contents and opinions do not necessarily reflect the views and policies of the U.S. Department of the Interior or the Society, nor does the mention of trade names or commercial products constitute an endorsement or recommendation by the Department of the Interior or the Society.

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The Town of Crested Butte thanks those individuals who have contributed historic review and pictorial information for this project. The Town particularly appreciates the review made by Michele Veltri of the historic section of the Standards and Guidelines. The Town is also indebted to Western State College Professor, Dr. Dwane Vandenbusche, for lending his historic photographic library for review and photocopying for historic photo displays.

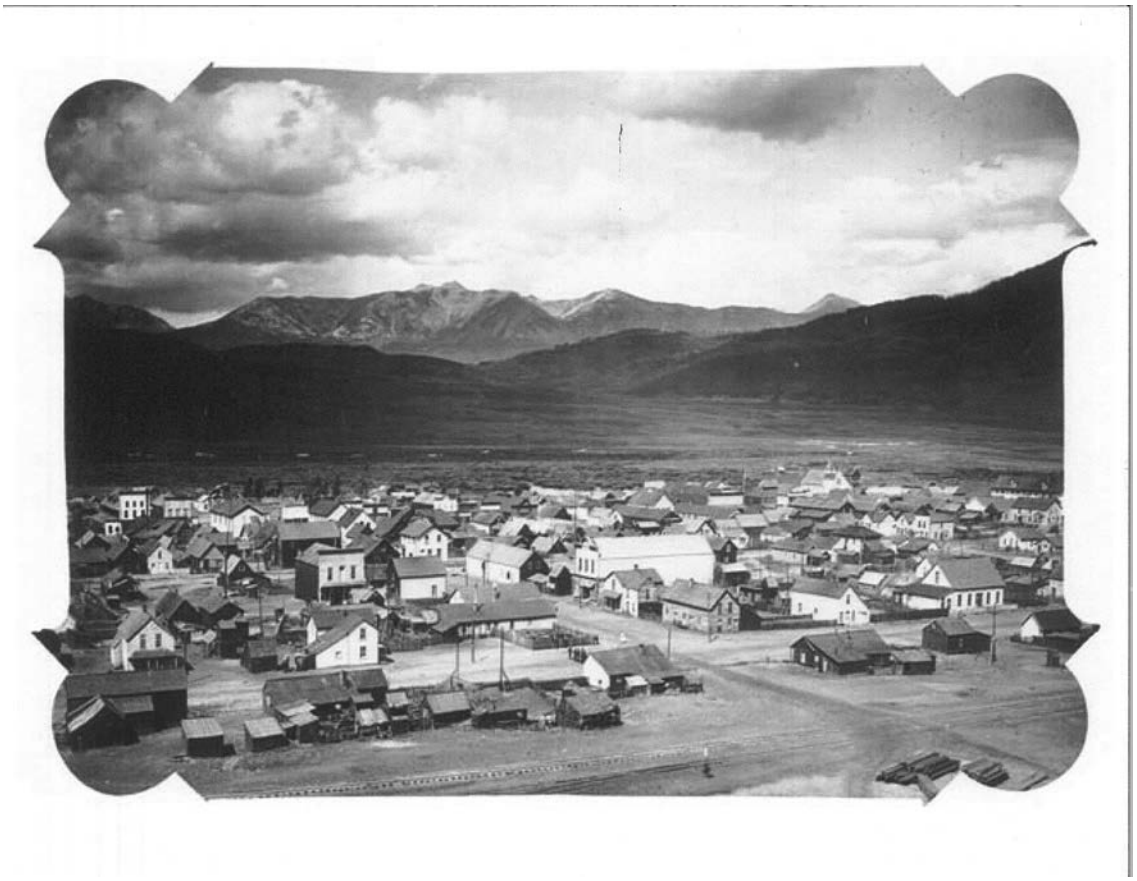


Table of Contents

Introduction

Decorative shingle work and projecting cornices are characteristics of early commercial buildings in Crested Butte.

Crested Butte has developed with a unique character that conveys a special part of the history of the Rocky Mountain West and contributes to a quality of life that is treasured by its residents.

This book presents design standards and for building in Crested Butte. These design standards and guidelines are community policies affecting the design of the built environment and, as such, they provide a common basis for making decisions about design. However, while the standards and guidelines do indicate which design approaches are appropriate, there are many designs that are compatible with these standards and guidelines.

Why have Design Standards and Guidelines?

Why has the community adopted design standards and guidelines? One purpose is to inform the community about the design policies of the Town. These policies are aimed at protecting the integrity of the National Historic District. They indicate an approach to design that will help sustain the character of the community that is so appealing to residents and visitors of Crested Butte. Therefore, one purpose is to provide information that property owners may use in making decisions about their buildings. The standards and guidelines also provide the town, through the Board of Zoning and Architectural Review (BOZAR), a basis for making informed, consistent decisions about design. The BOZAR conducts design review throughout the town. All work requiring a building permit must go through the BOZAR's design review process.

What is the legal basis for design review?

Crested Butte's zoning ordinance (Chapter 16, Articles 1-24) provides for design review (Chapter 16, Article 22), a process continuously upheld by the courts, as long as it is applied equally and consistently and does not deny the property owner use of his or her property. Once adopted the standards and guidelines have the force of law. Anyone seeking a certificate of appropriateness must comply with all the Design Standards and Guidelines.

The scope of the Standards and Guidelines

The purpose of this book and of the Standards and Guidelines in particular is to protect the historic value of Crested Butte. This historic value has been recognized nationally by the Town's designation as a National Register Historic District.

The Standards and Guidelines address all projects requiring a building permit and certain other actions, such as providing direction for policy related to the historic district. These include rehabilitation of existing historic and non-historic structures, new buildings and landscaping.

The Standards and Guidelines are also intended to aid in the preservation of historic buildings within the district, and to assure that new construction is compatible with the character of the community. The Standards and Guidelines and design suggestions are also intended to assure that new buildings can meet the special constraints of Crested Butte's climate, such as heavy snow loads in the winter.

The architectural control district is governed by Section 16-2-20, which speaks to excessive similarity and dissimilarity later referenced in 4.1-4.2 (Commercial) and 4.25-4.26 (Residential).

When evaluating an application for appropriateness, the BOZAR will consider how the proposed project would help the Town accomplish its standards for design review.

Standards for design review in Crested Butte

In general, the intended result of design review (Code Section 16-22) is to preserve the historic resources of the community and have new construction that stays in character with the existing forms in both scale and appearance. With increasing development pressure, caused in part by the positive attributes of the historic district, it is especially important to curb the desire to attempt to build out a property to its theoretical maximum capacity, as this would be detrimental to the overall community character and function. Therefore, the Town holds these goals for design:

Standard A: To preserve the integrity of individual historic structures found throughout the Town.

Standard B: To protect the sense of time and place conveyed by the collection of historic buildings in the historic district.

Standard C: To enhance livability.

Standard D: To protect property values and investments.

Standard E: To retain a small-town image and atmosphere.

Standard F: To minimize negative impacts on adjacent properties from drainage and snow shedding.

Standard G: To encourage pedestrian activity.

Standard H: To convey a sense of human scale.

Standard I: To protect significant views.

Standard J: To protect the existing sense of community.

Standard K: To preserve the character of historic community.

Standard L: To encourage sustainable building practices including conscientious materials and waste/recy cling/reuse.

Uncover original building materials.

BUILDING MATERIALS

Primary structures in Crested Butte were traditionally covered in horizontal, lap siding along with some log. Accessory structures were covered with board-and-batten siding. In general, retaining original materials is preferred. Some replacement may occur, but it should amount to a low percentage of the overall building envelope.

***57. Replacement materials should appear similar in character to those used historically when they cannot be the same.**

Sample Guideline

How the Standards and Guidelines are organized

The Design Standards and Guidelines are organized into six sections:

- The first section summarizes the history of building in Crested Butte. This provides a basis for many of the Standards and Guidelines that follow, and should be read by all users.
- The second section presents Design Standards and Guidelines that apply to all projects through out town, including rehabilitation and new construction.

- The third section provides Standards and Guidelines for the rehabilitation of historic buildings. These apply to work on any structure, both primary and accessory, considered “contributing” by the Town (BOZAR makes this determination on a case-by-case basis).
- The fourth section provides Standards and Guidelines for all new construction. These apply to all new building in town in all zone districts.
- The fifth section includes Standards and Guidelines for individual zoning districts. These Stan dards and Guidelines apply to specific neighborhoods, as defined by the zoning districts.
- The sixth section addresses signage. In conjuncture with the zoning code, section six defines appropriate signage throughout town.

As a context for projects, the public should use both surrounding buildings as well as the historic character and the character reflected by the different zone districts.

The format for the Standards and Guidelines

The Design Standards and Guidelines in this document typically have four components: The first element is a policy statement, which describes a desired state or condition of the design element being discussed. This is followed by the Design Standards and Guideline Statement itself, which is typically performance-oriented and describes a desired design treatment. The Design Standards and Guideline Statement is followed by supplementary information, which may include additional requirements, or may provide an expanded explanation. These are listed as letters. Finally, an illustration may be provided to clarify the intent of the standards or guideline.

It is important to note that all of these elements of the Design Standards and Guidelines constitute the material upon which BOZAR will make its determination of the appropriateness of a proposed project.

Design and Architectural Review

BOZAR

The Board of Zoning and Architectural Review (Code Section 16-22-10) consists of a seven-member board comprised of local residents appointed by the Town Council to serve for a term of at least three years. One Chairperson is elected by the Board to lead the Board meetings and approve insubstantial changes.

The BOZAR generally holds one public hearing a month to review all of the published building, zoning and land use requests submitted to the Building Department (see calendar for submittal dates). The Board also makes recommendations to Town Council regarding issues affecting zoning, land use, historic preservation and design review.

DRC

The Design Review Committee (Code Section 16-22-90) consists of two BOZAR members serving for two to three-month intervals and one Town staff person with a permanent position on the Committee. Work sessions are held twice a month to review insubstantial determinations, informal plan reviews and formal applications.

The DRC reviews all building and land use projects with the Applicant to resolve issues in conflict with the purposes and intents of the Zoning Code, Design Guidelines and neighborhood context. As a result of the discussions, the DRC makes recommendations to the BOZAR for approval, denial or no recommendation. Historic properties often require a more in-depth review of Guidelines as they relate to proposed alterations and materials to determine how the overall proposal affects the historic building and surrounding historic district.

Scheduling

1. Plan submittal for a formal review is on the first or last Friday of the Month. (See calendar). For Informal and Insubstantial reviews – Plans must be submitted to the Building Department one week prior to the DRC meeting.
2. Staff Reviews occur during the following week. This includes plan review, floor area ratio calcu lations, fact sheet and Guideline review.
3. 1st DRC meeting is generally held on the second Monday of the month (except for holidays) and all projects reviewed, including insubstantial requests and informal reviews, start at 3:00p.m.
4. Publications of formal applications are submitted to the Crested Butte News (official newspaper) on the Tuesday following the 1st DRC (if on a Monday), unless a significant conflict is identified during plan review or at the meeting. Applications for building, zoning or land use changes must be published for two consecutive weeks.
5. 2nd DRC meeting is generally held on the third Monday of the month, reviewing issues from the first meeting, insubstantial, or informal reviews. This meeting starts at 3:00p.m.
6. BOZAR hearings are generally held on the last Tuesday of the month starting at 6:00p.m.

Types of DRC Review

Insubstantial Review

Review of minor changes to existing structures or to previously approved plans often can be reviewed insubstantially. The DRC first determines if a request is insubstantial (see criteria in "Definitions" Section 16-1-20 of the Town Code), and then proceeds with a decision:

- If a request is determined to be insubstantial, the DRC provides approval or denial of the request ed insubstantial change;
- If the DRC determines that a request is not insubstantial, the request must be published for a formal BOZAR hearing to obtain a decision on the issue; or
- If the insubstantial request is denied, the applicant has the option to submit an application to the Building Department for a formal hearing of the issue to be heard by the BOZAR.

Plans for insubstantial review must be submitted to the Building Department one week prior to the DRC meeting.

Informal Review

The informal review is utilized at the sketch plan phase or concept stage for new construction, historic rehabilitation or additions to existing structures. This review aids the applicant by providing direction or outlining possible issues for a building project prior to a formal request for review. A sketch (1/4" or 1/8" scale on 11"x17" paper) of all 4 elevations (or the elevations affected) and a site plan (including a parking scheme) are necessary for the DRC to provide effective comments. In addition, if floor plans have been developed, they should be submitted in

order for the floor area ratio (FAR) to be calculated prior to the meeting. It is possible to request more than one informal review.

Submit sketch plans to the Building Department one week prior to the DRC meeting.

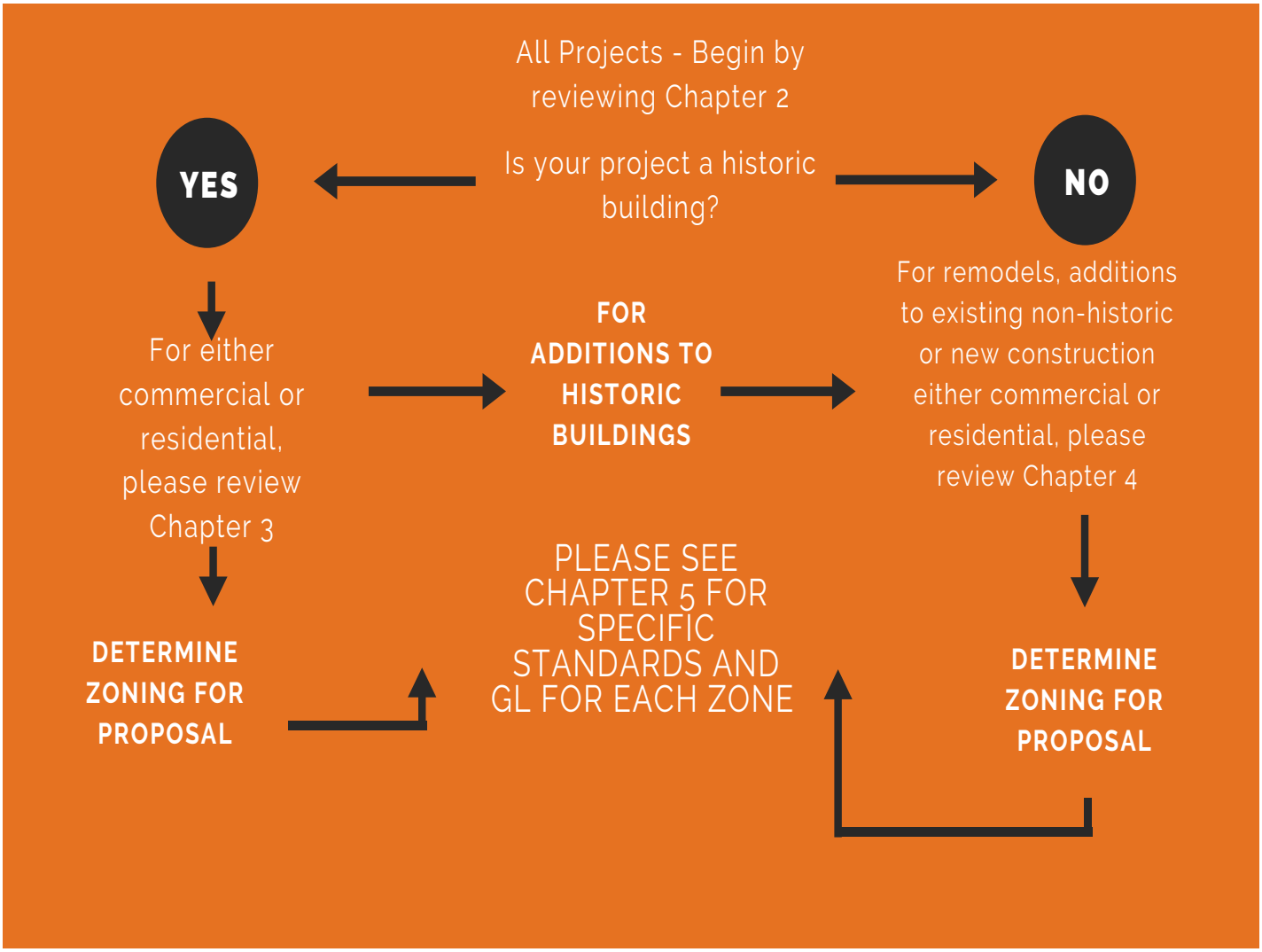
Required Formal Review

Applicants submitting plans for a formal review resulting in a publication for a public hearing must come to at least one DRC meeting during the month the project has been submitted. Any informal reviews that have occurred do not replace the required DRC meeting. The DRC will make a recommendation to approve, deny or make no recommendation to the BOZAR per the plans and application materials provided. The BOZAR will then determine whether they accept an affirmative or negative recommendation, make comments or revisions, address zoning and land use issues, or fully review the project, as presented.

Submittal dates are referenced on the BOZAR Calendar and can be obtained in the Building Dept.

USING THE STANDARDS AND GL

A Helpful Guide from Town of Crested Butte



How to use the Standards and Guidelines

Property owners and architects should start using the Standards and Guidelines when beginning a project. This will help establish an appropriate direction for the design. Designers are urged not to proceed with time and resources to a building plan without considering the information contained in the Standards and Guidelines. A building plan should take special care to adhere to the specific Standards and Guidelines for the proposed project's location.

Town staff will also use the Standards and Guidelines when advising property owners about issues that should be addressed before formally presenting a project to the BOZAR. They will also use the Standards and Guidelines in staff reviews.

The BOZAR will refer to the Standards and Guidelines when making a decision about architectural appropriateness. An approval by the BOZAR is required before the Town's building official may issue a building permit. The Town Council will refer to the Standards and Guidelines when hearing appeals of BOZAR decisions.

How the Standards and Guidelines relate to other Town regulations

The Standards and Guidelines supplement other adopted Crested Butte ordinances. These other regulations may also affect the design character of a project. Other ordinances that may influence the project are:

- **Zoning and Land Use Ordinance (Chapter 16):**

This code establishes zoning and basic land use controls such as uses, building heights, setbacks, parking, etc.

- **The Sign Code (Chapter 16, Article 18):**

Signs are regulated by the zoning and land use ordinance, which applies to all of Crested Butte.

- **The Lighting Code (Chapter 16, Article 17):**

Light fixtures, light types and quality are regulated by the night sky ordinance throughout Crested Butte

- **The Building Code (Chapter 18):**

A new building or renovation of an existing one must meet the building code. The code allows some flexibility for historic structures.

The Building Department staff can provide information about these regulations and can direct you to other Town departments for specific details.

In cases where standards or requirements within these Standards and Guidelines and other regulations are in conflict, the other regulations will take control.

It is important to note that all of the elements of a Design Standard or Guideline illustrated on the previous pages constitute the material upon which BOZAR will make its determination of the appropriateness of a proposed project.

*****

Note that a bold asterisk (*) preceding the number of a Standard or Guideline indicates a high priority. The BOZAR will weigh compliance with the Standards and Guidelines more heavily in making its decision regarding the appropriateness of a proposed project.

Chapter 1 Historic Overview of Crested Butte

The history of Crested Butte includes the contribution of a wide variety of cultures, all of which have recognized the beauty and natural resources of the Upper East River Valley. Located at an elevation of 8,800 feet, the valley at the base of the Elk Mountains provided hunting grounds for the Tabeguache Utes long before Europeans saw the area. The first encounter with European culture may have been with the Franciscan explorers Dominguez and Escalante, who were the first white people to visit the region, in 1678. They preceded the prospectors who searched the area for gold and silver in the 1870s. The origins of the town's name occurred in 1874 when the United States Geological Survey's F.V. Hayden named a nearby mountain on a surveying expedition. Hayden reportedly referred to the mountain as "crested buttes," thinking it resembled the crests of a helmet, thus providing a name for the future townsite.

The Early Years

Although the area had been occupied by the Utes, they were forced out in the 1870s as prospectors moved into the area. In exchange, they were eventually given land on Kebler Pass. In the interim, deadly incidents between the Utes and prospectors occurred at Washington and Deadman's gulches. The Kebler Pass land was eventually seized from the Utes when valuable minerals were discovered there.

In 1877, the area saw its first settlement when Howard Smith established a sawmill, found gold in Washington Gulch and established a smelter at what was to become the Town of Crested Butte. It wasn't long before the settlement became a supply center for the numerous mining camps nearby. Because it stood at a crossroad to the region's mining camps, Crested Butte became known as the "Gateway to the Elk Mountains." All prospectors and equipment passed through it to the mines located in the mountains, and the town's streets were busy with activity as supplies were loaded and shipped through town. Pack mules and trains were plentiful. (During the town's early months, tents and log cabins provided rudimentary accommodations.) The sawmill provided materials for building, and by July 1879 a boarding house with a store, a mining engineer's office and one saloon were available for the miners.

The town became more stable as it established itself as a supply center. The sawmill provided lumber for frame houses, a post office was opened, a town plat filed, and in 1880 the town incorporated. Howard Smith, along with William and George C. Holt, were responsible for incorporating the township. Crested Butte's population that year was 250 residents living in 50 structures with 1,000 miners working in the surrounding hills and mountains.

Although the area was important for mining of precious metals, it took a new focus in 1878 when John and Dan Jennings developed a coal mine south of the Crested Butte settlement. Smith purchased the coal interests shortly afterwards, but transportation problems prevented the mines from being profitable. However, it was a prelude of things to come.

Coal and the Railroad

Two months after incorporating Crested Butte, Smith and his associates sold half of their interest in the townsite to the Denver & Rio Grande Railroad, which intended to extend its line to Crested Butte to reach the coal deposits.

Once the narrow-gauge train arrived in 1881, it further opened the isolated area, and Crested Butte saw a growing economy.

Both bituminous and anthracite coal were abundant, which made Crested Butte particularly attractive for coal mining activity. In fact, finding anthracite deposits was very unusual west of Pennsylvania. Yet discovering coal did not produce the excitement of silver and gold discoveries, hence development was left in the hands of a few farsighted individuals, including the Denver and Rio Grande Railroad along with its affiliate, Colorado Coal and Fuel Company (renamed Colorado Fuel and Iron, or CF&I). One thousand acres of coal land was controlled by the railroad as early as 1880. It was the chief customer and primary transporter of the resource, ensuring Crested Butte's survival and making it the leading coal-producing town on Colorado's Western Slope.

Crested Butte continued its role as a transportation hub as roads connecting Crested Butte with other mining settlements began to proliferate. Roads were constructed over Pearl and Maroon passes, providing access during the summer from as far away as Marble and Aspen. During the winter, bobsleds transported ore and supplies. Burro strings, 200 long, carried the freight in the summer months. A wagon road connected Crested Butte with the Ruby-Irwin silver camp, and a stage road joined Gunnison with Crested Butte. The Gothic Toll Road to Ashcroft was opened in 1881. The road from Crested Butte through Gothic and Marble is today's Schofield Pass Road.

Farms and ranches soon appeared in the area to supply the miners with food. Cattle raised in the valley south of Crested Butte helped strengthen the town's future, and a few farms and orchards appeared along with ranches and dairies.

Unlike other mining towns of the era, which experienced boom-and-bust cycles, Crested Butte enjoyed steady, continuous growth in its early years. George Crofutt's Grip-Sack Guide of Colorado, published in 1885, boasts Crested Butte as "by far the most important as a mining center, of any west of the mountains. Coal mining is the principal business."

As with mining in those days, destruction of the natural environment was inevitable. Trees were cut down for lumber and fuel. The mountains were cleared for prospecting, and buildings and streams became polluted. Coal was processed into coke on open roasting pits, and soot and smoke filled the air. Like most of the period's mining towns, Crested Butte was dirty and polluted.

The open roasting pits were replaced in 1884 with 154 beehive ovens built of firebrick, which were erected on the southern edge of town. Soon Crested Butte was acclaiming itself as "The Pittsburg of the West." The coke ovens produced a glow through the coal dust similar to the Eastern steel towns, although the aspirations of becoming a major industrial area never came to be. By the mid 1880s, 350 tons of coke shipped each week to Pueblo's steel mills. With CF&I leading the way, Crested Butte soon evolved into a company-supported community, although

it never developed into a true company-owned town.

As CF&I began operation of the mines, it opened a company store called The Colorado Supply. CF&I also hired a local physician and built and rented houses, including a boarding house for unmarried miners. However, the company never monopolized the real-estate market.

Labor relations in the mines were sometimes tense. Crested Butte miners experienced several strikes (1890, 1903-4, 1914-15, and 1927), but in comparison to other mining towns throughout the country the number of strikes was minimal.

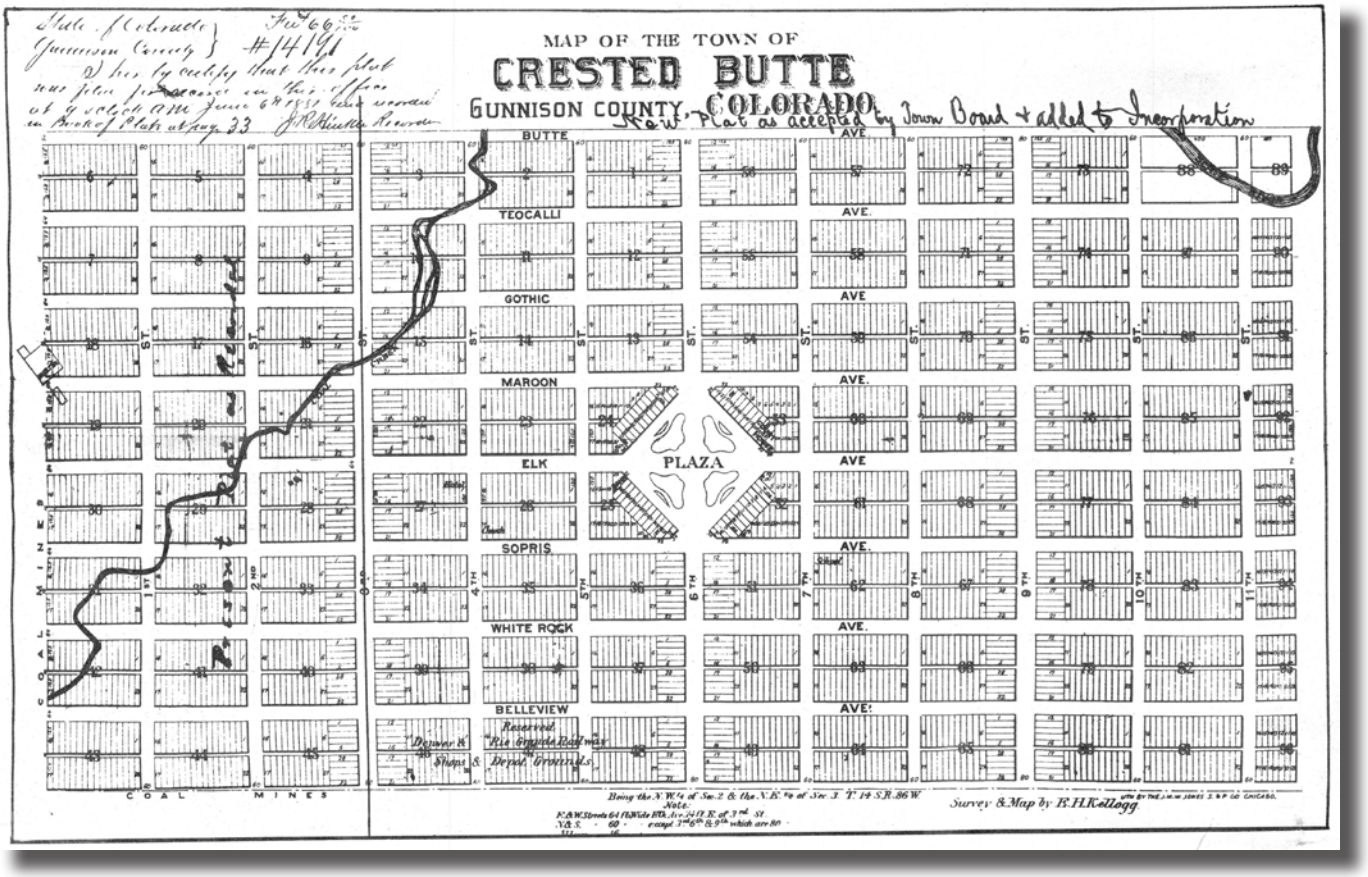
Community Development

As the small settlement took shape as a mining town, the growing community cultivated an atmosphere of confidence and optimism. Real estate soared in Crested Butte's early development. Graded streets, sidewalks and telegraph lines reflected the town's prosperity, and the Crested Butte Town Company advertised the community to prospectors, speculators and even tourists. By 1881, Crested Butte had 2,000 residents, and its many buildings included five hotels, a bank, 12 saloons, three livery stables, 12 restaurants, and five sawmills.

This early growth was carefully planned. Town organizers established a central plaza around which blocks were organized. "In what was intended to be the center of town, portions of four blocks were laid out into a beautiful plaza which was to eventually include three artificial lakes, shade trees and shrubbery." Eight long avenues, named for the major peaks of the surrounding mountain range, extended from the hills that rose at the west end of the valley to the base of the Butte. The low ridges to the west and south dictated that the basic building form should be a rectangle rather than a square.

An influx of merchants followed the growing numbers of miners into Crested Butte, and thus business activity increased. As the town continued to grow the business community diversified. Throughout the 1880s a variety of establishments appeared, including dry goods, a drugstore, a jewelry store, a bank, a bowling alley, grocery stores, meat markets, artisans, attorneys, doctors, restaurants, saloons, hotels, blacksmiths, mining engineers, newspapers, coal dealers, lumber mills, the railroad, and the smelter. By 1890 other establishments had opened, and at this point there were eight saloons, two barbers, a men's furnishing store, a milliner, a laundry, a livery, a furniture store, a shoemaker, a photographer, a hardware store, and a stationery store.

Known for its heavy snows, Crested Butte gained a reputation for long, frigid winters. This harsh climate, along with the town's isolation and less-than-perfect living conditions, caused Crested Butte's citizens to band together through the years and become a close-knit community.



The social atmosphere consisted of picnics and fishing in the summer, sleigh rides and school dances in the winter, concerts, parties, saloons, gambling halls, a small red-light district, and fraternal organizations. Sports were prevalent, including football, horse racing, roller skating, baseball, and skiing. Skiing was popular as early as 1880-1881 when competitions were staged on nearby mountainsides. By 1886, a ski-racing circuit was established with races in Crested Butte, Schofield, Ruby, Gothic, and Gunnison.

However, hardships were profound, and living conditions were marginal: dirty, smelly and gloomy, with frigid, rough winters. Many of the miners could not tolerate the conditions and left.

Disasters seemed to plague the town in the mid to late 1880s. In 1883, tragedy struck when an avalanche killed seven men at nearby Anthracite. The next year, one of the worst mining accidents in the history of Colorado and the West occurred when gas caused an explosion in the Jokerville Mine. The mine had opened in 1881, just three years prior to the catastrophe. Sixty-one miners including three boys, and mostly English, were killed. The third disaster to hit Crested Butte was a major fire in 1890 that destroyed the town's main business block, followed by another fire in 1893.

Because of the tragic explosion in 1884, CF&I closed its Jokerville Mine. However, the company continued to wield immense power. After phasing out the Jokerville Mine, CF&I opened the Big Mine in 1894 on the mesa directly south of town. This mine was to become the principal mining operation in Crested Butte, maintaining a consistent reputation for its safety practices throughout the period.

The early miners were of Welsh, Scottish, German, and Irish descent, and of these 62 percent were single. The mix of cultures sparked many ethnic disputes. In 1891, when wages were cut, the miners struck. Italians were blamed for causing trouble during the strike and eventually were refused employment. Soon afterward, they left the community. At the turn of the century, many Slavic immigrants arrived to join a majority of Italians and Austrians. These hardworking European miners endured despite the fact that they were unfamiliar with the English language and were at times exploited by the mining company. By 1914 the crew at the Big Mine was completely dominated by Slavic workers, who became the backbone of the United Mine Workers.

Neighborhoods in Crested Butte were defined by ethnic origins. Ethnic saloons (i.e. Kochevar's, 127 Elk Avenue; Spritzer's, 200 Sopris Avenue; Elk Head Bar, 202 Elk Avenue; and Kikel Saloon, 413 Second Street), lodges (i.e. Croatian Fraternal Union, 512 Second Street; and Masonic Hall/Knights of Pithia, 311 Elk Avenue) and churches (i.e. United Congregational Church, 403 Maroon Avenue; and Saint Patrick's Catholic Church, 108 Maroon Avenue) arose to serve the neighborhoods. Foreign immigrants replaced Americans as laborers. Foreign miners, railroad workers, coke workers, engineers, freight workers, and main-street business owners outnumbered the Americans. Most of the town's population consisted of unskilled immigrant labor by 1925.

A New Era: The Turn of the Century / Mining Closed / Skiing Started

During the late teens and twenties coal mining declined, and coke production eventually collapsed due to the state of the national economy. Even before the Great Depression coke production had begun to taper, and in 1918 the last coke ovens in Crested Butte closed. The closing of the smelters, high transportation costs and changes in industrial methods were all responsible for the significant decline of the coal industry.

Nonetheless, mining at the Big Mine continued, although not with the technology available in other parts of the country. In 1929 the Big Mine received electricity, and Crested Butte's life continued to revolve around the Big Mine.

The automobile had both positive and negative effects on Crested Butte. CF&I opened a gas station, and good roads were built, which encouraged tourism after World War I. However, with the increased use of the automobile came the decline of steady business on Main Street (now Elk Avenue). People had easier access to stores in Gunnison, and many small businesses could not compete with the Colorado Supply Company Store. The number of Main Street (now Elk Avenue) stores declined in the 1920s.

In 1931 the Depression caused the mines in the area to close completely. Perhaps an even harder blow came to the community a few years later, in 1938, when the bank failed. Ironically, it was during this time that hard-rock mining again became popular due to the rise in the price of gold. The "rush" only lasted a few years until the economy picked up and jobs were available elsewhere. Roosevelt's New Deal and the establishment of the Civilian Conservation Corps provided jobs for unemployed miners and contributed to the survival of Crested Butte during the Depression and until the Big Mine reopened.

Coal production increased with World War II. During this time the town's population stabilized at approximately 1,500 people. However, coal production steadily diminished in the years following the war due to an increase in the use of gas, electricity and oil for heating. The Big Mine was completely closed in 1952, and the company's buildings in Town were sold. What had been the town's life support for nearly 70 years was gone. By that time

the Crested Butte Mine had produced 10.2 million tons of coal. The town's population waned as many of the miners left for jobs in larger towns. Only about one-third of the town remained. The railroad pulled up the tracks when business succumbed to trucking, cars and improved highways.

However, a new era was on its way as the tourist and ski industries embarked on a new image for the town. In 1960 Crested Butte Limited began development of a ski area. Crested Butte had a chance for survival, and many who stayed were ready for the new challenge.

The Significance of the Historic District

In 1972, the Town Council enacted an ordinance establishing a Historic Overlay District being the Town of Crested Butte. The historic buildings within Crested Butte provide a visual link with the past and the men and women who worked to form a community at this elevation. In addition, these buildings contribute to the quality of life of the town. Because historic buildings are at a human scale, one to three stories in height, they contribute to a pedestrian-oriented environment. Their porches, moldings, windows, and doors enliven the street, making the town an interesting place to walk.

The historic areas of Crested Butte help tell the story of the mining era in the Rocky Mountains. Because the town retains so many wood-frame structures, it is a rare example of a mining town during its development stage.

The historic district and the surrounding areas appeal to visitors, and therefore these areas contribute to the economic well-being of the community. Residents develop a sense of community from the distinct identity that the historic core of town provides.

Today the historic district offers a living history and environment that are becoming increasingly rare across the country. However, this experience does come with constraints. Historic houses are small and require regular maintenance. Lot sizes also constrain new development. People who live and work here must recognize that some life patterns that work elsewhere will not apply in Crested Butte. Accommodating the lifestyle that is embedded in the history of the community is essential to the district's survival.

The Pilot Office in its early years exhibited the simple false fronts of the vernacular commercial architecture of Crested Butte. The vertical board wall screened a typical gable roof.

Listing in the National Register

In recognition of the historic significance of Crested Butte's coal-mining heritage and Western Victorian setting, a portion of the town was entered into the National Register of Historic Places (NRHP) in 1974. A rectangular boundary from Maroon to Whiterock avenues and First to Eighth streets was established as the original NHRP District. In 1981, a Review and Evaluation (historic building survey) determined that 53 of the 412 historic buildings included in the survey were within the NRHP boundary. Sixty-six of the historic structures surveyed were built between 1880 and 1930, which is considered to be a period of historic significance in Crested Butte. Twenty-one structures built between 1930 and 1974 were determined to neither enhance nor disturb the integrity of the National Historic District established by the 1974 boundary.

The Town of Crested Butte was granted Certified Local Government (CLG) status by the Colorado Historical

Society in 1992. The CLG program was established by Congress in 1980 and revised in 1992 in order to develop relationships between federal, state and local governments and the National Park Service to foster historic-preservation efforts around the country. In Crested Butte, the Board of Zoning and Architectural Review is the reviewing entity of the CLG, and it has the ability to administer state income-tax credits for historic preservation efforts as defined by the National Park Service. The tax-credit program helps to offset the expenses associated with historic rehabilitation projects by crediting 20% of qualified costs to the property owner's state income tax returns.

In 1998 and again in 2000, the Town completed a new inventory and survey of the historic structures within its boundaries. The study included historic primary structures as well as numerous outbuildings, which define much of the character of Crested Butte's historic district. All buildings were identified and photographed to establish a permanent record of the historic building stock within the town limits. Additionally, the NRHP boundary and period of historical significance were revised to include all buildings constructed up to and including, when the CF&I mine closed and the railroad ceased to operate. This period marked the end of the mining era and the beginning of the transition to the tourism and recreation industries, which have become the basis for the local economy. A total of 419 buildings were studied. Of those, 225 (54%) are primary buildings and 194 (46%) are outbuildings, which historically served as outhouses, smokehouses, barns, storage areas, and garages. Of the primary structures identified, 187 (83%) are residential buildings, 15 are commercial or public buildings that are eligible to be individually listed on the NRHP, and 23 are commercial buildings. Of the residential structures, 121 (54%) were constructed prior to 1900, 56 (25%) were constructed in the 1880s, and 65 (30%) in the 1890s. Another 35% were constructed between 1900 and 1930, which is a slightly higher figure than that determined in the first historic building survey.

The revised 2000 NRHP boundary included 88% of the historic buildings found within the town limits as opposed to the 53% included in the original 1974 boundary. The Depot, which is no longer included in the boundary, is individually listed in the National Register for Historic Places, and the old Mine Superintendent's Home is listed on the State Register of Historic Places. Through the 1972 Historic Preservation Ordinance, the Town protects all historic buildings within the original town boundaries, and those 50 years or older are protected by the Board of Zoning and Architectural Review and the Municipal Code.

Elk Avenue represents a concentration of false fronts, decorative window and door surrounds and decorative boxed cornices. Residential structures exhibit vernacular building tastes in subtler, yet equally significant fashion. Basically functional in shape, these structures are decorated with window and door trim and occasionally with other wood ornamentation.

Building Types in Crested Butte

Because its heritage is founded in timber and mining, Crested Butte possesses a unique architectural heritage that reflects a tradition of industry, projecting a feeling of simplicity and practicality. This has had a significant impact on building types. Despite its modest beginnings, the town cultivated a rich architectural history. A large number of the commercial and residential structures are based on building types that appeared over an extended period of time, not only in Crested Butte, but throughout the West. Many of these structures are characteristic of Crested Butte's vernacular influenced by the immigrants who constructed them

Historically, structures built in Crested Butte tended to be small wood structures free of elaborate ornamentation. The early establishment of the sawmill ensured the dominance of wood-framing techniques and materials, as seen in both residential and commercial structures. However, a few buildings were built of stone, including the

jailhouse and the schoolhouse. Most of the structures are one- or two-story buildings topped with steeply pitched, gabled or hipped roofs to promote snow shed in the winter.

Because most building forms were similar and lacked extensive stylistic decoration, it is easier to categorize the buildings in Crested Butte by type rather than by style. This is especially true for the vernacular buildings, both residential and commercial. "Victorian" elements are distinguishable on many buildings, particularly details of porches, cornices and patterned shingles. Although most buildings are simple, a few buildings do have a sense of style and suggest a conscious effort to acknowledge a stylistic trend. For example, the Union Congregational Church, built in 1882, is an example of a Gothic-inspired building representative of the Gothic Revival in vogue in the West during the late nineteenth century. (See the photo on page 20.)

However, most buildings in town are not typical of a particular architectural style. Instead, they represent the work of builders who were inspired by the styles popular in the Eastern United States, and also indicate the minimalist needs and local modifications that make them characteristic of Crested Butte. For example, many roof forms in Crested Butte are steeply pitched to mitigate snow buildup. In addition, a house form that is characteristic of Crested Butte is the mining town cabin, with the porch inset under the gable.

The typical false front has a simple rectangular front façade, with a cornice at the top, used to conceal a sloped roof behind.

Commercial Building Types

Originally, Crested Butte was a mining camp, but as the town attracted more industry and gained permanence development followed. For instance, by 1890 various businesses had opened, such as dry goods, a drugstore, a bank, a grocery, bars, restaurants, and hotels. This growth resulted in an interesting, visually unified commercial area that featured variations of the storefront. Many of the commercial structures were constructed with features found on most retail-oriented buildings of the day. Large display windows on the ground level created transparency, allowing the goods and services inside the shop and in the windows to be in plain view. A kick plate below the display windows provided protection from the street. The second floor was designed with more solid space on the façade and with windows that were generally smaller and vertically oriented.

False Front
Many of Crested Butte's commercial storefronts exemplify the traditional Western false front. In most cases, the false front is a rectangular form with variation in the silhouette of the cornice line. In Crested Butte, it is common for the cornice to be broken in the middle with a triangular or rounded form. The false front conceals a simple gable roof. The upper portion of the front is usually blank. Where windows occur at this level, they are small in proportion to the surface area of the façade itself.

The Company Store and the Creamery are examples of mission-influenced false-front structures with rectangular forms fronted with a curvilinear cornice line. The Company Store, built in 1937, is a historic example of the mission style in Crested Butte.

Vernacular Commercial Storefront
This term refers to Crested Butte's small, one- or two-story wood frame commercial buildings, many of which have components of the traditional commercial storefront. In addition, many of these buildings have ornamenta-

tion, but no features or configurations that categorize them as a distinct style.

Vernacular commercial storefronts use a combination of style elements.

Residential Building Types

The residential building types are also indicative of the town's mining heritage, as they tend to be small and simple building forms. The overall design expression of the buildings conveys a sense of modest building traditions and tastes. Practically all residential structures were of wood frame construction with clapboard or drop lap siding. Many houses have folk Victorian detailing, such as turned posts, saw work and patterned shingling. Entrances are commonly defined by a porch. These porches either project from the façade or are inset, such as those on houses built by the mining companies. Windows are vertically oriented and are commonly double-hung. Some of the building types of residential structures found in Crested Butte include ell-shape, rectangular, gable end, hip roof, and vernacular.

Ell shape

The ell-shaped house is defined by the shape of its floor plan. The most obvious element is an intersecting gable roof. Porches are usually attached, sometimes with a side extension. The ell-shaped house is built in both one- and two-story configurations.

The L-shaped form is common in residential construction.

Rectangular, or side-gabled, house

A building described as rectangular has a simple, rectangular shape and a gable roof. The ridge is usually parallel to the street.

The rectangular house roof ridge is usually parallel to the street.

Gable-end house

This is the most common house form in Crested Butte, and it may be seen in one-, one-and-a-half- and two-story forms. The gable-end dwelling has the gable end toward the street. Some houses include a combination of several gable-end forms. Although similar to the rectangular house, the gable-end structure has different proportions. Some have attached, full-width porches. Some gable-end structures in Crested Butte have an entry door coupled with a bay window on the front façade. Another version has an inset porch located under the gable. Only a handful of these historic cabins still exist. The gable-end house has varying degrees of roof slope, although most tend to be steep in order to shed snow. However, the mining village cabin's roof tends to have a gentler slope.

The gable-end house roof ridge is usually perpendicular to the street.

Hipped-roof house

Like the ell-shaped house, the hipped-roof form did not gain the popularity of the gable-end form in Crested Butte. Because of the pyramidal shape of the roof, most hipped-roof structures appear to be square in shape. However, rectangular examples are found. Common to the hipped structure is the center dormer and center porch. Like the other building forms, the hipped-roof structure is very simple and usually minimally adorned.

The hipped-roof house is characterized by the pyramidal shape of its roof.

Vernacular House

This term refers to a non-stylized building design, meaning that it was not constructed following an architectural trend or fashionable style of the period. The historic vernacular building was usually a product of local craftsmen who employed native building techniques and materials, designing their buildings in response to climate and setting. The vernacular house is usually unadorned, as it was built to be functional. Most building types in Crested Butte, including those of the ell-shaped, rectangular, gable-end and hipped-roof forms could be classified as vernacular, as it is a catch-all term.

The typical vernacular house is not characteristic of a distinctive style, but is built with traditional elements of the period.

Chapter 2 Design Standards and Guidelines for All Projects

These standards and guidelines apply to all projects, including alterations to historic buildings, new construction and site improvements.

For a project that includes construction of a new building or alteration to an existing non-contributing building, see also the Standards and Guidelines for All New Construction (Chapter 4), beginning on page 98. For a project that includes work on a historic building, see also the Standards and Guidelines for Historic Properties, beginning on page 51.

ACCESSIBILITY

Places of public accommodation are required to provide access to their services and programs under provisions of the 1990 Americans with Disabilities Act (ADA). In the case of historic buildings, some provision for using alternative measures exists. None of the provisions of these standards and guidelines are intended to conflict with meeting the accessibility requirements. However, any alterations to historic buildings that would affect their integrity should be minimized. The historic Company Store building located at 303 Elk Avenue building is a good example of providing ADA accessibility.

Congress nationalized the interest in preserving significant properties and established alternative requirements for buildings and facilities that cannot be made physically accessible without threatening or destroying their significance. Qualified historic properties include properties listed in or eligible for listing in the National Register of Historic Places, and those designated under state or local law. Owners of historic buildings undertaking rehabilitation or restoration work should not use the alternative minimum requirements without first consulting the appropriate State Historic Preservation Officer (SHPO) or the Board of Zoning and Architectural Review (BOZAR), a Certified Local Government. If it is determined by the SHPO or the BOZAR that compliance with the full accessibility requirements would "threaten or destroy those materials and features that make a property significant," then alternative minimum requirements may be used. Consult Item 3 of National Park Service Preservation Brief 32 "Making Historic Properties Accessible." https://www.nps.gov/tps/how-to-preserve/briefs/32-accessibility.htm.

2.1 Alterations to historic properties that are designed to improve access for persons with disabilities should create minimal negative effects on the historic character or materials. Alternative measures for providing

access to activities and services may be considered in some cases (see above).

COLOR

Traditionally, color schemes on buildings in Crested Butte were simple in character, and the colors themselves were muted. Most primary structures and some secondary structures were painted: continuing that tradition is encouraged. If color is included in a project requiring a building permit, the color scheme will be reviewed.

Please note that color schemes should be considered at the outset of a project.

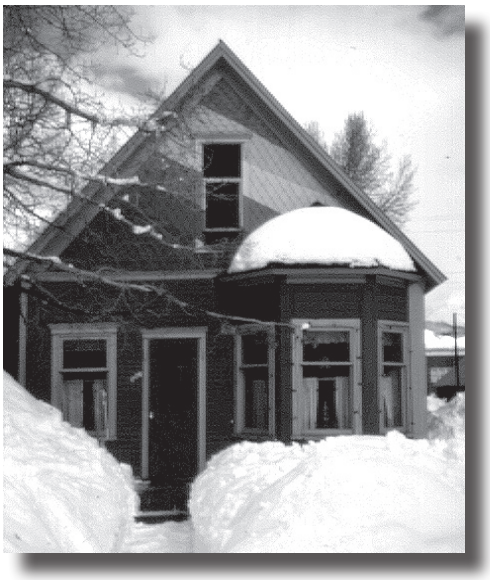
The photograph above illustrates an appropriate contrast in color, one that highlights the historic character and unique detailing of the building.

HISTORIC COLOR SCHEME

When renovating a historic building, first consider returning to the original color scheme. To accurately determine the original color scheme requires professional help, but you can get a general idea of the colors that were used by scraping back paint layers with a pen knife. Since the paint will be faded, moisten it slightly to get a better idea of the original hue. However, it isn't necessary to use the original color schemes of the building. An alternative is to create a new color scheme using colors in ways that were typical of the period.

With respect to the treatment of color on individual historic buildings, colors that represent the appropriate period of history are preferred but not necessarily required. Color does not damage the historic materials or alter significant details and can always be changed in the future, so its application is not as critical as some other design options.

However, some inappropriate applications of color may hinder one's ability to perceive the character of the architecture. For example, if a building with jigsaw brackets and moldings is painted one color with no contrast between the background and the details and little opportunity for expression of shadows, the perception of the character of the building may be diminished. Conversely, in Crested Butte details should not be highlighted with excessively contrasting colors.



Reserve the use of bright colors for accents only. Although this color scheme does no damage to historic building fabric, its composition varies from traditional ones.

This concern for perception of character is more relevant in the management of a historic district where the assemblage of buildings on the street is important to one's perception of the character of the streetscape. In this sense, one building that stands out from the rest with an inappropriate color scheme will impede one's perception of continuity in the district. For this reason, the BOZAR may discuss the use of color as a part of its consideration of other design issues.

In general, bright colors used on large surfaces are discouraged. In all cases, the following standards and guidelines for the use of color shall apply.

***2.2 Colors should be muted.**

a. Traditional colors that match those found in nature are preferred over colors with intense chroma.
b. Roof colors also should be muted. Brown and gray were the dominant roof colors in the past because of the materials used – wood shingles and sheet metal. That tradition remains today and should be respected.
c. Reserve the use of bright colors for accents, such as on ornamentation and entrances.
d. In most cases, only one or two accent colors should be used in addition to the base color.
e. Doors may be painted an accent color or they may be left a natural wood finish. Historically, some doors simply had a stain applied.
f. Window sashes or trim are also an excellent opportunity for accent color. *(Rev. 2020)*
g. Brilliant luminescent or "day-glow" colors are inappropriate.
h. Street-facing garage doors must be painted or stained the same colors as the areas around them.

(Rev. 2020)

2.3 Use colors to create a coordinated color scheme for the building.

a. Choose a muted base color that will link the entire building face together.

2.4 Primary structures should be painted or color stained.

a. Historically, most primary structures were painted. In both rehabilitation and new construction, this tradition should be continued.

b. For historic buildings, please refer to GL 3.63. For new construction, please refer to GL 4.9 for commercial buildings and GL 4.74 for residential. *(Added 2020)*

2.5 Accessory structures may be painted. However, in the historic core zones accessory structures should remain unpainted and be covered with a protective sealant. *(Rev. 2020)*

2.6 Natural masonry and brick shall remain unpainted. Stucco finishes are addressed in materials, Chapter 3 for historic buildings and Chapter 4 for new construction. *(Rev 2020)*

a. For other parts of the building that do require painting, select colors that will complement through similar tones those of the natural materials.

DRAINAGE/SNOW SHEDDING

Crested Butte's alpine environment means a relatively wet climate for the West, with high accumulations of snow in the winter and rain in the summer. Precipitation must be adequately addressed in the design of buildings and site work.

***2.7 Provide snow storage on site.**

a. Generally, snow storage areas should be one-third the size of all areas to be plowed.
b. Snow must not shed or be stored on adjacent properties. *(Rev 2020)*
c. Be aware of safety concerns regarding snow shed into paths and walkways at doors and on decks. *(Added 2020)*

2.8 Minimize drainage onto adjacent properties.

a. To prevent moisture damage, drain away from structures.
b. Avoid increasing runoff onto adjacent properties.

ENERGY CONSERVATION

The use of solar applications and alternative energy measures within town is encouraged. Crested Butte experiences an extreme winter climate. Heating costs can be lowered through good design that takes into account energy conservation measures and alternative sources of energy. Individual solar devices and their placement should be analyzed to ensure that they are effective in this climate and can withstand snow load and shed issues. Additional information and suggestions can be found in the appendix to this document.
(All of these GL were added in 2009 and revised in 2020)

2.9 On historic buildings in the historic core zones, solar collectors or devices must be placed to minimize their visibility. *(Added. 2009, Rev. 2020)

a. The use of solar collectors or devices on historic buildings is a particularly sensitive issue and will be subject to higher levels of review that may include the National Park Service Technical Preservation Services, "Solar Panels on Historic Properties", See Appendix 3.
b. In historic zones, do not locate solar collectors or devices on principal roof elements of primary

structures with street frontage. Locate them on non-visible roofs or accessory buildings instead.

Minimize the visual impact of solar collectors and devices by placing them on roof slopes tht are not visible from public ways.

***2.10 On pitched roofs, solar collectors and devices must be parallel to the angle of the roof with minimal projection from the roof.**

a. Secondary shed roofs that incorporate solar collectors and devices may be considered.
b. Roof color should be selected to complement the color of the solar collectors and devices. For installations on existing buildings, this may not have to be met.
c. In new zones, solar collectors and devices may be installed on roofs that face the street.

2.11 Solar Panels may be mounted on flat roofs so long as they adhere to the following standards and guidelines:

a. The tops of the solar panels must not protrude more than six feet above the roof deck, the parapet or the highest structure on the side of the building.
b. In the historic core zones and on historic buildings, the tops of solar panels should not protrude above a plane drawn 40 degrees above horizontal from the highest structure on the side of the building.
c. In the historic core zones and on historic buildings, solar panels should not be visible from a point six feet above the curb opposite the primary street frontage.

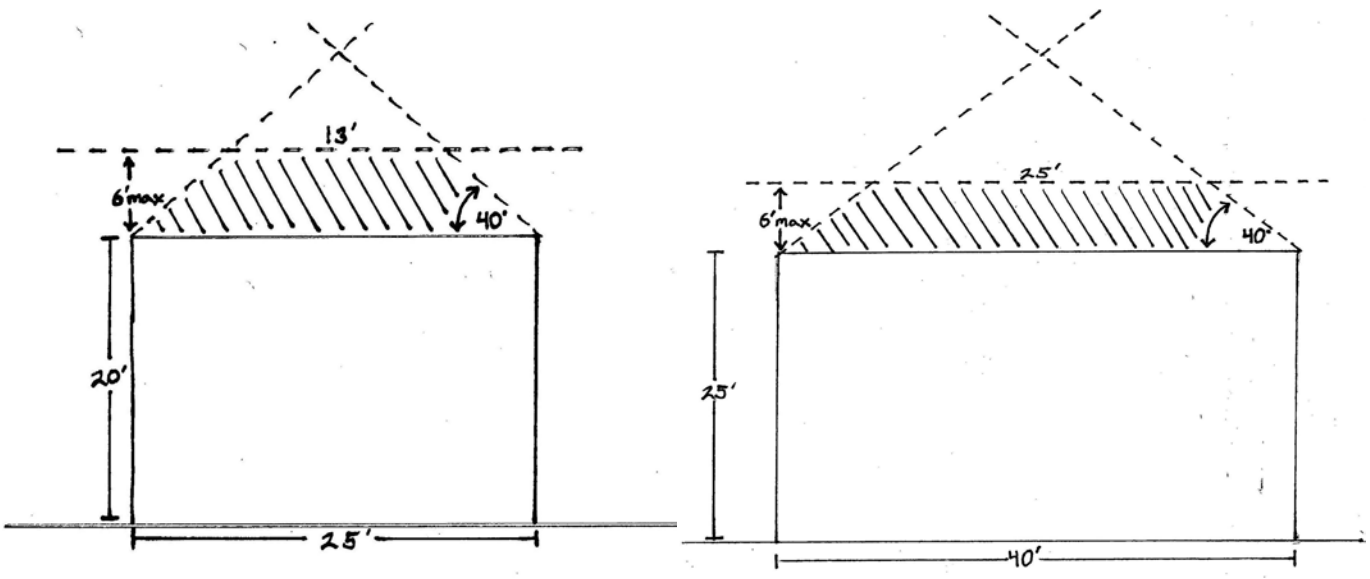
2.12 Freestanding are acceptable if no other reasonable solutions are available and if they adhere to this section.

a. Freestanding units may not be placed in front yards or on side yards adjacent to streets.
b. Freestanding units may not exceed 18 feet in total height above grade.
c. Minimize the impact of freestanding supporting structure (i.e. pole, bracket, etc.) with landscap ing, such as trees behind or low-level shrubs in front of the supporting structure.
d. Ground mount units should not adversely affect neighboring properties.

2.13 Wall-mounted units are acceptable if no other reasonable solutions are available and if they adhere to this section.

a. Wall-mounted units may be considered on primary and accessory structures. They should not be placed on street-front elevations of primary structures.
b. Vertical wall-mounted units may be considered.

2.14 Awnings and porch roofs that incorporate solar panels on the roof may be considered.



Envelope for placement of solar panels.

2.15 Minimize the visual impacts of expansive areas of glass associated with sun spaces. In passive solar applications, do not utilize more glass than is necessary. A licensed solar design professional will be required when pursuing passive solar systems.

a. In Crested Butte, the amount of glass needed for solar gain is less than some people may assume. It is important to follow the standards and guidelines for solid-to-void ratio. Refer to Appendix 1 for additional information on passive solar design.
b. Design fenestration patterns to be similar to those of traditional windows.
c. Use smaller glass panes in frames rather than a large plate of glass.
d. Large expanses of glass are inappropriate except on first-floor storefronts.
e. The construction of a sun space should not alter the character of a historic building.
f. Glass should not continue to the edge of a wall, which creates a contemporary appearance. Corners of buildings should be solid materials, not glass.
g. The addition of a sun space should not alter the character of a historic home. On historic homes, the glass on porches was traditionally mounted higher off the floor.

LANDSCAPING

The Crested Butte townscape should complement the town's historic character and reflect the indigenous landscape of the surrounding countryside. Landscape elements should include: tree-lined streets; ground-cover plantings to control dust, erosion and noxious weeds; a minimum of unplanted, hard-surface areas; and tree, shrub and wildflower plantings of indigenous species to help define a sense of place for this unique community. In addition, a goal is to increase the amount of green space in Crested Butte.

In recent years, the amount of hardscape, including roofs, streets, drives, decks, and parking areas has increased dramatically, at the expense of green space. This trend should be reversed. Therefore, a high degree of compliance with these landscape standards and guidelines is expected. In all cases, the preference is to preserve mature,

existing landscaping.

2.16 Include substantial amounts of landscaping in all projects.

a. All unpaved surfaces that are not part of plant beds or other landscape features should be seeded with a mixture of short-growing native grasses.
b. Non-vegetative ground covers, such as crushed rock, gravel, decorative bark, and rock are dis couraged as landscape materials in non-parking areas.
c. Bluegrass lawns are strongly discouraged.
d. Trees, shrubs, wildflowers, ground covers, and grasses should be species that are indigenous (na tive) to the area surrounding Crested Butte in order to develop a sense of belonging to the surrounding natural landscape.
e. Pervious materials such as gravel or pavers are preferred over non-pervious materials such as concrete or asphalt for driveways and parking areas. Pervious materials allow water to percolate into the soil and reduce runoff. *(Rev 2020)*
f. All plantings should be well maintained.
g. Provide a convenient source of water, such as well-placed hose bibs, for all plantings.
h. The lighting of landscaping features is discouraged. *(Added 2020)*

2.17 Arrange landscape elements in a manner similar to those seen traditionally.

a. Plants that are not indigenous should be kept to a minimum. If exotic annuals and perennials are used in floral displays, they should be confined to small, well-defined areas such as flower beds, rock gardens or planter boxes.
b. Landscape plantings should reflect the form, color and texture of the surrounding landscape.
c. Aspens appear more natural when planted in clusters.
d. Designs should use a mix of deciduous and evergreen trees.

***2.18 Preserve existing mature trees and other established vegetation.**

a. This is especially important along property lines and within required setback areas.
b. Existing plantings that are in the way of proposed construction should be relocated on site when ever practical or replaced with an equal number of the same species as the space allows.
c. When historic structures are preserved on site, the immediately adjacent plantings should also be preserved.

Preserve existing native trees and vegetation when feasible, especially those along property lines or within required setback areas.

2.19 Trees are to be planted behind the property line and within the required setback area. ***(Rev. 2020)***

a. Planting of a minimum of two trees per 50 feet of street frontage is encouraged.
b. Recommended trees are cottonwood, aspen, pine, and spruce. Spruce and pine trees shall have a minimum height of 4 feet, and cottonwood and aspen trees a minimum height of 6 feet at the time of planting.
c. Cottonwood trees are recommended as street trees along the fronts of properties.

d. Mature trees vary in size depending upon their microclimate and species, however trees a mini mum of 8 feet tall appear mature as people must look up to see the entire tree. When planting aspens, use three small trees to replace one mature one.
e. Consider the impact of snowplows when locating trees next to streets or driveways.
f. Consider using deciduous trees on the south side of structures to maximize solar gain in the win ter and conifers on the north side to shield structures from the prevailing winds. *(Added 2009)*
g. Consider your neighbors' solar access when planting trees. *(Added 2009)*

2.20 The use of native plant materials is strongly encouraged.

a. Use plantings of native shrubs and wildflowers to screen building foundations.
b. Use plantings of native trees, shrubs and wildflowers to define property lines and other borders.
c. Enhance large open spaces with native plants.
d. Accent plantings that are compatible with the available open space and snow-storage require ments are encouraged.
e. Wildflower meadow plantings of native species are encouraged within larger open-space areas.
f. The use of synthetic turf is prohibited.

Use plantings of native trees, shrubs and wildflowers to define property lines and other borders.

MAINTENANCE

2.21 Provide an adequate water supply to meet the needs of vegetation if non-xeriscape plants are selected.

a. Use natural site drainage to provide water to vegetation.

b. Where necessary, provide an irrigation system.

2.22 Plan for the replacement of mature trees that are near the end of their lifespan.

a. If plants that are part of an approved landscape die, replace them with similar plants. Note that tree removal permits are required for the removal of mature trees that have a trunk diam eter of two inches when measured at four feet six inches from ground level per Section 16-15-50 of the Municipal Code. *(Rev. 2020)*

NATURAL FEATURES

Steep slopes, rivers, rock outcroppings, and stands of mature trees are examples of natural features that should be preserved on site when feasible.

2.23 Protect natural features.

a. When feasible, locate structures to avoid negative effects on natural features.

Protect natural features, such as the hillside seen here.

FIRE PITS

2.24 Permanent fire pits, wood or gas, may be considered in specific locations. ***(Added 2020)***

a. In residential applications, the fire pit must be located in the rear or side yard of a home and must meet all IFC and IFGC requirements for distances and manufacturer's specifications in the instal lation guide.

b. In commercial applications, the fire pit must be 12 feet back from the street frontage or alley and at least five feet from the side yard property line. The pit must meet all IFC and IFGC require ments for distances and manufacturer's specifications in the installation guide. Screen the fire pit with tables and/or landscaping. The pit should be visually unobtrusive, measuring not more than six feet in diameter and 18" in height. Dry stacked stone, metal and wood are appropriate materials to cover the base.

HISTORIC FENCES

The general character of historic fences should be retained. In Crested Butte neighborhoods, these were tradition-ally wood picket or wire fences.

2.25 Consider using fences to define yard edges.

a. In front yards, fences should enhance a pedestrian environment.

b. A fence should not exceed 3 ½ feet in height in the front yard and be consistent with code section

16-14-30. *(Rev. 2020)*

c. Tall privacy fences are discouraged.

2.26 Preserve original fences when feasible.

a. Replace only those portions that are deteriorated.

2.27 For replacement fences, use materials similar to the original.

a. Avoid using solid fences with no spacing between boards.
b. Simple iron or wire fences may be considered.
c. Wood picket fences also are appropriate.
d. Chain link is not an appropriate material.
e. In historic Crested Butte, simple iron and woven wire fences were common. Wrought-iron fences were not prevalent due to the expense of hand forging individual components. *(Added 2009, Rev. 2020)*

PARKING AREAS

Cars were not a part of the historic character of Crested Butte, and their presence can radically alter one's perception of the district today. In all cases, the visual impacts of the automobile should be minimized.

2.28 Throughout town, minimize the visual impacts of parking. *(Rev. 2020)*

a. Define parking areas. Parking should not be located on grass surfaces. *(Added 2020)*
b. Parking should not dominate the street frontage of a property.
c. Locate parking to the rear when feasible. See also the relevant standards and guidelines for individual zone districts.
d. Screen parking from adjacent properties with plantings and fences when feasible. Provide detail

in the screening that gives a sense of scale and visual interest.

e. Minimize the extent of paved/asphalt surfaces in parking areas.

f. Use materials other than asphalt, especially porous materials such as gravel, brick pavers and concrete pavers. *(Rev. 2020)*

g. Vehicles should not dominate the site.

h. In single-family residential zones, no more than 40% of the street frontage of a lot may be used for driveways and parking areas.

2.29 Minimize the visual impacts of a garage.

a. A garage shall appear subordinate to the primary structure and should be detached.

b. In residential areas, detached garage should be placed in the rear of the property. For commercial properties and multi-family, please see GL 5.34 in the B-2 zone, 4.57 in the B-3 and B-4 zones, 5.61 in the T zone, and 5.78 in the C zone in Chapter 5. *(Rev. 2020)*

c. Street facing garage doors must be painted the same color as the areas around them to minimize the garage door's visual impact.

d. Garage doors should be located away from the primary façade, if possible.

e. In core zones, single garage doors should be used instead of one oversized door.

Minimize the visual impacts of parking and garages. The above structure demonstrates several issues: (a) the location of the right garage is too prominent; (b) garage doors should be located away from primary façades, if possible; (c) landscaping is needed to screen the parking areas; and (d) doors should be the same color as the building to minimize their appearance.

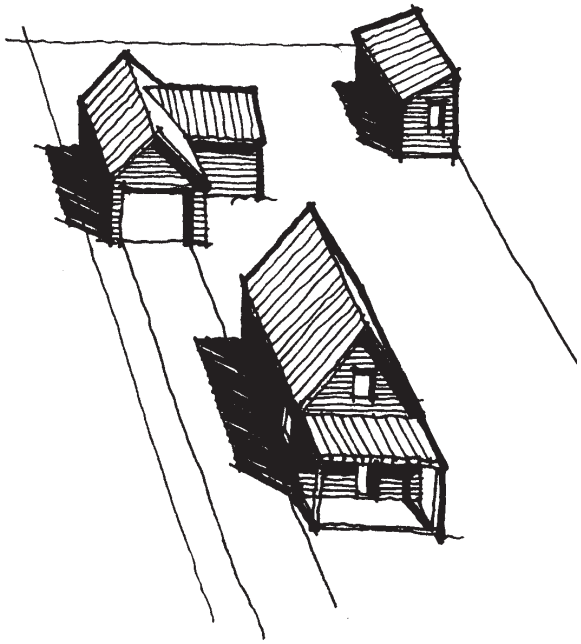
ACCESSORY STRUCTURES

***2.30 The construction of accessory structures is encouraged to reduce the overall mass on a site.**

a. Accessory structures should be subordinate in scale to the primary structure in order to reduce the overall mass on the site. *(Rev. 2009, 2020)*
b. The accessory structure should be simple in character, and materials may be rustic.
c. In residential areas, a detached garage should be set to the rear of the property.
d. Dormers on accessory dwellings may break the eave-line of the roof if the dwelling ridge height is 3 or more feet lower than the allowable maximum height from grade. *(Added 2009)*
e. Provision of long-term affordable housing in accessory structures is strongly encouraged. This type of structure will be classified as an accessory dwelling. *(Rev. 2020)*

2.31 Freestanding greenhouses structures are designed for the growing of plants, not for storage, and are at least 80% transparent or translucent. They should abide by the rules and standards and guidelines for accessory buildings unless otherwise stated and must meet the following standards and guidelines *(Added 2009, Rev. 2020)*:

a. Cold frames or structures that are less than 30 inches above the ground are exempt from review and these guideline provisions.
b. Greenhouses shall not be subject to the typical solid-to-void ratios or standards and guidelines related to window placement and type.
c. Greenhouses shall not be larger than 96 square feet or taller than 7 feet at the eave.
d. Bowed or curved roof forms are not allowed. Roof pitches as low at 4:12 may be considered.
e. Greenhouses may be located in the rear half of the property and should be located in the rear yard where feasible.
f. One greenhouse is allowed per property and must be associated with a dwelling unit.
g. Greenhouses must be used for horticultural purposes and kept in good condition while on the property. *(Rev. 2020)*
h. For greenhouse spaces attached to a primary or accessory building, please see GL 2.13 regarding sunspaces. *(Added 2020)*



The use of accessory structures is encouraged.

FRONT-YARD ACCESSORY STRUCTURES

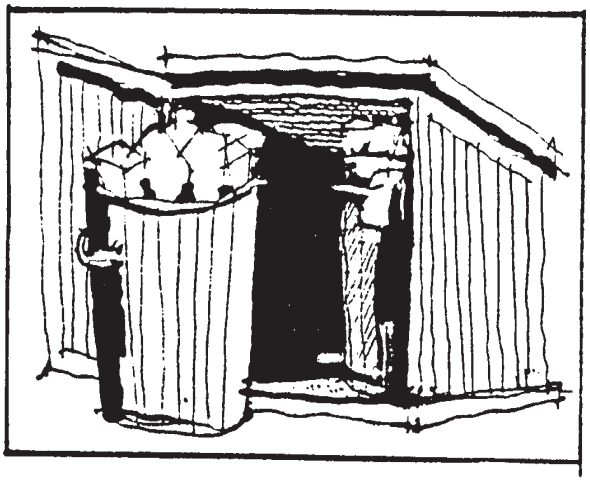
2.32 In limited situations, an accessory dwelling may be placed in the front yard in residential zones, if all of the following criteria are met *(Ord 25, Series 2017, 10/02/2017, Rev. 2020)*:

a. The primary residence existing on site was constructed prior to 2012 and is situated in the rear of the lot in such a manner that a detached building is not possible.
b. The square footage of the existing residence exceeds 1,000 sf.
c. The existing residence was not approved or classified as an accessory dwelling by the BOZAR.
d. The proposed building must contain a dwelling unit and be classified as an accessory dwelling.
e. The dwelling shall be subordinate in height to the primary residence.
f. The structure should have an entry door facing the street.
g. A garage door may not face the street, but a side-facing garage door may be considered if access from the rear of the building is not possible.
h. No more than one garage structure may be located on the site.
i. A substantial amount of landscaping is added to minimize the appearance of the building.
j. The new accessory building materials shall be compatible with the primary structure. Metal siding is not allowed. *(Rev. 2020)*
k. The setbacks for the site must be met.

SERVICE AREAS

***2.33 In commercial zones, minimize the visual impacts of trash storage and service areas.**

a. Screen dumpsters from view as seen from the public way when feasible.
b. Locate service areas away from primary façades.
c. Use landscaping to buffer service areas that abut residential uses.
d. Provide space for snow storage when planning service areas.
e. Coordinate the location of trash storage and pickup with the collection agency or company, but screening is a priority concern.



Enclose waste receptacles. Wood, masonry and landscaping screens are appropriate. Chain-link fences are inappropriate.

TOWN GRID

2.34 In all new development, respect the town grid.

a. Orient building walls parallel to the lot lines.
b. Use simple, rectangular building forms to reflect the town grid.
c. If lots are subdivided, they should reflect the town grid. New lot lines should reflect the tradition al rectilinear platting.
d. The historic street plan should not be altered within the town limits.

VIEWS

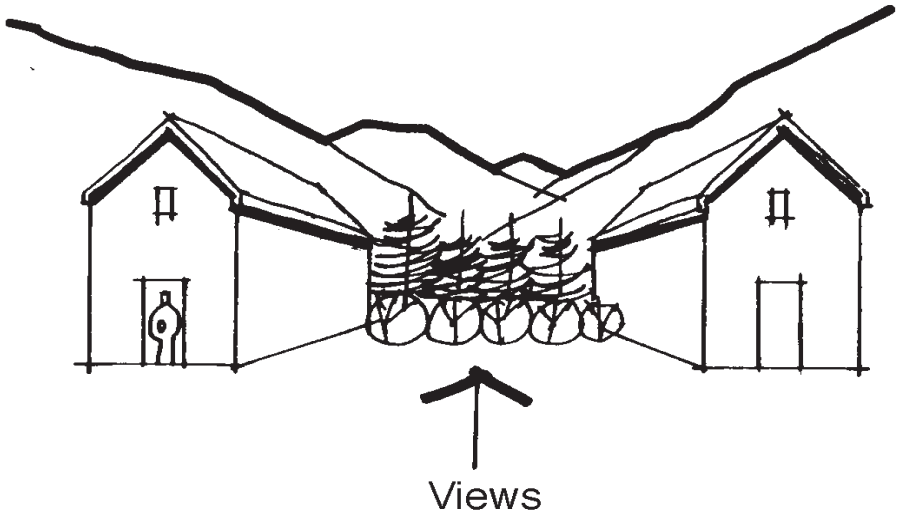
One of the attractive features of Crested Butte's setting is the existence of interesting views that can be seen from the public rights of way to the mountains and, in some cases, landmark structures. As new buildings and additions are constructed, opportunities will exist to preserve these views by thoughtful massing and siting.

2.35 Protect views from public ways to the mountains, Coal Creek and historic landmarks. ***(Rev. 2020)***

a. When feasible, site buildings to maintain established views from public rights-of-way.
b. For example, set a mass to one side of the lot to allow a view along the other side.
c. Consider how roofs and dormers may be designed to preserve views.

2.36 Consider protecting views from public ways to the mountains, Coal Creek and to historic landmarks.

a. For example, site new buildings to maintain established views from key points in the public way.



Site builidngs to maintain established views where feasible.

LIGHTING

2.37 All exterior lighting or illumination must be located, placed, shielded, and designed to be architecturally and aesthetically in keeping with the buildings and surroundings.

a. Only full cut-off shielded fixtures may be utilized as exterior lighting on all structures. The entire light bulb must be fully shielded by the fixture for compliance with the Town's Lighting Ordinance in Chapter 16 Article 17. *(Added 2009, Rev. 2020)*

2.38 All exterior lighting should have minimum visual pollution or impact on any other lot.

a. Motion sensors and/or timers are encouraged to minimize unnecessary light pollution. *(Rev. 2020)*

2.39 The lighting of landscaping features is discouraged. ***(Added 2009)***

2.40 Use the minimum amount of outdoor lighting necessary to address building code and safety concerns. ***(Added 2009)***

Down-shielded lighting fixtures should completely cover the bulb from view.

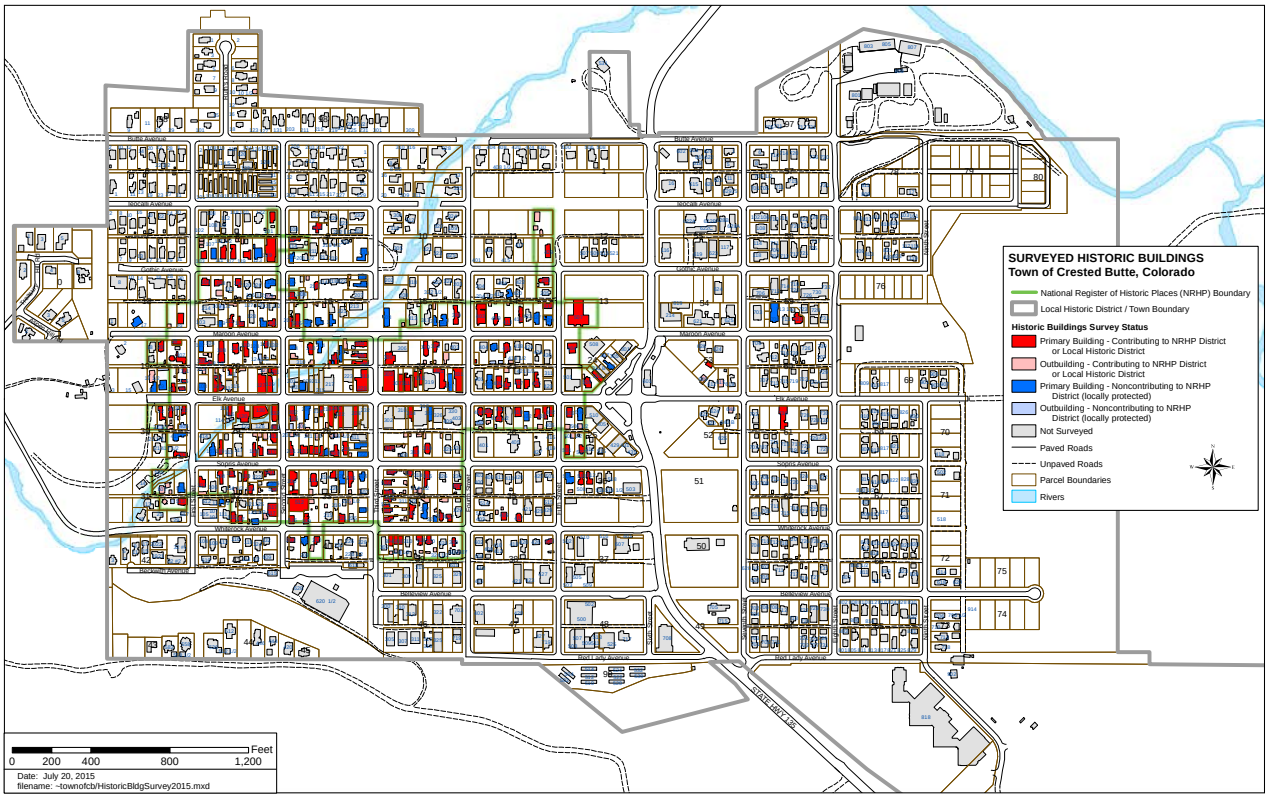
Chapter 3 Design Guidelines for Historic Properties

The Design Guidelines that follow are principles for the treatment of historic properties and buildings constructed within the Period of Significance (POS) that occurred between 1880 and 1952 in Crested Butte. They provide a basis for making consistent, informed decisions about the appropriateness of work that may be proposed for historic buildings in the town. These Guidelines are for use by property owners and their architects and contractor when developing designs for alterations and strategies for rehabilitation and repair of historic features. The Board of Zoning and Architectural Review (BOZAR) will also use these Guidelines when determining the appropriateness of proposed work that is subject to their review.

These Rehabilitation Guidelines apply to all properties that are determined to have historic significance, including primary and secondary structures and historic site features.

Ownership of a historic property carries with it certain responsibilities. These are related to the appropriateness of the maintenance of existing fabric and changes that can occur to historic structures. These responsibilities carry with them certain costs. Potential purchasers should be clearly aware of these responsibilities and their associated costs before making a decision to buy a historic structure or property within the historic district.

The Union Congregational Church is a historic building that is still in use and retains its character-defining features.



Scope of work reviewed

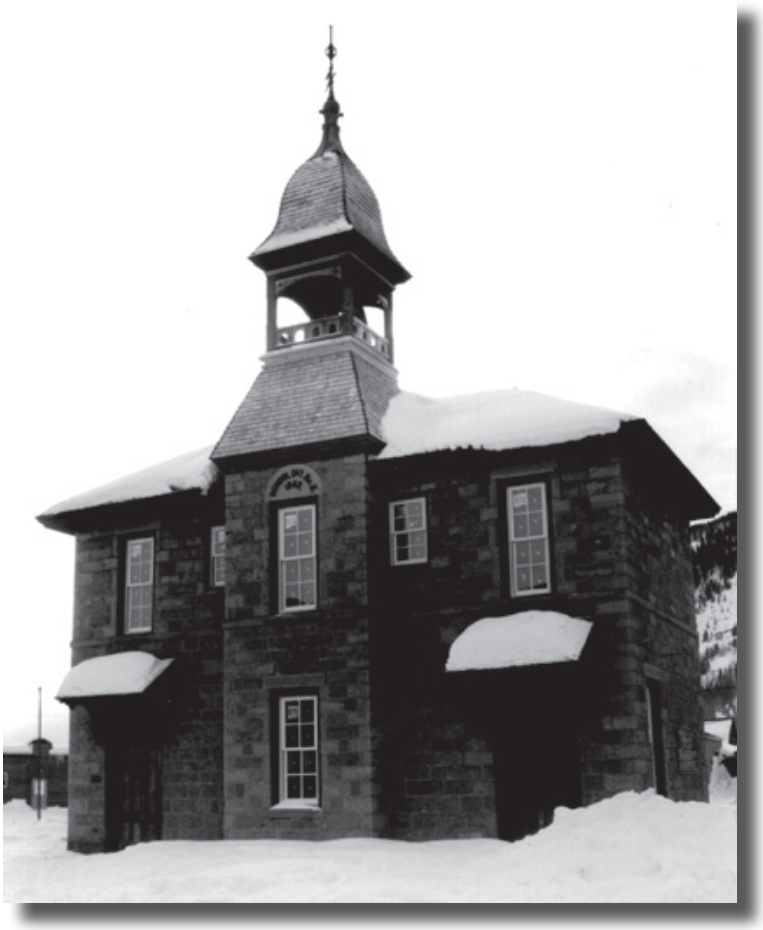
No building, or part thereof, may be altered or demolished without prior approval by the BOZAR. In general, the BOZAR is only concerned with work that affects the exterior of a property. Typically, interior work is not reviewed, although the Board may review interior work when owners are applying for special rehabilitation tax incentives.

Work that includes exterior alterations or additions must receive approval from the BOZAR before the Building Official may consider issuing a permit. In addition, if property owners seek special zoning or building code considerations for historic buildings, or are applying for tax incentives for rehabilitation of historic properties, the work is subject to review by the BOZAR.

How are the Guidelines applied?

The Rehabilitation Guidelines apply to individual landmarks and to contributing structures in the historic district. All buildings within the POS that retain their integrity are considered contributing structures In the Town of Crested Butte. The Town's definition of a contributing structure should not be confused with that of the 1998 and 2000 historic building surveys performed under the auspices of the Colorado Historical Society. Among those buildings that are considered contributing, many survive in virtually their original condition. Preserving contributing structures in their original state is the goal for these properties, and therefore Guidelines for such preservation, or treatment, apply. Other buildings may have been altered to some extent and yet still retain their integrity. Some flexibility in the treatment of this class of buildings is appropriate. The Rehabilitation Guidelines do not apply to

noncontributing buildings in historic districts. Non-contributing structures, which may be new buildings or older buildings that lack historic significance or architectural integrity, are reviewed by the BOZAR using the Design Guidelines for All New Construction on page 48.



The Old Rock Schoolhouse is a community landmark that has been preserved. Extensive rehabilitation in the early 1990s repaired exterior features.

General Principles for Treatment of Historic Properties

The Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings

When the BOZAR adopted these Design Guidelines they also adopted the Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings as a basis for its Rehabilitation Guidelines. For more information visit: www.nps.gov/history/hps/tps//tax/rhb/stand.htm. Developed as a guide to preservation projects, the standards were created as part of the Historic Preservation Act of 1966. These standards have generally been accepted as well-established national preservation philosophy concerning the treatment of historic properties.

The Secretary of the Interior's Standards should apply to all historic buildings as designated by the Town. Although the Town's standards will be used by the BOZAR in reviewing applications for architectural appropriate-

ness, property owners should note that adherence to these principles and architectural approval do not constitute any expressed or implied approval of the property by the Internal Revenue Service.

Choosing an approach for your rehabilitation project

Preservation projects may include a range of activities, including maintenance of existing historic elements, repairs to deteriorated historic elements, replacement of missing features, and construction of new additions. When planning an approach, consider the definitions of the following terms: adaptive use, additions, maintenance, preservation, rehabilitation, remodeling, renovation, replication, and restoration.

Adaptive use

Converting a building to a new use that is different from that which its design reflects is considered to be an adaptive use. A good adaptive-use project retains the historic character of a property while accommodating the new functions. An example of an adaptive use is converting a residential structure to offices.

Additions

Increasing the size of an existing historic structure is possible if done within the constraints of these Guidelines. It is imperative that the integrity of the original structure not be compromised or obscured by the new construction. The design of the new construction should be respectful of the existing historic structure by relating to it, but not mimicking or copying it. Location of the original and the size and style of additions are the most important factors in assessing compatibility. The less visible the addition is from public ways, the larger the addition can be without detracting from the original historic structure. Every situation is unique, and compatibility consists of a variety of factors. These factors make up the substance of the Guidelines.

Maintenance

Some work focuses on keeping the property in good working condition by repairing features as soon as deterioration becomes apparent, taking special care to use procedures that retain the original character and finish of the features. In some cases, preventive maintenance is executed prior to noticeable deterioration, and no alteration or reconstruction is involved. Such work is considered to be maintenance. For example, painting to seal and preserve wood is a form of maintenance. Property owners are strongly encouraged to maintain their properties in good condition so that more invasive measures of rehabilitation, restoration or reconstruction are not needed.

Preservation

Preservation is the act or process of applying measures to sustain the existing form, integrity and material of a building or structure, along with the existing form and vegetative cover of a site. It may include initial stabilization work, as well as ongoing maintenance of the historic building materials. Essentially, the property is kept in its current good condition. An example of preservation work is repairing historic wood siding.

Rehabilitation

Rehabilitation is the process of returning a property to a state which makes a contemporary use possible while still preserving those portions or features of the property that are significant to its historic, architectural and cultural values. Rehabilitation may include the adaptive reuse of the building; major or minor additions may also occur. Most good preservation projects in Crested Butte may be considered rehabilitation projects. An example of rehabilitation is adding a concrete foundation and sill plate under a historic structure that previously sat on dirt.

Remodeling

To remodel means to remake or make over the design image of a building. The appearance is changed by removing original detail and by adding new features that are out of character with the original. An example of remodeling is removing historic double-hung windows and replacing them with a large picture window that extends down to the floor level. Please note that remodeling is inappropriate for historic buildings in Crested Butte.

Renovation

To renovate means to improve by repair or to revive. In renovation, the usefulness and appearance of a building is enhanced. The basic character and significant details are respected and preserved, but some sympathetic alterations may occur. Alterations are generally reversible should future owners wish to restore the building to its original design. An example of a renovation is the reconstruction of a front porch with a roof added over an opening for protection from snow shedding.

Many projects, such as this commercial false front, have experienced appropriate maintenance and preservation. As owners and businesses change, the exterior image can be updated while preserving the building's character. Compare the photographs above.

Replication

A replica is a very close reproduction or copy of an original object. In building, missing details may be replicated to accurately match the appearance of the original. In some rare cases, a building may be reconstructed as a replica, although most such buildings are not exact copies of the original, and therefore the term is not used accurately.

In some cases, the term replica is used to refer to the design of a new building in which a historic design style is used, but the building does not actually attempt to reproduce an earlier structure. It is simply a building that evokes an older style. In general such replications are inappropriate in Crested Butte because they falsely convey the history of the community.

Restoration

To restore, one reproduces the appearance of a building exactly as it looked at a particular moment in time. Restoration reproduces a pure style, either interior or exterior. This process may include the removal of later work or the replacement of missing historic features. Use a restoration approach for missing details or features of a historic building when the features are determined to be particularly significant to the character of the structure and when the original configuration is accurately documented. An example of restoration work is the replacement of original windows with newer windows in the original location as determined through historic photographs and inspection of the existing wall framing.

Many successful rehabilitation projects that involve historic structures in Crested Butte may include a combination of preservation, restoration and other appropriate treatments. For example, a house may be adapted to use as a restaurant, and in the process missing porch brackets may be replicated in order to restore the original appearance, while existing original dormers may be preserved.

In general, the term rehabilitation refers to all approaches to the appropriate treatment of historic properties, including adaptive use, maintenance, preservation, remodeling, and renovation.

The Guidelines for the treatment of historic properties that follow are organized into three divisions:

A. Guidelines for the rehabilitation of all historic properties.
These apply to all historic structures as defined by the Town, including primary and accessory buildings, fences and walls.

B. Guidelines for rehabilitation of historic residential structures.
These apply to all historic residential-type structures, in addition to the Guidelines for the Reha bilitation of All Historic Properties.

C. Guidelines for rehabilitation of historic commercial structures.
These apply to all historic commercial-type structures, in addition to the Guidelines for the Reha bilitation of All Historic Properties.

The Dogwood building before rehabilitation.

The Dogwood building after rehabilitation.

3A-DESIGN GUIDELINES FOR THE REHABILITATION OF ALL HISTORIC PROPERTIES

The Guidelines in this section apply to all rehabilitation projects, including additions to historic buildings. They apply to all structures designated as contributing to the historic district. These Guidelines also apply to historic secondary structures and site features, such as fences and walls.

Note: The primary structure of a lot is the original or historic structure that served the primary inhabited function of the historic lot.

LANDSCAPING AND SITE FEATURES

Street trees, garden plantings and other site features may contribute to the historic character of the site. These elements should be preserved.

3.1 Preserve historic landscape features when feasible.

a. Historic features may include walkways and retaining walls, street trees, special plantings, and ornamental site features.

b. When street trees must be removed because of disease or death, replace them in kind.

SITE ORIENTATION

***3.2 A historic primary structure shall remain on the lot on which it has been historically located.**

a. In order to maintain the structure's historic relationship with the lot, the structure should remain on its historic footprint location and in its traditional orientation.

***3.3 Preserve historic accessory structures on site when feasible.**

a. In limited circumstances, a historic accessory structure may be relocated to a similar context in the historic district if it is currently deteriorated and will be rehabilitated immediately after the move.
b. If a structure is intact, it must remain on the lot with which it has been historically associated. However, accessory structures that lack historical significance may be moved.

APPROPRIATENESS OF USE

Building uses that are closely related to the original use are preferred because they will cause less need to alter the original building design to meet functional requirements. Therefore, every reasonable effort should be made to provide a compatible use for the building as this will require minimal alteration to the building and its site. An example of an appropriate adaptive use is converting a residence into a bed and breakfast. This can be accomplished without radical alteration of the original architecture. Note that the Board does review and approve conditional uses as covered in the zoning ordinance, however property owners should consider the impacts that some changes in use would have upon their historic properties since this may affect design considerations that the BOZAR reviews.

***3.4 Seek uses that are compatible with the historic character of the building.**

a. These uses may aid in interpreting how the building was used historically.
b. Check the zoning code to determine which uses are permitted or allowed as conditional uses.

Seek uses that are compatible with the historic character of the building. This adaptive use is compatible with the historic character of this structure because conversion of the original residence into a restaurant has kept the original character-defining features intact.

TREATMENT OF HISTORIC FEATURES

Historic features contribute to the character of a structure and should be preserved when feasible. Such features include architectural details, window and door openings and building form and materials. When planning a rehabilitation project, follow this sequence: First, if a feature is intact and in good condition, maintain it as such. Second, if the feature is deteriorated or damaged, if feasible repair it to its original condition. If it is not feasible to repair the feature, then replace it with one that is similar in character (materials, details, finish) to the historic one. It is best to replace only that which is beyond repair. If the feature is missing entirely, reconstruct it from appropriate evidence. These principles are defined in more detail in the guidelines that follow.

PRESERVATION OF SIGNIFICANT ORIGINAL QUALITIES

Original materials and building details, as well as the distinctive form and scale of a structure, contribute to the historic character of the structure and should be preserved whenever feasible. Rehabilitation work should not destroy the distinguishing character of the property or its environment.

***3.5 Respect the historic design character of the building.**

a. Don't try to change its style or make it look older or younger than it really is.

3.6 Minimize intervention with historic elements.

a. First, maintain character-defining features. Then, repair those features that are deteriorated. Fi nally, replace only those features that are beyond repair.

Original materials and building details, as well as the distinctive form and scale of a structure, contribute to the historic character of the structure and should be preserved whenever feasible.

Respect the historic design character of the building.

3.7 Protect and maintain significant stylistic elements.

a. Distinctive stylistic features and examples of skilled craftsmanship should be treated with sensi tivity. The best preservation procedure is to maintain historic features from the outset so that intervention is not required.

b. Preserve stylistic elements by employing treatments such as rust removal, caulking, limited paint removal, and re-application of paint.

3.8 Avoid removing or altering any historic materials or significant features.

a. Examples of historically significant architectural features are porches, chimneys, enclosed exteri or stairways, turned columns, brackets, and jig-saw ornaments. Other significant features include the building's overall form and its roof form.

b. Preserve original doors, windows and porches in their original condition.

c. Also preserve original wall and siding materials in their original condition. Do not try to make old, weathered siding appear to be newer than it is by making it smooth.

d. Materials such as asbestos, vinyl and aluminum siding are not acceptable.

e. While stucco was occasionally used for re-siding, its use as a primary exterior finish to cover historic siding is strongly discouraged.

3.9 Use the gentlest possible procedures for cleaning, refinishing and repairing historic materials.

a. Many procedures can actually have an unanticipated negative effect upon building materials and result in accelerated deterioration or a loss of character.

b. For example, do not use harsh paint removal methods. These will damage the historic finish of the material. (See more detailed advisory materials for technical rehabilitation that are available

at the planning department.)

c. Also see technical rehabilitation literature published by the National Park Service and available on the following website: https://www.nps.gov/tps/how-to-preserve/briefs.htm.

Strap work details in the gables of the historic depot are examples of significant stylistic elements that should be preserved.

3.10 Repair original building features when feasible.

a. Whenever possible, deteriorated architectural features should be repaired rather than replaced.

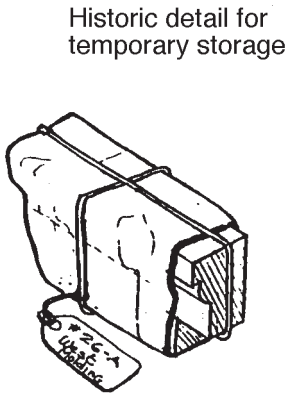
b. Whenever possible, patch, piece-in, splice, consolidate, or otherwise upgrade the existing materi al using recognized preservation methods, rather than remove the element.

3.11 When disassembly of a historic element is necessary for its restoration, use methods that minimize damage to the original materials.

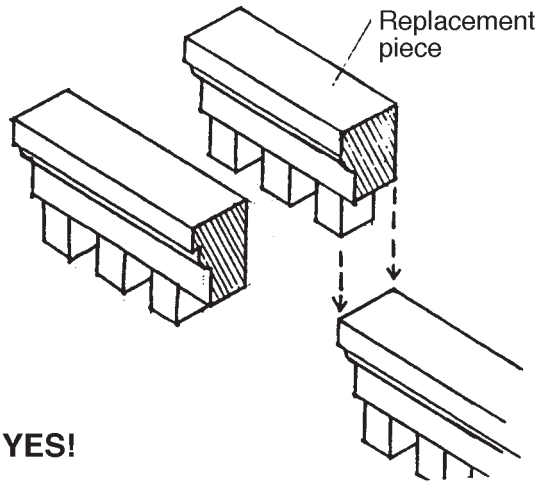
a. For example, it may be necessary to remove a historic window to repair it.

b. Always devise methods of replacing the disassembled materials in their original configuration.

c. When disassembly of a historic feature is required in a restoration procedure, document its location so it may be repositioned accurately.



When disassembly of historic elements is necessary, carefully identify all historic elements that will be stored during your rehabilitation project. Store them in a safe place until they are reinstalled.



Replace only those portions of features that are beyond repair. The original material, even in worn condition, is preferred over an exact replica.

REPLACEMENT OR SUBSTITUTION OF ORIGINAL FEATURES

While restoration is the preferred alternative, replacement in kind is an option. In the event replacement is necessary, the new material should match that being replaced in design, color, texture, and other visual qualities.

3.12 Replacement of missing elements may be included in repair activities.

a. Use the same kind of material as the original when feasible. A substitute material is acceptable if the form and design of the substitute itself conveys the visual appearance of the original material.
b. Replacement elements should be based on documented evidence.

3.13 Replace missing original features in kind when feasible.

a. Replace only those portions that are beyond repair.
b. If alternate materials must be used, they should match the original in appearance as closely as possible.
c. Later covering materials that have not achieved historic significance should be removed. For example, asphalt siding that covers original wood siding is inappropriate, as is vinyl siding over original stone or brick.

Replacement materials should be similar in character to those used historically. This is an inappropriate use of materials. Coverings such as this obscure the original lap siding.

3.14 Replacement of missing architectural elements should be based on accurate information about original features, when feasible.

a. The design should be substantiated by physical or pictorial evidence to avoid creating a misrep resentation of the building's genuine heritage. *(Rev. 2020)*

b. Overall, a large percentage of the materials and features of the property must be historic in order to retain the integrity of the resource as a historic property.

3.15 When there is insufficient information to allow for an accurate reconstruction of missing features, it is appropriate to develop a compatible new design, based upon simple design features seen in the neighborhood, that is a simplified interpretation of the original. *(Rev. 2020)*

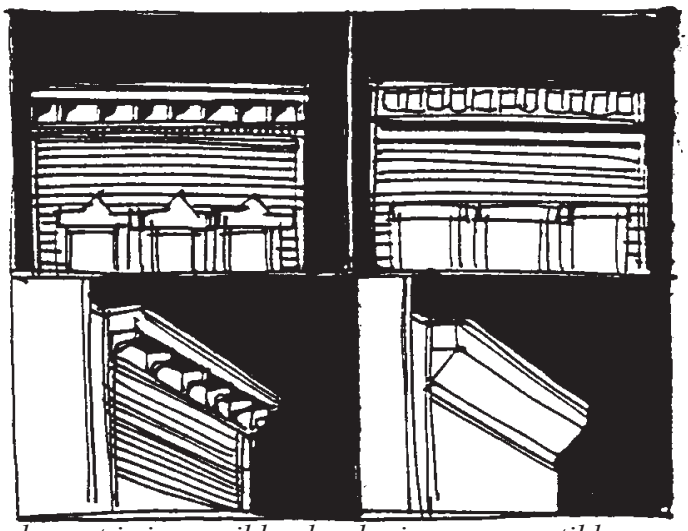
a. The new element should relate to comparable features in general size, shape, scale and finish.

b. Other evidence such as subtle shadow lines may also be used.

3.16 Conjectural "historic" designs for replacement parts that cannot be substantiated by written, physical or pictorial evidence are generally inappropriate.

a. Many architectural details were repeated around Crested Butte. Such details from similar struc tures may be considered as substantiation of architectural details.

b. When feasible, use materials similar to those employed historically.



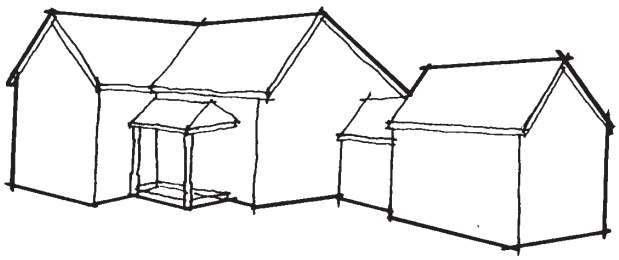
When reconstruction of an element is impossible, developing a compatible new design that is a simplified interpretation of the original is appropriate.

ADDITONS TO EXISTING BUILDINGS

When planning an addition to a historic building, consider the effect the addition will have on the historic building itself. Loss of historic building fabric should be minimized. The addition also should not strongly diminish one's perception of the building's historic character. In historic districts, also consider the effect the addition may have on the district as seen from the public right of way, which includes views from alleys and to the sides of buildings.

***3.17 Design additions to historic buildings such that they will not destroy or obscure any significant historic architectural or cultural material.**

a. Additions also should not obscure significant features.
b. Set back additions from primary facades in order to allow the original proportions and character to remain prominent, or set them apart from the main building and connect them with a link.
c. In theory, additions should be reversible so that a future owner may be able to restore the build ing to its historic condition if they so desire.



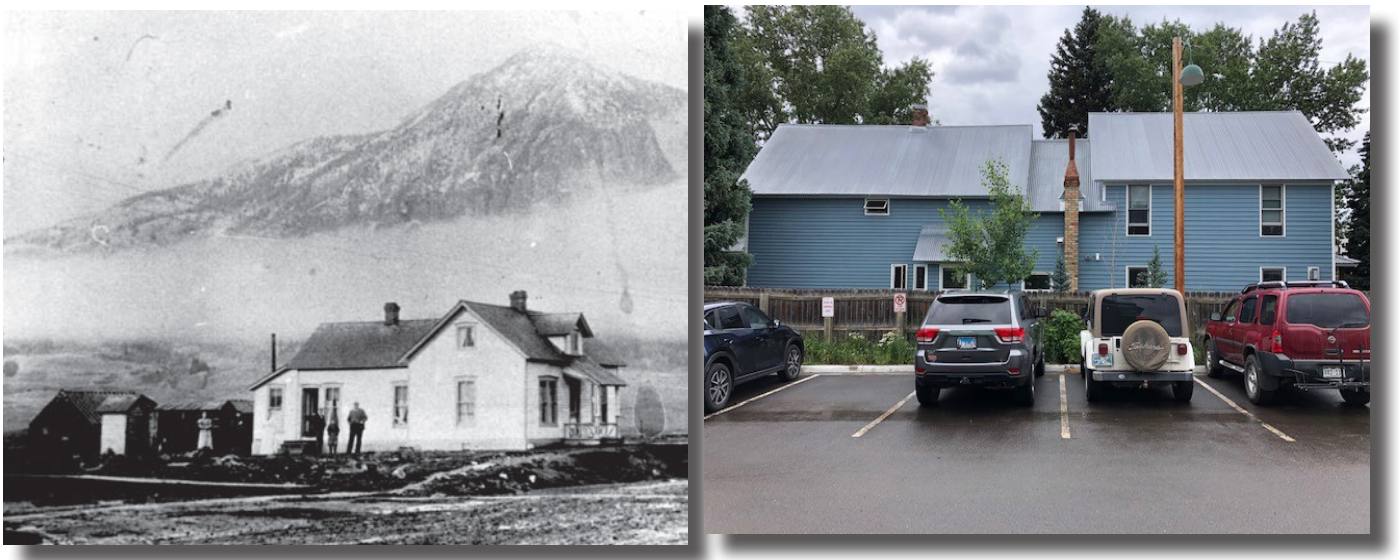
Separate a large addition from the historic structure and use a smaller connecting element to link the two.

***3.18 Additions should be compatible in size and scale with the main building.**

a. Historically, additions stepped down in size to the rear. They should be visually subordinate to the main building. Additions should not be taller than the primary module of the historic structure unless it is necessary to increase the height to allow the matter-of-right square footage permitted in the zone and still meet other zoning requirements. *(Rev. 2001)*

b. If it is necessary to design additions that are taller or wider than the main building, set them back substantially from primary character-defining façades and link them to the historic structure through the use of connectors that are smaller than the linked elements. Large additions should be placed on the site in such a manner so as to be screened from the primary street views by landscaping or existing structures. *(Rev. 2001)*

c. No addition, nor the total mass of all additions, should be larger than the mass of the original structure unless it is necessary to allow more square footage to be added to reach the matter-of-right square footage for that structure. *(Rev. 2001)*



Historically, additions stepped down in size to the rear. They should be visually subordinate to the main building.

***3.19 New additions or alterations that would hinder the ability to interpret the historic character of the building are not acceptable. Additions should be recognized as products of their own time.**

a. Additions can be made distinguishable from the historic building elements, while also remaining visually compatible with these earlier features.

b. A change in setback of the addition from the main building, a subtle change in material, or a differentiation between historic and more current styles are all techniques that may be considered to help define a change from old to new construction.

c. New additions that create an appearance inconsistent with the historic character of the building are discouraged.

d. Alterations that seek to imply an earlier period than that of the building are inappropriate.

e. Alterations that seek to imply an inaccurate variation on the historic style are inappropriate because they would convey a false history of the character of the building. In particular, adding very ornate trim, which was not seen in Crested Butte, would be an inappropriate alteration because historically buildings were simpler in character.

f. Alterations that cover significant features are also inappropriate.

New additions or alterations that would hinder the ability to interpret the historic character of the building are not acceptable. Additions should be recognized as products of their own time, as this one is.

New additions such as this create an appearance inconsistent with the historic character of the building, due to its height and change in roof peak orientation. This large addition should have been discouraged or separated from the original by a connector element.

3.20 Respect historic alignments that may exist on the street when planning additions to buildings.

a. Some rooflines and porch eaves on historic buildings in the area may align at approximately the same height. Avoid placing additions in locations where these relationships would be altered or obscured.

3.21 Respect traditional entrance patterns when planning additions to buildings.

a. Retain the appearance of the relationship of primary entrances, usually facing the street, when planning new additions.

b. Additions that obscure original entrances are strongly discouraged.

EXISTING ALTERATIONS ON HISTORIC BUILDINGS

Many additions to buildings that have been constructed over time are themselves evidence of the history of the building and its neighborhood and therefore may merit preservation. These additions may have developed significance in their own right, and this significance should be recognized and respected.

3.22 Alterations that occurred after initial construction, but more than 50 years ago may have become significant and thus should be preserved.

a. An example of such an alteration may be a porch or a kitchen wing that was added to the original building early in its history.

b. Recent alterations that are not historically significant may be removed. An example is asphalt siding that has not achieved historic significance and that obscures the original clapboard siding. In this case, removal of this alteration and restoration of the original material would be encouraged.

c. Most alterations less than 50 years old lack historic significance unless they have been deter mined to be historically significant or contributing according to the criteria listed at the beginning of this section.

Alterations that occurred after initial construction, but more than 50 years ago, may have become significant and thus should be preserved.

NEW PROPOSED ALTERATIONS

When planning a new alteration, consider the effect it will have on significant historic features of the property. Such alterations should not negatively affect the property. Alterations may be considered for historic structures where the proposed alterations maintain the historic features of the property. These may include adding a porch, providing an opening for a new window, or adding a dormer.

3.23 When planning alterations to a historic building, minimize negative effects on existing character-defining features.

a. Do not remove significant features to accommodate new alterations.
b. Such character-defining features may include a porch, ornamental details, the roof pitch, dormer designs, window shapes, fascia size, and the building's siding materials.
c. In theory, new alterations should be reversible.

3.24 Minimize negative technical effects upon historic features.

a. One should be concerned about any technical impacts that may occur on the historic structure as a result of the new construction or alteration. For example, a construction process may cause vibration that result could in cracks in a historic masonry wall.

(Before) *(After)*

When planning alterations to a historic building, minimize negative effects on existing character-defining features. This design alters the character of the original design.

ARCHITECTURAL DETAILING

Uncovering architectural details that currently are covered but not destroyed offers an opportunity for an interesting renovation. These details also contribute to the historic value of the building and add visual interest to the district.

3.25 Preserve original architectural detailing.

a. Do not add decorative elements that cannot be documented as original.
b. Protect existing details with weather-protective finishes, such as a good coat of paint.
c. If original details are covered, expose them and incorporate them into the renovation design.
d. Repair damaged details.

Of special concern is what to do in a renovation scheme where details are missing. In some cases, a portion of the ornamentation remains from which copies can be made. In other situations, all is missing. Where feasible, these should be replaced.

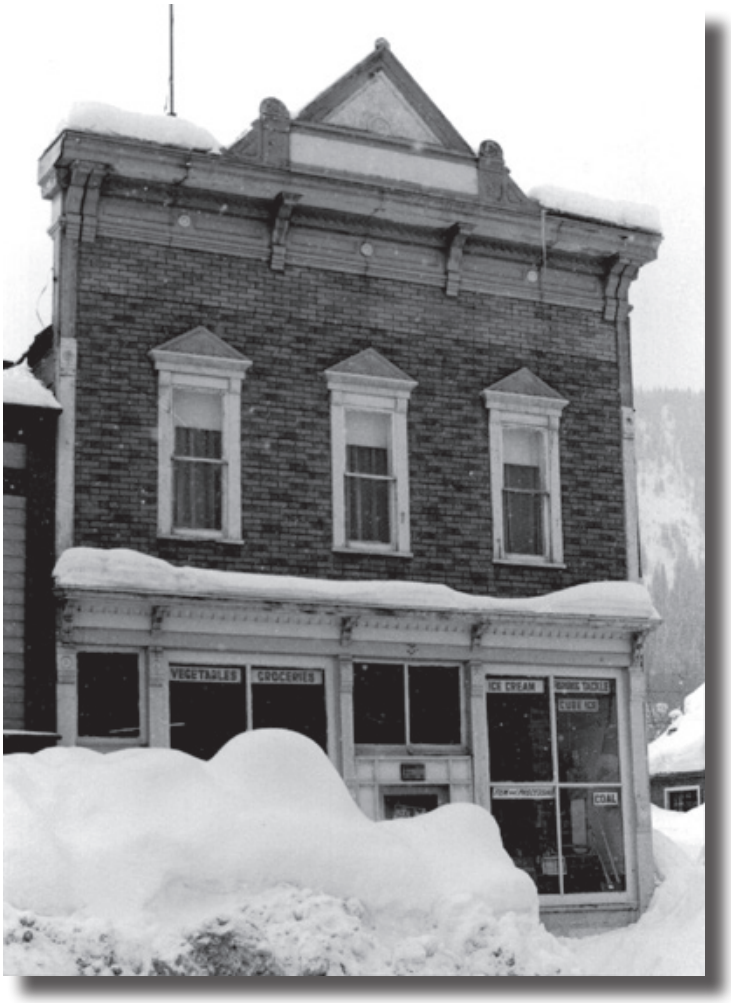
3.26 Replace ornamentation where it is known to have once existed.

a. Use remaining portions of details as models if they exist. Also, refer to old photographs for information. Attention to proportion and detail is essential.
b. If you cannot determine what originally existed, a simplified ornamentation similar to those on similar buildings would be appropriate.
c. Don't misrepresent history by creating ornate details when no evidence of such detailing exists. Fancy jigsaw trim will not be approved unless documented by historic photographs.
d. Decorative shutters are inappropriate, as they were not used during the POS. (Added 2020)

Where no evidence of elements such as railings, columns or eave trim exists, new designs may be substituted if they maintain the traditional proportions that original elements would have had.

3.27 Simplified modifications may be appropriate where historic elements have already been lost.

a. Simplicity and restraint should be used to avoid detracting from the characteristically simple lines of Crested Butte's houses and commercial buildings.



Preserve original architectural detailing. Note that original metal siding is obscured by an imitation brick covering.

BUILDING MATERIALS

Primary structures in Crested Butte were traditionally covered in horizontal lap wood siding along with some log. Accessory structures were covered with board-and-batten siding. In general, retaining original materials is preferred. Some replacement may occur but should be a low percentage of the overall building.

3.28 Replacement materials should appear similar in character to those used historically when they cannot be the same.

a. Substitute materials may be used for replacing individual building elements if the need can be substantiated and it is not the building's primary building material. An example of prima ry building material is wood siding.

b. If portions of masonry walls must be replaced, be sure to match the size, proportions and finish of the original.

***3.29 Original building materials should not be covered with synthetic siding.**

a. If original masonry is currently covered, consider exposing it.

b. Masonite, T-111, vinyl, aluminum, composition, pressed board, panelized siding, stucco, and imi tation bricks are prohibited as replacement materials.

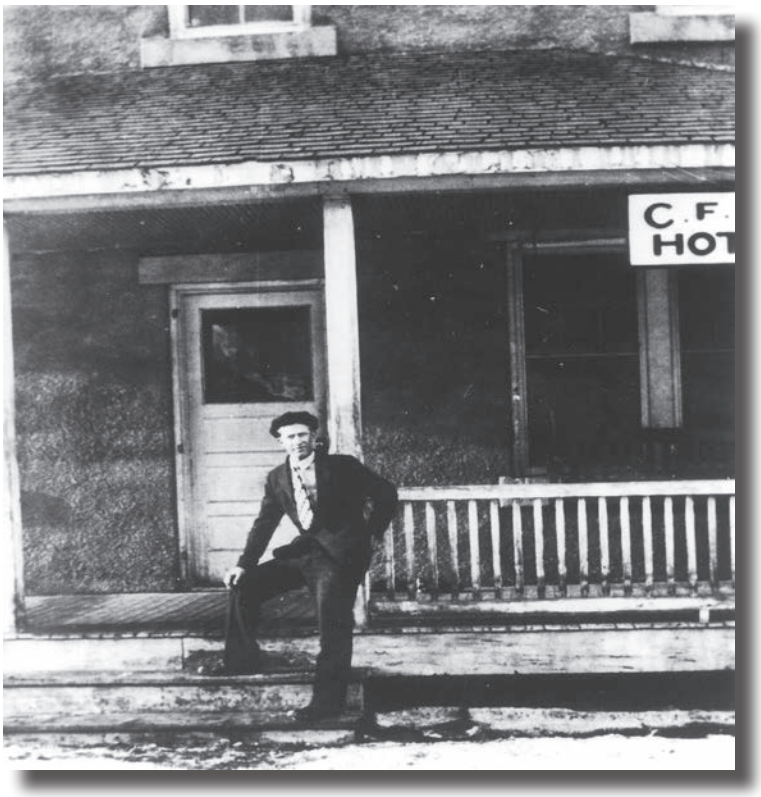
3.30 Preserve original mortar characteristics.

a. In some cases, matching the composition of the historic mortar mix may be essential to the pres ervation of the brick or rock itself.

b. In limited quantities, stucco may be used as an exterior finish material if it already exists on the historic structure.

3.31 Protect historic wood with paint, varnish or other protective finishes.

a. Repair door frames by patching, splicing, or reinforcing them.



Historically many decorative features, such as this balustrade, were crafted as simple elements free of excessive detailing.

(Before) Uncover original building materials. (After)

WINDOW TREATMENT *(Section added in 2009)*

Wood windows are encouraged on new building in the core zones. Restoration of wood windows on all buildings is encouraged. Contributing historic buildings must use wood windows on replacements, additions and rehabilitations.

3.32 Wood windows are encouraged on new construction and renovations in the historic core zones.

a. Historic wood windows are generally constructed from old-growth wood; therefore, they should be restored and weatherproofed whenever possible.
b. Consider adding removable storm windows to increase energy efficiency during the winter months.
c. If historic wood windows must be replaced, windows that emulate the size, style and appearance of the originals are strongly encouraged.
d. For additions to contributing historic buildings, wood windows are strongly encouraged.

3.33 Metal-clad windows may be considered in core zones on noncontributing historic buildings.

a. Window treatment for non-contributing houses in the core will be taken on a case-by-case basis.
b. Non-historic buildings may use metal-clad windows.
c. Vinyl windows are not acceptable in any zone.

3.34 Skylights on historic buildings must not be visible from the street.** ***(Added 2020)

a. Skylights must be located on roofs that face the rear and side yards and not be visible from the street.
b. Bubble skylights are not allowed.
c. Skylights should be relatively small in size (2'x3' or smaller) and number (1 per plane) and sit at least one foot below the ridgeline. In commercial buildings, no more than two per building. For buildings with larger roof areas, the Board may give special consideration.
d. Skylights should be vertically oriented and not wider than they are tall.

MECHANICAL EQUIPMENT

Introducing a new heating and ventilating system into a historic building should be planned to avoid damaging or obscuring historic materials. These systems also should not alter the perceived character of a historic building as seen from the public way.

3.35 Minimize the visual impacts of new mechanical systems.

a. Especially avoid placing mechanical and electrical equipment on the exterior of primary, charac ter-defining façades. When possible, consider locating mechanical equipment inside the roof form to lessen its visual impact.

b. Avoid damaging historic materials when installing new mechanical and electrical systems.

c. Visually screen service equipment, including transformers, dryer vents and commercial kitchen fans or locate them out of public view. Use screen designs that are in character with the proper ty. Also check to see that the design will comply with Town codes.

d. Locate satellite dishes and other telecommunications equipment away from primary, charac ter-defining façades and screen them in an appropriate manner.

3B-DESIGN GUIDELINES FOR THE REHABILITATION OF HISTORIC RESIDENTIAL PROPERTIES

The Guidelines in this section apply to all residential-type buildings within the district that are historically significant either individually or because they are considered contributing to the character of the district as determined by the BOZAR. These standards apply to the treatment of historic primary and secondary structures that are residential. They provide more detailed guidance for issues that specifically relate to this building type and should be used in conjunction with the general Guidelines for all historic properties.

Set back additions from primary façades in order to allow the original proportions and character to remain prominent, and set them apart from the main building with a connecting link. This example is a less desirable solution.

The addition is distinguished from the historic building with a connector piece.

GROUND-LEVEL ADDITIONS

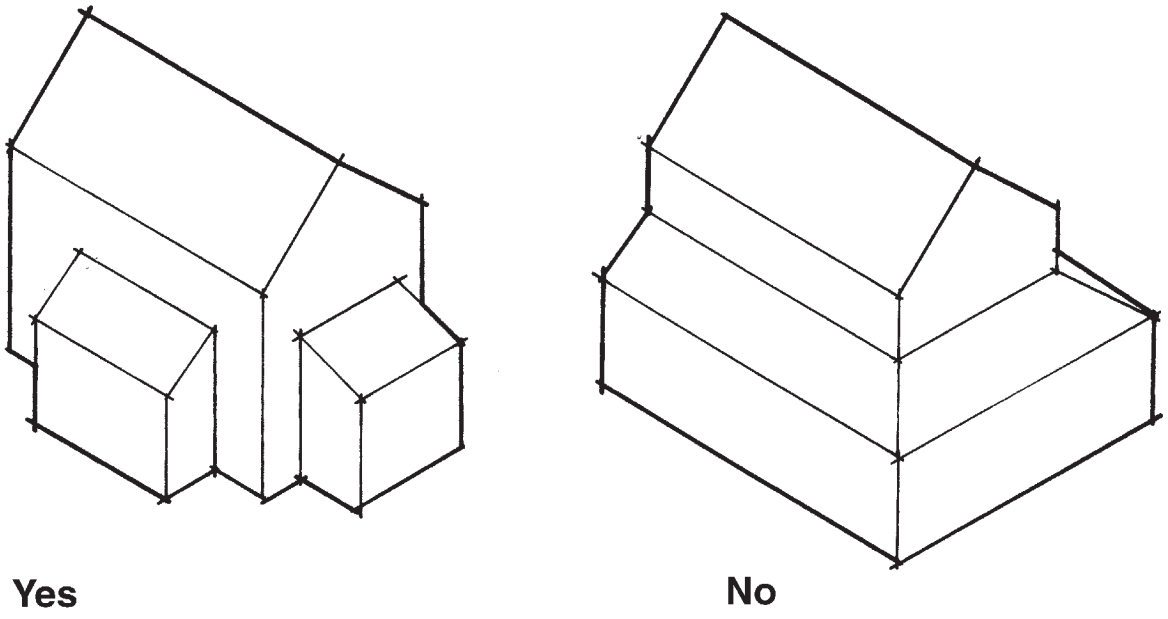
Ground-level additions should be designed to be compatible with the historic structure. They should minimize destruction of historic building materials and should not alter the perceived character of the historic structure.

***3.36 A new addition should be subordinate to the historic structure.**

a. The addition must be set back significantly from primary façades.
b. The addition should minimize destruction of historic material.
c. The addition should be consistent with the scale and character of the main structure.
d. On large additions, separate the addition from the historic structure and use a smaller connecting element to link the two. The larger the addition, the greater the separation. Connectors should be long enough to provide a visual break in the structure.
e. Additions should not wrap around the first story of a historic structure.

3.37 Additions that can be distinguished, in subtle ways, as being new are encouraged.

a. Additions may be shown to be a later construction by jogging the wall plane such that it is inset from the original wall.
b. A change in siding depth, a change in fascia size or a subtle difference in style also may be con sidered.



As illustrated above, additions should not engulf or wrap around the first story, especially if the first story retains character-defining details.

3.38 Materials of a new addition should be similar to and compatible with the primary structure.

a. Within applicable zone districts (all except T, C, B2, M, R4, R1E, R1D, R2A), the materials also should be similar to those seen historically in the neighborhood. *(Rev. 2020)*
b. Exposure of new foundations above grade should be kept to a minimum.

3.39 Roof forms for additions should be compatible with the historic structure.

a. Typically, gable, hipped and shed roofs are appropriate.
b. Flat roofs are appropriate in business and commercial districts only.

3.40 On primary elevations, the solid-to-void ratio should be similar to that of the historic structure.

DORMER ADDITIONS

These Guidelines apply to dormers and other rooftop additions. When considering constructing an addition to the top of a historic residence, it is important that the integrity of the historic resource be preserved. Therefore, the addition should be designed in a manner that minimizes damage to the historic building fabric and that does not alter the perceived character as seen from the street. The character of the dormer addition must also be in keeping with the original structure.

***3.41 A new dormer should remain subordinate to the historic roof in scale and character.**

a. A new dormer should fit within the existing wall plane. It should be lower than the ridgeline and in from the eave.
b. A gable dormer is the preferred form.
c. The mass and scale of a dormer addition must be subordinate to the scale of the historic building.

3.42 Raising the ridge of a roof above its historic height is inappropriate.

3.43 The dormer should respect the established orientation of the building.

a. For example, if historically the building had a horizontal emphasis, this perceived orientation should be preserved.
b. The addition should not result in an asymmetrical roof form.

3.44 The materials of rooftop additions must be compatible with those of the primary structure.

a. They should also be similar to other upper stories in the neighborhood.
b. However, additions may be differentiated as being new by a subtle change in lap dimension of the siding.

3.45 Windows in the addition should be similar in size and character to those of the historic structure.

3.46 The roof form of the addition must be in character with the historic structure. Historically, roof pitch ranged from 8:12 to 12:12.

a. The slope must be in character with that of the historic structure.
b. If the roof of the historic building is symmetrically proportioned, the roof of the addition should be symmetrically proportioned also. Eave lines on the addition must be similar to those

of the historic building.

c. Dormers must be subordinate to the main roof element and in scale with those that appeared on similar historic structures.

d. The ridge line of a dormer should be lower than the ridge line of the roof element the dormer is attached to. In no circumstance should a pitch of 4:12 or less be used.

e. Dormers on any one side of a module should not occupy more than 30% of the roof. *(Added 2009)*

f. Dormers (gable and shed) should be placed in the middle 1/3 of the primary roof form, measured from the centerline of the dormer. Gable dormers placed toward the rear of the home may be considered, if not highly visible from the street. *(Rev. 2020)*

g. One dormer is allowed per roof plane. *(Added 2020)*

A rooftop addition should be set back from the existing building front and, to a lesser degree, the back and sides.

PORCHES

Porches protect entrances from snow and provide shade in summer. A porch is often one of the most important character-defining elements of the primary façade of a historic residence. Their general character should be preserved.

***3.47 Preserve the original porch.**

a. Replace missing posts and railings when necessary.

b. Match the appearance of original proportions and spacing patterns of balusters, while adhering to currently adopted Building Codes.

c. Do not use wrought iron posts or railings on porches.

d. Although locating an addition to the rear is often a preferred alternative, it may involve the dem

olition of an original rear porch, which contributes to the character of the property. Consider other options such as moving the original porch to the rear of the addition or using it as a con nector, if feasible.

e. Avoid enclosing historic front porches.

3.48 If a porch must be replaced, reconstruct it to match the original in scale, form and detail.

a. Use materials with similar dimensions to the original wherever feasible.

b. Avoid decorative elements that are not known to have been used on the house or others like it.

c. When difficult to discern the scale, forms and material dimensions, the new porch should be in proportion to elements of the primary structure, relate visually to the human scale using conventional materials of the period. *(Rev. 2020)*

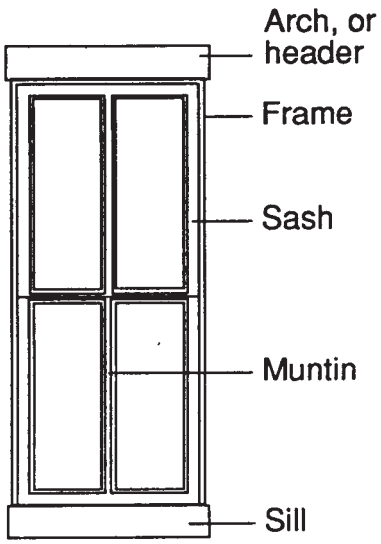
Preserve the original porch.

Avoid enclosing historic front porches.

WINDOWS

The basic character-defining elements of a window are its shape and proportions, the number of divisions and the dimensions of the frame. These features should be preserved.

Most historic windows were of a rectangular shape. A few instances of odd shapes did exist. These were usually half and quarter rounds as opposed to triangles and trapezoids.



Historic window elements shall be preserved.

3.49 Preserve the functional and decorative features of original windows.

a. Such features can include frames, sash, muntins, mullions, glazing, sills, heads, jambs, and mold ings.
b. Repair frames and sashes by patching, splicing, or reinforcing.
c. If replacement is necessary, replace in kind to match the original.
d. Most windows were wood with fixed frames on the exterior and interior.
e. Refer to technical information available at the Town Building Department for renovation tech niques.

3.50 Avoid changing the position of historic windows.

a. This is especially important on significant façades.
b. Avoid adding new windows to façades that are visible from the street.

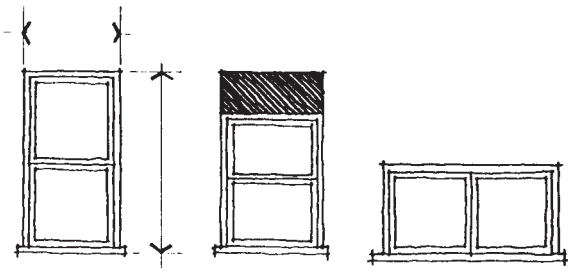
***3.51 Maintain original window proportions.**

a. Most windows have a vertical emphasis, which should be preserved. In some cases kitchen win dows were horizontally oriented.

b. Do not reduce the size of the original opening to accommodate smaller windows.
c. In core zones, only four window sizes on the front façade or on elevations highly visible from the street are allowed. *(Added 2020)*

3.52 Maintain the historic subdivisions of windows.

a. Replacing multiple panes with a single, fixed pane is inappropriate.
b. Property owners should note that replacing single-pane glass with double-pane glass does not achieve a significant increase in R-value or energy efficiency. The most significant en ergy savings come from eliminating gaps in existing windows that allow cold air to move through the window assembly. Re-glazing, caulking, and adding weather stripping to an existing window will significantly improve energy conservation. Adding a storm window will further enhance savings.
c. True divided lights are preferred. It is not acceptable to create panel lights with add-on mullions that are not integral to the window pane.
d. Mullion and muntin sizingg should relate to historic profiles.



Maintain original window proportions.

3.53 When a replacement window is necessary, use materials that appear similar to those seen historically.

e. Replacing a wood window with another wood window is essential if the window is historic. Some materials, such as metal-clad, may appear similar at the time of installation but weather differently than wood and therefore do not match over time.
f. The window components should be similar in dimension and depth to those used historically and should be set a similar depth in the wall plane.
g. Maintain historic trim proportions.

3.54 Install storm windows on the interior when feasible.

a. Interior storm windows will not alter the perceived character of the original window as seen from the public way.
b. Where exterior storm windows are necessary, wood windows with sashes matching those of the original windows are most appropriate.
c. Removable metal storm windows may be appropriate if the frames match the proportions and profile of the original windows and if the frames are anodized or painted so that raw metal is not visible.

DOORS

The size, proportion and design details of original doors contribute to the character of a historic building and should be preserved where feasible.

***3.55 Preserve the functional and decorative features of original doors.**

a. Such features can include frames, sills, heads, jambs, and moldings.

***3.56 Avoid changing the position of historic doors.**

a. This is especially important on significant façades.
b. Also avoid adding or deleting doors to façades that are visible from the street.

***3.57 Maintain the original door proportions.**

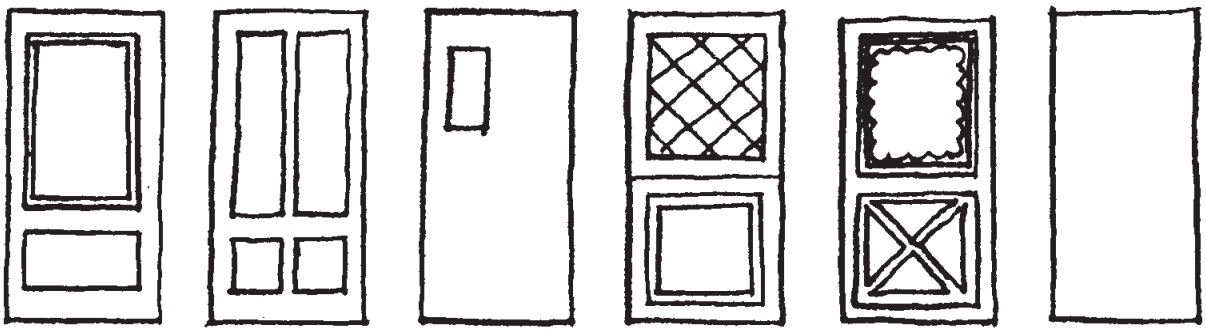
a. Do not enlarge the opening to accommodate a larger new door.
b. If a wider door is needed for access, consider alternative locations.
c. If door proportions need to be altered to comply with ADA standards, if possible consider locat ing the door on the side of the building.

3.58 When replacing doors, use designs similar to those found historically on comparable buildings.

a. Metal replacement doors are inappropriate.
b. New materials may be considered on secondary doors if they appear to match the original doors. (Added 2009)
c. Folding and sliding doors are inappropriate. *(Added 2020)*

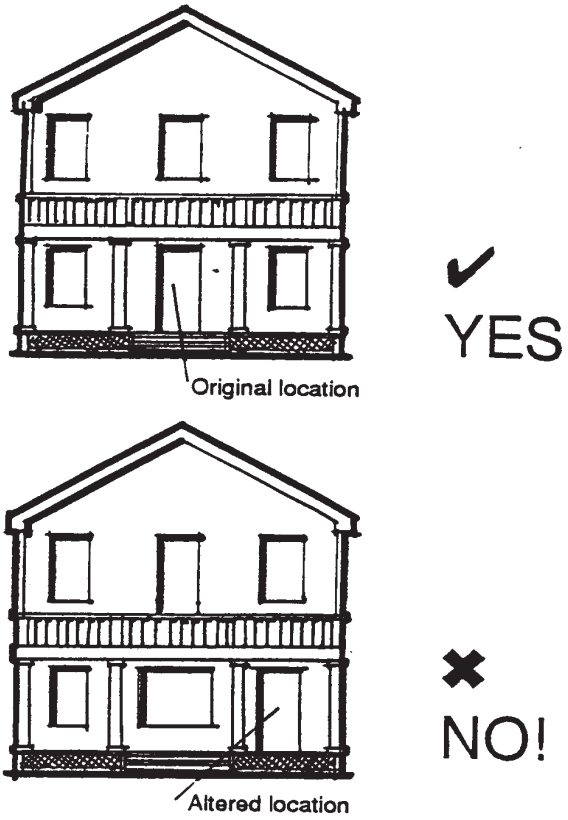
3.59 New doors should reflect the character and details of historic doors used in Crested Butte.

a. Overhead garage doors are allowed provided they are laminated with wood materials that emu late historic side hinged double doors. *(Rev. 2020)*
b. In new doors, additional insulating qualities should be obtained through thicker wood doors.

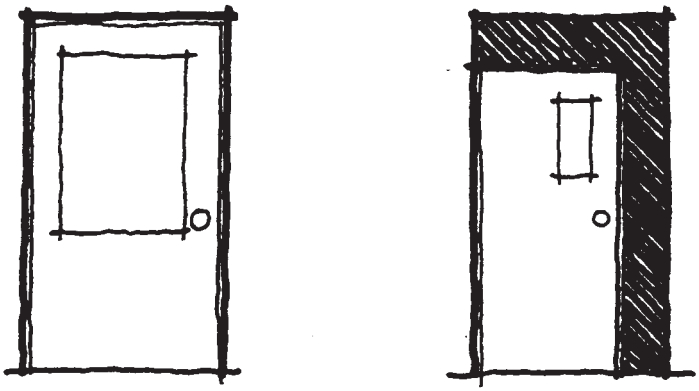


YES *YES* *NO* *NO* *NO* *NO*

Preserve the functional and decorative features of original doors.



Original location vs. altered location: Avoid changing the position of the historic doors.



Maintain the original door proportions and relationship to the original opening.

ROOFS

Typical primary roof shapes are gabled, hipped and shed. Even commercial and institutional structures had these roof forms. Gambrel and mansard roofs are not traditional to Crested Butte and are discouraged.

3.60 Preserve the original roof form of a historic residence.

a. Avoid altering the historic pitch of the roof.
b. Maintain the perceived line of the roof from the street.
c. Roof additions, such as dormers, should be kept to a minimum and should be set back from the primary façade so that the original roof line is perceived from the street.
d. Flat skylights mounted flush with the roof may be considered. Bubbled or domed skylights are not appropriate. Skylights should not be visible on primary façades of buildings. Please see GL 3.34 for more information.
e. Locate solar panels so they are not visible from the street. Please refer to GL 2.10 for more information.

3.61 Preserve original roof materials when feasible.

a. Galvanized corrugated metal is preferred. Standing seam may be considered. *(Rev. 2020)*
b. Smooth-sawn wood shingles are also traditional roofing materials.
c. Brightly colored roofs are strongly discouraged.
d. Avoid removing roof material that is in good condition.
e. Where replacement is necessary, use materials similar to the original. Replacing with smooth-sawn wood shingles is encouraged. Low-profile asphalt shingles may be appropriate replace ments for wood shingles because they have a similar appearance. Asphalt shingles that exhibit a thick edge to simulate hand split and/or shake shingles are inappropriate.

Preserve original roof materials when feasible.

WOOD DETAILS

Wood trim and details are often found on historic houses in Crested Butte. To preserve wood, it is important to maintain with paint or a weather-protective coating.

3.62 Preserve original ornamental details.

a. Do not remove historic details.
b. If original details are currently covered, expose them and incorporate them into the renovation design.
c. Generally, decorative shingles are appropriate only in gables and on dormers.

3.63 Protect historic wood with paint or a sealant.

a. Milled wood siding on historic primary buildings should be painted or stained.
b. Historic log structures should be treated with a sealant or stain. *(Rev. 2020)*
c. For other parts of the building that do not require painting, select colors that will complement the building. *(Rev. 2020)*
d. If an existing building is already painted, consider applying new colors that simulate the original color.

ACCESSORY BUILDINGS

Accessory buildings, including garages and sheds, were secondary to primary structures, and were traditionally important elements on a residential site. They were generally simpler in form than primary structures and helped to establish a sense of scale and frame yards. Their presence helps one interpret how an entire site was used historically, and therefore accessory buildings should be preserved.

***3.64 Preserve historic accessory buildings.**

a. Previous Guidelines for primary structures about items such as window shapes, roof pitches, doors, etc. apply here as well.

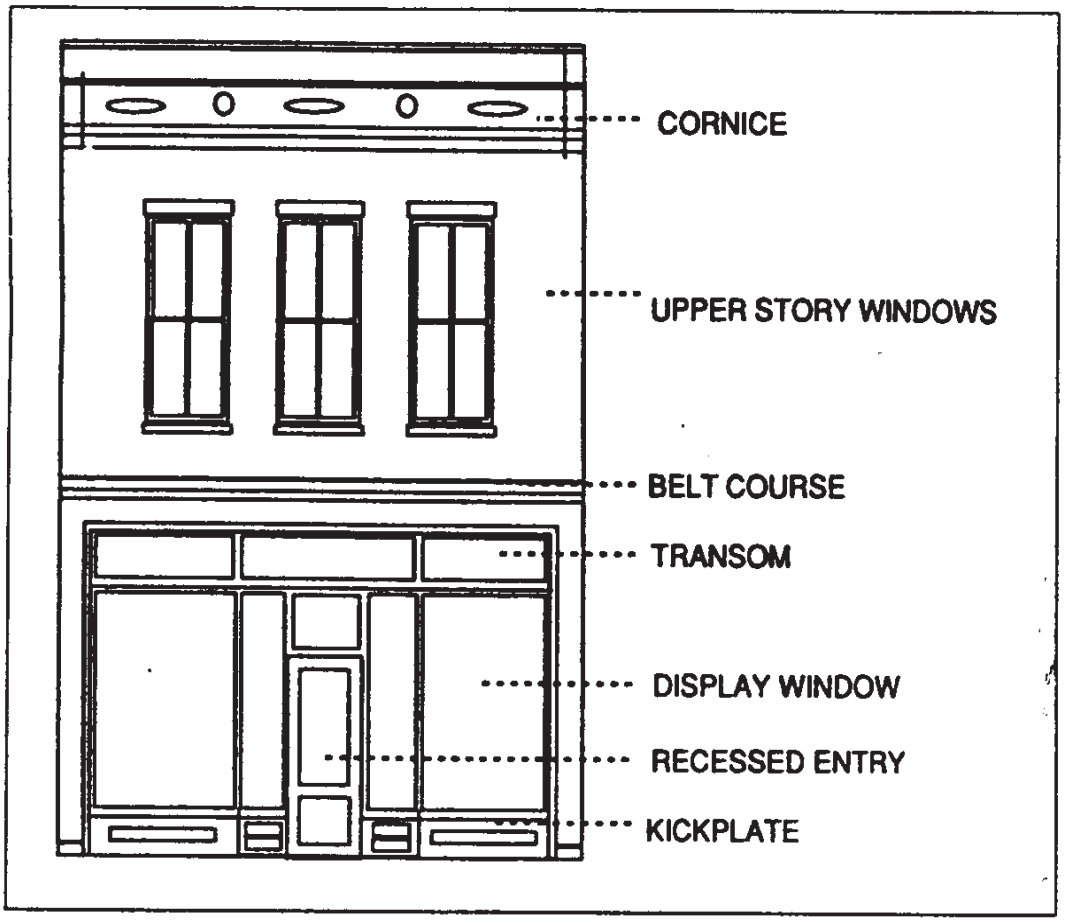
Two historic accessory buildings on this property have been preserved as a garage and a storage shed. Every effort should be made to preserve historic outbuildings.

3C-DESIGN GUIDELINES FOR THE REHABILITATION OF HISTORIC COMMERCIAL PROPERTIES

These commercial design standards apply in addition to the general standards presented earlier in this section.

TYPICAL BUILDING COMPONENTS

The commercial buildings typically exhibit the traditional features of historically seen commercial store fronts: A large area of display glass at the ground level with an upper level of more solid material and smaller, vertically-oriented windows. Ornamental moldings often separated the display windows from the upper levels, and a decorative cornice capped the building. This flat parapet was a false front that concealed a gabled roof. Other typical components are shown in the illustration below. The design standards that follow apply to historic commercial buildings.



Typical storefront elements should be preserved.

This old photograph shows that storefronts traditionally were designed with large windows to provide interest to pedestrians. Note the historic awning and wooden sidewalks.

This historic photograph shows traditional storefront wall alignment.

***3.65 Maintain the original size and shape of the storefront opening.**

a. If possible, preserve the large panes of glass that were part of the original storefront opening. These transparent surfaces allow pedestrians to see goods and activities inside.

b. If the storefront windows have been reduced in size over the years, re-establishing their original dimensions is encouraged. Be certain that the glass fits within original piers or columns that may exist. These are also essential parts of the design character that add interest and should not be obscured.

c. The important principle is to provide surfaces that encourage walking and browsing in the down town.

d. Opaque materials, such as black plexiglass, are not appropriate in the place of display windows because they do not create pedestrian interest. Reflective, mirrored glass, which hides indoor activities and creates glare on the sidewalks, also is not appropriate.

3.66 Maintain the storefront wall in its historic position.

a. Pedestrians downtown are accustomed to having the inside edge of the sidewalk clearly defined by a wall of storefronts, which presents interesting activities and merchandise to the street.

b. This characteristic is an essential element of healthy downtown retailing.

3.67 Where feasible, preserve the glass at the sidewalk line in order to define the pedestrian zone.

a. This is especially true if the building has historic significance because the original glass, frame and columns may be intact.

3.68 Maintain recessed entries where they exist.

a. These areas provide protection from the weather, and the repeated rhythm of these shaded areas along the street helps to identify business entrances.

b. Avoid placing doors flush with the sidewalk.

c. If the original recessed entry has been removed, re-establishing it is encouraged.

d. Use doors with large areas of glass where feasible to improve visibility of the business to outside viewers. Using an accent color on the door is encouraged. This will help to lead customers in side.

e. Center the sign over the door as a way of highlighting the entrance for customers.

Maintain recessed entries where they exist.

3.69 Maintain the kickplate that is found below the display window.

a. If the kickplate is missing, one option is to reconstruct the original using old photographs as a guide. This provides for a decorative color scheme. Coordinate the color scheme of the kickplate with other façade elements.

b. If original design information is not available, another option is to design a new, simplified kick plate.

c. Appropriate materials are painted wood or painted metal.

Maintain the kickplates that are found below display windows.

3.70 Preserve the transom above the display windows, if it exists.

a. The upper glass band of traditional storefronts introduced light into the depths of the building, saving on lighting costs.

b. These bands of glass are found on many buildings, and they often align at the same height in a block. Maintaining this line will help to reinforce a sense of visual continuity for the street.

c. When transoms are covered and the original moldings and window frame proportions are cocealed, or where the transom frame has been removed, the impact of the storefront is weak ened. Restoring the transom to its original appearance is encouraged to maintain alignment of the storefront transom with others in the block. Use glass in the transom if possible. Glass is preferred because it introduces light into the interior of the store.

d. As an alternative, use the space as a sign or decorative panel. Keep the background color dark, similar to the way glass is perceived. Always retain the original shape and proportions of the opening. If the interior ceiling is now lower than this glass line, pull the dropped ceiling back from the window on the inside to maintain the historic dimensions of the glass.

A glass transom is best because it allows more light into the store.

3.71 Preserve the size and shape of upper-story windows.

a. Typical upper windows are vertically oriented, and usually several are uniformly spaced along the building front. This rhythm of upper story windows is a very important unifying feature of downtown, because it is repeated on most buildings.

b. Re-opening of windows, if they are currently blocked, is encouraged. Window manufacturers now offer replacement windows that will fit the original openings; others will provide custom-or dered windows to fit exactly. Do not reduce or expand the opening to accommodate a stock window that does not fit the building!

Preserve the size and shape of the upper-story windows.

3**.72 When substantiated by photographic evidence, using awnings over doorways to provide weather protection and create interest along the street front is encouraged. Please refer to GL 3.14-3.24. *(Rev. 2020)***

a. Historically, awnings were on the north and east sides of the street. Shed roofs were the predom inant form. Where possible, awnings associated with historic buildings should be restored.

b. Awnings are useful on buildings. They provide shade for merchandise, shelter for pedestrians and a colorful accent to the building front.

c. The size of the awning should fit the dimensions of the storefront opening and extend no more than three feet from the building, as seen historically. They may also extend from the door and shield street-facing windows. They should not obscure ornamental details. (Rev. 2020)

d. Mount the top edge of the awning to align with the top of the transom above the door. Another option is to align the awning with the framing to separate the transom from the main display win

dow. This will strengthen the visual continuity of storefronts.

e. Awnings were made of wood supported by either posts or brackets. Operable fabric awnings are difficult to maintain and should be avoided. (Rev. 2020)

f. Coordinate the color of the awning with the color scheme of the entire building.

g. Rough-sawn wood, plastic, shake, or asphalt shingles are not appropriate materials for canopies. Fake mansard roofs are also inappropriate.

h. Installing lighting in awnings so they effectively act as an internally lit sign is inappropriate. These tend to overpower the building front at night, detracting from display windows rather than drawing attention to interesting building interiors.

i. Small awnings over individual windows are not appropriate. *(Rev. 2020)*

j. Retractable awnings are not appropriate in core zones. Instead, consider use of umbrellas. *(Rev. 2020)*

Awnings are encouraged. Their shape and dimensions should reinforce the character of historic window sizes.

(Before) *(After)*

On some buildings horizontal wood canopies may be appropriate where there is historic precedence for their use on similar buildings and where allowed by code.

Preserve original ornament and details of the façade.

3.73 Preserve original ornament and details of the façade.

a. Architectural details add interest to downtown and are a part of the unique identity of a building.
b. Parapets, cornices and window arches are examples of decorative elements found on many build ings in downtown Crested Butte.
c. Where portions of these details have been removed, refer to photographic evidence of the build ing's earlier condition and look for details that may have been removed and stored to use as patterns for new designs.
d. Where exact reconstruction of details is not feasible, consider developing a simplified interpreta tion of the original in which its major form and line are retained.
e. Ornamental caps or cornices at the top of the façade are especially encouraged because they give a finished look to the building. When these cornices are repeated along the street they create an important line that should be reinforced at every opportunity.
f. Consider emphasizing details with accent colors.

3.74 If appropriate, develop rear entrances for shared public and service access.

a. Use materials and colors that coordinate with the main façade so customers will learn to recog nize that both entrances are related to the same business.
b. Use a smaller version of the front sign to identify a rear entrance.
c. Provide minimal lighting at the rear entrance.

The rear of this Elk Ave. property was improved for outdoor restaurant seating when the historic building was remodeled.

A goal for downtown is to lower the light intensity level of the street, especially the light spill generated from illumination of buildings. Lighting plans for buildings should not overwhelm the street or alter the perceived character of a historic building.

3.75 Use lighting to unify the building composition at night.

a. Coordinate lighting of the following elements:
   - Window displays
   - Entrances
   - Signs

b. Lighting should stay focused at the street level. Of those features that may be illuminated, the display-window lighting should remain the dominant element. Don't overpower this with exten sive lighting on other façade elements or signs.

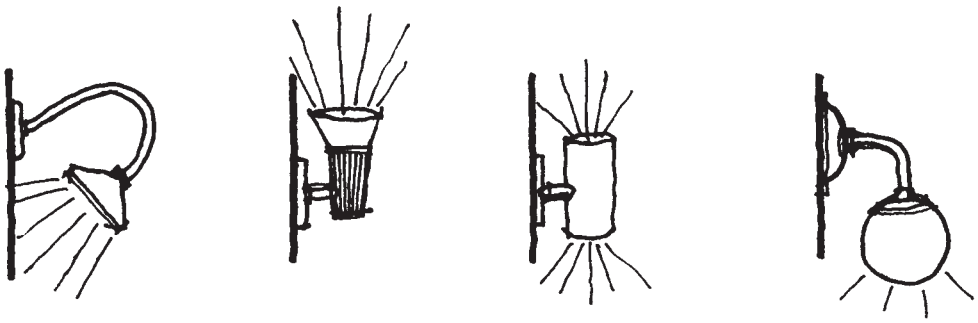
c. Lighting the entire building front, either with spotlights or with strings of small exposed lights, is inappropriate. Wall-washer and flood lights are not appropriate.

d. Use fully shielded, indirect light sources for all exterior lighting.

3.76 Balance the color and intensity of lighting among building features.

a. Warm-colored lights, similar to incandescent, will more easily draw attention to window dis plays. The Correlated Color Temperature and color rendering Index is regulated to achieve this affect. High-intensity discharge light is not allowed. The Town's lighting ordinance should be referenced. *(Rev. 2009)*

b. All exterior lighting shall have fully shielded cut-off fixtures. Light trespass onto adjacent prop erties is not allowed. Night sky protocol should be observed. *(Added 2009)*



Yes *No* *No* *No*

Use shielded, indirect light sources for all exterior lighting.

Chapter 4 Design Standards and Guidelines for New Commercial & Residential Construction

CHAPTER 4A- DESIGN STANDARDS AND GUIDELINES FOR ALL NEW COMMERCIAL CONSTRUCTION

These design principles apply to all new commercial construction projects in the Town of Crested Butte. They are general design policies that apply in addition to the standards and guidelines for individual neighborhoods or districts, where more detailed guidance is provided.

New construction within Crested Butte should be compatible with the town's historic resources. Drawing upon the design elements of the historic buildings, yet they should not directly imitate historic structures in their entirety. Such design expression allows the historical evolution of the area to be evident, not projecting a false sense of history. Thus, creativity in new design that also is compatible with the design goals of the community is especially encouraged. This philosophy is based on strongly-established, accepted preservation theory, and, in particular, is espoused by the National Park Service, the federal agency responsible for administering programs established by the National Historic Preservation Act, including the National Register of Historic Places.

CONTEXT

4.1 Structures should not be excessively similar to other structures in a neighborhood. It is in the interest of diversity to have structures vary somewhat in form, materials, color and detailing in an immediate neighborhood, as was the case historically in Town. Please see Code Section 16-2-30 (1).** ***(Added 2001, Rev. 2020)

a. Whereas a proposed structure may meet all Guideline requirements, if a proposal appears excessively similar to structures within 400 feet or one block of the proposal, changes may be required.

4.2 A structure should not be excessively dissimilar from other structures of like use in its neighborhood, zone or the Town. a. The Design Standards and Guidelines are to be used to aid in the design process to keep structures from becoming excessively dissimilar from the Town's historic context. Please see Code Section 16-2-30 (2). ***(Added 2001, Rev. 2020)***

SITE PLAN

***4.3 Develop the site for a new building in a manner similar to that used historically.**

a. Orient new building parallel to lot lines, similar to historic building orientation.
b. Maintain the typical building spacing pattern found on the block.
c. Where uniform setbacks are characteristic, maintain the alignment of uniformly setback facades.
d. Use architectural features such as fences and hedges, to define property boundaries.

The consistent alignment of structures should be maintained.

BUILDING ORIENTATION

4.4 Orient the building containing the primary use toward the street.

4.5 Clearly define primary entrances.

a. For example, provide a recessed entryway on a commercial building.

MASS AND SCALE

***4.6 New construction should appear similar in scale to historic structures found traditionally in the neighborhood.**

***4.7 If a larger building is divided into multiple modules, these should be expressed three-dimensionally, by having significant architectural changes, throughout the entire building.**

MATERIALS

A general philosophy to use when selecting new materials is that they should have a simple finish.

4.8 Traditional materials are preferred, primarily wood clapboard.** ***(Rev. 2020)

a. Wood should be painted, or it should have a pigmented stain.

4.9 New materials must have a demonstrated durability and ability to be repaired. ***(Rev. 2020)***

a. Materials such as aluminum and vinyl may look similar when installed but tend to dent over time.

b. New materials may be considered, but they should appear similar in character to those used tradi tionally in Crested Butte for the relevant building type.

4.10 Materials should be used in a manner similar to those used traditionally.

a. Diagonal wood siding is inappropriate.

b. Logs may be considered, but should have a whole log, hand-hewn appearance. Machine milled logs are inappropriate.

c. Wood clapboard and board and batten are appropriate materials.

d. Rock, stone, plywood and brick are not appropriate as primary materials.

e. Dryvit and panelized stucco are also inappropriate materials.

f. Indigenous rock is an appropriate foundation material.

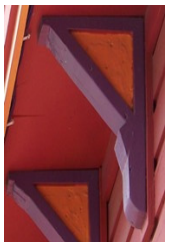
g. Corrugated metal siding may be appropriate for commercial buildings.

h. In the historic core commercial zones, mixing primary materials on a building is inappropriate. A maximum of two primary materials may be considered in the new commercial zones. More information about this can be found in Chapter 5 for specific zone districts. *(Rev. 2020)*

ARCHITECTURAL CHARACTER

***4.11 The exact replication of older historic structures is discouraged.**

a. One should not replicate historic structures, because this blurs the distinction between old and new buildings, as well as making it more difficult to visually interpret the architectural evolution of the district.



Historic corbel detail *Simplified modern corbel detail*

***4.12 Interpretations of older historic styles may be considered if they are distinguishable as new.**

Contemporary interpretations of traditional details, such as this canopy bracket, are encouraged on new buildings in Town.

4.13 Contemporary interpretations of traditional details are encouraged.
a. Decorative window shutters are inappropriate, as they were not seen during the period of significance.

WINDOWS AND DOORS *(Rev. 2020)*

4.14 The window-to-wall ratio should be similar to those seen on comparable historic buildings.

***4.15 Windows with vertical emphasis are encouraged. A general rule is that the height is twice the dimension of the width.**

a. Double-hung windows with traditional depth and trim are preferred.
b. Sliding-glass doors are not appropriate.
c. Folding or accordion style doors are not appropriate in core zones.

4.16 Keep windows simple in shape.

a. Odd shapes, such as triangles and trapezoids, are discouraged.

4.17 Primary street front entrance doors should be wood or be indistinguishable from wood. They historically featured significant glass. *(Added 2009)*

4.18 Windows and doors should be trimmed with wood; this trim should have a dimension similar to that used historically.

ROOFS

***4.19 Roofs should be similar in form to those used historically.**

a. Gable roofs are appropriate for commercial structures.
b. Gable roofs should be symmetrical in design.
c. Exotic roof forms are inappropriate. Examples are geodesic domes or A-frames that end near the ground.
d. Gambrel and mansard roofs are inappropriate.
e. Roof ridges must be parallel with floor planes.
f. Hip roofs may be appropriate.

4.20 Roofs should be similar in scale to those used historically on comparable buildings.

a. The length of a roof ridge should not exceed those seen historically on comparable buildings.

4.21 Shed roofs are appropriate on secondary structures and on subordinate appendages to other buildings.

a. Clerestories are inappropriate.

4.22 Flat roof may be considered on commercial structures.

a. Flat-roofed commercial structures should have a false front and tall side parapets. Front parapets of false fronts should be taller than side parapets. Construction of these types of roofs should be correlated with zoning districts.

4.23 Metal and wood milled shingles in muted colors are appropriate for roofs. ***(Rev. 2020)***

DECKS AND BALCONIES *(Added 2020)*

4.24 In commercial zones, roof top decks shall not be adjacent to residential zones/uses due to noise pollution and impacts on adjacent property owners. Roof top decks are not appropriate on front facades and facades highly visible from the street.

CHAPTER 4B-DESIGN STANDARDS AND GUIDELINES FOR ALL NEW RESIDENTIAL CONSTRUCTION

The design principles outlined in this chapter apply to all new residential construction within the Town of Crested Butte. Primarily they address new structures, but the Standards and Guidelines also apply to additions and alterations to existing structures.

New Construction should be compatible with town's historic resources. New construction in the historic core zones and directly abutting the core zone needs to be very sympathetic to the historic resources and traditional design without exactly imitating the historic structures. Construction in the new construction zones should utilize the basic forms and elements of historic design and draw inspiration from the historic architecture. More variation is allowed in the new construction zones to provide a sense of evolution to the town's architecture. Street front facades and those elevations highly visible from the street are more sensitive than rear facades or those less visible, and a higher standard may be applied.

The Standards and Guidelines should be read carefully. Certain Standards and Guidelines will apply more specifically to the core residential zones or to the new development zones. The new development zones are R1, R1A, R1B, R1D, R1E, R2, R2A and R4 zones. The core residential zones are R1C and R2C, as well as parts of the R3C, B3 and B4 zones that contain historic residential structures. Those structures directly abutting the R1C and R2C zones, yet in the R1 and R2 zones, should also review Standards and Standards and Guidelines specific to the core zone and attempt to utilize those Standards and Guidelines as well in order to affect a sympathetic transition between the historic zones and the new construction zones.

The Standards and Guidelines reflect the dominant building patterns and materials used historically in Crested Butte. Variations exist historically and may be permitted on a case-by-case basis, given that some precedent is proven on more than one non-altered historic property or with historic pictorial evidence. The variations will not

be allowed in excess to the proportions that they occurred historically.

The Standards and Guidelines serve two purposes: The first is educational. It is not realistic to expect that those unfamiliar with Crested Butte architecture can readily discern those patterns and elements that make the architecture of Crested Butte unique. It is expected that the Standards and Guidelines will be reviewed and used as a learning tool to create designs sympathetic to historic Crested Butte. The second purpose is to act as a standard against which a proposal may be evaluated by the BOZAR.

Those Standards and Guidelines which are starred (*) are weighted more heavily than those which are not. Different Standards and Guidelines may be weighted differently from project to project to achieve a successful product. The goal is to construct designs that blend and provide architectural continuity. It is always a challenge to achieve the balance between sympathetic coherent infill and architectural diversity.

CONTEXT

4.25 Structures should not be excessively similar to other structures in a neighborhood. It is in the interest of diversity to have structures vary somewhat in form, materials, color and detailing in an immediate neighborhood, as was the case historically in Town. Please see Code Section 16-2-30 (1).** ***(Added 2001, Rev. 2020)

a. Whereas a proposed structure may meet all Guideline requirements, if a proposal appears excessively similar to structures within 400 feet or one block of the proposal, changes may be required.

4.26 A structure should not be excessively dissimilar from other structures of like use in its neighborhood, zone or the Town. a. The Design Standards and Guidelines are to be used to aid in the design process to keep structures from becoming excessively dissimilar from the Town's historic context. Please see Code Section 16-2-30 (2). ***(Added 2001, Rev. 2020)***

SITE PLAN

4.27 Develop the site in a manner similar to that seen historically.** ***(Added 2001)

4.28 The landscape plan should be similar to that seen traditionally in the Town. (Added 2001)

a. Use architectural and landscape features, such as fences or landscaping, to define property boundaries.
b. The height and openness of a fence should be similar to that found traditionally in the neighborhood.
c. The use of large deciduous trees, such as cottonwoods, situated as traditional "street trees" in the first ten feet of the front yard setback is required unless prohibited by site constraints. Two trees minimum per 50-foot street frontage are recommended.
d. Landscaping, as opposed to tall fences, should be used to provide screening for less traditional features or for privacy.
e. Consult the zoning code book for fence requirements Section 16-14-30. *(Added 2009)*

4.29 Parking should be accessed from the alley when feasible. ***(Added 2001)***

a. If parking is accessed from the street or avenue, limit the access to 10 linear feet of the street or avenue. Perpendicular spaces should be utilized. In new development zones up to 20 feet of street frontage may be utilized when alley access is not practical or the stacking of parking spots is not feasible. Multi-unit buildings (more than 2 residential units per building) may utilize up to 50% of lot frontage on a street or avenue to access parking if approved by the BOZAR.

b. Consider stacking parking, one car behind another, for each individual residential unit rather than utilizing side-by-side parking.

c. When parking is provided from an alley, enough space should be provided to allow an adequate turning radius into the space, particularly off of a 16 foot alley. A minimum of an additional 5 feet of depth with an unobstructed turning radius can be required in these circumstances. The front of the parking space should be a minimum of 23 feet into the site in these circumstances.

d. Screen parking from the street with landscaping if possible.

e. Parking spaces should be well defined. *(Added 2020)*

f. In the R2A zone, parallel parking within the residential lot may be considered on a case-by-case

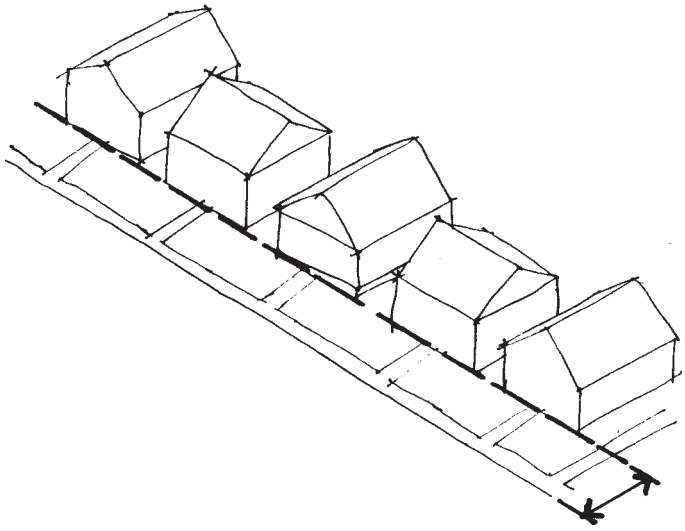
basis. *(Added 2020)*

4.30 Consider how much snow is to be plowed, shed and stored on the property. Snow storage should be delineated on the site plan. See also GL 2.7. *(Added 2001)*

a. Allow unobstructed space for snow storage adjacent to plowed areas.
b. Do not place vulnerable landscaping where it is likely to be damaged by snow shed off of roofs. Consider low-level shrubs in these areas.
c. Generally, snow storage areas should be one third the size of all areas to be plowed. ***(Added 2020)***
d. Snow must not shed or be stored on adjacent properties. *(Added 2020)*

4.31 Buildings should be oriented to the street and each other in a manner similar to historic structures. *(Added 2001)*

a. The largest building containing the primary use should be closest to the street.
b. The front plane of a structure should be parallel to the street.
c. Where uniform front setbacks are characteristic, maintain the traditional alignment, particularl y in the core zones. Front yard setbacks in other neighborhoods should not vary more than 10 feet from each other.
d. Maintain the typical spacing between buildings found on the block.
e. Accessory structures should be placed to the rear of the site.



Where uniform setbacks are characteristic, maintain the alignment of uniformly setback facades.

MASS, SCALE AND FORM

4.32 New construction should relate to the predominant scale and apparent scale of existing structures of similar use and like zoning on the streetscape and in the neighborhood. *(Added 2001)

a. The apparent size and scale of a structure as viewed from the street is the most critical view. The street appearance should be kept as small as possible to relate to the historic scale of the Town. It should be noted that in the core zones the front street module would typically be the largest of the modules.

b. Proposals for square footages greater than the matter of right square footage allowed in a zone need to pay particular attention to the neighborhood context and how the scale is perceived from the street. It is preferable to increase the length of the footprint to gain square footage rather than the height or width.

4.33 A diversity of form and size is encouraged in new development zones. Effort should be made to keep structures from becoming excessively similar. ***(Added 2001)***

4.34 New construction should be massed or have forms similar to historic structures of like use. Historic structures should be used for inspiration to keep new structures from becoming excessively dissimilar from the historic building patterns. ***(Added 2001)***

a. The structure should be a series of rectangular modules.

b. There should be a discernable primary module, preferably the module closest to the street. In new development zones the module second closest to the street may also be considered to be the primary module. In core zones, there should be a discernable primary module, typically the largest enclosed module in terms of height and width, which is preferably the module closest to the street.

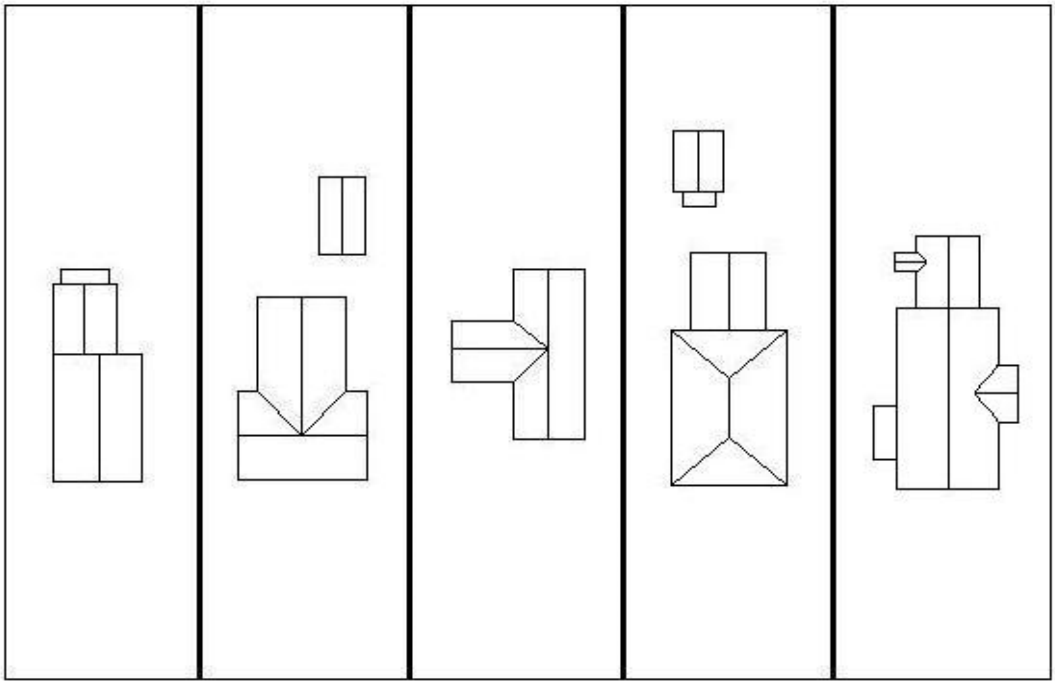
c. The primary module is typically the largest enclosed module in terms of height and width.

d. Subsequent rectangular modules should be smaller than the primary modules and step down

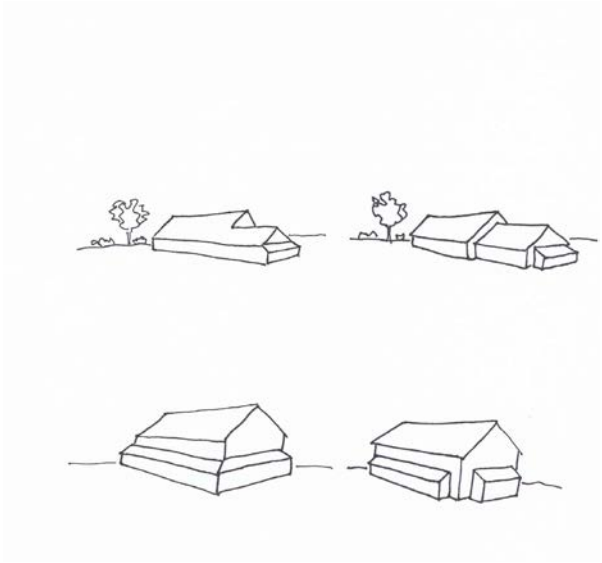
toward the sides or preferably the rear.

e. When subordinate modules are attached to other modules there should be an offset, preferably a smaller, narrower or shorter module, from the wall or roof planes of the larger module. If enclosed portions of buildings step down toward the lot boundaries, the step down should appear as an addition on the side of the structure and not occupy the entire elevation.

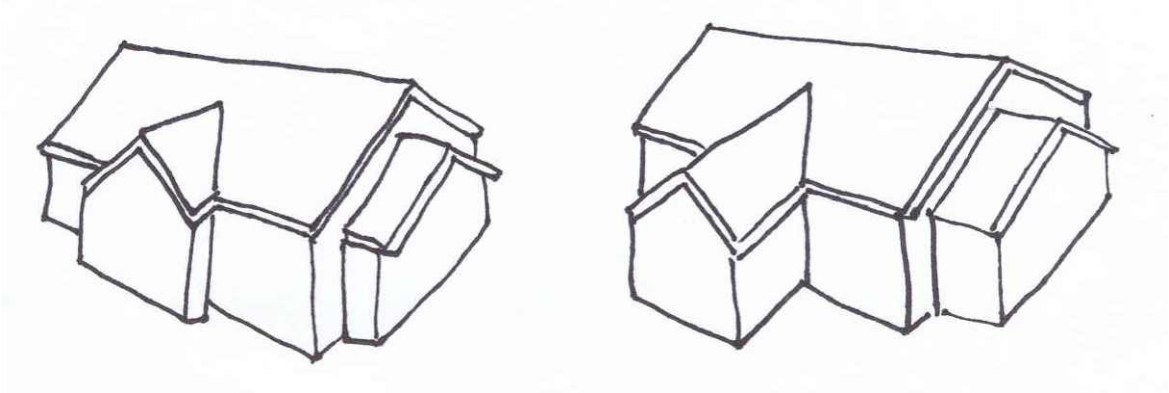
f. Consider utilizing the mix of traditional residential building shapes found in Crested Butte.



Rectangular *T-Shaped* *L-Shaped* *Hip-Roofed* *Combo*



Not preferred massing *Preferred Massing*



Not Preferred *Preferred*

Traditionally additions were made in room size components. In the historic core zones, with the exception of dormers and bay windows, modules should be three dimensional and large enough to appear as usable space.

DESIGN AND STYLE

4.35 Interpretations of older historic styles are encouraged if they are distinguishable as new.** ***(Added 2001)

4.36 The exact replication of older structures is not appropriate. New structures should utilize traditional forms and massing, yet incorporate subtle differences to make them distinguishable as contemporary. It is important to be able to distinguish historic structures from new structures so as to not dilute the historic residence. ***(Added 2001)***

4.37 Contemporary interpretations of traditional details are encouraged. ***(Added 2001)***

a. The simplification of historic details is encouraged.

b. Consider a minor variation in the size of elements from the historic norm. More variation is allowed in the new development zones than in the historic core. For example, a typical historic fascia board would be 3.5 to 4 inches wide. Therefore, consider a fascia of 5.5 to 6 inches in the core zones. Smaller fascia is encouraged, but up to 9.5 inches in the new development zones may be allowed.

4.38 The mixing of architectural styles on a structure is inappropriate. For example, a whole log supporting a porch roof on a clapboard sided Victorian style house is inappropriate. ***(Added 2001)***

4.39 A new addition should be similar and compatible with the existing primary structure. ***(Added 2020)***

a. Scale and form of the addition should complement the existing building. Otherwise, the addition is encouraged to be in the rear.
b. Architectural details such as windows and trim should be consistent with the rest of the home.
c. Materials of the new addition should be similar to and compatible with the existing building.

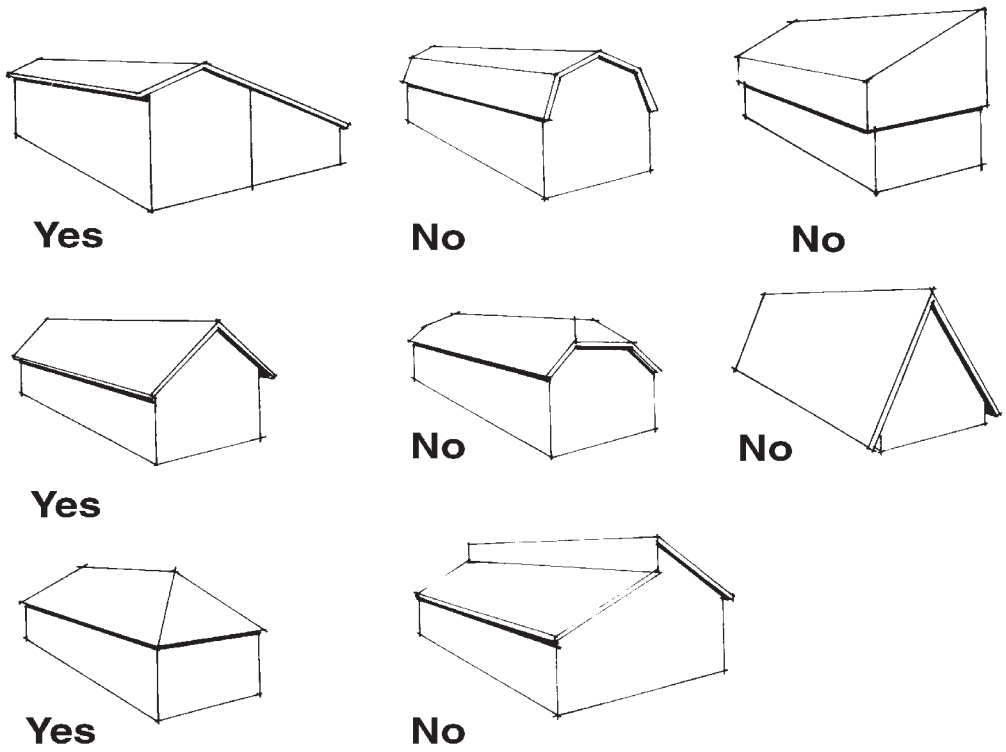
4.40 Duplexes should be designed so as to appear to be single family houses. ***(Added 2001)***

a. Side-by-side mirror image duplexes are discouraged.
b. The street frontage should have one dominant entry door facing the street.
c. In new development zones, multi-family structures are not held to as strict a standard with regard to the single family appearance. However, large structures are encouraged to emulate single family massing and details or be divided into more distinct modules.

ROOFS

4.41 Roofs should be similar in form to those used historically.** ***(Added 2001)

a. Gable roofs are appropriate for residential structures.
b. Gable roofs should be symmetrical and balanced in design.
c. Exotic roof forms are inappropriate. Examples are geodesic domes or A-frames that end near the ground.
d. Flat and mansard roofs are not allowed.
e. Roof ridges must be parallel with floor planes.
f. Hip roofs and Dutch hips may be appropriate.
g. Clerestories, roof structures where one roof element is higher than the adjacent one on a vertical plane near the peak of the structure, are not allowed.
h. Cruciform roof forms which are not reflected in the footprint are discouraged in the core zones.



The roof shape should be similar in form to those used historically.

4.42 Shed roofs are appropriate on smaller accessory buildings and on subordinate appendages to primary modules, but not as the dominant roof form on a primary structure. ***(Added 2001)***

4.43 It is appropriate to mix roof styles on different modules of one structure. For example, a shed roof covering a secondary module may be attached to a primary module with a gable roof. ***(Added 2001)***

4.44 Ridgelines should be similar in length to those used historically on comparable buildings. ***(Added 2001, Rev. 2020)***

a. The length of a roof ridge should not exceed 39'. *(Rev. 2020)*
b. On longer structures, step the roof ridge down a minimum of 12 inches on at least the rear third of the structure to provide a more traditional look.
c. Architectural features such as gable dormers may be used to break the length of the ridge. How ever, shed dormers and chimneys do not achieve this. *(Added 2020)*

***4.45 Roof pitches should be similar to those used historically on comparable buildings and elements. (Added 2020)**

a. The desired pitch on a primary module of a residence is between 10:12 (40 degrees) and 12:12 (45 degrees) in the core zones. Roofs that are shallower or steeper, between 8:12 (34 degrees) and 14:12 (49 degrees) may be considered in new development zones.

b. The pitch on secondary modules of a residence should be between a 4:12 (19 degrees) and 14:12 (49 degrees).

c. Different roof pitches are allowed on separate modules or elements of the same structure. In the core zone, special attention should be given to blending with the primary module and the neighborhood context.

DORMERS AND SKYLIGHTS

4.46 Dormers may be used on new construction. ***(Added 2001)***

a. Gable dormers are the traditional form.

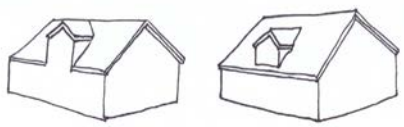
b. Shed and hip roofed dormers may be considered but should not become the dominant form in a neighborhood.

c. Dormer types should not be mixed on a module in locations where the difference may be ob served from one location on the street.

4.47 Dormers may not be the dominant roof feature. Dormers shall be a subordinate element on a roof. ***(Added 2001)***

a. Dormers, whether gable or shed, on any one side of a module should not occupy more than 30% of the roof.

b. Dormers (gable and shed) should fit within the primary roof plane. Gable and shed dormers should be lower than the primary ridgeline in the core zones. The preferred dormer detail is to have a section of continuous roof beneath the dormer to make it appear as a more subordinate element. This is required for third story dormers and dormers in the core zones. This reduces the appearance of mass without appreciably affecting the livable space in the dormer.



Not Preferred *Preferred*

c. If a dormer is allowed in a roof module where the siding treatment below the dormer on the structure wall continues unbroken by a roof section onto the vertical dormer face, the 30% rule above still applies. The 30% is measured by assuming a continuous fascia or roof detail exists at the level it would normally appear and then measuring the vertical face above it for the dormer area.

d. Typically, shed dormers that occur in the middle 70% of a roof form are encouraged.

e. The vertical wall of shed dormers should not exceed 4 feet in height.

4.48 The use of skylights is allowed in locations that are not highly visible from the street. This applies to both front and side facades. ***(Added 2001, Rev. 2020)***

a. Skylights should be located on roofs that face the rear and side yards and not be visible from the street. *(Rev. 2020)*

b. Skylights should be as flat to the roof plane as possible. Bubble skylights are not allowed.

c. Skylights should be relatively small in size (2'x3', unless required for egress) and number (up to two per plane) and sit at least one foot below the ridgeline. In commercial buildings, no more than two per building. For buildings with larger roofs, the Board may give special consideration. In accessory buildings or dwellings, no more than one skylight per roof plane. *(Rev. 2020)*

d. Skylights should be vertically oriented and not wider than they are tall.

PORCHES, DECKS AND BALCONIES

4.49 Covered porches that shield the primary entrance door on the ground level are strongly encouraged in residential structures. They promote a pedestrian friendly façade, as seen historically. *(Added 2001, Rev. 2020)

a. A sloping roof should cover primary entrance porches. Flat roofs are not appropriate.
b. Gable, hipped and shed roofs are appropriate.

4.50 A mix of porch sizes is appropriate in a neighborhood. *(Added 2001, Rev. 2020)*

a. Most porches should be large enough to be functional for sitting.
b. The depth of the porch must be at least four feet. *(Added 2020)*

4.51 Roofed porches on the sides or rear of structures should be simpler than porches shielding the primary entrance. For example, a hipped roof porch on the front of a structure and a shed roof structure in the rear is acceptable. *(Added 2001)*

a. Small simple gable or shed roofs supported from the wall of the structure are acceptable on sec ondary entrances.
b. In new zones, retractable awnings are allowed provided they are located on rear or side eleva tions and are not highly visible from the street. In core zones, awnings are not appropriate. Aw nings should be small in scale, must be removable and must be mounted on a building without additional posts or structure. *(Added 2020)*

4.52 Second and third story decks are prohibited on the front facades of homes. These decks are acceptable on the rear of structures and may be considered on the sides of structures if unobtrusive and not highly visible from the street. *(Added 2001, Rev. 2020)*

a. In all zones, second story decks should be screened by structure or substantial landscaping if approved on the sides of structures. *(Rev. 2020)*
b. The area below second story decks may be hard surfaced at ground level without being consid ered as a covered porch. If the improved surface is above the adjacent grade level it will

be counted as a covered porch for floor area ratio purposes.

c. Decks must be rectilinear in shape. *(Added 2020)*

d. Rear elevation decks and stairs should not extend past the width of the house. *(Added 2020)*

e. Third story decks are only appropriate in commercial zones on a case-by-case basis. *(Added 2020)*

WINDOWS

4.53 The window to wall ratio should be similar to that seen on comparable historic buildings. *(Added 2001)*

a. On facades highly visible from the street in the historic core zones, there should be more glass on the first floor than on the second floor.

b. In new development zones the primary street frontage should adhere to this policy.

On facades that are highly visible from the public way, the window to wall ratio should in most cases, be similar to those seen on comparable historic buildings. The windows in this building are inappropriate. They cover too much of the façade surface and the shapes should be simpler.

4.54 Windows with vertical emphasis are encouraged. A general rule is that the height is twice the dimension of the width. Window operation, materials, divided light pattern and dimensions should be provided to insure compatibility with the Standards and Guidelines. *(Added 2001, Rev. 2020)

a. Double-hung windows with traditional depth and trim are strongly encouraged. In new development zones casement windows may be approved if they have a traditional look. Casements should have divided lights or the appearance of double-hung and are more acceptable for egress. *(Rev. 2020)*

b. Windows with significant relief should be used. Relief or reveal is the distance from the face of the window frame to the glass or glazing. Windows which appear flat with the wall plane or window frame shall not be used.

c. A limited number of small square windows may be acceptable. Windows larger than 24 inches by 24 inches must have divided lights. *(Rev. 2020)*

d. Horizontal windows and large fixed panes are not allowed. Where more glass is desired, divide the area into multiple windows.

e. Smaller full length or ¾ length flanker windows bracketing a larger window or door are inappro priate.

4.55 Keep windows simple in shape.** ***(Added 2001)

a. Triangle and trapezoids are not allowed.

b. In new development zones, arched top windows and round windows may be considered on a limited basis in gable or accent windows. *(Rev. 2020)*

c. Fan lights are not allowed. *(Added 2020)*

d. If stained glass windows are used, the glass must be permanently affixed on the interior. *(Added 2020)*

4.56 While wood windows are preferred, in the new development zones and infill development, metal-clad wood windows windows are acceptable. Fiberglass windows may be considered if they provide the reveal similar to a true divided from the exterior and divided light pattern, as seen historically (*Added 2001, Rev. 2020)*

a. Vinyl windows are not acceptable in any zone with exception of the Mobile Home Zone. *(Added 2020)*

4.57 Fenestration patterns should be similar to historic window placement patterns. *(Added 2001, Rev. 2020)*

a. Windows shall not crowd the outside corners of structures. There shall be at least 12 inches be tween the corner of a structure and the outside of the window trim.

b. On street-facing facades or those highly visible from the street, windows may not be placed so as to split floor levels. Windows should match sill or header heights on any given elevation. *(Rev. 2009, Rev. 2020)*

4.58 Groupings of more than 2 windows in the core zones and 3 windows in the new development zones on a façade facing or highly visible from the street are not allowed. Individual windows within a grouping should be of historic proportions. *(Added 2001)*

a. In the core zones at least 3.5 inches must separate windows in a pair. In new development zones, two windows may be mulled together: If three windows are grouped together there must be at

least 3.5 inches between each unit.

b. Sunspaces with greater glazing can be considered provided they are located in subordinate mod ules. They can deviate from the above fenestration rules on a limited basis. Window dimen sions should adhere to conventional two to one (height to width ratios). Glazing patterns that appear relational with historic sunspaces are acceptable. *(Rev. 2020)*

c. In new zones, a maximum of four window sizes on the front elevation and up to six window sizes on side elevations may be considered. *(Added 2020)*

4.59 Windows and doors should be trimmed. This trim should have a dimension similar to that used historically.** ***(Added 2001)

4.60 Divided lights should be formed from smaller muntins integral to the window. ***(Added 2001)***
a. Pop-in muntins and muntins not on the exterior glass are unacceptable.

4.61 A limited number of transom windows may be used under the following provisions: ***(Added 2020)***

a. The rough opening is no taller than 18". In R1B, R1D and R1E zones, where not highly visible from the street, transom windows may be up to 24".

b. The transom is situated above a window or door with at least (2"minimum mullion) dividing trim.

c. The use of trim that is continuous from window or door below is strongly encouraged.

d. Half round windows may be considered as transom windows.

e. Sensitivity to the window to wall ratio should be considered. See 4.53.

4.62 The use of bay or bow windows should be confined to the ground floor. ***(Added 2009)***

a. There should be sufficient structure beneath the glass of these windows to reach the ground or

give the appearance of reaching the ground.

4.63 The use of exterior window wells or exterior staircases to access below-grade doors may be considered if the following conditions are met. ***(Added 2009)***

a. Window and door wells should not be placed on the front façade of a building unless concealed by a covered porch feature. If possible, locate window wells under a covered porch feature or small roofed area on all other elevations of the home, as required in the Building Code. *(Rev. 2020)*

b. Window and door wells should not be larger than necessary to allow legal egress.

c. When possible, window and door wells should be screened from public view by landscaping.
d. Snow can heavily impact the function of window and door wells. Window wells required for egress must be covered by a roof or other feature to assure year-round accessibility per the building code requirements. *(Rev. 2020)*

DOORS

4.64 The primary entrance door should face the street on the front of the primary residence on a site. ***(Added 2001)***

4.65 The primary entrance door should be made of wood and be of a standard size. Doors made of materials indistinguishable from wood may be considered. The preferred form is a half-light door. ***(Added 2001, Rev. 2009)***

a. A full light door may be considered if it has true divided lights.
b. Doors with oval glass may be considered.
c. Sliding glass doors are not appropriate.
d. Fan light doors are not appropriate.
e. In new development zones, unique styles and carved doors may be considered. *(Added 2020)*

These historic homes address the street in a traditional manner with front stoops and consistent alignment on the street façade.

4.66 Secondary doors should be similar to those seen historically. ***(Added 2001)***

a. Sliding glass doors are not appropriate.

b. French doors may be considered if not on the primary street façade or highly visible from the street.

c. On duplex, triplex or multi-family, entry doors for each unit may also look like a primary door and be more decorative or may be simple in design. *(Added 2020)*

d. In core zones for infill development, one two-panel folding door may be considered when not highly visible from the street. The maximum opening is 6'. *(Added 2020)*

e. In new development zones, when not highly visible from the street, a maximum of one, three-panel folding/accordion door may be considered per home. The maximum opening is 9'. *(Added 2020)*

f. It may be possible for two, two panel folding/accordion/French doors that are separated by siding per façade to be considered. They must not be highly visible from the street. The maximum opening for each opening is 6'. *(Added 2020)*

4.67 If the structure is a duplex the doors should be positioned so as to emulate a single-family dwelling door placement. *(Added 2001)*

a. Two or more primary entrance doors should be avoided on the main street elevation. Two doors

facing the street on the main façade may be considered on multifamily dwellings as long as the placement is not excessively similar.

4.68 Garage doors should not face the primary street frontage when garages are integrated into the primary structure. *(Added 2001)*

4.69 Garage doors should be of wood exterior and emulate traditional accessory building hinged doors. *(Added 2001)*

DETAILS

4.70 The incorporation of interpretations of historic elements and details is encouraged. *(Added 2001)*

4.71 Chimneys may be considered. Traditionally, chimneys were of brick, measured on average 2'x2' and most exited the structure near the ridge because heating appliances were centrally located in the house. ***(Added 2001, Rev. 2020)***

a. In the new development zones, oversized masonry or rock chimneys that dominate the facade are discouraged. In core zones, oversized chimneys are not appropriate. *(Rev. 2020)*

4.72 Houses should have eaves and overhangs in historic proportions and styles. ***(Added 2001)***

a. Eaves, at the bottom roof pitches, should range from 6 to 18 inches. Overhangs on gable ends should range from 6 to 24 inches.

4.73 Connectors may be considered. Connectors are small enclosed structures, which connected two larger modules on a site.

a. Connectors should be smaller (shorter and narrower) than either module they connect.
b. Connectors are traditionally no more than one story in height.
c. Connectors should be fully enclosed and may have windows.
d. Connectors should connect modules from the front to the back of a site, not laterally across the small dimension of the lot.
e. Connectors should connect a smaller rear module to a larger front module.

LIGHTING

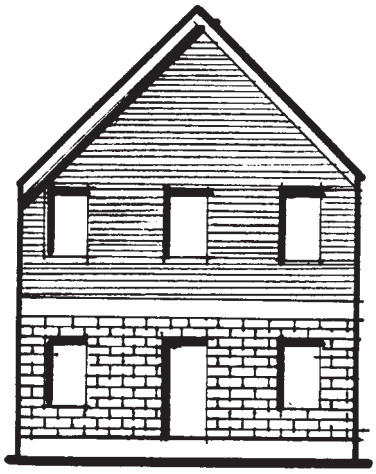
4.74 Lighting should be unobtrusive. The Board, as part of the review process, may require lighting specifications. ***(Added 2001)***

a. Lighting fixtures should be confined to areas adjacent to doors and walkways.
b. All fixtures should be fully shielded down light fixtures. Floodlight fixtures are not allowed. (See the Town's lighting regulations, Chapter 16, Article 17)
c. The light quality should be similar to incandescent lights. Sodium vapor, metal halide or mercu ry vapor fixtures are not allowed.
d. Bared bulbs are inappropriate. Bulbs that hang below the shroud of a fixture are also not al lowed. *(Added 2020)*
e. Lumen range for LED is generally 2,000-4,000 K to ensure that the light is warm and not cool, bright light. *(Added 2020)*

MATERIALS

4.75 Exterior materials should be similar to those seen historically on the relative building type.** ***(Added 2001)

a. Horizontal wood siding materials are preferred on primary structures. Traditional siding patterns are required in the core zones. These include bevel and drop lap patterns. Diagonal wood siding is inappropriate.
b. Logs may be considered if they can meet efficiency standards but should have a whole log, hand-hewn appearance. Machine milled logs are inappropriate. Log looking veneers may be considered in the new development zones but not in the core zones and should not become a dominant look in a neighborhood.
c. Vertical board and batten as well as board on board are appropriate materials, particularly on accessory buildings.
d. The use of corrugated metal may be considered for accessory buildings.
e. Dry stacked stone and corrugated metal are acceptable as a foundation material or foundation veneer. The maximum height from grade is 18". Rounded stone or river rock meeting the same requirements may be considered in the new development zones. *(Rev. 2020)*
f. Rock, stone, brick, plywood, panelized composite materials including T1-11 and Masonite, alu minum and vinyl are not acceptable as primary exterior materials. Cementous board (Hardi-plank) and composite siding may be considered in the new development zones if they are applied in traditionally sized pieces. *(Rev. 2020)*
g. Metal is not an acceptable material for fascia and other details in the core zones. In new zones metal details can be considered as an accent material (i.e. corbels, knee braces and brack ets, etc.), as long as a wood element is incorporated. They must meet the criteria in Standards and Guidelines 4.72 to be considered elsewhere. *(Rev. 2020)*



NO! Masonry is not appropriate as a primary material.

4.76 In new zones, plank and chink siding or barn wood/reclaimed lumber siding may be allowed in limited situations, as a primary material. The use of both materials on a building is inappropriate. ***(Added 2020)***

a. The accompanying material with the plank and chink or reclaimed lumber/barn wood shall be painted or stained.

b. In new zones, reclaimed lumber/barn wood may be considered as a primary material, but should not become the dominant look in the neighborhood. In new zones, no more than 20% of a block (up to four homes) within a 250' radius are allowed. In core zones, 10% of a block (up to two homes) within a 250' radius should be taken into account.

c. In new zones, plank and chink may be considered as a primary material, but should not become

the dominant look in the neighborhood. In new zones, 20% of a block (up to four homes) and 250' radius should be taken into account. In core zones, plank and chink is not allowed.

4.77 New materials may be considered. The material, if approved, will be monitored for 12 months and then evaluated for use in other districts/applications. In order to be considered the materials must meet all the following criteria: ***(Added 2001, Rev. 2020)***

a. They must appear similar, initially and over time, to traditional building materials found on historical buildings of like use. Shadow lines, reveals, texture, joints and joining of the materials, as well as the finished appearance of the product, may be considered when determin ing a material's acceptability.

b. They must have a demonstrated durability in this climate and the ability to be repaired.

c. They must demonstrate some advantage over traditional materials with regard to energy efficien

cy or resource conservation.

4.78 Stucco or stucco appearance products may be considered under limited conditions. With limited exceptions, stucco in Crested Butte was historically a veneer treatment over frame structures where the original finish material was wood. Large expanses of stucco on residential structures should be minimized. Traditionally stucco homes were small, with an average size of 1,236 square feet. Projects that adhere to all of the following standards and guidelines may be considered. ***(Added 2001)***

a. In the historic core zones, homes with stucco may not exceed 1,700 square feet of FAR. In new development zones, homes with stucco may be up to 2,100 square feet of FAR or the matter of right FAR for the property, whichever is smaller. Stucco homes should use traditional forms and massing to appear similar to those seen historically.

b. In new development zones, there is more latitude for use of stucco, 20% of a block (up to four homes), which takes into account both sides of the street. In core zones, the use of stucco is 10% of a block (up to two homes). *(Added 2020)*

c. Stucco tones that are generally darker are more acceptable. It is recommended that as the size of the structure increases the color of the stucco should become darker.

d. While simple rectangular mass should be the primary form, varying planes on the outside walls is an effective way to break up the appearance of large masses of stucco. The larger the structure

the more dramatic the plane changes should be. *(Rev. 2009)*

e. Because of the increased potential for a non-traditional appearance with stucco, additional his toric elements should be added to achieve a more compatible structure. True divided light windows, contrasting window trim, wooden doors, porches and other features are important elements that also help break up large masses of stucco and create a more historic appearance. *(Rev. 2020)*

f. Windows should be recessed so that the plane of the stucco and the glass are different and shad ows are introduced.

g. Substantial wood trim on doors and windows in a color contrasting with the stucco color is re quired.

h. Use other siding materials on subordinate modules if the primary module is stucco.

i. Textured stucco is more desirable than smooth stucco. Panelized stucco with visible joints is not

acceptable. *(Rev. 2009)*

j. Corners should appear square rather than rounded.

4.79 In the core zones, wood siding on primary street front modules of primary structures shall be painted or have a solid body stain treatment. This is highly recommended in the new development zones, although more variety is allowed. ***(Added 2020)***

a. A diversity of color treatment is desirable in a neighborhood and may be required. The neighbor hood context should be considered.

b. In the core zones it is encouraged that the trim be painted in a contrasting color.

4.80 Materials should be applied in a similar manner as seen historically. It was common for siding to be applied within six inches of grade. ***(Added 2001, Rev. 2020)***

a. Foundation treatments (i.e. metal, dry stacked stone or concrete) on residential structures may be allowed provided that they do not exceed the height of 18 inches above finished grade. *(Rev. 2020)*

4.81 Mixing primary materials on a structure may be considered. ***(Added 2001)***

a. In the core zones, primary materials may not be mixed on any one module, but may change at vertical breaks between modules. In new development zones materials may change vertically between modules or a change may be considered horizontally at floor levels only.

b. Traditionally, the more finished substantial materials occurred on the dominant street frontage module. This is recommended. For example, the primary module may have horizontal siding while a subordinate module may have vertical board and bat siding.

c. Accent materials may be considered if used in a manner similar to their use on historic struc tures. For example, shingles or vertical wood may be used in gable treatments.

4.82 Roofing materials should be similar to those used historically. ***(Added 2001)***

a. Metal roofing is acceptable. In new development zones and infill within core zones, metal roofing in muted colors are acceptable. To minimize glare, metal roofs that are highly reflective are not allowed. *(Rev. 2020)*

b. Sawn wood shingles are acceptable. Split shake shingles and asphalt shingles may be considered

in the new development zones but not in the core zones.

c. Galvanized corrugated metal is preferred, but standing seam may be considered. *(Rev. 2020)*

4.83 Consider adding rails to porches. In all zones, front porch railings, balusters and posts must be wood. ***(Added 2001, Revised 2020)***

a. In new zones, decks or balconies on the side or rear elevations, which are not highly visible from the street, materials may be metal, but should provide either wood posts or wood dimensional lumber top cap.

b. In core zones, top rail shall be a proportionally appropriate dimensional lumber. Metal balusters are supported if they are on a deck or balcony not highly visible from the street.

c. Composite materials may only be used as decking.

d. In all zones, horizontal metal tubing or cables appears too contemporary and are not supported.

ACCESSORY BUILDINGS AND ACCESSORY DWELLING UNITS

4.84 Accessory buildings are encouraged. Accessory buildings are smaller than the primary building on the site. Historically accessory buildings were used for storage, livestock shelter, coal sheds, icehouses, smoke-houses, outhouses and other non-primary uses. ***(Added 2001)***

4.85 Accessory buildings and accessory dwellings should be located on the rear of the site. ***(Added 2001)***

4.86 An attempt should be made to vary the appearance of accessory buildings and accessory dwellings within a neighborhood. ***(Added 2001)***

a. Consider varying the size, footprint, height, materials and detailing.

4.87 Accessory dwellings should appear similar in height and width to those seen historically. Dwellings are encouraged to not exceed a height to width ratio of 1 to 1 as measured on the street facing facade. ***(Added 2001)***

a. Accessory dwellings should be of simple design and massing. *(Added 2020)*
b. Accessory dwellings may include simple dormer designs provided that they comply with GL 4.44-4.45 for dormers. *(Added 2020)*
c. Dormers on accessory dwellings may break the eave-line of the roof if the dwelling ridge height is 3 or more feet lower than the allowable height from natural grade.
d. Gable-style dormers or intersecting ridge valleys on accessory dwellings do not allow for de creased set-backs below the standard requirements for accessory dwellings.

4.88 Accessory dwellings should be simpler and less detailed than primary structures. ***(Added 2020)***

a. Porches should be smaller and simpler in form. They should be less detailed than primary struc tures.

b. Accessory dwellings should have a greater solid to void ratio than primary structures.
c. Accessory dwellings should have one primary siding material for the main module. A secondary material may clad smaller modules in new zones. One material is required in the core zones.
d. Accessory dwellings may have small second story decks. They should be located in the rear and/or not be highly visible from the street.
e. Accessory dwellings can be painted or stained with two colors for the siding and trim details, or they may be left unpainted.
f. In the core zones, accessory dwellings should have simpler finish materials than the primary structure on the site.
g. In the new zones, metal siding that is relational to historic treatments may be considered, pro vided wood accents and trim are used to break up the expanse of the material. In the core zones, metal siding material is not allowed. *(Added 2020)*
h. Exterior staircases are discouraged, unless they are well screened with structure or landscaping from primary street views.

4.89 Accessory buildings should be simpler and less detailed than primary structures. ***(Added 2001, updated 2020)***

a. Accessory buildings may be left un-painted.
b. Accessory buildings should have simpler detailing. For example, they may be constructed without soffit and fascia.
c. Accessory buildings should be of simple design and massing.
d. If used, porches should be small and unobtrusive.
e. Accessory buildings should have fewer windows and a greater solid to void ratio than primary structures.
f. Dormers on accessory buildings are not allowed.
g. Accessory buildings should not have second story decks.
h. In core zones, accessory buildings should have simpler finish materials than the primary structure on the site.
i. In the new zones, metal siding that is relational to historic treatments may be considered, pro vided wood accents and trim are used to break up the expanse of the material. In the core zones, metal siding material is not allowed. *(Added 2020)*
j. Exterior staircases from second floors should be screened with structure or landscaping from primary street views.
k. There should be no more than one skylight per roof plane on accessory buildings. *(Added 2020)*

4.90 When garages are incorporated within accessory building the appearance of garage doors should be minimized and have a wood exterior to emulate historic accessory building doors.

Chapter 5-Design Standards and Guidelines for the Neighborhoods of Crested Butte

The Guidelines that follow apply to individual zone districts, and should be used in addition to the relevant General Guidelines, Guidelines for Historic Properties and Guidelines for All New Construction.

Note that the Design Standards and Guidelines in the following chapters may also apply:

Of special concern are the following Standards and Guidelines:
2.33 Respect the Town grid in all new development.
3.2 A historic primary structure shall remain on the lot on which it has been historically located.
3.5 Respect the historic design character of the building.
4.6 New construction should appear similar in scale to historic structures found traditionally in the neighborhood.
4.10 Materials should be used in a manner similar to those used traditionally.

B1 BUSINESS CORE DISTRICT

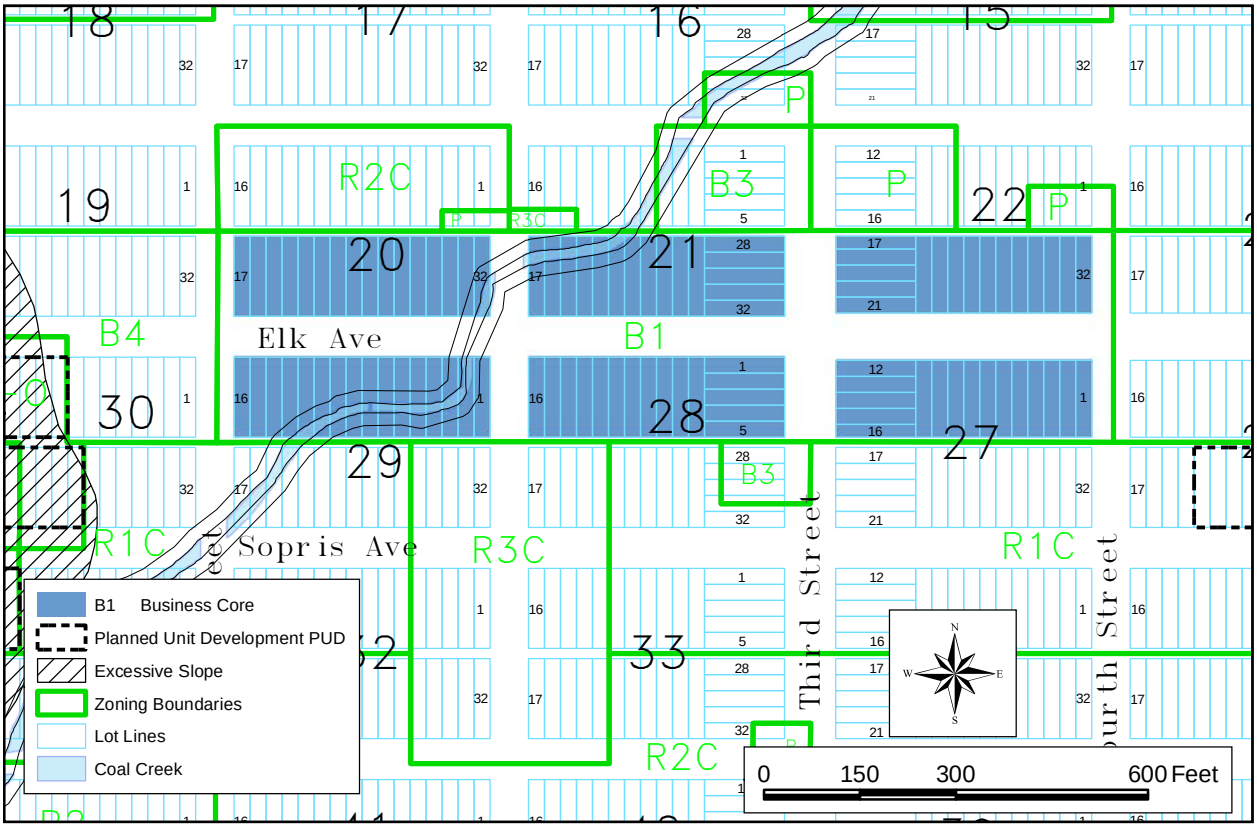
This district was created to allow the use of land for retail, recreational and institutional purposes along the street, with customary accessory uses, in order to enhance the business and service character in the central core of town. Accommodations and residential uses are limited to accessory buildings, with the exception that service housing is encouraged as part of a business structure. Please reference Chapter 16, Article 5, Division 2 of the Town Code for additional information about this zone district.

Historic character of the District

Historically, commercial buildings dominated this area. These were large, wood-frame structures with gable roofs. The roof ridges were oriented perpendicular to the street and often were concealed behind rectangular false fronts. Entrances were recessed, and display windows were typical at the street level. The B1 district contains a scattering of historic residential-type structures. New buildings adjacent to these resources should be sensitive to them in scale, materials and setback. Although commercial buildings are more typical in the B1 district, the historic variety in development must be respected.

Existing character of the District

The character of the B1 district is predominantly defined by business and service-related structures. In this area, a majority of the tourist-oriented eating and entertainment establishments are mixed with shops that serve both the tourist and local populations. A mix of historic and new buildings exists in the district. The historic buildings found there should establish the context with which to relate for new construction. New construction has been a combination of renovations, additions and infill on open lots. Several small, historic residential properties occur in the B1 zone and should utilize the B3 guidelines as a basis for design and review.



B1 ZONE DISTRICT within the TOWN OF CRESTED BUTTE, COLORADO

Before: A goal for the B1 district is to protect its historic character.

After: This rehabilitation project has preserved the essential historic character of the building.

Development trends

Buildings larger than those seen historically are appearing. It is important that these be designed in such a way that they appear to be similar in scale to those seen traditionally. Some of the larger commercial buildings are malls with businesses on upper and lower floors. Many front yards that were historically soft surfaces have been transformed into paved courtyards. Frequently, these adjoin false fronts, which are set back from the sidewalk.

B1 District Design Goals

The Town's design goals for the B1 District are:

- To protect the historic character of the area.
- To maintain the traditional sense of scale on the street.
- To assure that new construction will very carefully fit with the historic context.
- To maintain the area as a pedestrian-oriented environment. Development of streets, sidewalks

and pathways should encourage walking, sitting and other pedestrian activities. Buildings should be visually interesting to invite exploration of the area by pedestrians. Existing pedestrian routes should be enhanced.

- To preserve views along rights of way that have become community assets.
- To provide lighting that complements the historic character of the street and reinforces the over all sense of continuity of the neighborhood. Lighting should not create glare that overpowers the valley scene at night.
- To continue the development of visual interest along the stream bank. Provide a variety of forms and materials that enhance the pedestrian orientation and mix with other established functions.

B1 District Design Standards and Guidelines

LANDSCAPING AND SITE FEATURES

5.1 Outdoor amenities that will facilitate year-round pedestrian activity are encouraged.

a. Landscaped areas, bicycle racks and benches are examples of such amenities.
b. The amount of hard surface should not exceed the hard surfacing on the historic yards on the block.

5.2 Preserve the views along Elk Avenue.

a. Locate taller elements, such as upper stories, towers and tall trees where they will help frame the view, not block it.
b. Locate taller elements to preserve views of historic landmarks.

***5.3 Preserve existing mature landscaping.**

BUILDING ORIENTATION

5.4 Maintain the traditional spacing pattern created by upper-story windows.

a. Avoid changing the dimensions of openings found on historic buildings. Maintaining established window patterns is especially important when renovating existing buildings.

b. Align windows with others on the block when feasible.

5.5 Buildings should align in plan with others at the sidewalk edge.

a. However, buildings may be set back to preserve existing trees or to relate to residential-type structures or adjacent historic buildings or view corridors.

5.6 The use of false fronts is encouraged.

a. It is preferred that the roof form behind the false front be a peaked, sloped roof rather than a flat roof. This is in keeping with traditional roof forms.

b. Flat roofs may be used. Parapets on the fronts of buildings should be taller and more ornate than side parapets.

5.7 Maintain the alignment of horizontal features on building fronts.

a. Typical elements that align include upper-story window moldings, cornices, kick plates, tran soms, and parapets at the tops of buildings.

b. This requirement applies to both rehabilitation and new construction.

c. In order to preserve the character of the neighborhood, be sensitive to traditional building ele ments and their alignment. This alignment occurs because many of the buildings are similar in height.

***5.8 Maintain the typical proportion of void to solid (window to wall) in walls seen traditionally on Elk Avenue.**

a. Traditionally, ground floors were more transparent than upper stories. *(Added 2009)*

Maintain the typical proportions of solid to void in building walls. Traditionally, first floors were more transparent than upper levels.

5.9 Building entrances should appear similar to those used historically.

a. The entrance should be at grade level.

***5.10 Buildings should be oriented to Elk Avenue, with the long dimension perpendicular to the street.**

These newer commercial buildings address Elk Ave. in the same manner as historic commercial buildings.

5.11 Along three-story rear façades, building forms that step down in scale to the alley are encouraged.

a. Consider stepping down the overall building mass as it approaches the alley to reduce the visual impact on adjacent residential zones. *(Rev. 2009)*
b. Use projecting roofs over entrances, decks and separate utility structures in order to establish a pedestrian scale.

5.12 Develop alley façades to create visual interest.

a. Use varied building setbacks and changes in materials to create interest.
b. Balconies, courtyards and decks may be considered.
c. Pedestrian-scaled entrances, porches or similar elements may be considered.
d. Consider incorporating appropriate lighting sources that will facilitate pedestrian activity in alleys.
e. Secondary public entries may be considered.
f. Signs at rear entrances may be considered. *(Added 2009)*
g. Be sensitive to adjacent residential areas.
h. Provide functional areas for dumpsters, mobile trash, and/or recycle receptacles. *(Rev. 2020)*

MASS AND SCALE

***5.13 Buildings should appear similar in scale to those seen traditionally in the neighborhood, especially smaller historic structures nearby.**

a. Traditional standards in scale, proportion and materials should be met.

Buildings should appear similar in height to those seen historically. The traditional height was one or two stories.

***5.14 The traditional spacing pattern created by the repetition of uniform building widths along the street and the alley must be maintained.**

a. If a larger building is divided into multiple modules, these should be expressed three-dimension ally throughout the entire building. These modules should be no more than 25 feet in width. They should have a variety of heights, with a maximum height of 35 feet.

b. Where buildings are planned to exceed this width, use a change in design features to identify individual modules that suggest the traditional building widths. Changes in façade material, win dow design, façade height, and decorative details are examples of techniques that may be considered.

***5.15 Buildings should appear similar in height to those seen historically.**

a. Façade heights of new buildings should fall within the established range of the block.

b. In large projects, provide a variety of heights.

5.16 Floor-to-floor heights should appear to be similar to those seen historically.

a. In commercial projects, the break in floors should be expressed on the exterior façade by the traditional configuration of spaces, using features such as display windows, belt courses and ver tically-oriented second-story windows.

b. Split levels or half basements should not be visible from the street.

BUILDING DETAILS

5.17 On the front façade, avoid introducing new architectural elements that were not used traditionally.

5.18 Rooftop decks may be considered, but must be located to the rear of the property and can only be associated with residential or hotel uses housed within the building. ***(Added 2020)***

5.19 Canopies may be considered. ***(Rev. 2020)***

a. Permanent canopies that are hung from the building are appropriate.

b. Canopies supported on posts are discouraged.

5.20 Building materials should appear similar to those used historically.

a. Clapboard is appropriate as a primary building material.
b. Metal and stucco may be considered as accent materials on a building.

5.21 Use lighting to integrate the building with other buildings on the block at night.

a. All light sources must be fully shielded to minimize glare into the street and onto adjacent prop erties.
b. Lighting for parking and service areas should be especially shielded and designed to minimize glare into the street and adjacent properties.
c. Window display lighting should also be designed to minimize glare.
d. Light sources shall be of a low intensity. Lumen range for LED is generally 2,000-4,000 K to ensure that the light is warm and not cool, bright light. *(Rev. 2020)*

5.22 The light for a sign shall be an indirect source.

a. Light shall be directed at the sign from an external, fully-shielded lamp. Internal illumination of a sign is prohibited.
b. A warm light, similar to daylight, is appropriate. Energy-efficient compact-florescent lights or LED may be used with kelvin ratings noted in GL 5.21 (d). Sodium vapor lamps are inappropri ate. *(Rev. 2009, 2020)*

5.23 Develop rooftop equipment and appurtenances as design elements that contribute to the overall composition of the site.

a. Consider enclosing mechanical equipment in structures that are similar in color and texture to other materials used in the building.

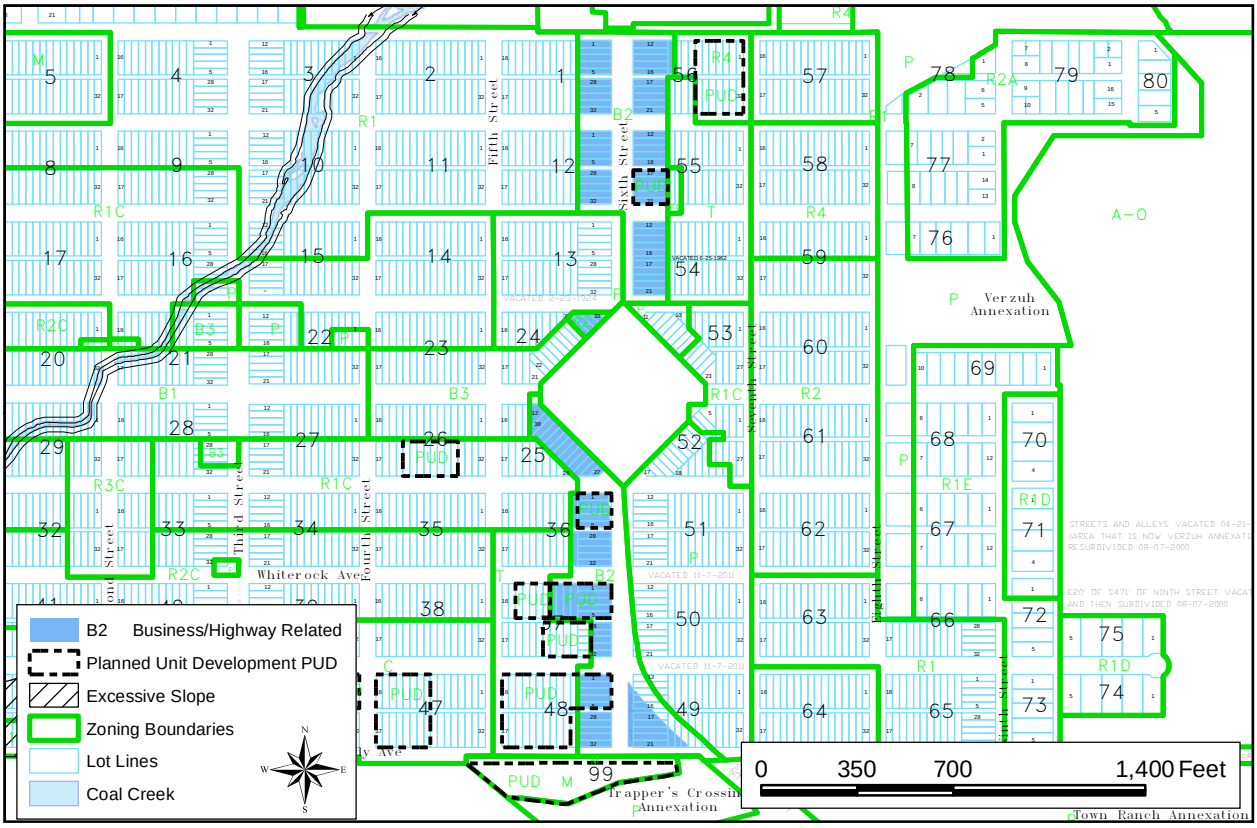
Display windows, transoms and kick plates are traditional details of commercial buildings that are appropriate in new construction.

B2 BUSINESS / HIGHWAY-RELATED DISTRICT

This district was created to provide for orderly business development along Highway 135 and the ski-area road, and to do so in a way that is compatible with safe traffic flow and the aesthetics of the town. Please refer to Chapter 16, Article 5, Division 3 of the Town Code for additional information about this zone.

Existing character of the District

The existing character forms a transition between the auto-oriented approach of the ski area-road and Highway 135 to town, and the mixed pedestrian orientation along Elk Avenue. This area is home to larger service commercial businesses such as banks, grocery stores, office buildings, motels, and gas stations, which all contribute to heavy traffic flow.



B2 ZONE DISTRICT within the TOWN OF CRESTED BUTTE, COLORADO

Development trends

This area is experiencing larger projects, and planned unit developments that pose a challenge in breaking up the massing to reduce the perceived scale of the buildings. Larger projects inevitably yield greater parking requirements, resulting in more parking lots. The visual impacts of these elements should be minimized. As the Guidelines indicate, parking behind buildings or on the street is suggested to mitigate negative visual effects. Current zoning requires that smaller buildings with side-yard setbacks in blocks not already substantially developed have

parking lots to the rear of the property.

This structure appears similar in form to traditional commercial buildings.

Note that the Design Standards and Guidelines in the following chapters also apply:

Chapter 2 for All Projects p. 30
Chapter 4, Section 4A for All New Commercial Construction p. 98
Chapter 5 for B1 Construction p. 136

Of special concern are the following Standard and Guidelines:
2.15 Include substantial amounts of landscaping in all projects.
2.27 Minimize the visual impacts of parking.
2.34 Site buildings to maintain established views where feasible.
4.6 New construction should appear similar in scale to historic structures found traditionally in the neighborhood.

B2 District Design Goals

The Town's design goals for the B2 District are:

- To establish a frame for Sixth Street, compatible with traffic flow to and from Elk Avenue and the ski area. This should be compatible with the historic character of town, while expressing the fact that this area has developed more recently.
- Efforts should be made to avoid buildings that contribute to the creation of a canyon effect.

Spaces and corridors between structures should be maintained.

- Development should encourage pedestrian activity and therefore should relate to the street in a manner more similar to that of traditional commercial buildings.
- Landscaping is particularly important in this district and must be maintained.
- The context includes fewer large gable and hipped-roof structures, as well as flat roofs with vari ous parapet styles, than in other areas. Therefore, flexibility is given in review to encour age a variety of building shapes and more contemporary interpretations of the Guidelines.
- The continuity of sidewalks is desired.

A larger building should be divided into modules that express typical building sizes. This structure exceeds the traditional size of buildings and as a result is out of scale.

Roof forms on this structure vary, helping it to appear in scale.

B2 District Design Standards and Guidelines

***5.24 Buildings should appear similar in form to industrial, commercial and residential buildings seen traditionally in Crested Butte.**

a. Use the Standards and Guidelines for the B1 zone as a basis for design.

5.25 Maintain the typical proportion of void to solid (window to wall) seen traditionally in commercial buildings in Crested Butte.

***5.26 Buildings should appear similar in width to those seen historically.**

a. Larger buildings divided into multiple modules should be expressed three-dimensionally, throughout the entire building. Include walls on the interior that are perpendicular to the street and express the typical modules, as seen from the street.

b. These modules should not exceed 25 feet in width.

5.27 Buildings should appear similar in height to those seen historically in other commercial zones in Crested Butte and not exceed 35 feet in height. Modules should not exceed 30 feet in width. ***(Rev. 2020)***

5.28 Floor-to-floor heights should appear to be similar to those seen historically on commercial buildings in Town.

5.29 Canopies are encouraged.

5.30 Outdoor amenities that will facilitate year-round pedestrian activity are encouraged.

5.31 Building materials should appear similar to those used historically.

a. Preferred materials include wood clapboard siding and metal roofs.

5.32 Building entrances should appear similar to those used historically.

5.33 Street-level, one-story buildings should appear similar in scale to those seen traditionally in the neighborhood.

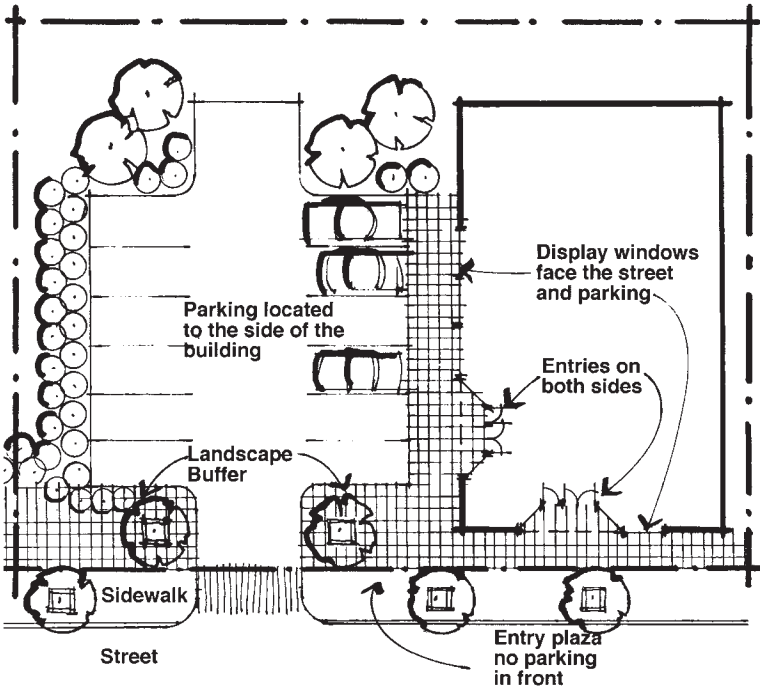
5.34 Buildings should be oriented to the street.

a. In larger new buildings, a variety in façade setbacks is encouraged to break up the massing.
b. Align the front at the sidewalk edge where feasible.
c. Use front setbacks for courtyards and landscaping, not parking.
d. A sidewalk shall be provided along the street edge.

5.35 Minimize the visual impacts of parking.

a. Locate parking in the rear.
b. Screen parking view from the public way.
c. Access parking from the alley.

Minimize the visual impacts of parking. Areas such as these should be screened.



Minimize the visual impact of parking by locating it to the side or rear of the building.

B3 & B4 BUSINESS & HISTORIC RESIDENTIAL DISTRICTS

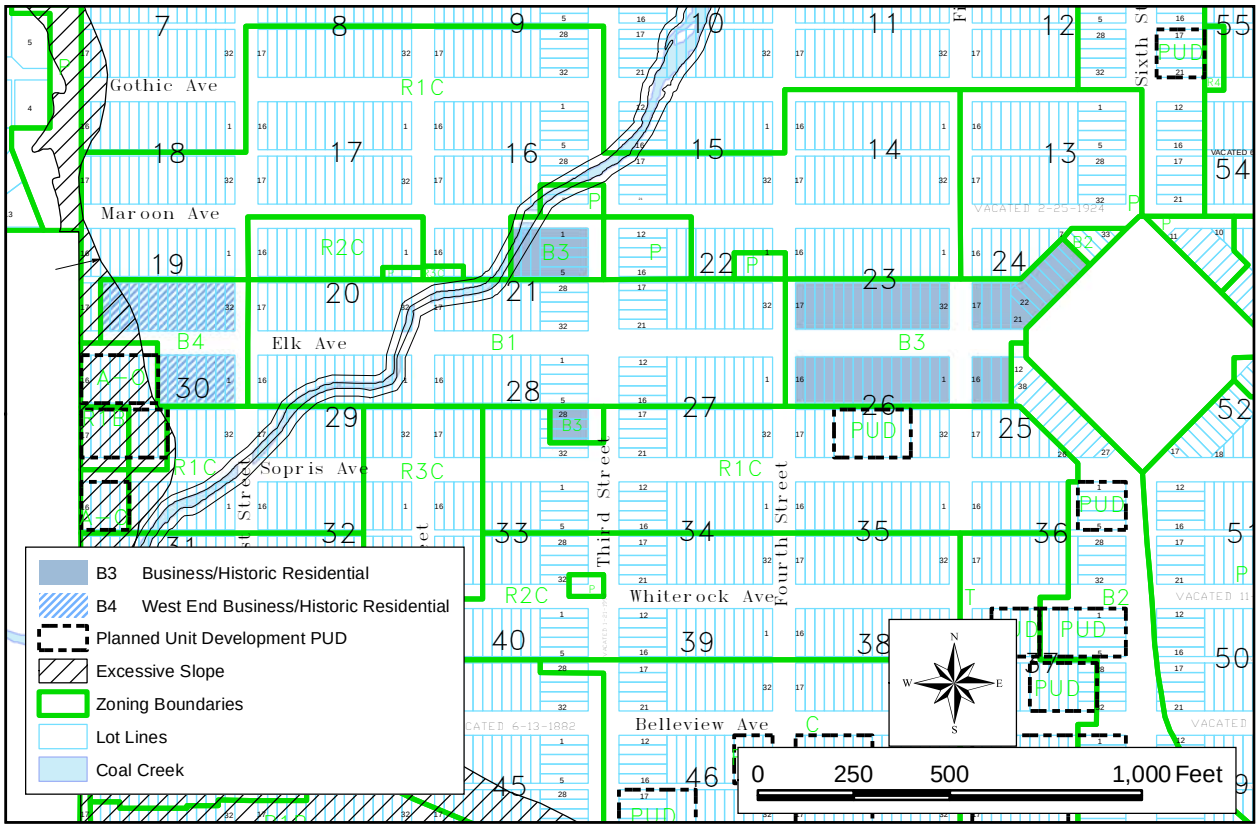
These districts were created to encourage the preservation of the historic and architecturally interesting structures found here. Preservation is encouraged by allowing the structures to remain in residential use or by converting them to business uses as long as essentially the same structures are retained. Please refer to Chapter 16, Article 5, Division 4 (B3 zone) and Division 5 (B4 zone) of the Town Code for information about these zone districts.

The historic character of the District

Historically, these areas were primarily residential in character. Structures were small residences with sloped roofs. The ridgelines in most single-family units were perpendicular to the street.

Existing character of the District

Today, increasing numbers of commercial uses are seen housed within the existing residential-type buildings.



B3 & B4 ZONE DISTRICTS within the TOWN OF CRESTED BUTTE, COLORADO

Development trends

The increase in commercial uses has meant an increase in signage and paved surfaces, especially in front yards, and the accumulation of display merchandise. More commercial uses are anticipated.

B3& B4 District Design Goals

The Town's design goals for the B3 & B4 districts are:

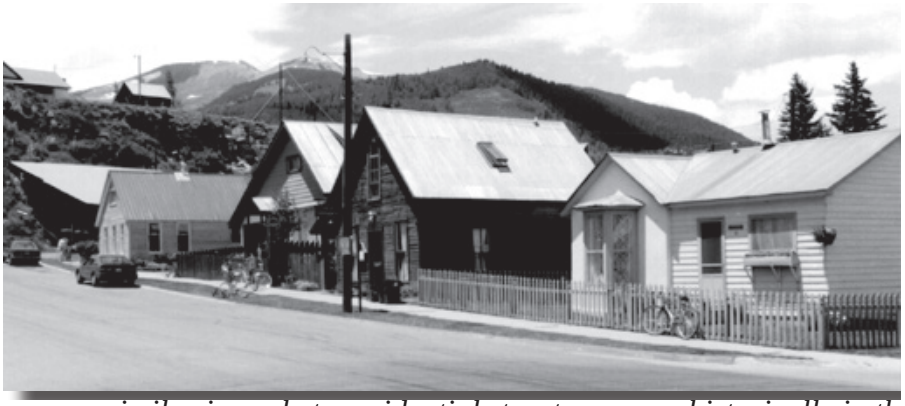
- To preserve the traditional residential character of the neighborhood while accommodating new uses.
- To maintain an overall residential scale.
- To maintain soft-surface yard space.

Note that the Design Standards and Guidelines and Standards in the following chapters also apply:

Of special concern are the following Standards and Guidelines:

3.1 Protect natural features.
3.4 Seek uses that are compatible with the historic character of the building.
3.60 Preserve the original roof form of a historic residence.

Today, increasing numbers of commercial uses are seen housed within existing residential-type buildings in the B-3 District.



Buildings should appear similar in scale to residential structures seen historically in the neighborhood.

B3 & B4 Districts Design Standards and Guidelines

ALIGNMENT AND SETBACKS

***5.36 Maintain the spacing pattern of side-yard setbacks on the street.**

5.37 Maintain front-yard setbacks.

MASS AND SCALE

The allowed Floor Area Ratio (FAR) is greater than that which developed historically. Wherever feasible, new development should be built to be more similar to the historic FAR.

***5.38 Buildings should appear similar in scale to residential structures seen historically in the neighborhood.**

5.39 Buildings should appear similar in width to those seen historically in the neighborhood.

5.40 Buildings should appear similar in height to those seen historically in the neighborhood.

a. False fronts are inappropriate in the B3 zone.

5.41 Floor-to-floor heights should be similar to those seen historically.

BUILDING FORM

5.42 Use forms similar to those seen on historic residential structures.

a. Historically, buildings in Crested Butte were designed as simple, rectangular forms, often with gable roofs. New buildings constructed in this district should reflect these traditional building forms.

b. Flat roofs are discouraged.

Use roof forms similar to those seen on historic residential structures.

WINDOW-TO-WALL (VOID-TO-SOLID) RATIO

5.43 Maintain the typical proportion of void to solid seen traditionally on residential structures.

MATERIALS

5.44 Building materials should appear similar to those used historically.

a. Wood clapboard is appropriate as a primary building material.

ARCHITECTURAL DETAILS

5.45 Details related to residential structures are appropriate.

a. Large display windows are not appropriate.

5.46 Outdoor amenities that facilitate year-round pedestrian activity are encouraged.

5.47 Building entrances should appear similar to those used historically.

5.48 Parking should only be located in the rear and accessed by an alley. ***(Rev. 2020)***

5.49 Preserve outbuildings in this area when feasible.

T TOURIST DISTRICT

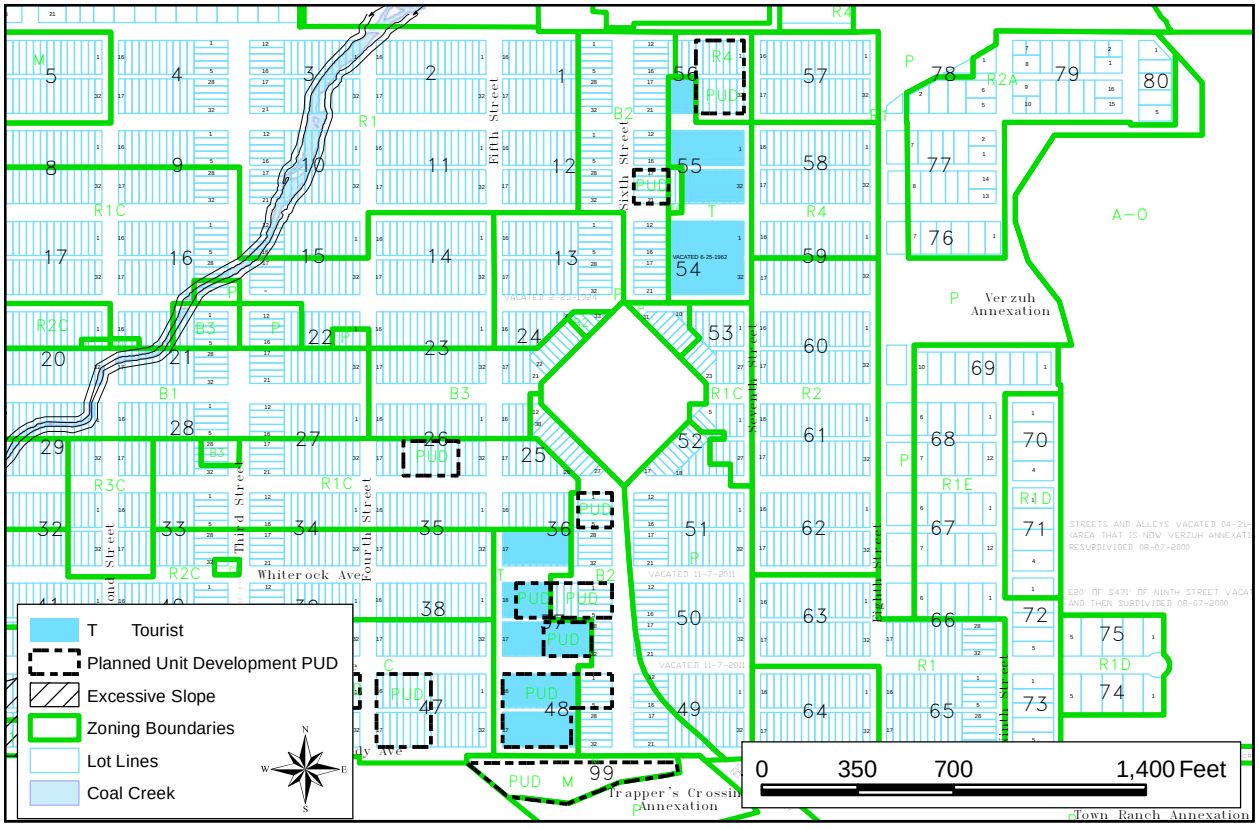
This district was created to provide areas for the establishment of tourist-oriented lodging accommodations and accessory uses. Careful attention will be accorded the scale at which such facilities and uses are built. Please reference Chapter 16, Article 5, Division 1 of the Town Code for more information about this zone district.

Historic character of the Tourist District

Large residences with open space around the building.

Existing character of the Tourist District

Large accommodations facilities and commercial structures are found in this area. This is one of the primary view corridors through town. Parking is very visible in front of most structures, and there is little landscaping.



T ZONE DISTRICT within the TOWN OF CRESTED BUTTE, COLORADO

Development trends

This district includes more multi-unit residential structures, together with hotels, lodges and inns that serve the short-term rental market, as well as mixed-use facilities.

T District Design Goals

The Town's design goals for the Tourist district are:

- To develop a larger-scale, residential character. To form a stronger sense of connection with the historic core.
- To have the area act as a transition from the B-2 to the residential zones.
- To accomplish a transition in scale from the core to the residential.
- To make pedestrian connections extend through projects to a larger circulation network.
- To provide parking on site.

Note that the Design Standards and Guidelines in the following chapters also apply:

Chapter 2 for All Projects p. 30
Chapter 3 for Historic Properties p. 51
Section 3A Rehabilitation for all Projects p. 59
Section 3B Rehabilitation of Historic Residential Properties p. 76
Section 3C Rehabilitation of Historic Commercial Properties p. 88
Chapter 4, Section 4A for All New Commercial Construction p. 98
Chapter 4, Section 4B for All New Residential Construction p. 105

Of special concern are the following Standards and Guidelines:
2.15 Include substantial amounts of landscaping in all projects.
2.27 Minimize the visual impacts of parking.
2.34 Site buildings to maintain established views where feasible.
4.3 Develop the site for a new building in a manner similar to that used historically.
4.11 The exact replication of older historic styles is discouraged.

T District Design Standards and Guidelines

ALIGNMENT AND SETBACKS

5.50 A variety of setbacks is appropriate.

a. Provide space for snow storage on site.

5.51 Site buildings to maximize views through the site to the historic core of town.

Large projects should be broken into modules in order to break up the perceived scale. This development appears more massive than is desired.

MASS AND SCALE

There is a greater allowed floor area ratio (FAR) in this zone than most B2 zone properties. This makes the method of the transition to residential zones even more important.

***5.52 Buildings should appear similar in scale to those seen historically in the neighborhood.**

a. A variety in building scale is appropriate, similar to commercial, residential and industrial buildings seen historically in town. The immediate context should be considered when determining the appropriate mass and scale. *(Rev. 2009)*

b. Large projects should be broken into modules in order to break up the perceived scale of the project.

5.53 Buildings should appear similar in width to those seen historically.

a. If a larger building is divided into multiple modules, they should be expressed three-dimensionally throughout the building.

5.54 Buildings should appear similar in height to those seen historically.

5.55 Floor-to-floor heights should appear to be similar to those seen historically elsewhere in Crested Butte.

***5.56 Buildings should be very sensitive to smaller-scaled residential zones.**

a. Buildings should step down in scale when adjacent to residential zones.

BUILDING FORM

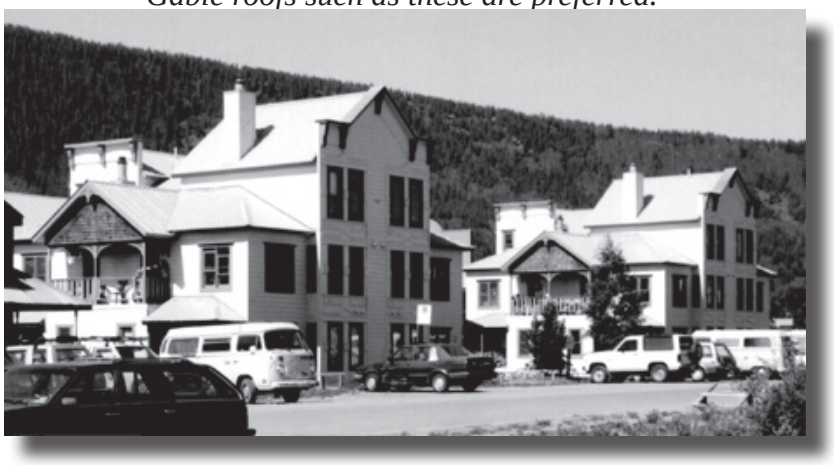
5.57 Use forms similar to those seen on historic, residential, commercial, and industrial structures.

This new building uses traditional false-front and gable roof forms to reduce its overall mass.

5.58 Gable roofs are preferred. Flat roofs are discouraged.

a. A false front may be considered if a sloped roof is behind it.

Gable roofs such as these are preferred.



WINDOW-TO-WALL (VOID-TO-SOLID) RATIO

5.59 Maintain the typical proportion of void to solid seen on historic residential, commercial and industrial structures.

MATERIALS

5.60 Building materials should appear similar to those used historically.

5.61 Wood clapboard is appropriate as a primary building material.

a. Stone and stucco may be used as secondary building materials.

PARKING

***5.62 Parking will be provided on site.**

a. Minimize the visual impacts of parking.
b. Locate parking to the interior of the lot and screen it.
c. Pull-in parking accessed directly off the street is inappropriate.
d. Signage for ADA parking spaces is required. (Added 2009)

Minimize the visual impact of parking. Rows of pull-in parking, such as this, are inappropriate.

ARCHITECTURAL DETAILS

5.63 Outdoor amenities that will facilitate year-round pedestrian activity are encouraged.

5.64 Building entrances should appear similar to those used historically.

a. Orient the primary entrance toward the street.

5.65 Rooftop decks may be considered but must be located to the rear of the property and can only be associated with residential or hotel uses housed within the building. *(Added 2020)*

LANDSCAPING

5.66 Projects in this zone shall provide substantial landscaping.

a. See the general standards for landscaping, page 13.

C COMMERCIAL DISTRICT

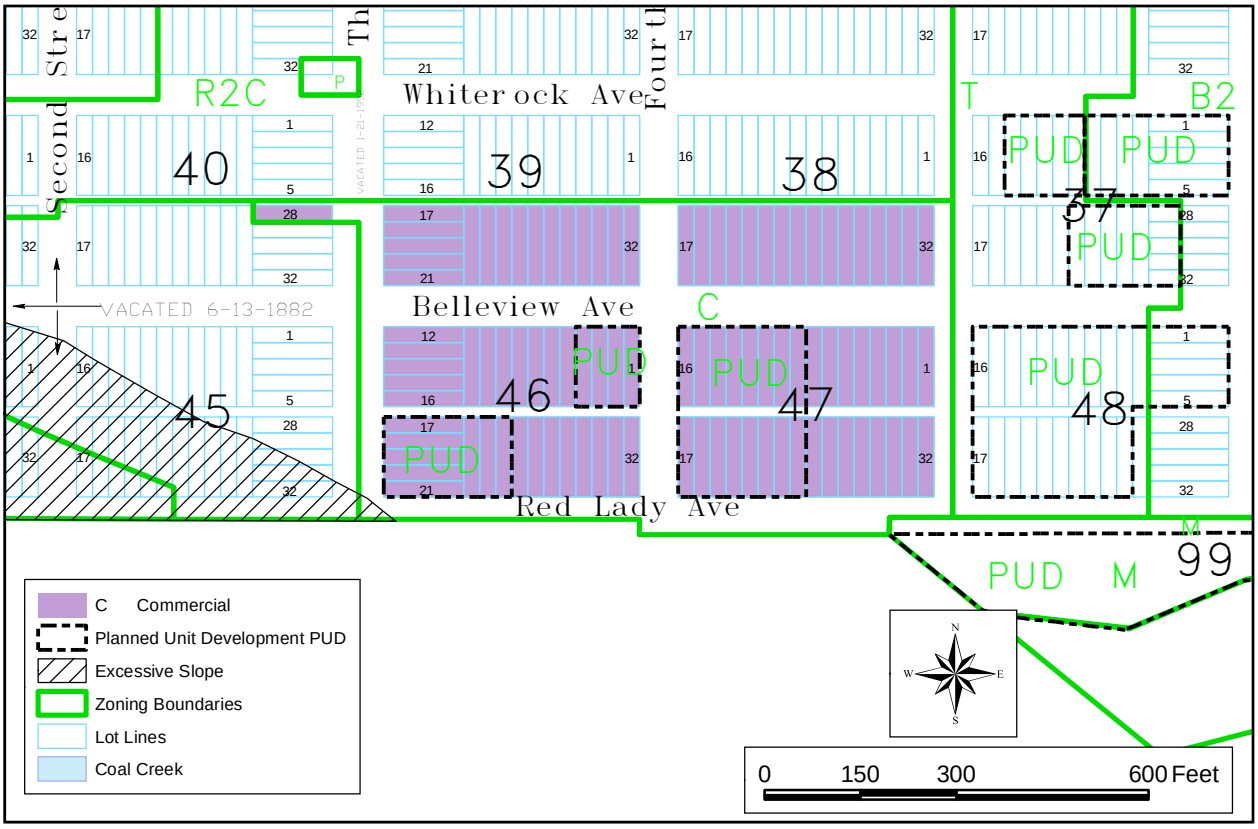
This district was created to allow the use of land for limited commercial purposes and limited industrial purposes with customary accessory and institutional uses. Employer or service housing is included as a conditional use in this district if it is incidental to the primary use. Please refer to Chapter 16, Article 5, Division 6 of the Town Code for additional information about this zone district.

Historic character of the District

This area contained coke ovens and railroads. It was predominantly industrial.

Existing character of the District

This area is outside the historic core and contains larger buildings and a mix of uses to accommodate semi-industrial service functions, some of which exist on two lot parcels. This is primarily an auto-access zone.



C ZONE DISTRICT within the TOWN OF CRESTED BUTTE, COLORADO

Development Trends

Existing service, commercial and industrial uses require larger, simple buildings, exterior storage and auto-related uses. This district need not be as sensitive to the historic context as some other districts. Some small residential,

retail and office uses are appearing in the zone.

C District Design Goals

The Town's design goals for the Commercial district are:

- To allow flexibility to accommodate the necessity of larger buildings, provided the designs fit into the overall sense of place of Crested Butte.
- To screen commercial buildings from adjacent residential structures through landscaping and building orientation.
- To ensure that the fronts of buildings on the street are more finished than the sides.
- To ensure that along the north side of Belleview Avenue the buildings step down in scale toward the back to make a transition to the adjacent residential scale of buildings along Whiter ock Avenue.

Note that the Design Standards and Guidelines in the following chapters also apply:

Chapter 2 for All Projects p. 30
Chapter 3 for Historic Properties p. 51
Section 3A Rehabilitation for all Projects p. 59
Section 3B Rehabilitation of Historic Residential Properties p. 76
Section 3C Rehabilitation of Historic Commercial Properties p. 88
Chapter 4, Section 4A for All New Commercial Construction p. 98
Chapter 4, Section 4B for All New Residential Construction p. 105

Of special concern are the following standards and guidelines:
4.22 Flat roofs may be considered on commercial structures.

C District Design Standards and Guidelines

ALIGNMENT AND SETBACKS

5.67 A variety of setbacks is appropriate.

5.68 The front façade of a building should be oriented toward the street on which the main access point is located.

MASS AND SCALE

***5.69 Buildings should step down in scale along rear lot lines where they abut residential zones.**

a. Because the C District has traditionally been an industrial area, buildings may be larger in mass. However, this mass should taper along the edges where residential zones begin. In addition, buildings of larger mass should be designed to relate to pedestrian activity.
b. Flexibility in the interpretation of these building forms is appropriate in this area.

5.70 When visible from the street, large wall surfaces should be broken up with some form of detailing.

a. Avoid large, continuous surfaces.

BUILDING FORM

5.71 Use forms similar to those seen on historic commercial and residential structures.

a. Simple, rectangular forms should be encouraged.

b. False fronts are appropriate for this district.

When visible from the street, large wall surfaces should be broken up with some form of detailing.

Use forms similar to those seen on historic commercial and residential structures. This new building reflects the traditional false-front character of early commercial edifices.

WINDOW-TO-WALL (VOID-TO-SOLID) RATIO

5.72 Greater flexibility in the void-to-solid ratio is appropriate in this area, although in general ratios similar to those seen historically are encouraged.

MATERIALS

5.73 Building materials should appear similar to those used historically.

a. Wood clapboard siding is appropriate as a primary building material.
b. Stucco and concrete block may be considered as building materials. Split-faced concrete block is recommended for the front façade. Cinderblocks are not appropriate for the front façade.
c. Corrugated metal siding may be considered as a siding material. *(Added 2020)*

5.74 Garage-door materials within the C zone should adhere to the following: *(Added 2020)*

a. Metal-faced garage doors are not allowed in the C zone.
b. Vinyl clad is not appropriate.
c. Metal garage doors are encouraged.
d. Full-glass garage doors are not appropriate.

5.75 Building entrances should appear similar to those used historically on commercial structures.

LANDSCAPING

5.76 Provide landscaping on all commercial sites.

a. This is especially important where properties abut residential districts.
b. Planter boxes with trees or tall shrubs are appropriate on building fronts. *(Added 2009)*

5.77 Screen storage and service areas.

ORIENTATION

5.78 Orient the primary entrance to the street.

5.79 Provide sidewalks.

PARKING

5.80 Provide on-site parking.

a. ADA parking is required to have signage. (*Added 2009)*

5.81 Encourage parking in the rear.

5.82 Avoid large areas of asphalt pavement.

a. Break up large areas of asphalt if asphalt is necessary.

b. Use alternative materials that give a more natural appearance.

ARCHITECTURAL DETAILS

5.83 Outdoor amenities that will facilitate year-round pedestrian activity are encouraged.

5.84 Building entrances should appear similar to those used historically.

5.85 Rooftop decks may be considered but must be located to the rear of the property and can only be associated with residential or hotel uses housed within the building. *(Added 2020)*

R1 RESIDENTIAL DISTRICT

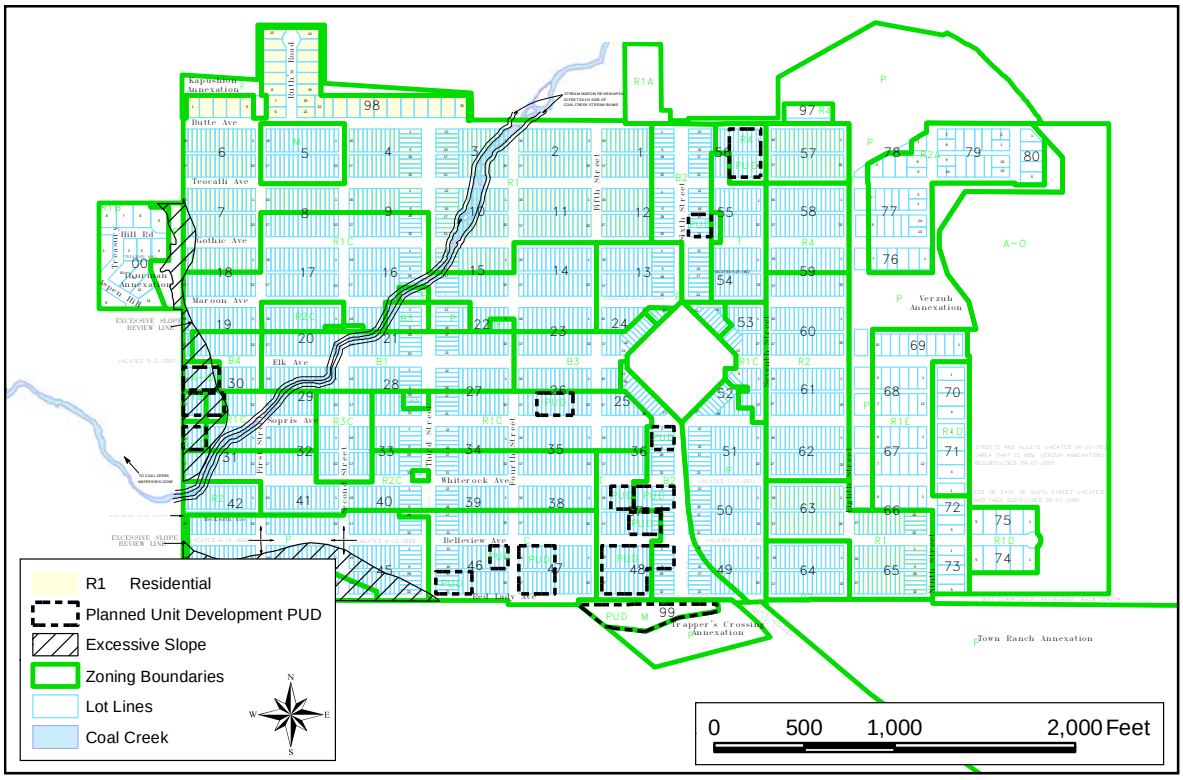
This district was created to provide areas for low-density residential development along with customary accessory uses. Recreational and institutional uses customarily found in proximity to such residential uses are included as conditional uses. No more than two units, designed or used for dwelling by a family, shall be allowed on a site. Please refer to Chapter 16, Article 4, Division 1 of the Town Code for additional information about this zone district.

Historic character of the District

The R1 zone was not built out prior to the 1970s. It was either vacant land or one block of company buildings that, for the most part, have been moved off site or destroyed over time.

Existing character of the District

Today this area is a mix of occasional historic structures and newer buildings. The district is primarily composed of more recent buildings. During the 1980's and early 1990's much of the new residential construction was in scale with buildings seen traditionally in the area. The scale of residences increased as the Kapushion and Verzuh subdivisions were annexed into Town in the mid-1990's and 2000's. Many of the historic structures have additions and other alterations. Coal Creek flows through this area, breaking the pattern of lots between Third and Fourth Streets. This provides a distinct identity to the development in this area.



R1 ZONE DISTRICT within the TOWN OF CRESTED BUTTE, COLORADO

Development trends

In many instances, there is a desire to create larger structures to accommodate a resort lifestyle. This requires more space than a typical residence. In many instances, there is a desire to create larger, more modern structures that accommodate a resort lifestyle. This oftentimes requires a larger footprint and more space than a typical single-family residence. In some areas, redevelopment of smaller, older homes has resulted in increases to the overall mass and scale of the existing neighborhood. Ordinance No. 34, Series of 2019 was adopted in response to these changing circumstances by establishing Code requirements related to demolition, relocation and replacement housing.

R1 District Design Goals

The Town's design goals for this district are:

- To encourage appropriate infill and changes to existing structures that complement the character of the historic residential core areas.
- To maintain the size and scale of the R1 neighborhoods so they complement, rather than over whelm or detract from, historic structures.
- To maintain and encourage pedestrian size, scale, uses, and orientation.
- To allow for greater flexibility in design compared with what is allowed in historic areas.

Note that the Design Standards and Guidelines in the following chapters also apply:

Chapter 2 for All Projects p. 30
Chapter 4 for All New Construction p. 98

Of special concern are the following Standards and Guidelines:

4.6 New construction should appear similar in scale to historic structures found traditionally in the neighborhood.

4.13 Contemporary interpretations of traditional details are encouraged.

Today the R1 District is a mix of occasional historic structures with new structures.

Buildings should appear similar in mass and scale to single-family houses seen historically.

R1 District Design Standards and Guidelines

MASS AND SCALE

***5.86 Use simple roof forms.**

a. These should be gable and oriented with the ridge either at a right angle or parallel to the street. *(Rev. 2009)*

b. The roof pitch should be similar to that used historically; neither too shallow nor too steep, typi cally 8:12 to 12:12 pitch. *(Rev. 2009)*

c. Steep pitches are preferred over shallow pitches, and flat roofs are not allowed.

d. Buildings should be a composition of simple, rectangular forms.

***5.87 The building should appear similar in mass and scale to single-family houses seen historically.**

a. Break up the mass of larger structures into groupings of modules, each of which expresses the mass and scale of buildings seen traditionally.

b. See guideline 4.4 in "All New Construction"

5.88 Buildings should appear similar in height to single-family houses seen in the neighborhood.

5.89 Buildings should appear similar in width to single-family houses seen historically in the neighbor-hood.

SETBACK AND ORIENTATION

5.90 Setbacks should be similar to those seen historically in residential areas.

5.91 Each structure should have a primary entrance that is oriented to the street.

a. Defining the entrance with a porch is encouraged.

LANDSCAPE

5.92 Providing landscaped front yards is required.

5.93 Minimize the visual impact of off-street parking.

a. Parking in the front yard is discouraged.

5.94 Minimize the visual impact of garages. Locate garages on the alley when feasible.

a. When garages are located as part of the primary structure, use single-car garage doors and paint or stain them the same color as the areas around them. Design the garage to be visually subordinate.

b. Set garages in from the street further than the primary façade, or orient the garage doors at a right angle to the street. *(Added 2009)*

Minimize the visual impact of garages on front façades as seen from public ways. A more appropriate design solution to this garage addition would have been to locate the garage in a secondary structure to the rear of the lot.

BUILDING FORM

***5.95 Buildings should have a simple rectangular mass as the primary form.**

a. Subordinate elements may be attached to the primary form.
b. These attachments should be clearly smaller.

Buildings should have a simple rectangular mass as the primary form.

***5.96 Windows should be similar in size and proportion to those used historically.**

a. Half-round and quarter-round windows may be acceptable.
b. Trapezoidal and round windows were not used historically and are discouraged.
c. Double-hungs or windows that have the appearance of double-hungs with roughly a 2:1 height to width ratio are encouraged. *(Added 2009)*
d. Large plate glass windows are not allowed. *(Added 2009)*
e. Windows larger than 24”x24” must have mullions. *(Added 2020)*

5.97 Windows and doors should be trimmed with wood of a dimension seen historically.

***5.98 Balconies and decks should appear subordinate to the main building.**

a. Balconies and decks should be located on the alley side of a structure rather than the street side.

5.99 Clearly define entrances; use a porch to define the entry.

a. The porch should be the predominant element on the front of the structure.

5.100 If a building incorporates a stepdown module toward the side-yard lot line, the module should appear as an addition on the side of the structure but not occupy the entire length of the side.

This new residential structure uses a porch to define the entrance. The garage is appropriately located to the rear.

As the building steps down to the side yard the stepdown module should appear as an addition on the side of the structure. It should not occupy the entire length of the side, as it does on this structure.

R1A RESIDENTIAL DISTRICT

This district is of limited size. It was designed to allow some existing development on the perimeter of town to be incorporated as a buffer to the surrounding open space. The Standards and Guidelines for new development in Chapter 4 should be used as the basis for design and review in this zone. Please refer to Chapter 16, Article 4, Division 4 of the Town Code for additional information about this zone district.

R1B RESIDENTIAL DISTRICT

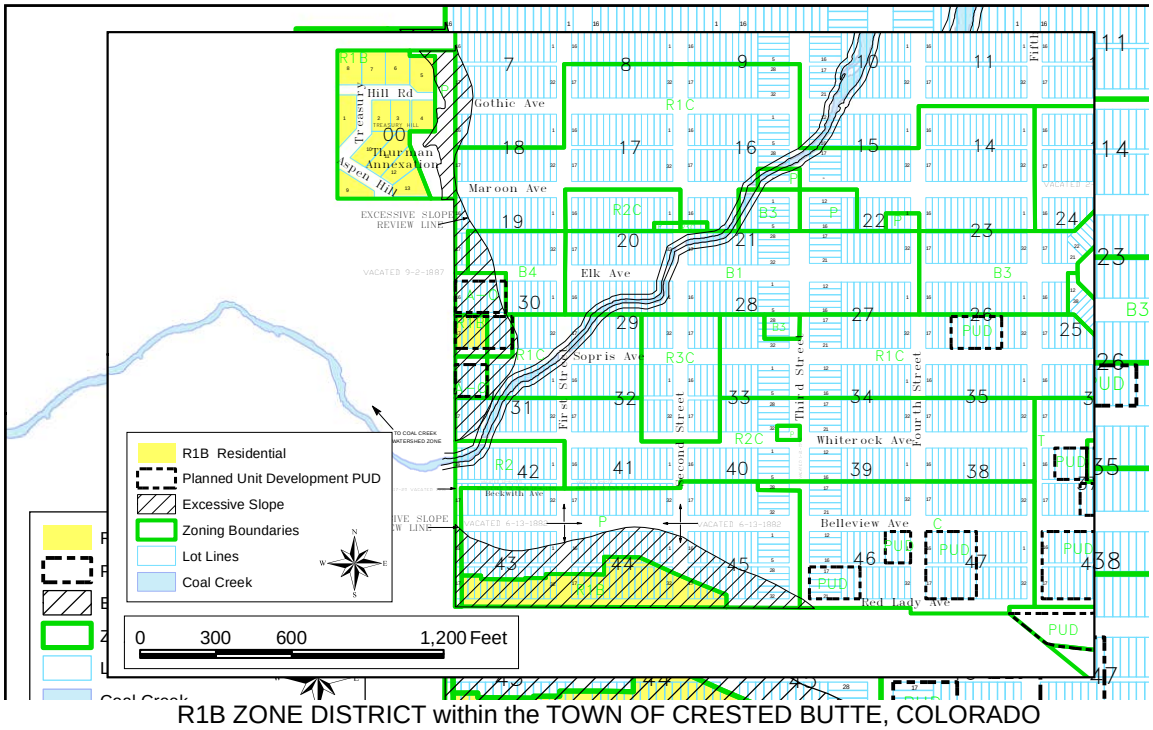
This district was created for unique properties situated at higher elevations where larger building sites accommodate fewer structures, serving as a transition between the town and larger residential lots outside of town limits. No more than two units, designed or used for dwelling by a family, are allowed on a site. Unlike traditional town lots, the impact of structures may be elevated by their appearance from town that may not be the street frontage. Please refer to Chapter 16, Article 4, Division 5 of the Town Code for additional information about this zone district.

Historic character of the District

The bench helps to define the edge of the valley. This ridge became the natural boundary to town on the south and west.

Existing character of the District

R1B is a residential area consisting of large newer homes with views into town and over town to the Crested Butte ski area.



R1B ZONE DISTRICT within the TOWN OF CRESTED BUTTE, COLORADO

R1B District Design Goals

- To minimize the mass and scale of buildings as seen from below, buildings in this area should relate to those found traditionally in town.
- To encourage appropriate infill and changes to existing structures that complement the character of the historic core areas.
- To maintain the size and scale of the R1B neighborhoods and to place new structures so they complement, rather than overwhelm or detract from, historic structures.
- To maintain and encourage pedestrian size, scale, uses, and orientation.
- To allow for greater flexibility in design than what is allowed in historic areas.

Note that the Design Standards and Guidelines in the following chapters also apply:

Chapter 2 for All Projects p. 30
Chapter 4 for All New Construction p. 98

Of special concern are the following Standards and Guidelines:
2.29 The use of accessory structures is encouraged to reduce the overall mass on a site.

R1B District Design Standards and Guidelines

***5.101 Buildings should step down in scale as they approach the edge of the bench.**

a. If possible, limit height to 1 ½ stories at the edge of the bench to minimize the mass as seen from town.

5.102 Minimize roof mass.

a. Orient gable ridgelines toward the core in order to minimize the apparent mass of structures as seen from the center of town.

5.103 Provide landscape buffers along the edge of the bench to screen the mass of buildings.

***5.104 Minimize large glass areas facing town.**

a. Window-to-wall ratios should be no greater than those found in town.

5.105 Provide a variety of setbacks.

a. This is especially important for large structures.

5.106 Locate structures away from the edge of the bench.

a. Minimize their appearance as seen from below.

***5.107 Minimize lighting that is visible from the town below.**

a. Locate light sources away from the edge of the bench.
b. Light sources should be screened or directed to minimize visual impact on neighbors and the town below.

R1C & R2C HISTORIC CORE RESIDENTIAL DISTRICTS

The R1C District was created to provide for low-density residential development along with customary accessory uses in the older residential areas of the town, where particular attention to the characteristics, size and scale of existing historic buildings is required. Residential and institutional uses customarily found in proximity to such residential uses are included as conditional uses. No more than two units, designed or used for dwelling by a family, are allowed on a site. Please refer to Chapter 16, Article 4, Division 6 of the Town Code for additional information about this zone district.

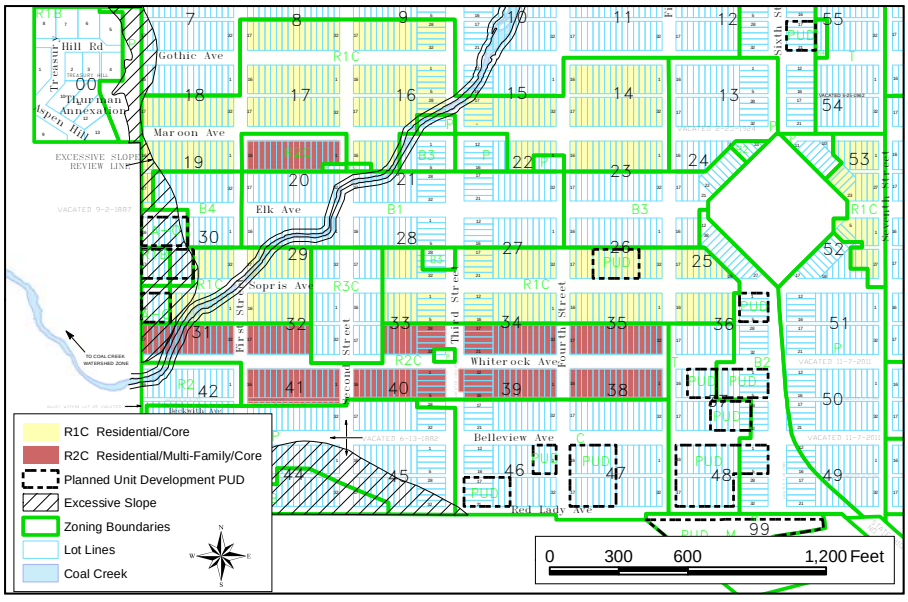
The purpose of the R2C District is to provide areas for more intensive residential development than allowed in the R1 District, along with customary accessory uses. It is imperative to carefully monitor such development so that it blends into its neighborhood context and the scale and fabric of the town, paying particular attention to the characteristics, size and scale of existing historic buildings. Please refer to Chapter 16, Article 4, Division 7 of the Town Code for additional information about this zone district.

Historic character of the District

The R1C and R2C zones were the original residential areas of town. Houses were wood frame with sloping gable roofs. There were occasional larger structures that were originally boarding houses and lodging facilities. The R1C was primarily single-family, while the R2C included duplex residences as well.

Existing character of the District

Today this area is a mix of historic structures and new infill. Many of the historic structures have been added on to and rehabilitated. Some recent additions and restorations have modified non-historic changes. Some of these earlier changes have set a character of their own often described as Carpenter Gothic, and include unique features such as jigsaw bargeboards on the fascia.



R1C & R2C ZONE DISTRICTS within the TOWN OF CRESTED BUTTE, COLORADO

Development Trends

Many historic properties still remain for potential renovations and additions. In many instances there is a desire to create larger structures to accommodate the lifestyle of a resort setting. However, the intent is to promote development that is more in scale with the historic context.

Note that the Design Standards and Guidelines in the following chapters also apply:

Chapter 2 for All Projects p. 30
Chapter 3 for Historic Properties p. 51
Section 3A Rehabilitation for all Projects p. 59
Section 3B Rehabilitation of Historic Residential Properties p. 76
Section 3C Rehabilitation of Historic Commercial Properties p. 88
Chapter 4, Section 4A for All New Commercial Construction p. 98
Chapter 4, Section 4B for All New Residential Construction p. 105

Of special concern are the following Standards and Guidelines:

2.16 Arrange landscape elements in a manner similar to that seen traditionally.
3.18 Additions should be compatible in size and scale with the main building.
3.23 When planning alterations to a historic building, minimize negative effects on existing character-defining features.
3.47 Preserve the original porch.
3.64 Preserve historic accessory buildings.

R1C & R2C Districts Design Goals

- To encourage appropriate infill and changes to existing structures that preserve the historic r esidential character of the area.
- To place importance on the appropriate development of the entire property, not just individual structures.

Today the R1C District is a mix of historic and new structures. Many of the historic structures have been added on to and rehabilitated for contemporary living. Note: streets not yet paved.

Buildings should appear similar in width to that of single-family houses seen historically in this area.

R1C & R2C Districts Design Standards and Guidelines

***5.108 Buildings should appear similar in width and height to single-family houses seen historically in**

this district.

5.109 Setbacks should be similar to those seen historically in residential areas.

5.110 Each structure should have a primary entrance oriented to the street. Define the entrance with a porch.

5.111 Provide landscaped front yards.

5.112 Minimize the visual impact of off-street parking.

a. Parking areas and garages in front yards are discouraged.

***5.113 Minimize the visual impact of garages. When feasible, locate garages on the alley.**

a. When garages are located as part of the primary structure, use single-car garage doors. Design and paint the garage to be visually subordinate.

5.114 Buildings should have a simple rectangular mass as the primary form.

a. Other subordinate elements may be attached to this.
b. These attachments should be clearly smaller.

5.115 Windows should be similar in size and proportion to those used historically.

a. If in scale, half-round and quarter-round windows may be acceptable in new construction.

b. Triangular, trapezoidal and round windows were not used historically and are discouraged.

5.116 Windows and doors should be trimmed with wood of a dimension seen historically.

5.117 Balconies and decks should appear subordinate to the main building.

a. Balconies and decks should preferably be located on the alley side of a structure rather than the street sides.

5.118 Clearly define entrances. Use a porch to define the entry.

a. The porch should be the predominant element on the front of the building.

***5.119 Residences in the R1C District should be differentiated from those in the R1 District by being more pedestrian-oriented, smaller in scale and with garages or surface parking not facing the street.**

Buildings should have a simple rectangular mass as the primary form.

Windows and doors should be trimmed with wood of a dimension seen historically.

R2 RESIDENTIAL & MULTI-FAMILY DISTRICT

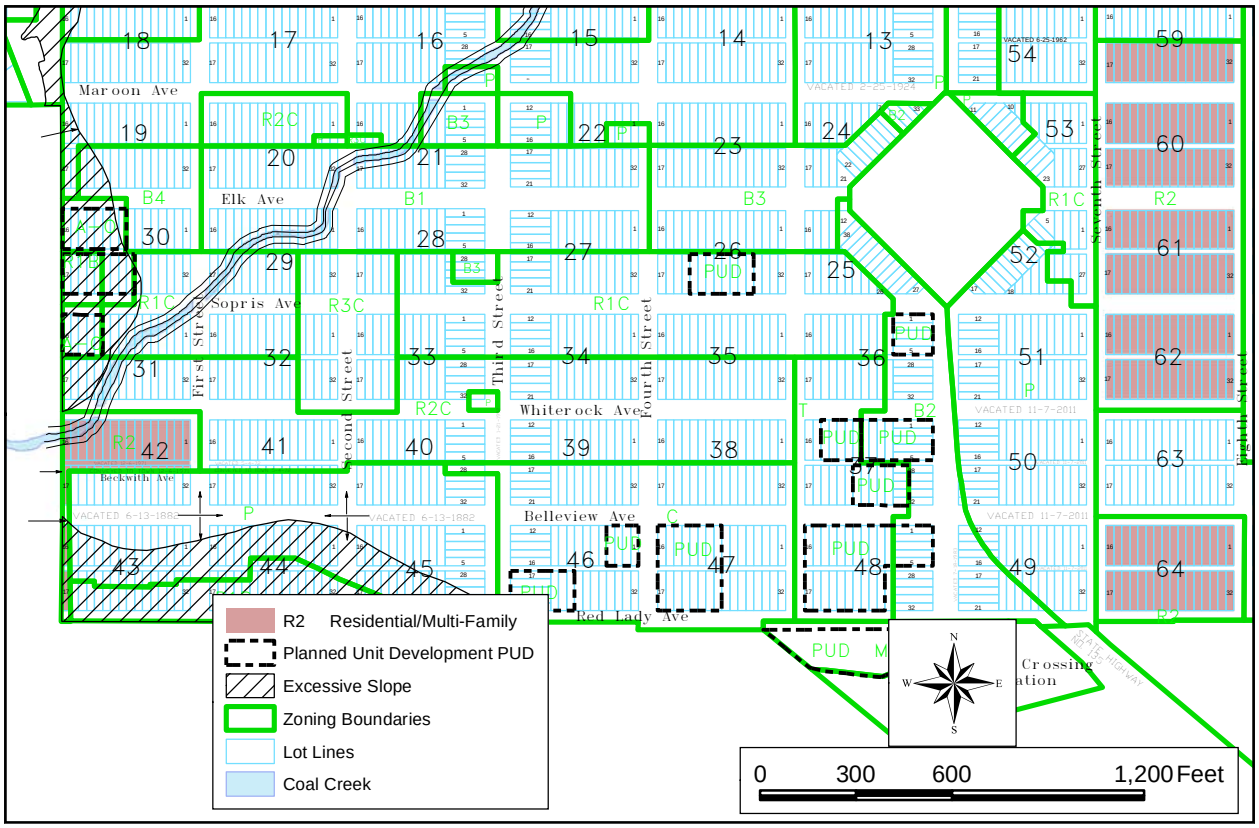
This district was created to provide areas for more intensive residential development than allowed in the R1 District, along with customary accessory use, but to carefully monitor such development so that it blends into its neighborhood context and the scale and fabric of the town. Please refer to Chapter 16, Article 4, Division 9 of the Town Code for additional information about this zone district.

Existing character of the District

Today this area contains a mix of residential structures that vary in size. This variation ranges from small, single-family residences to larger, fourplex apartment and condominium buildings. Except for the Depot, all of the structures have been constructed within the past 50 years.

Development trends

Larger structures are appearing on smaller lots, with visible street parking that is not well screened. The massing of these structures is often out of character with the appropriate historic scale of Crested Butte. Due to the size of these new structures, side-yard setbacks are minimal, leaving little room for open space, landscaping or light to buildings.



R2 ZONE DISTRICT within the TOWN OF CRESTED BUTTE, COLORADO

R2 District Design Goals

- To accommodate multiunit structures in a way that minimizes the scale on small lots and reduces the impact of parking as seen from the street.
- To locate structures in such a way that open space is maximized.

Today the R2 District contains a mix of residential structures that vary in size. This variation ranges from small, single-family residences to larger, fourplex apartment and condominium buildings. Besides the Denver and Rio Grande Railroad Depot located at 716 Elk Avenue, the historic mine superintendent's house located at 721 Maroon Avenue, and large portions the historic mule barn located at 709 and 723 Maroon Avenue, all of the structures have been constructed within the past 50 years.

Note that the Design Standards and Guidelines in the following chapters also apply:

Chapter 2 for All Projects p. 30
Chapter 3 for Historic Properties p. 51
Section 3A Rehabilitation for all Projects p. 59
Section 3B Rehabilitation of Historic Residential Properties p. 76
Section 3C Rehabilitation of Historic Commercial Properties p. 88
Chapter 4, Section 4A for All New Commercial Construction p. 98

Of special concern are the following Standards and Guidelines:
2.22 Protect natural features.
2.27 Minimize the visual impacts of parking.
4.6 New construction should appear similar in scale to historic structures found traditionally in the neighborhood.

R2 District Design Standards and Guidelines

5.120 Use simple building and roof forms.

a. There should be a gable with the ridge oriented to the street.

b. Buildings should be a composition of simple, rectangular forms.

***5.121 The building should appear similar in mass and scale to single-family houses seen historically.**

a. Break up the mass of larger structures into a grouping of modules, each of which expresses the mass and scale of buildings seen traditionally. See guideline 4.4.

5.122 Buildings should appear similar in height to single-family houses seen historically in this neighborhood.

***5.123 Buildings should appear similar in width to single-family houses seen historically in this neighborhood.**

***5.124 Setbacks should be similar to those seen historically in residential neighborhoods.**

***5.125 Each structure should have a primary entrance that is oriented to the street.**

a. Define the entrance with a porch.

5.126 Provide a landscaped front yard.

a. Minimize the visual impact of off-street parking.

5.127 Minimize the visual impact of the garage.

a. See Guidelines 2.27 and 4.26 for more detail.

Break up the mass of larger structures to reduce their perceived mass. The mass on this site is divided into two buildings. Please note that the clerestory windows are not appropriate.

Minimize the visual impact of garages.

R3C CORE RESIDENTIAL DISTRICT

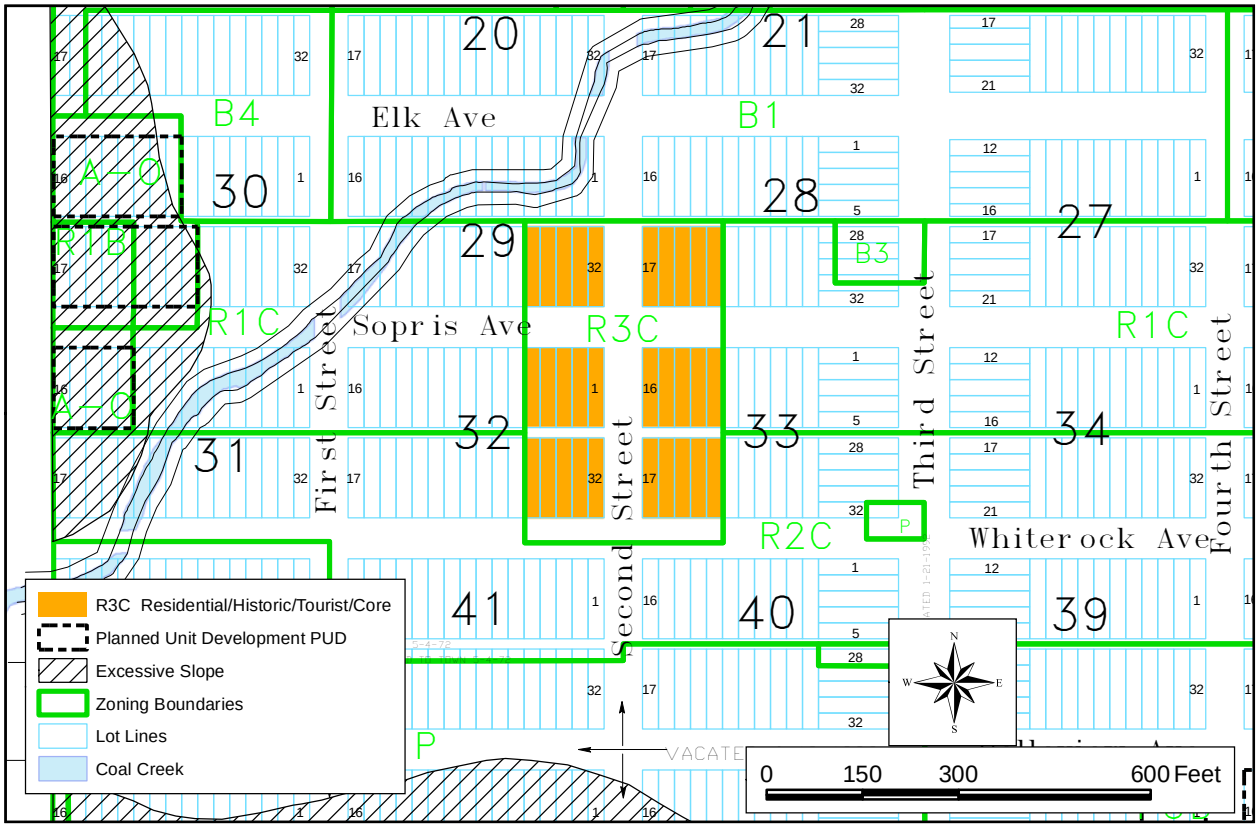
This district was created to allow greater flexibility in preserving significant historic buildings. Furthermore, this district was also created to allow for a business corridor and activity centers adjacent to the central business district of town, paying particular attention to the characteristics, size and scale of existing historic buildings. Please refer to Chapter 16, Article 4, Division 8 of the Town Code for more information about this zone district.

Historic character of the District

The tipple for the mine, where coal was loaded onto train cars, was located at the southernmost edge of this district. Many mine workers made their way into town along Second Street at the end of the work day. To take advantage of this concentration of workers, a number of taverns were located along Second Street. Other commercial structures were also located along the street, mixed in with residential structures. Historically, the R3C District character was quite varied.

Existing character of the District

The R3C District retains a mix of residential and commercial structures. The Old Croatian Meeting Hall located at 512 Second Street is a notable landmark. Other historic commercial and residential structures have also been converted to new commercial uses.



R3C ZONE DISTRICT within the TOWN OF CRESTED BUTTE, COLORADO

Development trends in the R3C District

Commercial uses continue to do well in this district, creating pressure for remaining residential structures to be converted into commercial uses over time.

R3C District Design Goals

- To accommodate changes in use within existing historic structures without losing the character of the original.
- To encourage compatible infill that supports the expansion of the business and activity uses adja cent to the central business district.
- To address traffic and parking problems in a congested area on the public transportation route.

Note that the Design Standards and Guidelines in the following chapters also apply:

Chapter 2 for All Projects p. 30
Chapter 3 for Historic Properties p. 51
Section 3A Rehabilitation for all Projects p. 59
Section 3B Rehabilitation of Historic Residential Properties p. 76
Section 3C Rehabilitation of Historic Commercial Properties p. 88
Chapter 4, Section 4A for All New Commercial Construction p. 98
Chapter 4, Section 4B for All New Residential Construction p. 105

Of special concern are the following Standards and Guidelines:

2.27 Minimize the visual impacts of parking.
3.2 Orient the building containing the primary use toward the street.
3.4 Seek uses that are compatible with the historic character of the building.

The R3C District retains a mix of residential and commercial structures. The old Croatian Meeting Hall is a notable landmark.

R3C District Design Standards and Guidelines

SCALE

***5.128 Buildings should appear similar in scale to those seen historically in the R3C district.**

a. If the overall floor area of a new structure would be greater than that of buildings seen tradition ally, it should be divided into smaller, subordinate masses. It should appear to be an accretion of smaller masses instead of one uniform mass to reduce the perceived mass of larger structures.

BUILDING HEIGHT

5.129 Buildings should appear similar in height to those seen historically in the neighborhood.

a. Historically, buildings were one and two stories in height. New buildings should include some one-story portions.

b. First-floor heights also should appear to be similar to those seen historically in the area.

BUILDING WIDTH

5.130 Buildings should appear similar in width to those seen historically in the neighborhood.

a. Traditionally, façade modules of commercial-type buildings ranged from 25 to 40 feet in width. Façade modules of residential-type buildings ranged from 15 to 25 feet in width. New buildings should be organized into modules that reflect these traditional widths.

BUILDING FORM

***5.131 Use forms similar to those seen on historic residential and commercial structures.**

a. Simple rectangular forms are appropriate.

b. A gable roof is appropriate for the primary mass of the building.

ALIGNMENT

5.132 Variety in the setback of buildings is encouraged.

a. In general, it is appropriate that those buildings that relate to the traditional commercial store front building type should align at the sidewalk edge, while those that relate more to traditional residential structures in the neighborhood should be set back with a yard in front.

MATERIALS

***5.133 Building materials should appear similar to those used historically.**

a. Wood clapboard is appropriate as a primary building material.

ENTRANCES

5.134 Orient the primary entrance of a building toward the street.

Secondary structures define the edge of the alley on the left in this photograph. These stand behind structures that are residential in character. The side of a commercial building forms the alley edge on the right. Such juxtapositions in character are found in the R3C district.

R4 RESIDENTIAL DISTRICT

This district was created to provide areas for more intensive residential development than allowed in the R1 or R2 Districts, along with customary accessory use, but to carefully monitor such development so that it blends into its neighborhood context. Please refer to Chapter 16, Article 4, Division 11 of the Town Code for more information about this zone district.

Historic character of the District

Historically, this neighborhood held a few single-family homes, each with a large lot. Many properties faced out onto undeveloped open space outside the town boundary. Overall, it was sparsely developed.

Existing character of the District

Today, the R4 areas are fully built out with duplexes and several large, multifamily buildings. These include a variety of simple, rectangular, two-story buildings and a few others that are more complex in form. More recent structures appear as a set of subordinate masses, helping reduce the perceived mass of these structures.

Development trends

This area provides housing for residents, and its zoning provides greater flexibility in the development of residential uses, including condominiums and duplex residences.

R4 District Design Goals

- To continue to accommodate the variety of housing types that are allowed in this zone.
- To allow greater design flexibility because no immediate historic context exists for new buildings, yet renovations and replacement buildings (or redevelopment) should have visual relationships with the historic core of town.
- In a broad sense, to have new development be visually related to the rest of town. At the edges of the R4 districts buildings should have a greater sensitivity to the lower-scale development found in adjacent zones.
- Special attention should be given to parking and snow storage on higher-density projects.

Note that the Design Standards and Guidelines in the following chapters also apply:

Chapter 2 for All Projects p. 30
Chapter 4 for All New Construction p. 98

Of special concern are the following Standards and Guidelines:
2.33 Consider protecting views from public ways to the mountains and to historic landmarks when feasible.
4.4 New construction should appear similar in scale to historic structures found traditionally in the neighborhood.

R4 District Design Standards and Guidelines

ALIGNMENT AND SETBACKS

5.135 A variety of setbacks is appropriate.

a. Provide space for snow storage on site. This may be located in the setbacks in many cases.

5.136 Site buildings to maximize views from the site to the historic core of town.

MASS AND SCALE

***5.137 Buildings should appear similar in scale to those seen historically in the neighborhood.**

a. A variety in building scale is appropriate, similar to commercial, residential and industrial build ings seen historically in town.

b. Large projects should be broken into modules to break up the perceived scale of the project.

5.138 Buildings should appear similar in width to those seen historically in the neighborhood.

5.139 A new building should appear similar in height to those seen historically in the neighborhood.

a. Include some one- and two-story elements in the building.

5.140 Buildings should be very sensitive to smaller-scaled residential zones that may abut the R4 district.

a. Buildings should step down in scale when adjacent to other residential districts.

BUILDING FORM

***5.141 Use forms similar to those seen traditionally in residential areas of town.**

a. A simple, rectangular form is appropriate for the primary mass of a building.

5.142 Gable roofs are preferred.

a. A false front may be considered if a sloped roof is behind it.

b. Flat roofs are discouraged.

PARKING

***5.143 Parking is strongly encouraged on site.**

a. Minimize the visual impacts of parking when feasible.

b. Locate the majority of parking in the rear, and reserve the front yard for landscaping and two to three parking spaces.

WINDOW-TO-WALL (VOID-TO-SOLID) RATIO

5.144 Maintain the typical proportion of solid to void seen on historical residential, commercial and industrial structures.

a. Avoid locating large areas of glass, greater than those seen traditionally, on façades that face streets.

MATERIALS

5.145 Wood clapboard is appropriate as a primary building material.

a. Stone may be used as a secondary building material.
b. Use stucco only in limited amounts.
c. See the Guidelines for All New Residential Construction.

ARCHITECTURAL DETAILS

5.146 Outdoor amenities that will facilitate year-round pedestrian activity are encouraged.

5.147 Building entrances should appear similar to those used historically.

a. Orient a primary entrance toward the street. The use of front porches is encouraged.
b. See the Guidelines for New Residential Construction.

LANDSCAPING

5.148 Projects in this zone shall provide substantial landscaping.

a. See the Guidelines for All New Construction.

P PUBLIC DISTRICT

This district was created to ensure adequate land for recreation and for governmental and quasi-governmental purposes. Please refer to Chapter 16, Article 6, Division 2 of the Town Code for more information about this zone.

Historic character of the District

Historically, this area was almost entirely open space.

Existing character of the District

A variety of community facilities are scattered around town. These include the Center for the Arts, the Crested Butte Community School, ball fields, parking lots, and playgrounds. Other areas, such as the parcel in the northeast corner of town, are primarily passive open space and may include wetlands. Each of these sites has a unique character. A large portion of the area across from Elk Avenue contains a public parking lot, a visitor's center and a transit shelter.

Development trends

These places continue to see an increase in activity, both for outdoor recreation and for indoor functions. Additional structures and site improvements may be anticipated in this district.

P District Design Goals

- To maintain the open, park-like setting that many of these spaces convey when public facilities are developed in these areas.
- To accommodate active and passive recreational uses.
- To allow visibility to and identity of public buildings.
- In some cases, to provide a buffer between high-traffic areas and abutting residential zones.
- To allow flexibility in design. Because the buildings located in this district serve unique functions, they may vary from the character seen in many traditional structures in Crested Butte. In fact, institutional buildings, such as the Old Town Hall and the Old Rock School, were designed to be unique structures that served as landmarks. In this tradition, new structures in the P district may stand out from the context to be distinguished as important for their public function. At the same time, a general sense of relatedness to the scale and architecture of the town and to the town itself should continue to be expressed.

Note that the Design Standards and Guidelines in the following chapters also apply:

Chapter 2 for All Projects p. 30
Chapter 3 for Historic Properties p. 51
Section 3A Rehabilitation for all Projects p. 59
Section 3B Rehabilitation of Historic Residential Properties p. 76
Section 3C Rehabilitation of Historic Commercial Properties p. 88
Chapter 4, Section 4A for All New Commercial Construction p. 98

Chapter 4, Section 4B for All New Residential Construction p.105

Of special concern are the following Standards and Guidelines:
2.19 The use of native plant materials is strongly encouraged.

P District Design Standards and Guidelines

5.149 In active public areas, public and institutional buildings may stand out from the established context in order to denote their special functions, while also appearing related to the town as a whole.

a. The erection of a temporary structure for less than six months in any one calendar year may be permitted where such structure is found to be of unique function in serving the public benefit, in that it provides musical or cultural opportunities or other public amenities to town residents and visitors. Said structure should be of a neutral color, preferably of a traditional shape and made of traditional materials or fabric. The Board may allow some latitude in design for reasonable demonstrable practical considerations. *(Ord. 7, 2002)*

5.150 In passive public areas the visual impacts of structures should be minimized.

a. Landscaping should reinforce the natural character of the area.

***5.151 Building materials should be compatible with the traditional character of the town.**

a. See the Guidelines for All New Construction.

5.152 Rooftop decks may be considered but must be located to the rear of the property and can only be associated with residential or hotel uses housed within the building. *(Added 2020)*

In active public areas, public and institutional buildings may stand out from the established context to denote their special functions, while also appearing related to the town as a whole.

M MOBILE HOME DISTRICT

This district was created to accommodate the continued availability of land within the town for the location of mobile homes, while at the same time encouraging the location, movement or realignment of mobile homes in ways that will maximize public safety and aesthetic considerations. Please refer to Chapter 16, Article 6, Division 1 of the Town Code for more information about this zone district.

Historic character of the district

The district in the northwest corner of Town once contained historic structures that were part of a mining-company housing development called New Town, but most of the buildings were moved to Gunnison and some were destroyed. A small sense of this historic context remains near the buildings on the north side of Gothic Avenue between First and Second Streets.

The district situated in southeast corner of Town was created for local housing.

Existing character of the District

Today the M district consists of a collection of mobile homes. Some of these have been modified with exterior treatments that customize their appearance.

M District Design Goals

The goal of the M District is to accommodate this form of affordable housing while at the same time becoming more visually compatible with the traditional character of town

Note that the Design Standards and Guidelines in the following chapters also apply:

Chapter 2 for All Projects p. 30
Chapter 4, Section 4A for All New Commercial Construction p. 98

Of special concern are the following Standards and Guidelines:
2.15 Include substantial amounts of landscaping in all projects.
2.27 Minimize the visual impacts of parking.
4.1 Develop the site for a new mobile home in a manner similar to that used historically.

Mobile homes should appear anchored to the ground. A skirt that screens the axle and tires and appears to be a foundation should be provided.

M District Design Standards and Guidelines

5.153 Orient mobile homes in a manner similar to that of traditional homes.

a. The long dimension of the unit should be aligned perpendicular to the street.

5.154 Mobile homes should appear anchored to the ground.

a. A skirt that screens the axle and tires and appears to be a foundation should be provided.

***5.155 Provide landscaping to minimize the apparent density of the neighborhood.**

a. Use plant materials and other landscape elements to screen views through the area. Also, use landscaping to partially screen the edges of the site.

b. Landscape the front yard area to maintain a sense of residential yard.

5.156 Minimize the visual impacts of on-site parking.

a. While it is desirable for parking lots to be located behind mobile homes, it is not always feasible due to the building density and setbacks allowed in the zone. (Rev. 2020)

R1D, R1E AND R2A NEW RESIDENTIAL ZONES

The purpose for these and subsequent districts is to accommodate the continued availability of land within the town and the changing dynamics of Crested Butte as it grows. R2A is designated primarily for local housing. The guidelines for new residential construction should be utilized when designing in these zones. Please refer to Chapter 16, Article 4, Division 2 (R1D zone), Division 3 (R1E zone) and Division 10 (R2A zone) for additional information about these zone districts.

Historic character of the District

This area was ranchland before it was annexed by the Town in 2002. It may have once contained historic structures. No sense of this historic context remains. However, historic buildings in nearby blocks are visible from this area.

Existing character of the District

These districts are new development zones. The character of the existing new zones is focused on single- and multifamily residential uses, while new zones created in the future will be dictated by the needs of the community.

New Residential Zones Design Goals

The goal of the zone district is to accommodate the needs of our growing community while at the same time maintaining the architectural integrity and traditional character of town. New construction in these zones should appear compatible with the R1 zone massing, scale and styles.

- Those parcels in R1D and R2A that do not have alley access should take extra care avoid having garage doors face the street.
- Front yard setbacks in R2A are defined in a range so parking should be carefully considered if accessed off the street. In the R2A zone, parallel parking within the residential lot may be considered on a case-by-case basis.
- Those parcels in R2A that utilize snow-shed easements on adjacent properties should take special care in designing roof elements to minimize their snow-shed impacts on adjacent properties.

Note that the Design Standards and Guidelines in the following chapters also apply:

Chapter 2 for All Projects p. 30
Chapter 4, Section 4B for All New Residential Construction p. 105
Chapter 5 for the R1 District p. 171

Of special concern are the following Standards and Guidelines:
4.8 Wood should be painted or have pigmented stain.
4.10 Materials should be similar to those used historically.
4.11 The exact replication of historic structures is discouraged.

A-O Agricultural Open Space District

This zone is designed to maintain open space, primarily on the perimeter of town. Limited agricultural buildings may be allowed depending on restrictions and covenants placed on specific properties. If allowed, structures should emulate historic agricultural sheds and barns seen in the upper East River Valley. Please refer to Chapter 16, Article 6, Division 3 for additional information about this zone district.

Part of the Verzuh Annexation, this open space adjacent to town provides high-quality wetlands, trails and a buffer between the town boundary to the west and county and federal lands to the north and east.

Chapter 6 Design Guidelines for Signs

The Design Guidelines that follow should be used in conjunction with the Town's sign component of the zoning ordinance (Code Section Chapter 16, Article 18). In cases where standards within the ordinance and these Guidelines are in conflict, the more restrictive will apply. The design of all signs, with a few exceptions, must be approved by the BOZAR.

Signs should be subordinate to the overall building composition. Historically, signs used in Crested Butte were relatively simple. They varied in size and location quite broadly, but most were simple painted panels with simple letter styles. The earliest signs had no lighting. In later years an indirect light source was typical. These relationships should be continued. To do so, the Board seeks to limit the size and number of signs so that no single sign dominates the setting. Please refer to the sign and lighting restrictions in the zoning code for more specific requirements.

Mount signs to fit within existing architectural features. Signs should help reinforce the horizontal lines of moldings and transoms seen along the street.

SIGN CONTEXT

A sign typically serves two functions: to attract attention and to convey information. If the building front is well designed, it alone can serve the attention-getting function, allowing the sign to be focused on conveying informa-

tion in a well conceived manner. All new signs should be developed with the overall context of the building and of the district in mind.

***6.1 Consider the building front as part of the sign.**

a. The overall façade composition, including ornamental details and signs, should be coordinated.
b. Signs also should be in proportion to the building, so that they are not its predominant feature.
c. A master sign plan should be developed for the entire building front.

6.2 A sign should be subordinate to the overall building composition.

a. Locate a sign on a building so that it will emphasize design elements of the façade itself. They should not obscure architectural details or features.
b. Mount signs to fit within existing architectural features. Signs should help reinforce the horizon tal lines of moldings and transoms seen along the street.

6.3 A sign should be in character with the materials, color and detail of the building.

a. Simple graphic designs are most appropriate.

PERMITTED TYPES OF SIGNS

6.4 Flush-mounted signs may be considered.

a. These are mounted flat to the wall, usually just above the display window.
b. Flush-mounted signs should not be located above second-floor windows.
c. Look to see if decorative moldings define a sign panel. Locate flush-mounted signs so that they fit within panels formed by moldings or transom panels on the façade.

6.5 Projecting signs may be considered.

a. A projecting sign should be located near the business entrance just above or to the side of the door.

6.6 A window sign may be considered.

a. It may be painted on or hung just inside a window.

6.7 An awning sign may be considered.

a. An awning sign may be woven, sewn, or painted onto the fabric of an awning. A panel sign painted or mounted on the edge of a rigid canopy also shall be considered an awning sign.
b. Lights may not illuminate awnings from inside.

6.8 A directory sign may be considered.

a. Where several businesses share a building, coordinate the signs. Align several smaller signs, or group them into a single panel as a directory, to make them easier to locate. These signs must be located within the setbacks.
b. Use similar forms or backgrounds for the signs to tie them together visually and make them easi er to read.

6.9 Freestanding signs may be considered.

a. These must be small in scale.
b. These cannot be higher than the building and must be contained within the setbacks.
c. Off-site signage is allowed in specific locations, as outlined in Section 16-18-20 (24). (Added 2009, Rev. 2020)

6.10 Projecting signs may be considered.

a. Projecting signs may not be higher than the ridgeline or parapet of the building.
b. If the sign projects over the pedestrian way the bottom must be at least 8 feet above it.

6.11 When permitted in the sign code, signs placed on the rear of a building should be simple in design and style, as they serve a function for delivery identification. (Added 2009)

INAPPROPRIATE SIGN TYPES

***6.12 Signs that are out of character with those seen historically, and that would alter the historic character of the building or street, are inappropriate.**

a. Animated signs are prohibited.
b. Sandwich boards that stand on public property are not permitted.
c. Any sign that visually overpowers the building or obscures significant architectural features is inappropriate.
d. Internally lit signs are not allowed.
e. Neon signs are not allowed.
f. Signs painted on roofs are not allowed.
g. See also the sign code portion of the town's zoning ordinance, Chapter 16, Article 18.

SIGN MATERIALS

6.13 Sign materials shall be compatible with those of the building façade.

a. Painted wood and metal are appropriate materials for signs. Their use is encouraged. Metal signs should have a wood border or have a wood element. (Rev. 2020)
b. Plastic may be used only in limited amounts on signs. Plastic may not be the predominant mate rial on any sign.
c. Highly reflective materials that will be difficult to read or are distracting to passing motorists are inappropriate.

SIGN CONTENT

6.14 Symbol signs are encouraged.

a. Symbols add interest to the street, are quickly read, and are remembered better than written words.

6.15 Use colors for the sign that are compatible with those of the building front.

a. Day-glow or fluorescent colors are not allowed.

6.16 Simple sign designs are preferred.

a. Fonts that are in keeping with those seen in the area historically are encouraged. Avoid sign types that appear too contemporary.

b. Limit the number of colors used on a sign. In general, no more than three colors should be used.

6.17 Select letter styles and sizes that will be compatible with the building front.

a. Avoid hard-to-read or overly intricate typeface styles.

b. Letters should not exceed an average of 14 inches in height. The tallest letters on a sign may not exceed 18 inches in height. In most cases smaller letters are more in scale with the aver age building façade. Up-lighting that causes light pollution is prohibited.

SIGN LIGHTING

6.18 The light for a sign shall be an indirect source.

a. Light shall be directed at the sign from an external, shielded lamp. Internal illumination of a sign is not permitted. The preferred method to light a sign is to down light the sign from above. (Rev. 2009)

b. A warm light, similar to daylight, is appropriate. The blue cast of fluorescent light or the orange cast of sodium vapor causes a shift in the colors of the street as seen historically and are therefore prohibited as light sources. However, energy-efficient compact florescent lights may be allowed. (Rev. 2009)

c. Lamps that project an image for the purposes of advertising are not allowed. (Added 2009

d. Full cut-off shielded fixtures should be used for all outdoor lighting applications. (Added 2009)

WALL ART/GRAPHICS

6.19 Wall art is not permitted.

Appendix 1 Design Hints

Heat Loss

Crested Butte sits at an elevation of 8855 feet in a high alpine valley. The town experiences a relatively sunny cold climate with low humidity. The average January temperature is 11.8 degrees F. The number of heating degree days is roughly 11,000. This is a reflection of the number of degrees over the course of a year that the temperature needs to be raised to reach 65 degrees F. As a basis for comparison, the number of degree days for Denver is around 6000. Heating and cooling needs should be designed into new or remodeled buildings. The rigorous climate dictates that special attention should be given to energy efficiency when designing structures.

The severe winters in Crested Butte make heating a major expense, but this cost can be sharply reduced with proper building design. The Town has established and adopted insulation standards that must be met by all new construction in town, but further measures can reduce heating costs even more. Caulking and weather-stripping around openings can help, as well as careful placement of windows. A north-facing window will lose significant amounts of heat, while a south-facing window can collect solar energy. Cold drafts can be reduced by installing insulated shutters on the inside of windows in a properly ventilated home or building. Outside shutters can protect window glass from cracking due to falling ice or the force of snow build up.

Interior Layout

The interior layout of a building can also affect its energy efficiency. The floor plan should allow air to circulate naturally throughout the areas of high use. Plans with spaces that flow together work better than those with many small rooms. Hot air rises, and the higher areas should be the rooms of most active use. Second floor living is also comfortable because of the snow accumulation over windows on the first floor.

Wood Stoves

Fewer woodstoves are being installed. Some people want a woodstove for back up heat, if a boiler fails.

Only one wood stove per building is allowed. An EPA certified solid fuel burning device is required or providing the manufacturer tested emission requirements noted below. Only approved solid fuel burning devices may be installed. Approved stoves emit no more than 4.5 grams of particulate per hour for non-catalytic stoves and 2.5 for catalytic stoves. Use the manufacturer's installation and owner's manual to ensure the most efficient operation. A building permit is required prior to installation.

Cold Roof

An alternative roof design is a "cold roof," that is insulated from the interior of the building. This can be accomplished by creating a cold air space between the roof insulation and the roof sheathing. Depending upon the roof pitch, snow can build up on a cold roof, providing further insulation for the building. Consideration of shedding angles is also important. Make way for snow. Snow cannot get through tight spaces easily passed by water. Roof designs should allow wide paths for snow movement. Avoid tight dormer spacing, tight valleys, and other roof configurations that would restrict snow movement. Consider roof orientation and exposure when designing a roof. Snow will generally melt sooner on a roof exposed to sunlight than on a more shaded roof.

Flat Roof

A flat roof shall be designed by a structural engineer. At times it will also be necessary to shovel the snow off the roof. Therefore, structures with flat roofs should be sited in such a manner that there is adequate space allowed within property boundaries for snow storage.

The flow of water caused by melting snow is a very important consideration in designing a flat roof. The roof shall be designed so that water drains off without freezing. One solution for drainage is to pitch the roof slightly to the drains. These drains shall be kept warm enough so that ice does not build up and block them.

Site Planning

Site Analysis

Living in a town like Crested Butte makes one very conscious of the natural environment and a great deal can be learned and adapted from applying the principles of geomancy to site planning. The 510 Elk Avenue building is an example of a structure whose form reflects the shape of the mountains which serve as its backdrop. It does not offend the landscape; it blends into the landscape.

A site analysis should include the following:

1. Survey which notes:
   - boundary / property lines/town rights-of-way
   - (true) north arrow
   - easements, rights of way
   - location of existing trees, retaining walls, ditches and fences location and direction of all existing sanitary and storm sewers, and utility poles
2. Views (to and from) planned structure
3. Existing vegetation
4. Solar access diagram / shadow diagram
5. Prevailing winds and breezes
6. Micro-climatic analysis of the area
7. Analysis of the soil
8. Any unusual features (i.e. avalanche hazards)
9. Existence of subsurface fill, water conditions, unstable soils
10. Streets, highways, alleys and large areas of parking as they function as traffic generators, barri ers, entrances and exits.

Extra care at the site planning stage can make an enormous difference in cost savings and aesthetics.

Views are important and it is generally agreed that the best views are toward the mountains. However, in an area such as Crested Butte, which has significant snowfall, it makes good sense to site most of the windows on the south and southeast sides of the structures. This does not mean that there should not be any windows on the north

side, but rather carefully selected windows should be located there.

Gardens and Open Space

Site planning includes the structure and the garden. It is important to analyze how the outdoor space will be used. Is it for adults, children, or both? Will there be a patio area for barbeques where guests will want to sit in the sun, or a grassy area which will require some shade? Evergreen and deciduous trees, like all plant materials, have differing requirements in terms of soil and the amount of sun / shade they need to survive. It is much easier at the site planning stage to think about these requirements than to later be disappointed when the structure is complete and one finds there is no sunny spot to grow vegetables.

Sun and shadow diagrams are also especially important for commercial buildings which provide site amenities such as decks, benches, or any outdoor seating areas. See the suggestion in Passive Solar Site Planning section.

Solar Energy Applications

There is excellent potential for the use of solar energy in Crested Butte. The valley experiences a significant amount of sunshine which can be utilized to enhance the indoor living quality and save money on heating expanses, while reducing the effects that most heating systems have on air quality and the environment. There are two main types of solar energy utilization: active and passive. The Town encourages the use of passive solar energy designs. Their use need not conflict with building types that are compatible with the Town's historic precedents. The use of active solar collectors generally is more difficult to fit into the historic character of the Town than passive measures, but BOZAR may consider them as a desirable energy conservation measure if the design is integrated in a compatible way.

Passive Solar Systems

Passive solar design can fit into the historic context of Crested Butte and be effective. A passive solar energy system is one that uses natural and architectural components to collect and store solar energy. A building incorporates passive solar features if it is designed to receive and retain heat from the sun. Passive systems generally require little or no mechanical systems other than to perhaps redistribute hot air throughout a structure. A passive system allows the sun to penetrate the building envelope. The sun strikes a material capable of storing the heat, then releases heat over night. For example, a massive element such as, brick, tile, concrete, gypcrete (below finish flooring material) or even phase change materials especially designed for thermal storage.

Active Solar Systems

Active solar systems are defined as those systems which require mechanical assistance. The typical system utilizes panels to collect the suns energy and convert the energy into either electricity or to heated water. Some, active systems can require more maintenance and technical expertise to operate efficiently over time than passive systems. The technology in this field is rapidly gaining ground and may soon address past perceived shortcomings with the systems. The primary consideration of active systems is to orient the panels correctly.

From a design standpoint, it is important to site the panels so as to fit into a roof's design so it is compatible within the district. They should not be placed so as to be obtrusive or appear to be an independent element of the struc-

ture. Panels may be hidden by other elements such as parapets on flat roofed buildings.

If collectors are placed on the roof, they must be able to survive large amounts of snow falling onto and sliding off of them. The location of the solar panels shall meet the International Residential Building Code or International Building Code and the International Fire Code. Freestanding collectors placed in the yard will be buried in deep snow in the winter, if not mounted high enough above grade and/or properly maintained.

The Sun

The typical method for letting the sun's energy enter a structure is through windows. There are various types of glazing and glass used in multi-pane windows to improve their efficiency. Glass is the least thermally efficient aspect of a structure's exterior. Not only does glass let light in, but when in the shade it also transmits heat out. Insulating drapes or curtains are highly recommended to be used on the windows when the sun is not heating the interior space in properly ventilated homes and buildings.

Windows used for solar gain should be oriented due south, which is consistent with the Town plat. Large glass roof panels or slanted glass can collect too much sun in the summer when it is not desired and over heat the interior spaces.

Glass should be set vertically. Vertical placement of glass is consistent with the historical building and window configurations of the town.

The amount of glass required is not as much as sometimes thought. A simple rule is that not more than 7% of the floor area needs to be reflected in south glass if there is little or no mass. Not more than 12% is needed if there is mass present. Too much south glass can render a living space unbearably hot. East and west glass should be limited to less than 4% of the floor area. North glass will lose more heat than it collects and should be used to frame views rather than provide panoramas. To identify the proper amount of southern glazing and mass located within the building a detailed energy model prepared by a design professional may be required.

Storage or Thermal Mass

Mass is the wall or floor material which the sun strikes and heats up. After the sunsets, the mass slowly releases its stored heat back into the space. Generally speaking, the higher the density of the material the more efficient it is at storing solar energy. Typical materials used are brick, masonry, concrete, tile and water. The mass should not be covered with a less dense material such as carpet, drywall or wood.
In general, floor systems make for an excellent place to locate mass within a sunny area because the floor is most likely to be directly exposed to sunlight, and then distribute that heat evenly during times of low sun. Vertical mass elements can also be effective if they do not obstruct sun from penetrating into the space and are not exposed to the exterior elements.

Distribution

It is important to distribute heat from the point of collection to other parts of the structure. Heat in a slab or mass will diffuse and assume the same temperature throughout the mass with time. This can be used to move heat from areas of direct sun to areas without sun exposure. An open floor plan can also be useful in allowing air to move throughout the structure. Mechanical means, such as ducts and fans, are also sometimes useful for moving heated

air from one space to another.

Insulation

Crested Butte adopted Energy codes that require certain components of new structures meet specific R values and U values.

Insulation is required in stud or rafter bays and on the exterior as continuous insulation. The latest town codes should be referenced for the most current energy conservation requirements.

It is sometimes difficult to meet these requirements in older buildings: however, energy conservation should be a goal just adding insulation in an old building can make a significant difference. Specific insulation plans shall be approved by the building department.

It is recommended that insulation be added to the interior of old structures so as to maintain the historic exterior characteristics such as fascia widths, window reveals and wall dimensions.

Passive Solar Site Planning

In Crested Butte consider the following general guidelines for energy conservation when designing and building structures:

1. Orient the structure to the south.
2. Orient active living spaces to the south to take advantage of solar gains and utility spaces on the north.
3. Create protected exterior sun pockets.
4. Use more glass on the south side than the north based on energy calculations.
5. Site north-facing windows to provide a “framed” view rather than a panorama.
6. Design an airlock entry, when possible.
7. Use paved surfaces, rock, or masonry on south side for increased absorption of radiation.
8. In new construction and infill construction, design sunspaces with roof awnings on the south side for collection of solar heat.
9. Utilize exterior walls and fences to capture the winter sun and reflect warmth into living spaces.
10. Utilize darker colors on collection areas to absorb more radiation.
11. Locate storage masses of rock or water in the direct sunlight.
12. Reduce air leakage by sealing all avenues of potential leakage. These include around doors, windows and plumbing, underneath and around drywall seams and holes and behind electrical outlets. Other sources of infiltration include exterior vents, which should be fitted with back draft dampers.
13. With the reduction of inadvertent air infiltration, indoor air quality becomes a more critical consideration and should be taken into account. Paints, stains, glues, particle and wafer boards, as well as other building products may all contain materials that are detrimental to air quality and health. Safer alternatives may be available. Whole House Heat Recovery Ventilation systems are required for new construction and extensively remodeled structures. Appliances such as fireplaces and boilers shall be sealed combustion direct vent and air intake units. Range hoods

that exhaust more than 400 cfm shall have make up air provided to the room that the hood is located.

Landscaping

Trees and shrubs can be used to reduce solar heat gains in the summer. Deciduous trees (trees which shed their leaves at the end of each growing season) provide shade in summer months and allow sun light to pass through in the winter. Various trees provide different degrees of shade, depending on the leave size and density. Many trees allow diffuse light to penetrate permitting natural lighting levels to be maintained, while others are practically opaque.

Deciduous trees, though effective for providing shade, are not as valuable as windbreaks. Therefore, on the north or northwest side of a building (depending on the prevailing cold winter winds) coniferous trees should be used. Their use and type depend on the density of the branch structure, how close to the ground they grow and their height at maturity. Their effectiveness as wind breakers is governed by the proximity of individual trees. The goal is to direct the air flow over trees instead of around them. The dead air space behind trees can act as insulation space. With coniferous trees on the north and west and deciduous trees on the south and east side of a building, maximum protection from cold winds in the winter and maximum shading from the sun in the summer can be realized.

While trees assist in the insulation of a building against both heat gain and heat loss, they can also help purify the air. Trees native to the area should be used.

Also placement and type of trees should be considered for a fire defensible space.

Earth

Earth can be used to minimize the amount of exposed surface area of a building. Mounds of earth (berms) on the north side can considerably reduce the heat loss in the area. Prevailing winter winds (which usually come from the north or northwest) will carry away heat faster from an exposed north wall than from any other exposed wall surface area on the west and north sides.

Earth is effective as an insulator below frost line. A mixture of mulch and soil can decrease the depth of the frost line because it is an insulator.

Berms can be useful in directing noise and snow away from a structure. Sound cannot penetrate the mass of a berm and is either absorbed or reflected by it. The proper positioning and forming of berms will direct winds, causing snowdrifts to form away from buildings and entrances. Earth Berms should not be created which detracts from the historical or visual integrity of a structure.

BOZAR PLANT LIST STANDARDS/GUIDELINE NATIVE TO THE GUNNISON BASIN

Botanical Name / Abbreviation_____ Common Name

Trees:

Prunus Virginiana (Padus Virginiana) / PRVI _____ Black Common Chokecherry ssp. Melanocarpa var. “Canada Red”

Picea Pungens / PIPU _____ Blue Spruce

Shrubs:

Arctostaphylos Uva-Ursi ssp. Adenotrica / ARAD_____ Bearberry / Kinnikinnik
Artemisia Tridentata / ARTR _____ Mountain Big Sagebrush
Holodiscus Dumosus / HODU _____ Bush Rockspirea
Juniperus Communis ssp. Alpina / JUCO2 _____ Common Juniper
Lonicera Involucrata / LOIN _____ Bearberry Honeysuckle
Mahonia Repens / MARE _____ Creeping Mahonia / Oregon Grape
Pentaphylloides Floribunda (Potentilla Fruticosa) / PEFL ___ Shrubby Cinquefoil
Ribes Alpinum / RIAL _____ Alpine Currant
R. Aureum / RIAU _____ Golden Currant
R. Cereum / RICE _____ Wax Currant
R. Coloradense / RICO _____ Colorado Currant
R. Inerme / RIIN _____ Whitestem Gooseberry
R. Montigenum / RIMO _____ Gooseberry Currant
R. Nigrum / RINI _____ Black Currant
Rosa Acicularis / ROAC _____ Prickly Rose
Rosa Woodsii / ROWO_____ Woods Rose
Rubus Ideaus ssp. Sachalinensis / RUID _____ Red Raspberry
Salix Monticola / SAMO _____ Mountain Willow (wet site)
S. Scouleriana / SASC _____ Scouler Willow (dry site)
Sambucus Racemosa ssp. Pubens / SARA _____ Redberried Elder
Shepherdia Canadensis / SHCA _____ Buffaloberry
Swida Sericea / SWSE _____ Red Osier Dogwood

Grasses:

Calamagrostis Canadensis / CACA1 _____ Bluejoint Reedgrass
Festuca Thurberi / FETH _____ Thurber Fescue
Koelaria Macrantha / KOMA _____ Prarie Junegrass
Poa Fendleriana / POFE _____ Mutton Grass
Poa Pratensis / POPR1 _____ Kentucky Bluegrass

Forbs / Cacti:

Anaphalis Margaritacea / ANMA _____ Pearly Everlasting
Aquilegia Caerulea / AQCA _____ Colorado Columbine
Calochortus Gunnisonii / CAGU _____ Gunnison Mariposa
Coryphantha Vivapara / COVI _____ Pincushion Cactus
Echinocereus Viridiflorus /ECVI _____ Hedgehog Cactus

Eriogonum Umbellatum / ERUM _____ Sulphur Buckwheat
Fragaria Virginiana /FRVI _____Virginia Strawberry
Gaillardia Aristata / GAAR _____ Perennial Gaillardia (Blanket Flower)
Geranium Caespitosum / GECA _____ Fremont Geranium
G. Richardsonii / GERI1 _____ Richardson Geranium
Pediocactus Simpsonii / PESI _____ Mountain Ball Cactus
Polemonium Pulcherrimum _____ Skunkleaf Polemonium (Jacob's Ladder)
Potentilla Diversafolia / PODI _____ Varileaf Cinquefoil
P. Gracilis / POGR _____ Northwest Cinquefoil
P. Hippiana / POHI _____ Horse Cinquefoil
Sedum Lanceloatum / SELA _____ Wormleaf Stonecrop
Thermopsis Montana ssp. Divaricarpa / THDI _____ Golden Banner
Trifolium Dasyphyllum / TRDA _____ Whiproot Clover
T. Parryi / TRPA1 _____ Parry Clover
Trifolium* Pratense / TRPR _____ White Dutch Clover
T. Repens / TRRE _____ White Clover

Prepared by Les Choy 6 January 2020

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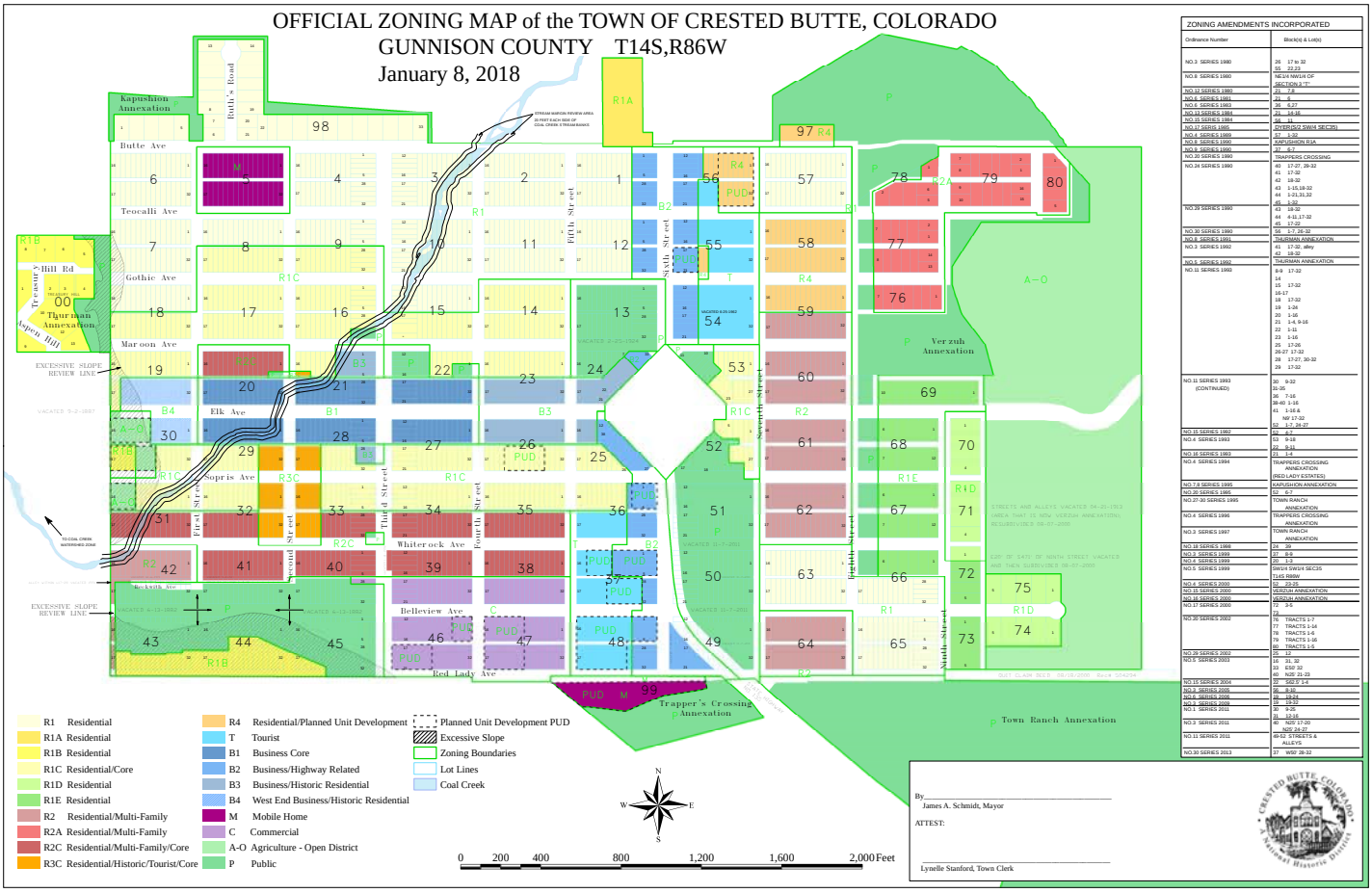
OFFICIAL ZONING MAP of the TOWN OF CRESTED BUTTE, COLORADO
GUNNISON COUNTY T14S,R86W
January 8, 2018
ZONING AMENDMENTS INCORPORATED
Ordinance Number
Block(s) & Lot(s)
NO.3 SERIES 1980
NO.8 SERIES 1980
NO.12 SERIES 1980
NO.4 SERIES 1981
NO.6 SERIES 1983
NO.13 SERIES 1984
NO.15 SERIES 1984
NO.17 SERIES 1985
NO.4 SERIES 1989
NO.8 SERIES 1990
NO.2 SERIES 1990
NO.28 SERIES 1990
NO.29 SERIES 1990
NO.30 SERIES 1990
NO.8 SERIES 1991
NO.3 SERIES 1992
NO.5 SERIES 1992
NO.11 SERIES 1993
NO.11 SERIES 1993 (CONTINUED)
NO.15 SERIES 1993
NO.1 SERIES 1993
NO.16 SERIES 1993
NO.4 SERIES 1994
NO.7.8 SERIES 1995
NO.26 SERIES 1995
NO.27-30 SERIES 1995
NO.4 SERIES 1996
NO.3 SERIES 1997
NO.18 SERIES 1998
NO.3 SERIES 1999
NO.4 SERIES 1999
NO.5 SERIES 1999
NO.4 SERIES 2000
NO.15 SERIES 2000
NO.16 SERIES 2000
NO.17 SERIES 2000
NO.26 SERIES 2002
NO.29 SERIES 2002
NO.5 SERIES 2003
NO.15 SERIES 2004
NO.3 SERIES 2006
NO.4 SERIES 2006
NO.3 SERIES 2008
NO.1 SERIES 2011
NO.3 SERIES 2011
NO.11 SERIES 2011
NO.30 SERIES 2013
Kapushion Annexation
Butte Ave
Teocalli Ave
Gothic Ave
Maroon Ave
Elk Ave
Sopris Ave
Whiterock Ave
Belleview Ave
Red Lady Ave
Butt's Road
Hill Rd
Treasury Hill
Aspen Hill
Thurman Annexation
Verzuh Annexation
Trapper's Crossing Annexation
Town Ranch Annexation
EXCESSIVE SLOPE REVIEW LINE
STREAM MARGIN REVIEW AREA
TO COAL CREEK WATERSHED ZONE
R1 Residential
R1A Residential
R1B Residential
R1C Residential/Core
R1D Residential
R1E Residential
R2 Residential/Multi-Family
R2A Residential/Multi-Family
R2C Residential/Multi-Family/Core
R3C Residential/Historic/Tourist/Core
R4 Residential/Planned Unit Development
T Tourist
B1 Business Core
B2 Business/Highway Related
B3 Business/Historic Residential
B4 West End Business/Historic Residential
M Mobile Home
C Commercial
A-O Agriculture - Open District
P Public
Planned Unit Development PUD
Excessive Slope
Zoning Boundaries
Lot Lines
Coal Creek
N
S
E
W
0 200 400 800 1,200 1,600 2,000 Feet
By
James A. Schmidt, Mayor
ATTEST:
Lynelle Stanford, Town Clerk
CRESTED BUTTE, COLORADO
A National Historic District

Town of Crested Butte
Zoning Map

KEY

R1	RESIDENTIAL
R1A	RESIDENTIAL
R1B	RESIDENTIAL
R1C	RESIDENTIAL / CORE
R1D	RESIDENTIAL
R1E	RESIDENTIAL
R2	RESIDENTIAL / MULTI-FAMILY
R2A	RESIDENTIAL / MULTI-FAMILY AFFORDABLE
R2C	RESIDENTIAL / MULTI-FAMILY / CORE
R3C	RESIDENTIAL / HISTORIC / TOURIST / CORE
R4	RESIDENTIAL / PLANNED UNIT DEVELOPMENT
B1	BUSINESS CORE
B2	BUSINESS / HIGHWAY RELATED
B3	BUSINESS / HISTORIC RESIDENTIAL
B4	BUSINESS / HISTORIC RESIDENTIAL
C	COMMERCIAL
M	MOBILE HOME
P	PUBLIC
A-O	AGRICULTURAL OPEN SPACE
T	TOURIST
PUD	PLANNED UNIT DEVELOPMENT

Appendix 2 Glossary

Accent Materials: Materials used to focus on specific elements such as gable decorations, decorative porch brackets for a residence or cornice details on a residential or commercial building.

Accessory building: A detached subordinate building, the use of which is incidental to that of the principal building or primary dwelling on the same building site. In each of the residential districts located within the town, the accessory building must remain in common ownership at all times with the primary dwelling or principal building on the same building site. In the event the creation of condominiums or townhouses on the building site results in more than one primary dwelling or principal building, the accessory building must remain in common ownership with at least one primary dwelling or principal building located on the same building site. Building sites within all zone districts, except R1A and R1B districts, may have more than one accessory building. Accessory buildings are categorized as one of the following:
a. Accessory building, nonresidential use, not heated or plumbed;
b. Accessory building, nonresidential use, heated and/or plumbed; or
c. Accessory dwelling.

Accessory dwelling: A detached subordinate structure or portion thereof subordinate to an existing or planned and approved residential structure on the same building site. In each of the residential districts located within the town, the accessory dwelling must remain in common ownership at all times with the primary dwelling or principal building on the same building site. In the event the creation of condominiums or townhouses on the building site results in more than one primary dwelling or principal building, the accessory dwelling must remain in common ownership with at least one primary dwelling or principal building located on the same building site. Either the accessory dwelling, the primary dwelling, or both, shall be used exclusively as a long-term rental. If more than one accessory dwelling has been approved for a site, then two out of the three dwelling units on the site shall be used exclusively as long-term rentals. The structure designated as the long-term rental must remain in common ownership with another residential use on the same building site, except in the B3 Business District, where the primary structure may be nonresidential in character. To obtain the conditional use of an accessory dwelling, the applicant shall comply with the terms of Crested Butte Town Code Section 16-9-70 regarding the recordation of discretionary approvals.

Alignment: The arrangement of objects along a straight line.

Arch: A structure built to support the weight above an opening. A true arch is curved. It consists of wedge-shaped stones or bricks called voussoirs (vu-swar), put together to make a curved bridge that spans the opening.

Architectural Character: The combination of building form, scale, details, ornament, and other visual aspects that establish a building's identity.

Awning: A roof-like cover of canvas or other lightweight material extending in front of a doorway or window, or over a deck, providing protection from the rain, sun and wind.

Awning Window: A window consisting of one or more top-hinged horizontal sashes one above the other, the bottom edges of which swing outward; operated by one control device.

Balcony: A platform projecting from the wall of an upper story, enclosed by a railing or balustrade, with an entrance from the building and supported by brackets, columns, or cantilevered out.
Baluster: A short, upright column or urn-shaped support of a railing.

Balustrade: A row of balusters and the railing connecting them. Used as a stair rail and also above the cornice on the outside of a building.

Bargeboard: A projecting board, often decorated, that acts as trim to cover the ends of the structure where a pitched roof overhangs a gable.

Bay Window: A window that protrudes from a wall that can be canted or square-sided in plan; one story in height, occasionally corbeled out from the face of the wall.

Board: A committee of persons legally organized to exercise responsibilities of management, direction or superintendence or to control specified matter, or to discharge certain functions that constitute a public office.
Board of Zoning & Architectural Review (BOZAR) is established pursuant to Section 8.1b of the Home Rule Charter, and consists of one Chair and six regular members that are appointed by the Town Council as contained in Section 16, Article 2. The "Board" has responsibilities that include review and determination on the appropriateness, both architecturally and historically, of any building permit pertaining to the erection, demolition, moving, reconstruction, restoration, improvement or alteration of any structure in the Town. The Board powers includes zoning applications related to variances, conditional use permits, planned unit developments "PUDs", special development permits, and conditional waivers.

Bracket: Any overhanging member projecting from a wall or other body to support a weight (such as cornice) acting outside the wall.

Canopy: A roofed structure constructed of fabric or other material placed so as to extend outward from a building providing a protective shield for doors, windows and other openings, supported by the building and supports extended to the ground directly under the canopy or cantilevered from the building.

Cantilever: A structural member or any other element projecting beyond its supporting wall or column and weighted at one end to carry a proportionate weight on the projecting end.

Casement Window: A window ventilating sash, fixed at the sides of the opening into which it is fitted, which swings open on hinges along its entire length.

Character-Defining Features: The features that distinguish a building as the product of a particular style, time

or place.

Clerestory: An upper story or row of windows rising above the adjoining parts of the building, designed as a means of admitting increased light into the inner space of the building.
Colorado Register of Historic Properties - The statewide register of historic places for Colorado administered through History Colorado.

Column: A slender upright structure, classically consisting of a cylindrical shaft, a base and a capital; a pillar. It is usually a supporting or ornamental member in a building.

Commercial Building: A building whose primary use is business-related. In a historic downtown, it is often defined by a first-floor storefront.

Conditional Use: A use that may locate in certain zoning districts provided it will not be detrimental to the public health, safety and welfare and will not impair the integrity and character of the zoned use. The applied-for use must be stated in the zoning ordinance with or without stated conditions. The deciding body being "the Board" can either approve, approve subject to conditions, or deny such uses. Each application is considered under criteria established in the Town Code. Examples could include restaurants, accessary buildings, dwellings, hotels, and auto-related uses. The duty of the approving body is to condition the use so that it will be suitable to the surrounding area or the community at large.

Conditional Waiver: Conditional waivers of a non-conforming aspect contained in Code Section 16 Article 19 provides development opportunities for certain parcels where constraints of the lot size, building setback, or building dimensions would otherwise limit the development of the property under the Municipal Code. The Board, in its discretion and based on the following criteria, may override Sections 16-19-30, 16-19-40, 16-19-50, and 16-19-60 of Article 19. Conditional waivers mitigate the following constraints:
1. Additions in the setback;
2. Additions on nonconforming parcels that are too small, too large, too narrow, or too wide;
3. Additions to structures that are too high or too wide and that will add more structure that is too high or too wide.

Collar Tie: In wood construction, a timber that unites two opposing rafters at a point below the ridge, usually in the upper third of the rafter length.

Contributing Structure: A building within a historic district that contributes to the historic character of the District as a whole. A contributing structure may or may not be individually listed on a register of historic places, but it is significant when considered as part of the group of buildings within the historic district.

Corbel: A heavy bracket, often decorated, that is set into a wall to act as a bearing surface to support a roof beam.

Corner Board: A board that is used as trim on the external corner of a wood frame structure and against which the ends of siding are fitted.

Corrugated Metal: Sheet metal that has been drawn or rolled into parallel ridges and furrows to provide addi-

tional mechanical strength; aluminum and galvanized sheet metal are the most widely used.

Cricket: A small element with two slopes, in the form of a miniature gable roof that can be placed above an entry or behind a chimney.

Decking: Thick floorboards or planks used as structural flooring, usually for long spans between joists.

Dentil Molding: A molding with a series of small blocks that look like teeth, often seen as part of a cornice.

Door, Accordion: A hinged door consisting of a system of panels hung from an overhead track, folding back like the bellows of an accordion; when open, the panels close flat; when closed, the panels interlock with each other.

Door, Bifold: A folding door that divides into two parts, the inner leaf of each part being hung from an overhead track, and the outer leaf hinged at the jamb.
Door, Center-Hung: A door that is supported by and swings on a pivot that is recessed in the floor at a point located on the center line of the door's thickness; may be either single-swing or double-acting.

Door, Folding: One of two or more doors that are hinged together so that they can open and fold in a confined space.

Door, French: A door having a top rail, bottom rail and stiles that has glass panes throughout its entire length; often used in pairs.

Door, Overhead: A door of either the swing-up or the roll-up type constructed of one or several leaves; when open, it assumes a horizontal position above the door opening.

Door, Sliding Glass: A door that is mounted on a track that slides in a horizontal direction parallel to the wall on which it is mounted.

Dormer: A structure projecting from a sloping roof, usually housing a vertical window that is placed in a small gable.

Dormer, Eyebrow: A low dormer constructed on the slope of a roof without sides or legs.

Dormer, Shed: A dormer whose eave line is parallel to the main eave line of the roof, and whose flat roof plane slopes downward in a direction away from the ridge line of the main roof.

Dormer Cheeks: The vertical sides of a dormer.

Double-Hung Window: A window having two vertically sliding sashes, each closing a different part of the window; the weight of each sash is counterbalanced for ease of opening and closing.

Drip Edge: Installed metal lip that keeps roofing material up off the deck at edges and extends roofing material

out over eaves and gutters to prevent water from wicking up and under the roofing material.

Dry Well: Underground chamber or structure bedded with porous materials that captures, then slowly releases storm-water runoff so that it can be absorbed by the soil.

Eave: The projecting overhang at the lower edge of a roof that sheds rainwater.

Elevation: A drawing at the appropriate scale that represents the principal façade, side or rear elevation of a structure. Any measurement on an elevation will be in a fixed proportion, or scale, to the corresponding measurement on the real building.

Excessive Dissimilarity: Also inappropriateness. If the proposed new construction, demolition, addition, or alteration to an existing structure would be detrimental to the desirability, property values or development of the surrounding area and/or to the town, so as to involve one of the harmful effects set forth in Section 16-2-10 above, or otherwise fail to enhance the town's historic, aesthetic or cultural heritage, by reason of excessive dissimilarity or other inappropriateness to the town's historic design, the Board shall deny approval of a building permit for the structure. Excessive dissimilarity or other inappropriateness shall be determined by reviewing the duly adopted Design Guidelines - Town, as well as by a comparison of all structures of like use, existing or approved, and of any other structure included in the same permit application, within the same zoning classification, to determine if one or more of the following features of exterior design and appearance exist:
a. Dissimilarity or inappropriateness as to cubical content or gross floor area;
b. Dissimilarity or inappropriateness as to height of building or height of roof;
c. Dissimilarity or inappropriateness as to historic architectural design; or
d. Dissimilarity or inappropriateness as to other significant design features such as material, quality or architectural design.

Excessive Similarity: If the proposed new construction, demolition, addition, or alteration to an existing structure would be detrimental to the desirability, property values or development of the surrounding area and/or to the town, so as to involve one or more of the harmful effects set forth in Section 16-2-10 above or otherwise fail to enhance the town's historic, aesthetic or cultural heritage, by reason of excessive similarity to another structure, the Board shall deny approval of a building permit for the structure. Excessive similarity shall be determined by a review of all structures of like use, existing or approved, and of any other structure included in the same permit application, within the same zoning classification and within 250 feet of the proposed site. The review shall be accomplished to prevent similarity to one or more of the following features of exterior design and appearance:
a. Apparently identical facade;
b. Substantially identical size and arrangement of doors, windows, porticos, or other openings or breaks in the façade facing the street, including reverse arrangements;
c. Substantially identical massing of patterns, scale, building footprint, or materials, as seen from the street; or
d. Other significant identical features of design.

Façade: Any side of a building that faces a street is known as the principal façade. The sides and rear of a structure that do not face a street are considered secondary elevations.

False Front: A front wall that extends beyond the sidewalls of a building to create a more imposing façade.

Fanlight: A semicircular window, usually over a door with radiating bars suggesting an open fan.

Fascia: A flat board with a vertical face that forms the trim along the edge of a flat roof, or along the horizontal, or eave, sides of a pitched roof.

Fenestration: The arrangement and design of windows and doors in a building.

Fenestration Pattern: The arrangement of windows across the façade of a building.

Finial: An ornament which terminates the point of a gabled roof form.

Flashing: A thin impervious material placed in construction to prevent water penetration or provide water drainage between a roof and vertical walls and over exterior doors and windows.

Foundation Cover/Treatment: A material (i.e., wood, metal, concrete, dry-stacked stone) used to cover the foundation at no more than 18 inches in height from finished grade.

Frieze: An elevated, horizontal, continuous band or panel that is usually located below the cornice, often decorated with sculpture in the low relief.

Gable: A vertical surface commonly situated at the end of a building, usually adjoining a pitched roof; its shape depends on the type of roof and parapet, although most often it is triangular; it often extends from the level of the cornice up to the ridge of the roof.

Glazing: Transparent or translucent layer of window or door that transmits light. High-performance glazing may include multiple layers of glass, plastics or acrylics, low emissivity coatings, and low-conductivity gas fill.

Hand-Hewn: Wood beams that have been trimmed with hand tools, such as an adze; typical of early barn timbers.

Historic District: Town of Crested Butte, denotes the Local Historic District established in 1974.

Historic Significance: The importance of an element, building or site owing to its involvement with a significant event, person or time period, or because it is an important example of a past architectural style.

Integrity: The quality of a building or site that has retained the features that marks it as historic.

Infill: New buildings constructed within the historic district.

Jamb: One of the vertical members at each side of an opening such as a doorframe, window frame or fireplace.

Joist: One of the horizontal wood beams that support the floors or ceilings of a house. They are set parallel to one

another usually from l'-0" to 2'-0" apart and span between supporting walls or larger wood beams.

King Post: A vertical member extending from the apex of the inclined rafters to the tie beam between the rafters at the lower end of a truss, as well as in a roof.

Knee Brace: A diagonal corner member for bracing the angle between two joined members; being joined to each other partway along its path serves to stiffen and strengthen the joint.

Lap Siding: See siding - clapboards.

Lintel: A heavy horizontal beam of wood or stone over an opening of a door or window to support the weight above it.

Molding: A decorative band or strip of material with a constant profile or section designed to cast interesting shadows. It is generally used in cornices and as trim around window and door openings.

Monolithic Pour/Slab: A pour of concrete, all at one time. Generally referred to as a foundation system that consists of a concreate slab with thickened portions of the slab under load bearing walls and all perimeter edges that take the place of footers.

Mullion: A mullion is a bar or post that separates two window units. In fact, it also has a verb sense, as the act of having two windows attached to each other - the windows are mulled together.

Muntin: A muntin is a small bar that separates two pieces of glass, aka "glazing bar" or "sash bar."

Newel Post: A tall post at the head or foot of a stair supporting the handrail, often ornamental.

Noncontributing Structure: A building located within a historic district that does not contribute to the character of the district due to its post period of significance construction, or alterations that impacted the historic integrity of the building. Nevertheless, the building is protected from demolition, and may be subject to Chapter 3 Standards and Guidelines depending upon the degree that the scale and forms have been altered as determined by the Board.

Parapet: A low protective wall or railing along the edge of a raised platform, terrace, bridge, roof, or balcony and above cornices.

Period of Significance (POS): The date or range of dates that is most significant in the history of the building. For most buildings, this is the year of construction.

Pier: The part of a wall between windows or other openings. The term is also used sometimes to refer to a reinforcing part built out from the surface of a wall; a buttress.

Pilaster: A support or pier treated architecturally as a column, with a base, shaft and capital that is attached to a

wall surface.

Pitch: Angle of a roof, or the proportion between the height and span of the roof.

Plank House: A type of timber construction consisting of sawn planks laid horizontally and notched at the corners.

Plate Glass: A high-quality glass sheet having both its flat sides plane and parallel so that it is free of distortions and flaws; has much greater mechanical strength than ordinary window glass; usually formed by a rolling process, then ground and polished, but can also be formed by the float-glass process.

Pony Walls: Low walls, between 24" to 36" high that are used to enclose porches or balconies. Also known as wing walls.

Porch: A roofed entrance, either incorporated into a building or applied to the exterior.

Post: A piece of wood, metal, or other material, usually long and square or cylindrical, set upright to support a building, sign, gate, etc.; pillar; pole.

Preservation: Preservation means stabilizing and maintaining a structure in its existing form by preventing further change or deterioration. It may include initial stabilization work, where necessary, as well as ongoing maintenance of the historic building materials.

Primary Material: The predominant material used in a given application, such as siding.

Pro-Panel: A low-profile roofing panel that can be applied over open framing or a solid substrate.

Protection: The act or process of applying measures designed to affect the physical condition of a property by defending or guarding it from deterioration, loss or attack, or to cover or shield the property from danger of injury. In the case of buildings and structures, such treatment is generally of a temporary nature and anticipates future historic preservation treatment.

Purlin (Purline/Perling): A piece of timber laid horizontally on the principal rafters on a roof to support the common rafters on which the roof covering is laid.

Rafter: Any of the beams that slope from the ridge of a roof to the eaves and serve to support the roof.

Rafter Tail: Portion of a rafter that projects beyond the exterior wall to support the eaves.

Railing: Any open construction or rail used as a barrier, composed of one or a series of horizontal rails supported by spaced upright balusters.

Reclaimed Material: Material that has been previously used in a building or project that is then used in another

project. The material might be altered, resized, refinished, or adapted, but is not reprocessed in any way and remains in its original form.

Reconstruction: Refer to the Rehabilitation Standards for more detail.
The act or process of reproducing by new construction the exact form and detail of a vanished building, structure or object, or part thereof, as it appeared at a specific period of time.

Rehabilitation: The act or process of returning a property to a state of utility through repair or alteration that makes possible an efficient contemporary use while preserving those portions or features of the property that are significant to its historical, architectural and cultural value.

Renovation: The act or process of returning a property to a state of utility through repair or alteration that makes possible a contemporary use.

Residential Building: A building whose primary function is as a living space. Residential buildings include singlefamily homes, duplexes, multifamily, townhouses and apartment buildings.

Restoration: Restoration means putting back as nearly as possible into the form the building held at a particular date in time. Restoration often requires the removal of architectural features that are not of the period. The value of a restoration is measured by its authenticity.

Ridge Beam: A horizontal beam at the upper edge of the rafters, below the ridge of the roof.

Ridge Cap: Any covering such as metal, wood or shingles used to cover the ridge of a roof.

Roof: The top covering of a building. Common types are:
*Gable roof has a pitched roof with ridge and vertical ends;
*Hip roof has sloped ends instead of vertical ends;
*Shed roof (lean-to) has one slope only and is sometimes built against a higher wall;
*Jerkin-head (clipped gable or hipped gable) is similar to gable but with the end clipped back;
*Gambrel roof is a variation of a gable roof, each side of which has another, shallower slope above a steeper one, often referred to as a barn roof; and
*Mansard roof is a roof with a double slope; the lower slope is steeper and longer than the upper; the upper pitch is typically shallow or flat.

Rough-Sawn: Wood that has been sawn to shape without planing or sanding; typically with saw marks on the surface; usually a preliminary step to being surfaced on all four sides.

Sash: Any framework of a window, which may be movable or fixed, may slide in a vertical plane, or may be pivoted. See definition for window parts.

Scale: The relationship of one part of an object to an outside measure, such as a human body or some standard reference; a system of representing or reproducing objects in a different size proportionately in every part.

Scissor Truss: A type of truss used to support a pitched roof; the ties cross each other and are connected to the opposite rafters at an intermediate point along their length.

Secretary of the Interior's Standards: Guidelines for the treatment of historic properties provided by the U.S. Secretary of the Interior. These standards are often used as the basis for local guidelines and are appropriate for use at all levels of significance, including federal, state and local.

Shape: The general outline of a building or its façade.

Shall: Used to express a command or exhortation, mandatory.

Sheathing: Material, usually plywood or oriented strand board (OSB), but sometimes wooden boards, installed on the exterior of wall studs, rafters or roof trusses; siding or roofing installed on the sheathing, sometimes over strapping to create a rainscreen.

Should: Used in auxiliary function to express what is probable or expected.

Shutter: One of a pair of movable panels used at window openings to provide privacy and protection from the elements when closed.

Sidelight: A framed area of fixed glass, usually comprising a number of small panes; commonly one of a pair of such lights, set vertically on each side of a door.

Siding: The narrow horizontal or vertical wood boards that form the outer face of the walls in a traditional wood frame house. Horizontal wood siding is also referred to as clapboard. The term siding is also more loosely used to describe any material that can be applied to the outside of a building as a finish:

*__Bevel__: Tapered boards used as siding, installed with the thinner part at the top.
*__Board and Batten__: Exterior covering consists of closely spaced boards set vertically, with narrow wood strips covering the joints between the boards.
*__Butt Joint:__ A plain square joint between two members, when the contact surfaces are cut at right angles to the faces of the pieces; the two are filled squarely against each other rather than lapped.
*__Clapboards (also known as clabbered):__ Narrow, horizontal, overlapping wooden boards, usually thicker along the bottom edge, that form the outer skin of the walls of many wood frame houses. The horizontal lines of the overlaps generally are from 4 to 6 inches apart in older houses.
*__Rabbet__: A long groove or channel that is cut into the edge or face of a board to receive another board that is fitted into the groove at a right angle to it.
*__Shiplap__: Wood sheathing whose edges are rabbeted to make an overlapping joint.
*__Tongue and Groove__: A joint formed by the insertion of the tongue of one member into the corresponding groove of another.

Sill: The lowest horizontal member in a frame or opening for a window or door. Also, the lowest horizontal mem-

ber in a framed wall or partition.

Sill Plate: A heavy timber plate at the bottom of the frame of a wood structure resting directly on the foundation.

Single-Hung Window: A window with two sashes, only one of which opens.

Sister: When the face of one structural member is attached to the face of another in order to help transfer structural loading.

Size: The dimensions in height and width of a building's components or façade.

Skylight: An opening in a roof that is glazed with a transparent or translucent material to admit natural or diffused light to the space below.

Slab-on-grade: Concrete floor that is supported directly on the earth or fill.

Snow Guard/Fence: A board or other device that prevents snow from sliding off the roof.

Soffit: The exposed undersurface of any overhead component of a building such as an arch, balcony, beam, cornice, lintel, or vault.

Stabilization: The fact or process of applying measures designed to reestablish a weather-resistant enclosure and the structural stability of an unsafe or deteriorated property while maintaining the essential form as it exists at present.

Standing Seam: In metal roofing, a type of seam between adjacent sheets of material, made by turning up the edges of two adjacent sheets and then folding them over.

Stile: A vertical piece in a panel or frame, as of a door or window.

Storefront: The street level façade of a commercial building, usually having display windows.

Stud: One of a series of upright posts or vertical structural members that act as the supporting elements in a wall or partition.

Swale: Low area of ground used for drainage and often the infiltration of storm water.

Transom: A window located above a door or large window.

Trim: The visible woodwork on moldings, such as baseboards, cornices and casings around doors and windows; any visible element that covers and protects joints, edges or ends of another material.

Truss: A composite structural system composed of straight members transmitting only axial tension or compression stresses along each member, joined to form a triangular arrangement.

Valley: The lower trough or gutter formed by the intersection of two inclined planes of a roof.

Vernacular: In architecture, vernacular buildings reflect the traditional architecture of the region originally developed in response to the climate, land conditions, social and cultural preferences, scenery, and locally available resources and materials. The forms are native or peculiar to a particular country or locality. It represents a form of building that is based on regional forms and materials, primarily associated with ordinary domestic and functional buildings rather than commercial structures.

Visual Continuity: A sense of unity or belonging together that elements of the built environment exhibit because of similarities among them.

Wainscot: A decorative or protective facing, such as wood paneling, that is applied to the lower portion of an interior partition or wall.

Wall Washing: A lighting technique that produces a relatively smooth, even level of illumination on a wall that minimizes the apparent texture of the surface. This technique is most often used in outdoor landscape lighting.

Window Parts: The moving units of a window are known as sashes and move within the fixed frame. The sash may consist of one large pane of glass or may be subdivided into smaller panes by thin members called muntins or glazing bars. Sometimes in nineteenth-century houses, windows are arranged side by side and divided by heavy vertical wood members called mullions.

Also see Town Code Sec. 16-1-20, Definitions: for a detailed list of terms and definition used in the Town Code.

Installing Solar Panels and Meeting the Secretary of the Interior's Standards

Solar panels installed on a historic property in a location that cannot be seen from the ground will generally meet the Secretary of the Interior's Standards for Rehabilitation. Conversely, an installation that negatively impacts the historic character of a property will not meet the Standards. But what about the grey area between out-of-sight and obviously obtrusive installations?

This installation negatively impacts the character of this mid-twentieth century house and does not meet the Standards.

Although every project is different and must be evaluated on its own merit, the National Park Service has developed this information on how to apply the Standards to the installation of solar panels.

This "invisible" installation of solar panels on a historic industrial building—hidden behind a low parapet—meets the *Standards for Rehabilitation*.

First Example

Primary view of the brewery after rehabilitation.

Gund Brewery, Wisconsin

Solar panels were installed on a new addition as part of the rehabilitation of this historic brewery. Although visible from a parking area on the site, the panels are appropriately located on top of a compatible new addition at the back of the historic property. The installation of these panels is consistent with the historic industrial character of the site, and the project meets the Standards.

View from the parking lot of the solar panels on the new addition with the historic building in the foreground.

Site map showing the new addition constructed behind the historic brewery. Image from Google Maps 2010.

New rear addition with rooftop solar panels.

Next Example

Left, solar panels create a new sawtooth feature on the roof of a historic hotel. Right, after lowering the angle of the panels, they are no longer visible from this vantage point.

Old Hilton Hotel, New Mexico

In this project, solar panels were installed on the rooftop of a historic hotel building that is a large and prominent landmark in the community. Initially, the panels were set at an angle that created a new sawtooth feature that detracted from the roofline and distinctive cornice detail. Because this building can be seen from many vantage points and from some distance, the addition of the panels had a significant impact on the building. As a result, the angle of the panels was changed to reduce their prominence. Though still visible from some locations, the sawtooth effect has been eliminated and the decorative cornice remains the dominant feature of the roofline.

The original angle of the solar panels (left) was lowered (right) to maintain the prominence of the roofline and cornice. Only the very top of the panels can still be seen.

Next Example

Front view of the railway barn after it was rehabilitated for office use.

Richmond & Chesapeake Railway Barn, Virginia

Two pole-mounted arrays of solar panels were installed at the rear of this historic railway barn. Because the site is industrial in character and the panels are located at the end of the barn away from primary viewpoints, this installation meets the Standards.

This site map shows the location of the pole-mounted solar panels. Image from Google Maps 2010.

Pole-mounted solar arrays can be appropriate alternatives to rooftop installations such as on this industrial site.

Next Example

Vermont Residence

The gable end of this historic apartment building faces the street. Low profile solar collectors for a water heating system were flush mounted on the sloped roof on the south side of the gable. Though visible, these few panels have relatively little impact on the historic character of the property. However, if the roof had been a more prominent feature of the property, this installation may not have been appropriate.

Low-profile solar collectors located on the south side of the gable roof are minimally visible.

From this angle, the panels are more noticeable, yet the historic character of the building is not significantly diminished.

Next Example

The visual prominence of the two solar collectors installed on this project is further minimized by the complexity of this side elevation.

King's Daughters Home, North Carolina

It is often easier to accommodate solar hot water systems than photovoltaic systems on historic properties because fewer panels are necessary. Solar hot water can often operate utilizing only a few panels, while photovoltaic systems often require multiple arrays to produce enough electricity to be worth the investment.

Several specific circumstances made it possible to install solar collectors on a street-facing slope of this gable roof. The panels were flush-mounted on a low-pitch roof, and only two were required. They were installed on a portion of the roof that is set back from the face of the building behind a prominent pediment. Thus, the solar collectors are visible but not conspicuous, and this installation meets the Standards in the context of the overall project.

The front of the King's Daughters Home. The solar panels are installed on the facade that faces the street at the right edge of this photograph.

Next Example

Locating solar arrays off-site allowed for the preservation of the historic character of the buildings and cultural landscape as well as the important vistas within San Juan Island National Historical Park.

San Juan Island National Historical Park, Washington

It can be extremely difficult to find an appropriate location for solar panels for large historic sites where the cultural landscape is as important as the historic structures. The National Park Service found an innovative solution to such a problem at San Juan Island NHP in Washington state by partnering with a local utility company to create a renewable energy system off site. The utility company provided land at a customer service center, and the park purchased and installed a photovoltaic system. Under the agreement, the park is credited with the energy production of the solar panels, and visitors still enjoy the National Historical Park without the visual intrusion of modern-day technology.

This large solar array serves the National Historical Park, but it is located outside park boundaries.

Back to Overview

3 PRESERVATION BRIEFS

Improving Energy Efficiency in Historic Buildings

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U.S. Department of the Interior

Technical Preservation Services

The concept of energy conservation in buildings is not new. Throughout history building owners have dealt with changing fuel supplies and the need for efficient use of these fuels. Gone are the days of the cheap and abundant energy of the 1950's. Today with energy resources being depleted and the concern over the effect of greenhouse gases on climate change, owners of historic buildings are seeking ways to make their buildings more energy efficient. These concerns are key components of sustainability — a term that generally refers to the ability to maintain the environmental, social, and economic needs for human existence. The topic of sustainable or "green" building practices is too broad to cover in this brief. Rather, this preservation brief is intended to help property owners, preservation professionals, and stewards of historic buildings make informed decisions when considering energy efficiency improvements to historic buildings.

Sound energy improvement measures must take into consideration not only potential energy savings, but also the protection of the historic property's materials and features. This guidance is provided in accordance with the Secretary of the Interior's Standards for Rehabilitation to ensure that the architectural integrity of the historic property is preserved. Achieving a successful retrofit project must balance the goals of energy efficiency with the least impact to the historic building. Planning must entail a holistic approach that considers the entire building envelope, its systems and components, its site and environment, and a careful evaluation of the effects of the measures undertaken. Treatments common to new construction need to be evaluated carefully before implementing them in historic buildings in order to avoid inappropriate alteration of important architectural features and irreparable damage to historic building materials. This brief targets primarily small-to medium-size historic buildings, both residential and commercial. However, the general decision-making principles outlined here apply to buildings of any size and complexity.

Inherent Energy Efficient Features of Historic Buildings

Before implementing any energy conservation measures, the existing energy-efficient characteristics of a historic building should be assessed. Buildings are more than the sum of their individual components. The design, materials, type of construction, size, shape, site orientation, surrounding landscape, and climate all play a role in how buildings perform. Historic building construction methods and materials often maximized natural sources of heat, light and ventilation to respond to local climatic conditions. The key to a successful rehabilitation project is to understand and identify the existing energy-efficient aspects of the historic building and how they function, as well as to understand and identify its character-defining features to ensure they are preserved. Whether rehabilitated for a new or continuing use, it is important to utilize the historic building's inherent sustainable qualities as they were intended to ensure that they function effectively together with any new treatments added to further improve energy efficiency.

Windows, courtyards, and light wells
Operable windows, interior courtyards, clerestories, skylights, rooftop ventilators, cupolas, and other features that provide natural ventilation and light can reduce energy consumption. Whenever these devices can be used to provide natural ventilation and light, they save energy by reducing the need to use mechanical systems and interior artificial lighting.

Historically, builders dealt with the potential heat loss and gain from windows in a variety of ways depending on the climate. In cold climates where winter heat loss from buildings was the primary consideration before mechanical systems were introduced, windows were limited to those necessary for adequate light and ventilation. In historic buildings where the ratio of glass

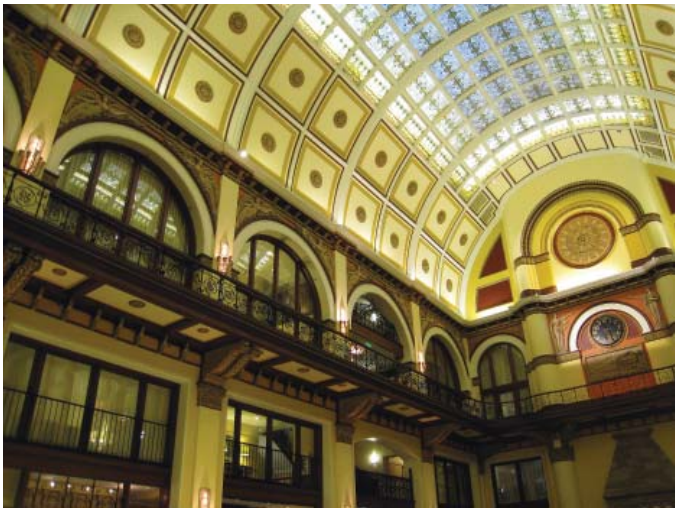


Fig. 1. A decorative, stained glass skylight allows natural daylight into the interior.

to wall is less than 20%, the potential heat loss through the windows is likely minimal; consequently, they are more energy efficient than most recent construction. In hot climates, numerous windows provided valuable ventilation, while features such as wide roof overhangs, awnings, interior or exterior shutters, venetian blinds, shades, curtains and drapes significantly reduced heat gain through the windows. Historic windows can play an important role in the efficient operation of a building and should be retained.

Fig. 2. Upper and lower shutters control daylight and provide privacy.

New architectural styles, beginning with the International Style of the 1920's, brought about an increase in the percentage of glazing in the total building envelope. By the 1950's, with the advent of the glass curtain wall, glazing constituted nearly 100% of a building's exterior walls in many buildings. While many early modern buildings continued to use operable windows as a way to provide natural ventilation, greater reliance on mechanical heating and air conditioning systems eventually reduced the function of exterior glazing to providing light only, particularly in commercial, office, and institutional buildings.

Fig. 3. Stone walls with substantial mass have high thermal inertia.

Walls

Thick masonry walls typical of the late-nineteenth and early-twentieth centuries have inherent thermal characteristics that keep the buildings cooler in the summer and warmer in the winter. Walls with substantial mass have the advantage of high thermal inertia, which reduces the rate of heat transfer through the wall. For instance, a wall with high thermal inertia, subjected to solar radiation for an hour, will absorb the heat at its outside surface, but slowly transfer it to the interior over a period as long as six hours. Conversely, a wall having the equivalent thermal resistance (R-value), but a substantially lower thermal inertia, will transfer the heat in perhaps as little as two hours. Heavy masonry walls also reduce the need for summer cooling. High thermal inertia is the reason many older public and commercial buildings without air conditioning still feel cool during the summer. The heat from the midday sun does not penetrate the buildings until late afternoon and evening, when it is less likely to be occupied or when exterior temperatures have fallen. Heavy masonry walls are also effective in moderating internal temperatures in the winter by dampening the overall peaks of heat gain and loss resulting in a flatter and more tolerable daily cycle. In areas that require cooling during the day and heating at night, masonry walls can help spread out excess heat gain from the day to cover some of the needed heating for the evening and night hours.

Roofs

Roof construction and design in historic buildings, particularly vernacular buildings, are strongly

influenced by the conditions of the local climate. Wide overhangs that sometimes extend to create porches minimize the heat gain from the sun in warmer climates, while steep, sloping roofs with minimal or no overhang prevail in colder climates to allow for shedding snow and increasing beneficial solar heat gain through the windows. Materials and color also influence the thermal performance of roofs. Metal and light colored roofs, for example, reflect sunlight and thereby reduce the heat gain from solar radiation.

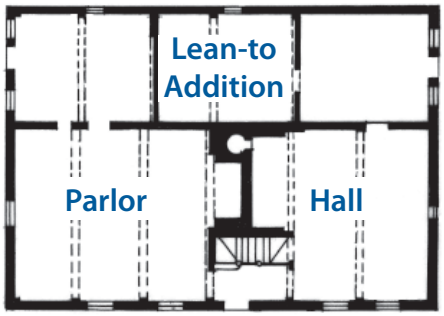


Fig. 4. A typical New England saltbox features a steeply sloping roof to shed snow and a floor plan organized around a central chimney to conserve heat.

Floor Plans
The floor plan of many historic buildings, particularly traditional vernacular ones, was also designed to respond to the local climate. In cold climates, rooms with low ceilings were clustered around central chimneys to share the heat, while small windows with interior shutters reduced drafts and heat loss. In warmer climates, wide central halls with tall ceilings, breezeways, and large porches all maximized air circulation.

Landscape
Site orientation was another factor considered especially in the location of a historic building on its property. In cold climates, buildings were oriented against northern winds while buildings in warm climates were sited to take advantage of prevailing breezes. Evergreen trees planted on the north side of buildings shielded from winter winds; deciduous trees planted to the south provided summer shade and maximum sun in the winter.

Fig. 5. The side porches of this house in Charleston, SC, shade the large windows and provide outdoor living spaces that take advantage of sea breezes.

Energy Audit

Before implementing any measures to improve the thermal performance of a historic building, an energy audit should be undertaken to evaluate the current energy use of the building and identify deficiencies in the building envelope or mechanical systems. In some areas, the local utility company may offer a free simple audit, however a more in-depth audit should be obtained from a professional energy auditor. The goal of the audit is to establish a baseline of building performance data to serve as a reference point when evaluating the effectiveness of future energy improvements. It is important to hire an independent auditor who does not have financial interests in the results, such as a product vendor.

An energy auditor first documents the current energy use patterns in the building to establish an energy use history. This initial step includes obtaining the billing history from the local utility company over a one- or two-year period, as well as documenting the number of building occupants, how the building is used, and the type of fuel consumed. The location of any existing insulation is recorded and the approximate R-value of various components of the building envelope including walls, ceilings, floors, doors, windows and skylights is calculated. The building envelope is inspected to identify areas of air infiltration and air loss. The type and age of mechanical systems and major appliances are also recorded.

Tools such as a blower door test or infrared thermography are useful to identify specific areas of infiltration, lack of insulation and thermal bridging. Mechanical depressurization along with infrared thermography is extremely useful in identifying locations of air leakage and heat loss followed by the use of tracer smoke to isolate specific air leaks. These tests are often challenging to perform on buildings and must be undertaken by experienced professionals to avoid

misleading or inaccurate results. There are professional standards for audits, those of the Building Performance Institute (BPI) being the most widely used.

The energy auditor then produces a detailed report that documents the findings of the audit and includes specific recommendations for upgrades such as air sealing, adding insulation, general repairs, lighting, and improvements to or replacement of mechanical systems or major appliances. Cost estimates are provided for each of the improvements including the cost of implementation, potential operating cost savings, and, importantly, the anticipated payback period. Armed with this information, historic building owners can start to make informed decisions on how to improve the performance of their buildings. Usually the auditor finds a few locations where there is major air leakage; large "holes" that are unique to a particular building and require equipment to find them. These anomalies are often invisible to the people who use the building on a regular basis. It is important to retest the performance of the building following the implementation of any upgrades undertaken as a result of an energy audit to ensure that the upgrades are performing as expected.

Prioritizing Energy Upgrades

When implementing energy upgrades, efforts should be concentrated on improvements that will provide the most payback for the money expended and the least compromise to the historic character of the building. Some upgrades recommended in energy audits may not be introduced into a historic building feasibly without damaging historic fabric or altering the appearance of significant features. Removing historic siding and replacing it with new siding to introduce insulation into the wall cavity of a frame building or replacing repairable historic windows are examples of treatments that should not be undertaken on historic buildings.

A common misconception is that replacing windows alone will result in major energy savings. This argument, often used to sell replacement windows, is simply not true. Although it varies from building to building, the U.S. Department of Energy (DOE) has documented that air loss attributable to windows in most buildings is only about 10% of the total air loss. Studies have shown that window replacement does not pay for itself in energy savings in a reasonable length of time. Moreover, there are ways to improve the performance of historic windows that do not require their replacement. In addition, historic windows can usually be repaired and are, thus, sustainable, while most new windows cannot be repaired, or even recycled, and may wind up in landfills.

When considering energy upgrades, it is imperative to get a clear picture of what an improvement will cost initially and how long it will take to pay back the cost in energy savings. Therefore, the life cycle cost of the improvement must be considered as well as its impact on historic fabric. Reducing infiltration around existing windows and doors, sealing penetrations in the building envelope, and adding insulation — particularly in the attic where it has little impact on historic fabric — can result in significant improvements at relatively little cost. Updating mechanical systems or changing the way in which they are operated can also be cost-effective interventions. For example, installing a more efficient mechanical system alone may pay for itself in ten years.

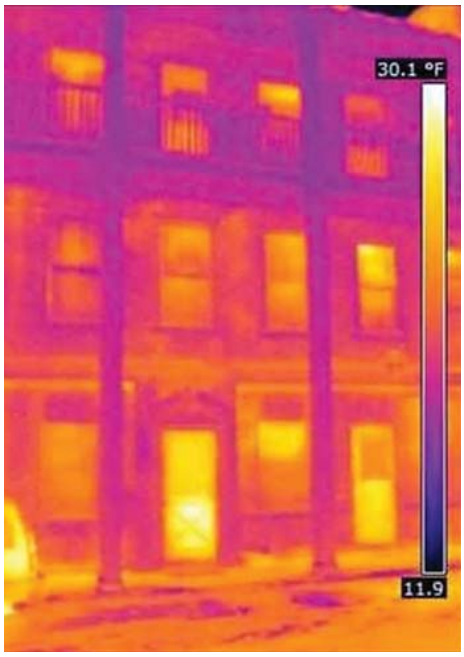


Fig. 6. (left) A blower door is used to depressurize a building by exhausting air at a rate that allows pressure gages and tracer smoke to measure the amount and location of air leakage. Photo: Robert Cagnetta, Heritage Restoration, Inc.

Fig. 7. (center and right) The left thermal image shows the walls of this building before insulating. After insulation was added, the cooler and, thus darker exterior walls evidence how much the heat loss has been reduced. Photos: EYP Architecture & Engineering.

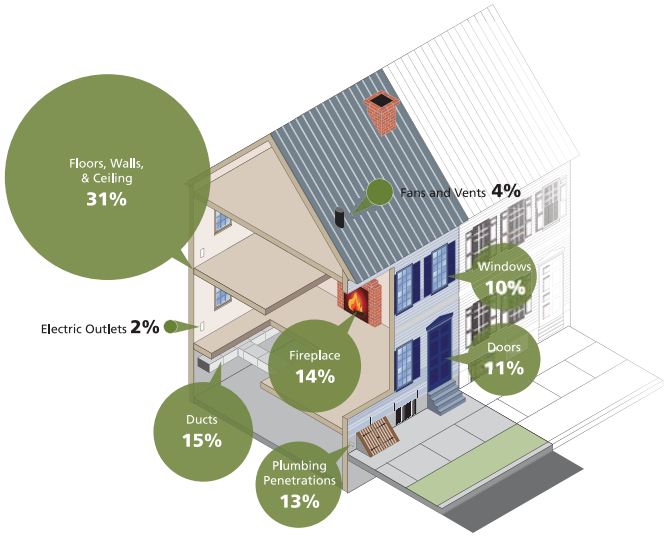


Fig. 8. Where Air Escapes From a House (by percentage) – Image based on data from Energy Savers, U.S. Department of Energy. Illustration: Blank Space LLC.

Actions to Improve Energy Efficiency

Reducing energy demands for heating and cooling may be accomplished in two steps. First, implement operational changes and upgrades to mechanical systems and major appliances — measures that do not require making alterations or adding new materials — to ensure that a building functions as efficiently as possible. After all these measures have been implemented, corrective work or treatments, such as weatherization, that require other alterations to the building may be considered.

Residential Energy Use Intensity by Age

Year Built	KBtu/sq ft/yr
Prior to 1950	74.5
1950 to 1969	66.0
1970 to 1979	59.4
1980 to 1989	51.9
1990 to 1999	48.2
2000 to 2005	44.7

Source: Residential Energy Consumption Survey, 2005

Establishing Realistic Goals
Energy consumption data gathered by the U.S. Energy Information Administration (see chart) shows that residential buildings built before 1950 (the largest percentage of historic building stock) are about 30 to 40 percent less energy efficient than buildings built after 2000. Using this as a baseline, a 30 to 40 percent upgrade of a historic building's energy performance can be a realistic goal. A 40 percent increase in energy efficiency would of course be a more achievable goal for buildings that have had minimal upgrades since their original construction, i.e., added insulation, tightening of the exterior envelope, or more efficient mechanical equipment. On the other hand, achieving "net zero" energy goals as it is currently done with some new construction can be a much more difficult challenge to achieve in a historic retrofit. Attempting to reach such a goal with a historic building would most likely result in significant alterations and loss of historic materials. [The data for commercial buildings documents that buildings in 2003 used approximately the same energy as they did before 1920, after reaching their peak in the 1980's.]

Operational Changes
One of the greatest effects on energy use is user behavior. Once an energy audit has established a baseline for the current energy use in a building, operational changes should be identified to control how and when the building is used to minimize the use of energy-consuming equipment. These changes can range from simple measures such as regular cleaning and maintenance of mechanical equipment to installing sophisticated controls that cycle equipment on and off in specified intervals for maximum performance. The following changes are recommended to reduce heating and cooling costs.

- Install programmable thermostats.
- Close off rooms that are not in use and adjust the temperature in those rooms.
- Do not condition rooms that do not need to be conditioned, thereby reducing the thermal envelope.
- Use insulated shades and curtains to control heat gain and loss through windows.
- Use operable windows, shutters, awnings and vents as originally intended to control temperature and ventilation.
- Take advantage of natural light.
- Install compact fluorescent lights (CFL) and light-emitting diode (LED) lights.
- Install motion sensors and timers for lighting and local ventilation, such as bathroom exhaust fans.
- Reduce "phantom" electricity loads by turning equipment off when not in use.
- Clean and service mechanical equipment regularly.

These measures should be undertaken first to save energy in any existing building and are particularly appropriate for historic buildings because they do not require alterations to historic materials.

Upgrading Equipment and Appliances
In addition to maximizing the energy efficiency of existing building systems, substantial savings can be achieved through upgrading equipment and appliances. One should still weigh the operational savings against the initial cost of the new equipment, particularly if the existing equipment is not near the end of its life.

Calculator aids that take into account the efficiency of both the existing and new equipment are available

Fig. 9. An energy auditor tests the efficiency of a boiler.

online to assist in determining the payback. Advance planning will allow time to find the most efficient unit, as well as to investigate the availability of any state and federal energy credits. As energy prices continue to rise and technology advances, options such as the installation of a solar hot water heater or geothermal ground source or water source heat pumps are becoming more economically feasible. Recommendations for upgrading equipment and appliances include:

• Upgrade the heating system. It is important to install new furnaces that utilize outside combustion air to reduce air drawn into the building through uncontrolled infiltration. [All furnaces and boilers are now measured by their annual fuel utilization efficiency or AFUE.] Heating equipment is now more efficient and gas furnaces that used to have a 60% (AFUE) rating can now operate at as much as 90 to 97% efficiency.
• Upgrade the air conditioning system.
• Replace the water heater. High-efficiency water heaters use far less energy than earlier models, and high-efficiency tankless water heaters heat water on demand and offer even greater savings. Point of use water heat can also reduce costs and water consumption by reducing the time it takes to draw hot water.
• Upgrade appliances. Energy Star appliances, particularly refrigerators, washing machines and dishwashers can all reduce electricity use and additional indoor heating loads.

Upgrading Building Components

In addition to operational and mechanical upgrades, it can be possible to upgrade many building components in a manner that will not jeopardize the historic character of the building and can be accomplished at a reasonable cost. The goal of these upgrades is to improve the thermal performance of the building, resulting in even greater energy savings. Retrofit measures to historic buildings should be limited to those that achieve at least reasonable energy savings, at reasonable costs, with the least impact on the character of the building.

The following list includes the most common measures proposed to improve the thermal performance of an existing building; some measures are highly recommended for historic buildings, but others are less beneficial, and can even be harmful to a historic building.

Requires Minimal Alteration

• Reduce air leakage.
• Add attic insulation.
• Install storm windows.
• Insulate basements and crawlspaces.
• Seal and insulate ducts and pipes.
• Weather strip doors and add storm doors.
• Add awnings and shading devices where appropriate.

Requires More Alteration

• Add interior vestibules.
• Replace windows.
• Add insulation to wood-frame walls.
• Add insulation to masonry walls.
• Install cool roofs and green roofs.

The treatments listed first have less potential to negatively impact the historic fabric of a building. They tend to be less intrusive, are often reversible, and offer the highest potential for energy savings. Undertaking any of the treatments in the second group, however, may pose technical problems and damage to historic building materials and architectural features. Their installation costs may also outweigh the anticipated energy savings and must be evaluated on a case-by-case basis with advice from professionals experienced in historic preservation and building performance.

Requires Minimal Alteration

Reduce air leakage. Reducing air leakage (infiltration and exfiltration) should be the first priority of a preservation retrofit plan. Leakage of air into a building can account for 5 to 40 percent of space-conditioning costs, which can be one of the largest operational costs for buildings.[1] In addition, unwanted air leakage into and out of the building can lead to occupant comfort issues resulting from drafts. Air infiltration can be especially problematic in historic buildings because it is closely linked to increased moisture movement into building systems.

Air flow into and out of buildings is driven by three primary forces: wind pressure, mechanical pressure and the stack effect. Cold outside air that infiltrates the building through big holes, as well as through loose windows, doors, and cracks in the outer shell of the building, causes the heating system to work harder and consume more energy. In a multi-story building, cold air that enters the building at lower levels, including the basement or crawlspace, will travel up through the building and exit out leaky windows, gaps around windows and the attic as a result of temperature and pressure differential. This pattern of air movement

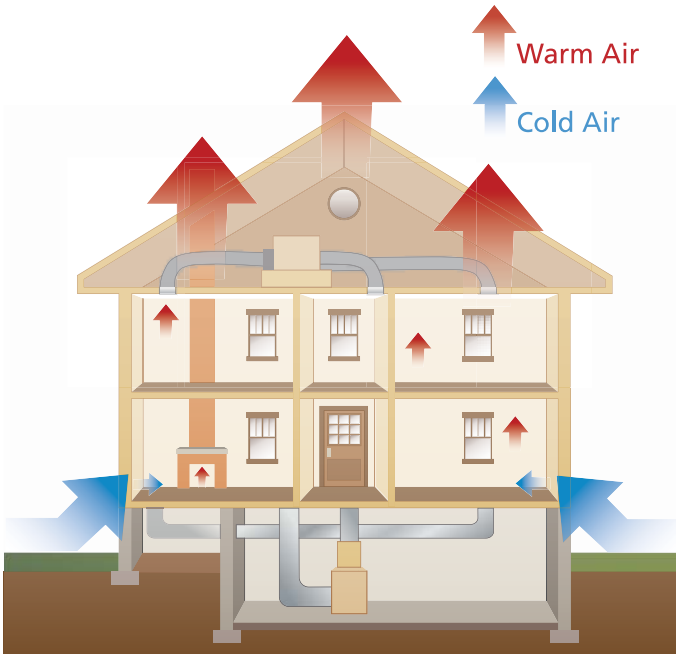


Fig. 10. The pattern of air movement referred to as the "stack effect". Illustration: Blank Space LLC.

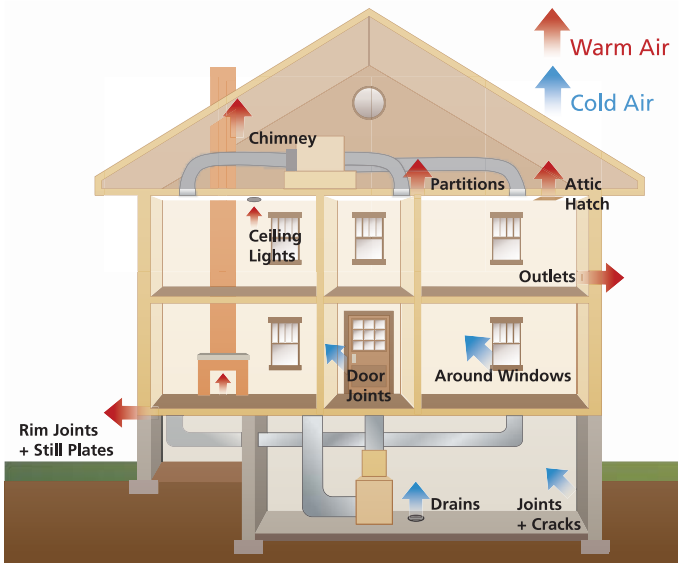


Fig. 11. Air infiltration and exfiltration. Illustration: Blank Space LLC.

is called the "stack effect." Not only is valuable conditioned air lost, but damaging moisture may also enter the wall cavities and attic spaces. To stop the stack effect, the top and bottom of the exterior walls, inter-floor bypasses, and any existing chases or shafts must be sealed, or "draft proofed." The use of spray foam sealants in basement and attic cracks is a particularly useful technique for reducing air infiltration.

Adding weatherstripping to doors and windows, sealing open cracks and joints at the base of walls and around windows and doors, sealing off recessed lighting fixtures from above, and sealing the intersection of walls and attic, will substantially reduce air leakage. When using exterior caulk to seal the intersection of siding and doors or windows, do not caulk the underside of clapboards or below windows to allow any liquid water to escape. When infiltration and, consequently, exfiltration are reduced, mechanical ventilation may be necessary to meet occupants' requirements for fresh air.

Add attic or roof insulation. Heat loss and gain caused by increased interior/exterior temperature differentials primarily due to the stack effect and solar radiation are greatest at the top of a building. Therefore, reducing heat transfer through the roof or attic should be one of the highest priorities in reducing energy consumption. Adding insulation in unoccupied, unfinished attics is not only very effective from an energy-savings perspective, but it is also generally simple to install and causes minimal disruption to historic materials. The U.S. Department of Energy (DOE) provides a recommended R-value chart based on climate zones to help determine the optimal amount of insulation that should be installed in a particular project. Local codes may also have specific insulation requirements. Insulating trap or access doors should not be overlooked. Even though they may be small, attic doors can be responsible for substantial heat loss and should be addressed as part of any attic insulation project.

DOE Climate Zone Map

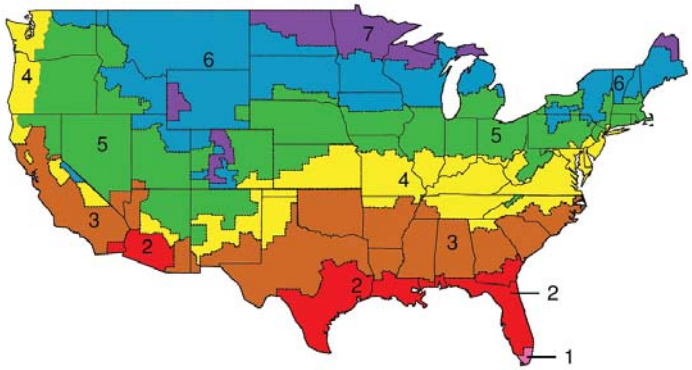


Fig. 12. Recommended energy improvements vary widely based on climate. The information contained in this document is based primarily on the available data for the Northeast and Mid-Atlantic regions.

In unfinished and unheated attics, the insulation material is typically placed between the floor joists using blown-in, batt, or rigid foam insulation. When using fiberglass batts faced with a vapor retarder, the vapor retarder should be face down towards the heated interior. However, the use of a vapor retarder is not necessary in attic applications. If additional batt insulation is being added over existing insulation that is near or above the top of the joists, new un-faced batts should be placed perpendicular to the old ones to cover the top of the joists and reduce thermal bridging through the frame members. In low-pitched roofs, or where installing batt insulation is difficult, a more complete coverage of the attic floor may be achieved by using blown-in insulation. Unfinished attics must be properly ventilated to allow excess heat to escape.

Radiant barriers may be used in attics to reduce thermal radiation across the air space between the roof deck and the attic floor in order to reduce summer heat gain. They are most beneficial in reducing cooling loads in hot climates and consist of a highly reflective sheet or coating, usually aluminum, applied to one or both sides of a flexible material. They are effective only when the foil surface faces an air space, and as long as the surface remains shiny – that is, free from dirt, dust, condensation and oxidation. Radiant barriers should not be installed directly over insulation on the attic floor, as they can act as vapor retarders and trap moisture in the insulation unless they are perforated. Their placement should be ventilated on both sides.

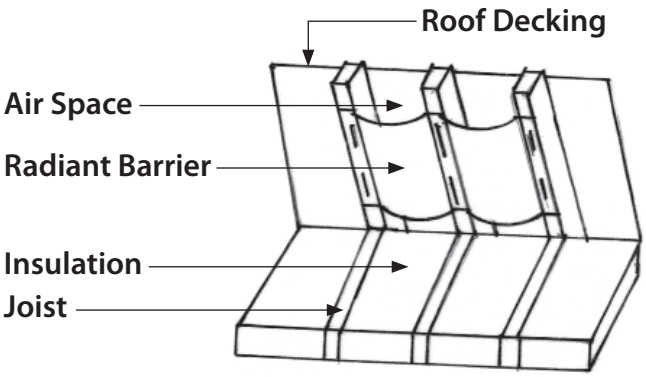


Fig. 13. Sample installation of a radiant barrier.

Insulating the underside of the roof rather than the attic floor increases the volume of the thermal envelope of the building, thus making this treatment inherently less energy efficient. However, when mechanical equipment and/or ductwork are housed in an attic space, placing the insulation under the roof and treating the attic as a conditioned space is strongly recommended. This treatment allows the equipment to operate more efficiently and can prevent moisture-related problems caused by condensation on the mechanical equipment.

When insulation is placed under the roof, all vents in the attic and the intersection between the walls and roof rafters must be sealed. Rigid foam or batt insulation placed between the roof rafters is a common method of insulating the underside of a roof. Open cell spray foam (.5lb/cuft) may sometimes be applied under the roof deck only when there are no gaps in the sheathing which could allow the foam to expand under slates or shingles, preventing the re-use of the roofing material. Also, if roof leaks do occur, they may go undetected until after major damage occurs. Consideration must also be given to the irreversibility of this procedure because the foam enters the pores of the wood. It may be more advisable to install a breathable layer of material that will allow for future removal without leaving a residue.

When total roof replacement is required because of deterioration, installing rigid foam insulation on top of the roof deck before laying the new roofing material can be simple and effective, particularly on low-pitched or flat roofs. However, the added thickness of the roof caused by installing rigid foam can alter the appearance of projecting eaves, dormers, and other features. If this application would significantly alter the appearance of these features, consider other methods.

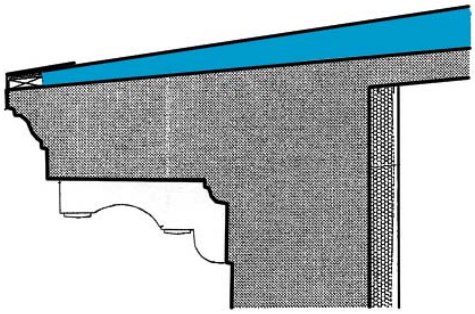


Fig. 14. Sample installation of rigid foam insulation, tapered at the edge to avoid altering the appearance of the roof.

Install storm windows. The addition of metal or wood exterior or interior storm windows may be advisable to increase the thermal performance of the windows in ways that weatherstripping and caulking cannot address. A single-glazed storm window may only increase a single-pane window's thermal resistance to R2, however, that is twice as good as a single-glazed window alone. It will make a noticeable contribution to the comfort level of the building occupant, with the added benefit of protecting the historic window from weathering. Using clear, non-tinted, low-e glass in the storm window can further increase the thermal performance of the window assembly without the loss of historic fabric. Studies have shown that the performance of a traditional wood window with the addition of a storm window can approach that of a double-glazed replacement window.[2] Some storm windows are available with insulated low-e glass, offering even higher thermal performance without the loss of the historic window. Furthermore, a storm window avoids the problem of irreparable seal failure on insulated glass units (IGUs) used in modern replacement windows. While the lifespan of the IGU depends both on the quality of the seal and other factors, it is unreasonable to expect more than 25 years. Once the seal fails, the sash itself will usually need to be entirely replaced.

By providing an additional insulating air space and adding a barrier to infiltration, storm windows improve comfort and reduce the potential for condensation on the glass. To be effective and compatible, storm windows must be tight fitting; include a sealing gasket around the glass; align with the meeting rail of the primary sash; match the color of the sash; and be caulked around the frame to reduce infiltration without interfering with any weep holes.

Whether a storm window or the historic window itself, the interior window must be the tighter of the two units to avoid condensation between the windows that can

occur in a cold climate that requires indoor heating. Condensation is a particular concern if it collects on the historic window, as can easily happen with a loose-fitting, storm window. While interior storm windows can be as thermally effective as exterior storm windows, appropriate gaskets must be used to ensure that damage-causing condensation does not form on the inside face of the historic window. Opening or removing the interior storm windows during non-heating months also helps to avoid the negative effects of moisture build-up.

Fig. 15. Original steel windows were retained and made operable during the rehabilitation of this historic mill complex. Insulated sliding windows were added on the interior to improve energy efficiency.

For large, steel industrial windows, the addition of interior, insulated sliding glass windows that align with the primary vertical mullions has proven to be a successful treatment that allows the primary window to remain operable.

Insulate basements and crawlspaces. The first step in addressing the insulation of basements and crawl spaces is to decide if they are to be part of the conditioned space and, therefore, within the thermal envelope of the building. If these areas are kept outside the thermal envelope of the building and treated as unconditioned areas, insulating between the floor joists on the underside of the subfloor is generally recommended. Alternatively, rigid foam insulation installed over the bottom of the floor joists on the basement or crawlspace side may also be used. All gaps between the unconditioned and conditioned areas of the building, including the band joists, should be air sealed to prevent air infiltration into the upper levels of the building.

If the crawlspace contains mechanical equipment, or if high levels of moist air enter the crawlspace through vents during the summer months, it is advisable to include the crawlspace within the thermal boundary of the building. As in attics, water vapor can condense on ducts and other equipment located in unconditioned basements and crawlspaces. In the past, building codes routinely required that crawlspaces be treated as non-conditioned spaces and be ventilated. However, this has not proven to be a best practice in all cases. Ventilation through crawlspace vents does not keep the space dry during humid summers. All vents should be sealed and access doors weather-stripped. Rigid foam insulation installed on the interior face of the wall is recommended for basement and crawlspace foundation walls, only after all drainage issues have been addressed. Special attention should be given to ensure that all the joints between the insulation boards are sealed.

A moisture barrier on exposed dirt in a crawlspace is strongly recommended to prevent ground moisture from entering the building envelope. Whenever feasible, pouring a concrete slab over a moisture barrier in crawlspaces or basements with exposed dirt floors should be considered.

Seal and insulate ducts and pipes. A surprisingly enormous amount of energy is wasted when heated or cooled air escapes from supply ducts or when hot attic air leaks into air conditioning return ducts. Based on data collected in energy audits, as much as 35 percent of the conditioned air in an average central air conditioning system may escape from the ducts.[3] Care must be taken to completely seal all connections in the duct system and adequately insulate the ducts, especially in unconditioned spaces. This loss of energy is another reason to treat attics, basements and crawlspaces as conditioned spaces. Ducts located in unconditioned spaces should be insulated based on the recommendations for the appropriate climate zone. Hot water pipes and water heaters should be insulated in unconditioned spaces to retain heat, and all water pipes insulated to prevent freezing in cold climates.

Weather strip doors and add storm doors. Historic wood doors are often significant features and should always be retained, rather than replaced. While an insulated replacement door may have a higher R-value, doors represent a small area of the total building envelope, and the difference in energy savings after replacement would be insignificant. The doors and frames should, however, have proper maintenance including regular painting, and the addition or renewal of weatherstripping. Storm doors can improve the thermal performance of the historic door in cold climates and may be especially recommended for a door with glazing. The design of the storm door should be compatible with the character of the historic door. A fully glazed storm door with a frame that matches the color of a historic door is often an appropriate choice because it allows for the historic door to remain visible. Storm doors are recommended primarily for residential buildings. They are not appropriate for commercial or industrial buildings. These buildings never had storm doors, because the doors were opened frequently or remained open for long periods. It may also not be appropriate to install a storm door on a highly significant entrance door. In some instances,

the addition of a storm door could add significant heat gain on certain exposures or in hot climates, which could degrade the material or finish of the historic door.

Add awnings and shading devices. Awnings and other shading devices can provide a considerable reduction of heat gain through windows and storefronts. Keeping existing awnings, or replacing them if previously removed, is a relatively easy way to enhance the energy performance of a building. Awnings should only be installed when they are compatible with the building type and character. In building types that did not have awnings historically, interior shades, blinds or shutters should be considered instead.

A wide range of shades, blinds and shutters is available for use in all types of buildings to control heat gain or loss through windows, as well as lighting levels. When properly installed, shades are a simple and cost-effective means of saving energy. Some shade fabrics block only a portion of the light coming in — allowing the use of natural light — while others block all or most of the light. The light-colored or reflective side of the shades should face the window to reduce heat gain. Quilted roller shades feature several layers of fiber batting and sealed edges, and these shades act as both insulation and an air barrier. They control air infiltration more effectively than other soft window treatments. Pleated or cellular shades provide dead air spaces within the cells to add insulation value. These shades, however, do not measurably control air infiltration.

Fig. 16. Historic vestibules retain conditioned air in the living spaces.

Retractable awnings and interior shades should be kept lowered during the summer to prevent unwanted heat gain, but raised in the winter to take advantage of the heat gain. Interior shades, especially those that have some insulation value, should be lowered at night during the winter months.

Light shelves are architectural devices designed to maximize daylight coming through windows by reflecting it deeper into the building. These horizontal elements are usually mounted on the interior above head height in buildings with high ceilings. Although they can provide energy savings, they are not compatible with most historic buildings. In general, light shelves are most likely to be appropriate in some industrial or modernist-style buildings, or where the historic integrity of interior spaces has been lost and they can be installed without being visible from the exterior.

Requires More Alteration

Add interior vestibules. Vestibules that create a secondary air space or "air lock" are effective in reducing air infiltration when the exterior door is open. Exterior and interior vestibules are common architectural features of many historic buildings and should be retained wherever they exist. Adding an interior vestibule may also be appropriate in some historic buildings. For example, new glazed interior vestibules may be compatible changes to historic commercial and industrial buildings. New exterior vestibules will usually result in too great a change to the character of primary entrances, but may be acceptable in very limited instances, such as at rear entrances. Even in such instances, new vestibules should be compatible with the architectural character of the historic building.

Replace windows. Windows are character-defining features of most historic buildings. As discussed previously, the replacement of a historic window with a modern insulated unit is not usually a cost-effective choice. Historic wood windows have a much longer service life than replacement insulated windows, which cannot be easily repaired. Therefore, the sustainable choice is to repair historic windows and upgrade their thermal performance. However, if the historic windows are deteriorated beyond repair, if repair is impractical because of poor design or material performance, or if repair is economically infeasible, then replacement windows may be installed that match the historic windows in size, design, number of panes, muntin profile, color, reflective qualities of the glass, and the same relationship to the window opening.

Other options should also be considered before undertaking complete window replacement. If only the sash is severely deteriorated and the frame is repairable, then only the sash may need to be replaced. If the limited lifespan of insulated glass is not a concern, the new sash can be made to accommodate double glazing.

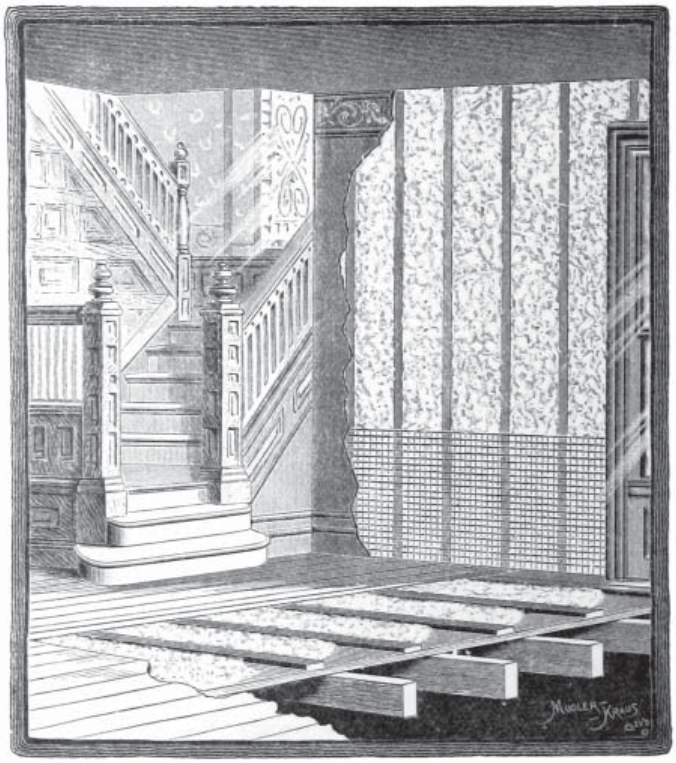
Where the sashes are sound, but improved thermal performance without the use of a storm window is desired, some windows may be retrofitted with insulated glass. If the existing sash is of sufficient thickness, it may be routed to accept insulated, clear low-e glass without extensive loss of historic material or historic character. When insulated glass is added in a new or retrofitted sash, any weights will have to be modified to accommodate the significant extra weight.

Wall Insulation
Adding wall insulation must be evaluated as part of the overall goal to improve the thermal efficiency of a building and should only be considered after the installation of attic and basement insulation. Can this goal be achieved without the use of wall insulation? Can insulation be added without causing significant loss of historic materials or accelerated deterioration of the wall assembly? Will it be cost effective? These are basic questions that must be answered before a decision is made to insulate the walls and may require professional evaluation.

Add insulation to wood-frame walls. Wood is particularly susceptible to damage from high moisture levels; therefore, addressing existing moisture problems before the addition of insulation is essential. Un-insulated historic wood buildings have a higher rate of air infiltration than modern buildings; while this makes older buildings less efficient thermally, it helps dissipate the unwanted moisture and thus keeps building assemblies dry. Climate, building geometry, the condition of the building materials, construction details, and many other factors make it difficult to assess the impact that adding insulation will have on reducing the air flow and, hence, the drying rate in a particular building. For this reason, predicting the impact of adding insulation to wood-frame walls is difficult.

Insulation Installed in the Wall Cavity: When sheathing is part of the wall assembly, and after any moisture-related problems have been addressed, adding insulation to the interior cavity of a wood-frame wall may be considered. Adding insulation in a wall where there is no sheathing between the siding and studs is more problematic, however, because moisture entering the wall cavity through cracks and joints by wind-driven rain or capillary action will wet the insulation in contact with the back of the siding.

Installing **blown-in insulation**, either dense-packed cellulose or fiberglass, into the wall cavity causes the least amount of damage to historic materials and finishes when there is access to the cavity walls, and it is therefore a common method of insulating wood-frame walls in existing buildings. In most cases, blowing insulation material into the wall cavity requires access through the exterior or interior wall surfaces. When historic plaster, wood paneling, or other interior historic decorative elements are present, accessing the



AN INTERIOR

Showing Mineral Wool in Floor, and Walls behind Wire Lath.

Fig. 17. Illustration of insulation from the 1889 trade catalog "The Uses of Mineral Wool in Architecture, Car Building and Steam Engineering". Collection Centre Canadien d'Architecture/Canadian Centre for Architecture, Montreal, Canada.

cavity from the exterior is recommended by removing individual siding boards at the top of each wall cavity. In this manner the boards can be reinstalled without unsightly drill holes on the exterior. If the plaster is deteriorated and will require repair, then the wall cavity may be accessed from the interior through holes drilled through non-decorative plaster.

Of the materials available, dense-packed cellulose fiber is most commonly used. Its R-value, ability to absorb and diffuse moisture, impediment to air flow, relatively simple installation, and low cost make it a popular choice. Cellulose insulation from most manufacturers is available in at least two grades that are characterized by the type of fire retardant added to the insulation. The fire retardants are usually: (1) a mix of ammonium sulfate and boric acid or (2) boric acid only (termed "borate only"). The recommended type of cellulose insulation for historic buildings is the "borate only" grade, as cellulose treated with sulfates reacts with moisture in the air and forms sulfuric acid which corrodes many metals.

Optimum conditions for installing insulation inside the wall cavity occur in buildings where either the exterior materials or interior finishes have been lost, or where the materials are deteriorated beyond repair and total replacement is necessary. However, wholesale removal of historic materials either on the exterior or interior face of a historic wall to facilitate insulation is

not recommended. Even when the exterior materials, such as wood siding, could potentially be reinstalled, this method, no matter how carefully executed, usually results in damage to, and loss of historic materials.

Fig. 18. Dense-packed cellulose insulation is being blown in through holes drilled in the sheathing. Once the operation has been completed, the shingles will be reinstalled. Photo: Edward Minch.

If the wall cavity is open, the opportunity to properly install **batt insulation** is available. A tight fit between the insulation and the adjacent building components is critical to the performance of the insulation. Batt insulation must be cut to the exact length of the cavity. A batt that is too short creates air spaces above and beneath the batt, allowing convection. A batt that is too long will bunch up, creating air pockets. Air pockets and convection currents significantly reduce the thermal performance of insulation. Each wall cavity should be completely filled. Unfaced, friction-fit batt insulation fluffed to fill the entire wall cavity is recommended. Any air gaps between the insulation and the framing or other assembly components must be avoided. Batts should be split around wiring, pipes, ducts and other elements in the wall rather than be pushed or compressed around obstacles.

When adding insulation to the sidewalls, the band joist area between floors in multi-story, platform-framed buildings should be included in the sidewall insulation retrofit. The R-value of the insulation installed in the band joist area should be at least equal to the R-value of the insulation in the adjacent wall cavities. In balloon-framed buildings, the wall cavity is continuous between floors except where fire stops have been inserted.

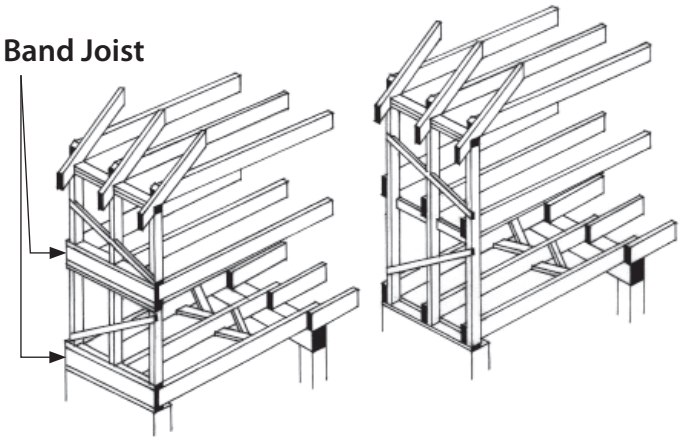


Fig. 19. Platform framing (left) and Balloon framing (right).

The use of **spray foam or foamed-in-place insulation** would appear to have great potential for application in historic wood-frame buildings due to their ability to flow into wall cavities and around irregular obstacles. Their high R-value and function as an air barrier make them a tempting choice. However, their use presents several problems. The injected material bonds tightly to historic materials making its removal difficult, especially if it is encased in an existing wall. The pressure caused by the expansion rate of these foams within a wall can also damage historic material, including breaking the plaster keys or cracking existing plaster finishes.

Insulation Installed on Either Side of the Wall: Batt, rigid foam board, and spray foam insulation are commonly added to the interior face of walls in existing buildings by furring-out the walls to accommodate the additional thickness. However, this often requires the destruction or alteration of important architectural features, such as cornices, base boards, and window trim, and the removal or covering of plaster or other historic wall finishes. Insulation installed in this manner is only recommended in buildings where interior spaces and features lack architectural distinction or have lost significance due to previous alterations.

Fig. 20. The walls have been furred out inappropriately around the historic window trim creating an appearance the interior never had historically.

Adding rigid foam insulation to the exterior face of wood-frame buildings, while common practice in new construction, is never an appropriate treatment for historic buildings. Exterior installation of the foam boards requires removal of the existing siding and trim to install one or more layers of polyisocyanurate or polystyrene foam panels. Depending on the amount of insulation added for the particular climate, the wall thickness may be dramatically increased by moving

What about moisture?

The issue of moisture in insulated assemblies is the subject of much debate. While there is no conclusive way to predict all moisture problems, especially in historic buildings, experts seem to agree on a few basic tenants. Exterior materials in insulated buildings become colder in the winter and stay wet longer following a rain event. While the wetness may not pose a problem for robust materials, it may speed the deterioration of some building materials, and lead to more frequent maintenance such as repainting of wood or repointing of masonry. Summer moisture problems are most commonly associated with excessive indoor cooling and the use of interior wall finishes that act as vapor retarders (paint buildup or vinyl wall coverings). Good air-sealing at the ceiling plane usually controls moisture in insulated attics.

Most problems are caused by poor moisture management, poor detailing which does not allow the building to shed water, or inadequate drainage. Therefore, a thorough assessment of the building's ability to keep out unwanted moisture must be done before adding new insulation materials. Refer to Preservation Brief #39: *Holding the Line: Controlling Unwanted Moisture in Historic Buildings* for more information. Because of all the uncertainties associated with insulating walls, brick walls in particular, it may be advisable to hire a professional consultant who specializes in the many factors that affect the behavior of moisture in a building and can apply this expertise to the unique characteristics of a particular structure. Sophisticated tools such as computer modeling are useful to predict the performance of building assemblies, but they require interpretation by a skilled practitioner and the results are only as good as the data entered. It is important to remember, there are no reliable prescriptive measures to prevent moisture problems.[4]

Vapor Retarders (Barriers): Vapor retardants are commonly used in modern construction to manage the diffusion of moisture into wall cavities and attics. For vapor retardants to work properly, however, they must be continuous, which makes their installation difficult in existing buildings, and therefore generally not recommended. Even in new construction, installation of vapor retardants is not always indicated. Formerly, the recommended treatment was to install a vapor retardant toward the heated side of the wall (toward the interior space in cold climates and toward the exterior in hot climates). DOE now recommends that if moisture moves both to the interior and exterior of a building for significant parts of the year, it is better not to use a vapor retarder at all.[5]

the siding as much as 4 inches out from the sheathing. Even if the historic siding and trim could be removed and reapplied without significant damage, the historic relationship of windows to walls, walls to eaves, and eaves to roof would be altered, which would compromise the architectural integrity and appearance of the historic building.

Solid Masonry Walls: As with frame buildings, installing insulation on the interior walls of a historic masonry structure should be avoided when it would involve covering or removing important architectural features and finishes, or when the added thickness would significantly alter the historic character of the interior. The addition of insulation on solid masonry walls in cold climates results in a decreased drying rate, an increased frequency of freeze-thaw cycles, and prolonged periods of warmer and colder temperatures of the masonry. These changes can have a direct effect on the durability of materials.

Fig. 21. The interior face of a brick masonry wall shows damage that resulted from the installation of a vapor retardant (foil facing) and thermal insulation. Photo: Simpson Gumpertz & Heger.

Depending on the type of masonry, exterior masonry walls can absorb a significant amount of water when it rains. Masonry walls dry both toward the exterior and the interior. When insulation is added to the interior side of a masonry wall, the insulation material reduces the drying rate of the wall toward the interior, causing the wall to stay wet for longer periods of time. Depending on the local climate, this could result in damage to the historic masonry, damage to interior finishes, and deterioration of wood or steel structural components

imbedded in the wall. Masonry walls of buildings that are heated during the winter benefit from the transfer of heat from the inside to the outside face of the walls. This thermal transfer protects the exterior face of the wall by reducing the possibility of water freezing in the outer layers of the wall, particularly in cold and wet climates. The addition of insulation on the interior of the wall not only prolongs the drying rate of the exterior masonry wall, but keeps it colder as well, thereby increasing the potential for damage due to freeze-thaw cycles.[6]

Extreme swings in temperature may also have negative effects on a historic masonry wall. The addition of insulation materials to a historic masonry wall decreases its ability to transfer heat; thus, walls tend to stay warm or cold for longer periods of time. In addition, walls exposed to prolonged solar radiation during winter months can also be subject to higher swings in surface temperature during the day. Deleterious effects due to stress caused by expansion and contraction of the building assembly components can result.

Buildings with masonry materials of higher porosity, such as those built with low-fired brick, or certain soft stones, are particularly susceptible to freeze-thaw cycles and must be carefully evaluated prior to adding insulation. Inspection of the masonry in areas that are not heated such as parapets, exposed wing walls, or other parts of the building is particularly important. A noticeable difference in the amount of spalling or sanding of the masonry in these areas could predict that the same type of deterioration will occur throughout the building after the walls are insulated. Brick that was fired at lower temperatures was often used on the inside face of the wall or on secondary elevations. Even masonry walls faced with more robust materials such as granite may have brick, rubble, mortar or other less durable materials as backing.

Spray foams are being used for insulation in many masonry buildings. Their ability to be applied over irregular surfaces, provide good air tightness, and continuity at intersections between, walls, ceilings, floors and window perimeters makes them well suited for use in existing buildings. However, the long-term effects of adding either open- or closed-cell foams to insulate historic masonry walls as well as performance of these products have not been adequately documented. Use of foam insulation in buildings with poor quality masonry or uncontrolled rising damp problems should be avoided.

Periodic monitoring of the condition of insulated masonry walls is strongly recommended regardless of the insulation material added.

Install cool roofs and green roofs: Cool roofs and vegetated "green roofs" help to reduce the heat gain from the roof, thereby cooling the building and its environment. Cool roofs include reflective metal roofs, light-colored or white roofs, and fiberglass shingles that have a coating of reflective crystals. All of these roofing materials reflect the sun's radiation away from the building, which lessens heat gain, resulting in a reduction of the cooling load. Cool roofs are generally not practical in northern climates where buildings benefit from the added heat gain of a dark-colored roof during colder months. Cool and green roofs are appropriate for use on historic buildings only when they are compatible with their architectural character, such as flat roofs with no visibility. A white-colored roof that is readily visible is not appropriate for historic metal roofs that were traditionally painted a dark color, such as green or iron oxide red. A white reflective roof is most suitable on flat roofed historic buildings. If a historic building has a slate roof, for example, removing the slate to install a metal roof is not a compatible treatment. It is never appropriate to remove a historic roof if the material is in good or repairable condition to install a cool roof. However, if the roof has previously been changed to an asphalt shingle roof, fiberglass shingles with special reflective granules may be an appropriate replacement.

Fig. 22. Installation of both cool and green roofs in an urban environment.

A green roof consists of a thin layer of vegetation planted over a waterproofing system or in trays installed on top of an existing flat or slightly sloped roof. Green roofs are primarily beneficial in urban contexts to reduce the heat island effect in cities and to control storm water run-off. A green roof also reduces the cooling load of the building and helps cool the surrounding urban environment, filters air, collects and filters storm water, and can provide urban amenities, including vegetable gardens, for building occupants. The impact of increased

structural loads, added moisture, and potential for leaks must be considered before installing a green roof. A green roof is compatible on a historic building only if the plantings are not visible above the roofline as seen from below.

Alternative Energy Sources

Although not the focus of this publication, alternative energy sources are dealt with in more detail in *The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings* and other NPS publications. Devices that utilize solar, geothermal, wind and other sources of energy to help reduce consumption of fossil fuel-generated energy can often be successfully incorporated in historic building retrofits. However, if the alterations or costs required to install these devices do not make their installation economically feasible, buying power generated off site from renewable sources may also be a good alternative. The use of most alternative energy strategies should be pursued only after all other upgrades have been implemented to make the building more energy efficient because their initial installation cost is usually high.

Solar Energy: Man has sought to harness the power of solar energy to heat, cool, and illuminate buildings throughout history. Construction techniques and design strategies that utilize building materials and components to collect, store, and release heat from the sun are described as "passive solar design." As previously discussed, many historic buildings include passive solar features that should be retained and may be enhanced. Compatible additions to historic buildings also offer opportunities to incorporate passive solar features. Active solar devices, such as solar heat collectors and photovoltaic systems, can be added to historic buildings to decrease reliance on grid-source fossil-fuel powered electricity. Incorporating active solar devices in existing buildings is becoming more common as solar collector technology advances. Adding this technology to historic buildings, however, must be done in a manner that has a minimal impact on historic roofing materials and preserves their character by placing them in locations with limited or no visibility, i.e., on flat roofs at a low angle or on a secondary roof slope.

Solar collectors used to heat water can be relatively simple. More complex solar collectors heat a fluid or air that is then pumped through the system to heat or cool interior spaces. Photovoltaic panels (PV) transform solar radiation into electricity. The greatest potential for the use of PV panels in historic buildings is on buildings with large flat roofs, high parapets, or roof configurations that allow solar panels to be installed without being prominently visible. The feasibility of installing solar devices in small commercial and residential buildings will depend on installation costs, conventional energy rates, and available incentives, all of which will vary with time and location. The same factors apply to the use of solar collectors for heating water, but smaller installations may meet a building's need and the technology has a considerable track record.

Fig. 23. Solar collectors installed in a compatible manner on low sloping sawtooth monitors. Top Photo: Neil Mishalov, Berkeley, CA.

Geothermal Energy: The use of the earth's heat is another source of readily-accessible clean energy. The most common systems that utilize this form of energy are geothermal heat pumps, also known as geo-exchange, earth-coupled, ground-source, or water-source heat pumps. Introduced in the late 1940s, geothermal heat pumps rely on heat from the constant temperature of the earth, unlike most other heat pumps which use the outside air temperature as the exchange medium. This makes geothermal heat pumps more efficient than conventional heat pumps because they do not require an electric back-up heat source during prolonged periods of cold weather.

There are many reasons that geothermal heat pumps are well suited for use in historic buildings. They can reduce the amount of energy consumption and emissions considerably, compared to the air exchange systems or electric resistance heating of conventional HVAC systems. They require less equipment space, have fewer moving parts, provide better zone space conditioning, and maintain better internal humidity levels. Geothermal heat pumps are also quieter because they do not require external air compressors. Despite higher installation costs, geothermal systems offer long-term operational savings and adaptability that may make them a worthwhile investment in some historic buildings.

Wind Energy: For historic properties in rural areas, where wind power has been utilized historically, installation of a wind mill or turbine may be suitable to the historic setting and cost effective. Before choosing to install wind-powered equipment, the potential benefit and the impact on the historic character of the building, the site and surrounding historic district must be analyzed. In order for the turbines to work effectively, average wind speeds of 10 mph or higher are necessary. This technology may not be practical in more densely-populated areas sheltered from winds or regions where winds are not consistent. In cities with tall buildings, there is potential for installing relatively small rooftop turbines that are not visible from the ground. However, because of the initial cost and size of some turbines, it is generally more practical to purchase wind power from an off-site wind farm through the local utility company.

Summary

With careful planning, the energy efficiency of historic buildings can be optimized without negatively impacting their historic character and integrity. Measuring the energy performance of buildings after improvements are completed must not be overlooked, as it is the only way to verify that the treatments have had the intended effect. Ongoing monitoring of buildings and their components after alterations to historic building assemblies are completed can prevent irreparable damage to historic materials. This, along with regular maintenance, can ensure the long-term preservation of our historic built environment and the sustainable use of our resources.

End Notes

[1] John Krigger and Chris Dorsi, "Air Leakage," in *Residential Energy: Cost Savings and Comfort for Existing Buildings.* Helena, Montana: Saturn Resource Management, 2004, p. 73.

[2] *Measured Winter Performance of Storm Windows.* A 2002 study done by Lawrence Berkeley National Labs.

[3] *Midwest Weatherization Best Practices Field Guide.* Prepared for the U.S. Department of Energy Weatherization Assistance Program, May 2007, p. 157.

[4] Adapted from comments provided by William B. Rose, Research Architect, University of Illinois, April 2011.

[5] U.S. Department of Energy, *Insulation Fact Sheet,* DOE/CE-0180, 2008, p.14.

[6] Bradford S. Carpenter, P.E., LEED AP et al., *The Designer's Dilemma: Modern Performance Expectations and Historic Masonry Walls* (paper presented at the RCI 2010 Symposium on Building Envelope Technology, San Antonio, Texas).

Acknowledgements

Jo Ellen Hensley, Senior Architectural Historian, LEED Green Associate, and Antonio Aguilar, Senior Historical Architect, Technical Preservation Services Branch, National Park Service, revised *Preservation Brief 3: Conserving Energy in Historic Buildings,* written by Baird M. Smith, FAIA and published in 1978. The revised Brief contains expanded and updated information on the subject of energy efficiency in historic buildings. A number of individuals and organizations have contributed their time and expertise in the development of this Brief, beginning with the participants of the "Improving Energy Efficiency in Historic Buildings—A Round Table Symposium," Washington, DC, 2002. Special thanks go to Mike Jackson, FAIA, Illinois Historic Preservation Agency; Edward Minch, Energy Services Group; William B. Rose, Research Architect, University of Illinois; Bradford S. Carpenter, P.E., LEED AP; and Mark Thaler, AIA, for their technical advice. The Advisory Council on Historic Preservation's Sustainability Task Force, the General Services Administration's Center for Historic Buildings, and our colleagues at the National Center for Preservation Technology and Training commented on the manuscript. In addition, the Technical Preservation Services professional staff, in particular Anne Grimmer, Michael J. Auer and John Sandor, provided critical and constructive review of the publication.

This publication has been prepared pursuant to the National Historic Preservation Act of 1966, as amended, which directs the Secretary of the Interior to develop and make available information concerning historic properties. Additional information about the programs of Technical Preservation Services is available on the website at **www.nps.gov/tps.** Comments about this publication should be addressed to: Charles E. Fisher, Technical Preservation Publications Program Manager, Technical Preservation Services, National Park Service, 1201 Eye Street, NW, 6th Floor, Washington, DC 20005. This publication is not copyrighted and can be reproduced without penalty. Normal procedures for credit to the authors and the National Park Service are appreciated. The photographs used in this publication may not be used to illustrate other publications without permission of the owners. *Cover photograph: Farmhouse with energy efficient historic storm windows.*

ISBN: 978-0-16-089762-7
U.S. Government Printing Office Stock Number: 024-005-01294-0
December 2011

Staff Report
March 16, 2020

To: Mayor and Town Council

From: Rob Zillioux, Director of Finance and HR

Through: Dara MacDonald, Town Manager

Subject: Affordable Housing and Climate Action Plan - public engagement / committee plan discussion

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Summary:
The Town Council requested public input on the evaluation and recommendations of possible funding mechanisms to support Council's specific five year goals:

- Increase percentage of residents living in Town by achieving a 75% housing full-time occupancy
- 30% of units in Town are deed restricted, including 15 rental units for Town employees
- Reduce greenhouse gas emissions footprint of Town's operations by 50% versus 2017 levels; and, reduce Town of Crested Butte community emissions footprint by 25%

Previous Council Action:
The Council held a work session with Staff on March 9th to review possible funding mechanisms. Council did not take formal action on this topic during the meeting. Rather, Council suggested forming a committee(s) to evaluate and recommend. Similar to other public engagement committees, the thought is to get groups from all sides of the issue together for feedback that might include possible public work sessions.

Background:
The attached material was provided to the Council for the March 9th meeting. This provides summary information about current funding and possible new (additional) funding sources.

Discussion:
Preliminary Affordable Housing and CAP plans suggest Town will need $8mm +/- to achieve the aforementioned Council goals. This funding is above and beyond the typical capital needs for Town, such as purchasing heavy equipment, Marshal vehicles, Parks upkeep, buildings upkeep, etc. Should Council wish to reduce its ambitious goals, funding requirements would decrease.

Public Engagement:
If Council wants to consider asking voters to approve new and/or incremental fees and taxes, further analysis and public input would be needed of a variety of policy questions. Policy questions, for example regarding a non-resident house tax, could include whether / how the tax revenues should be earmarked, the length of time that should qualify the use as "primary", types of exemptions that would be appropriate, how to verify what homes are occupied as primary residences or not, etc.

Council indicated a committee might be a helpful mechanism in this discussion. Staff recommends that to be effective the group be limited in size and have a set schedule for meetings over a predefined time period at the end of which they would report their findings and recommendations to the Council. Meetings of the stakeholder group could be open to the public with opportunities for input at the meetings.

Note: staff recommends waiting for the Coronavirus concerns to subside prior to launching the actual committee meetings.

Possible stakeholder committee make-up:

1) Local business owner and citizen*
2) Resident of deed-restricted housing
3) Representative from Sustainable Crested Butte
4) Representative of the CB Land Trust
5) Representative of Valley Housing Fund
6) Non-primary resident property owner
7) Member at-large, citizen
8) Member at-large, citizen
9) Town Council member
10) Town Council member

- *Citizen is a registered voter in the Town of Crested Butte.*

Possible meeting schedule/topics:

1. Organization, decision-making process and background information review. Affirming topics, dates and times for future meetings.

2. Are these goals important enough to raise taxes and/or fees? What makes Crested Butte special, unique and appealing? What does non-primary residence mean in Crested Butte?

3. Brainstorm and prioritize recommendations on funding mechanisms and uses of revenues.

4. Refine and finalize recommendations.

5. Presentation of findings and recommendation to the Town Council

Once Council approves the committee make-up and tentative meeting schedule, staff will begin advertising for members to be appointed at a subsequent Council meeting.

One committee is recommended as additional funding for Affordable Housing and CAP could come from the same sources.

Town Manager and/or Finance Director would be the primary staff to the stakeholder group.

Legal Review:
Formation of a stakeholder group and subsequent meetings will have no significant legal impact. The Town Attorney can be available should specific legal questions. The Town Attorney will be copied on any meeting packets and minutes.

Recommendation:
The Town Council consider and discuss the proposed make-up of a stakeholder group, meeting schedule and draft topics.

Proposed Motion:
A Council member make a motion to direct staff to proceed with advertising for members of the public interested in serving on the funding mechanism stakeholder committee.

Funding Mechanisms

Town of Crested Butte

Town Council – March 9th Work Session

Summary

Note: pro-forma numbers within are largely illustrative and for discussion purposes only

- This work session is intended to:
  - ✓ Clarify current funding mechanisms for Town's Climate Action Plan (CAP) and Affordable Housing
  - ✓ Consider additional / new mechanisms to accelerate funding of these two Council priorities
  - ✓ Obtain Council direction on funding options

- Affordable Housing is funded now primarily through the STR Excise Tax of 5%, which amounts to $275k to $300k per year. Housing Payment in Lieu, typically $40k to $60k per year, is another current funding source. For 2019, a discretionary RETT allocation of $550k was made to Affordable Housing. This allocation was taken from the Capital Fund and away from other potential uses such as Parks, building maintenance, capital equipment and CAP projects.

- For 2020, a net amount of $332k was allocated to CAP from the General Capital Fund. To achieve Council's related 5 year goal of reducing GHG by 50% for Town operations and 25% for the whole Town, significant additional funding will be required.

Sources and Uses Summary

		Enterprise Fund			General Capital Fund						
	General Fund	Water	Wastewater	Trash	Capital	Open Space	Parks	Conservation Trust Fund	Street & Alley Fund	Affordable Housing Fund	Total
Revenue											
Taxes	$4,381,604				$455,000	$550,000	$711,941		$974,197	$255,000	$7,327,742
Service Charges	$314,530	$654,096	$878,546	$271,347			$49,600			$38,000	$2,206,119
Licenses & Permits	$251,825										$251,825
Housing Payments in Lieu										$40,000	$40,000
Fines & forfeitures	$34,600	$5,000									$39,600
Grants / fundraising		$200,000			$509,151		$50,000				$759,151
Interest Income	$140,000	$50,244	$50,244		$7,000						$247,488
Misc	$200	$1,750			$5,000		$0	$11,820	$4,922	$6,555	$30,247
Total Operating Revenue	**$5,122,759**	**$911,090**	**$928,790**	**$271,347**	**$976,151**	**$550,000**	**$811,541**	**$11,820**	**$979,119**	**$339,555**	**$10,902,172**
Tap Fees		$150,000	$150,000								$300,000
Other		$1,225,000									$1,225,000
Total Capital Revenue	**$0**	**$1,375,000**	**$150,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,525,000**
Total Revenue	**$5,122,759**	**$2,286,090**	**$1,078,790**	**$271,347**	**$976,151**	**$550,000**	**$811,541**	**$11,820**	**$979,119**	**$339,555**	**$12,427,172**
Operating Expenses											
Enterprise Fund		$539,384	$918,406	$275,506							$1,733,296
Affordable Housing										$112,500	$112,500
Streets & Alley									$705,292		$705,292
Conservation Trust								$0			$0
Parks							$744,482				$744,482
Open Space						$22,000					$22,000
Misc Capital					$195,000						$195,000
Total Operating Expense	$5,019,882	$539,384	$918,406	$275,506	$195,000	$22,000	$744,482	$0	$705,292	$112,500	$8,532,451
Capital Expenses		$891,000			$1,303,955		$262,500		$255,000	$496,000	$3,208,455
Total Expense	**$5,019,882**	**$1,430,384**	**$918,406**	**$275,506**	**$1,498,955**	**$22,000**	**$1,006,982**	**$0**	**$960,292**	**$608,500**	**$11,740,906**
Net Surplus / (Deficit)	$102,877	$855,706	$160,384	-$4,159	-$522,804	$528,000	-$195,441	$11,820	$18,828	-$268,945	**$686,266**

	General Fund	Enterprise Fund	General Capital Fund		Conservation Trust Fund	Street & Alley Fund	Affordable Housing Fund	
Fund Balance - 2019 (F)	$3,772,324	$4,115,398	$1,763,953	$600,748	$65,090	$1,073,138	$316,560	$11,707,210
Fund Balance - 2020 (B)	$3,875,201	$5,127,329	$1,045,708	$1,128,748	$76,910	$1,091,966	$47,615	$12,393,476

Major Revenue Sources - 2019

Round Numbers for Illustration Purposes

Revenue Source		Allocation %	Use	
Total Town Sales Tax	$4,400,000	11%	Parks	$488,889
		22%	Transportation	$977,778
		67%	General Fund	$2,933,333
County Sales Tax	$500,000	100%	General Fund	$500,000
STR Excise Tax	$300,000	100%	Affordable Housing Fund	$300,000
RETT	$1,900,000	50%	Open Space	$950,000
		50%	Capital, Parks, Housing	$950,000
Property Tax	$1,000,000	20%	General Fund	$200,000
		80%	Streets and Alley Fund	$800,000
Total Major Sources	**$8,100,000**			**$8,100,000**

Sales Tax Breakdown

State	2.9%	
County	1.0%	
RTA	1.0%	
Town of CB	4.5%	
	9.4%	
Retail	9.4%	
Groceries	8.4%	*no RTA*
Lodging	13.4%	*Retail plus 4% local mrktg dist*
VRBO	18.4%	*Lodging plus 5% STR Excise tax*

5 Year Capital Plan

Capital Schedule	2020	2021	2022	2023	2024	2025	Total
Revenue, with 1/2 RETT to Capital	$1,483,541	$1,483,541	$1,483,541	$1,483,541	$1,483,541	$1,483,541	$8,901,247
Total Marshal	$67,233	$72,965	$76,613	$230,443	$750,000	$0	$1,197,254
Total Affordable Housing	$430,000	$0	$0	$0	$0	$0	$430,000
Total Facilities:	$115,000	$174,000	$151,500	$111,500	$0	$0	$552,000
Public Works and Town Shop total:	$5,000	$165,000	$0	$0	$0	$75,000	$245,000
Total Planning & CAP	$702,571	$150,000	$150,000	$150,000	$0	$0	$1,152,571
Total Parks/Trails Projects (net) sub total	$237,500	$182,000	$159,000	$32,500	$0	$75,000	$686,000
Parks Operating	$769,982	$785,382	$801,089	$817,111	$833,453	$850,122	$4,857,140
Total Parks	$1,007,482	$967,382	$960,089	$849,611	$833,453	$925,122	$5,543,140
Grand Total Capital	$2,327,286	$1,529,347	$1,338,202	$1,341,554	$1,583,453	$1,000,122	$9,119,965
Net annual surplus / (deficit)	-$843,745	-$45,805	$145,339	$141,987	-$99,912	$483,419	-$218,718
Fund Balance	$1,045,708	$999,903	$1,145,241	$1,287,228	$1,187,316	$1,670,735	

Potential New Funding Sources *(discussion purposes only)*

Revenue Source	Current Rate	Potential Rate	Impact $	Notes:
Total Town Sales Tax	4.5%	5.0%	$488,889	CAST towns range from 2% to 7%. Mt CB is 5.0%, Gunnison 4.0%, Telluride 4.5%.
		5.5%	$977,778	
STR Excise Tax	5.0%	5.5%	$30,000	Short Term Rental licenses are capped. Another method of raising funds would be to increase licenses. However, that could be counterproductive.
		6.0%	$60,000	
		6.5%	$90,000	
Property Tax	8 mills	9 mills	$125,000	Would be directed to General Fund and then allocated out. Town voters already approved a levy up to 16 mills. Schools, fire protection district, library, among others, also seek increased mill levies.
		10 mills	$250,000	
		11 mills	$375,000	
Empty House Excise Tax	na	$1,000 per unit	$350,000	Based on 350 units. Ballot language would define timeframe and/or $ raised for specific purposes
		$2,000 per unit	$700,000	
		$3,000 per unit	$1,050,000	
Loans / Bonds	na		$2,000,000	At 3% and 20 years, total payments of approx. $2.5mm. Loan payback would likely come from existing Capital Fund revenue sources and, thus, taking away from other needs / uses.
Grants	na		?	Grants will always be sought, but can't be assumed.
308 3rd Street	na		$2,000,000+	This building has some, but relatively limited, historical significance to Town.

Affordable Housing – 5 Year Scenario *(discussion purposes only)*

	2020	2021	2022	2023	2024	Total
REVENUE						
HOUSING PMT IN LIEU	$40,000	$40,000	$40,000	$40,000	$40,000	$200,000
DUPLEX/RANCH HSE RENT	$38,000	$39,900	$41,895	$43,990	$46,189	$209,974
RED LADY RENT/SALES	$6,555	$6,555	$6,555	$6,555	$6,555	$32,775
EXCISE TAX	$300,000	$300,000	$300,000	$300,000	$300,000	$1,500,000
TOTAL REVENUE	**$384,555**	**$386,455**	**$388,450**	**$390,545**	**$392,744**	**$1,942,749**
EXPENSES						
Sub-Total Maintenance and Current	**$608,500**	**$94,150**	**$95,778**	**$97,486**	**$99,281**	**$995,195**
Possible Future Projects						
TOWN RENTAL BUILD			$250,000			$250,000
REDDEN MOBILE HOME RENTAL	$170,000					$170,000
PARADISE PARK PHASE 3	$80,000	$200,000				$280,000
GREEN / INDEED		$250,000	$250,000	$250,000	$250,000	$1,000,000
SLATE RIVER ANNEXATION	$0	$0	$0	$20,000	$1,580,000	$1,600,000
TOTAL EXPENSES	$858,500	$544,150	$595,778	$367,486	$1,929,281	$4,295,195
In year surplus / (defecit)	-$473,945	-$157,695	-$207,327	$23,058	-$1,536,536	-$2,352,445
Ending Fund Balance	**-$4,458**	**-$162,153**	**-$369,480**	**-$346,422**	**-$1,882,958**	
Possible Funding Mechanisms						
SALE of Lot 5 Block 80	$450,000	$0	$0	$0	$0	$450,000
REGIONAL SUPPORT					$500,000	$500,000
Increase Excise Tax 1pp	$60,000	$60,000	$60,000	$60,000	$60,000	$300,000
Empty House Tax	$0	$750,000	$750,000	$750,000	$750,000	$3,000,000
Total Funding Mechanisms	**$510,000**	**$810,000**	**$810,000**	**$810,000**	**$1,310,000**	**$4,250,000**
Fund Balance After Funding	**$505,542**	**$647,847**	**$440,520**	**$463,578**	**-$572,958**	

We must find approximately $3mm of additional funding to achieve this five year plan and to get Fund balance back to positive.

CAP – 5 Year Scenario *(discussion purposes only)*

Climate Action Plan	2020	2021	2022	2023	2024	Total
Potential Projects & Expenses						
Energy Efficiency (Phase 1)	$250,000	$500,000	$250,000			$1,000,000
Roof Top Solar	$250,000	$500,000	$250,000			$1,000,000
GCEA Green Energy Program	$15,000					$15,000
GV Heat Support	$10,000	$10,000	$10,000	$10,000	$10,000	$50,000
Fleet Conversion	$60,000	$50,000	$50,000	$50,000	$50,000	$260,000
Large Scale Solar	$0	$150,000	$30,000	$30,000	$30,000	$240,000
Land Preservation / Carbon Sequestration			$1,000,000		$1,000,000	$2,000,000
Compost Facility	$0	$0	$0	$50,000	$1,000,000	$1,050,000
Additional Transit Routes	$0	$0	$50,000	$50,000	$50,000	$150,000
Mountain Express Fleet Conversion	$0	$0	$500,000	$500,000	$500,000	$1,500,000
Total Expenses	**$585,000**	**$1,210,000**	**$2,140,000**	**$690,000**	**$2,640,000**	**$7,265,000**
Possible Funding Mechanisms						
RETT allocation	$330,000		$250,000		$250,000	$830,000
Grant Funding	$250,000	$250,000	$250,000	$250,000	$250,000	$1,250,000
Empty Home Tax		$750,000	$750,000	$750,000	$750,000	$3,000,000
Cigarette / Nicotine Tax		$50,000	$50,000	$50,000	$50,000	$50,000
Open Space Fund			$1,000,000		$1,000,000	$2,000,000
Total Possible Funding Mechanisms	**$580,000**	**$1,050,000**	**$2,300,000**	**$1,050,000**	**$2,300,000**	**$7,280,000**
Funding Surplus / (Gap)	$5,000	$160,000	-$160,000	-$360,000	$340,000	-$15,000

Recommendations

- Within existing funding sources, prioritize CAP and Affordable Housing over other uses of Capital Fund revenue. This would require tough decisions and delaying investments in building maintenance, Parks, capital equipment replacement, etc.

- Encourage the Valley Housing Fund to invest funds, $1.5mm of which was contributed by the Town of Crested Butte, back into Crested Butte projects.

- Consider placing a Empty House Excise Tax on the 2020 election ballot. Exclusions could be made, such as former long term residents who now only live here part time. This could be the fastest and cleanest way to generate significant capital to invest in CAP and Affordable Housing. 2nd / 3rd / etc. homes are a significant driver of Town's current housing crisis and also generate proportionally high GHG emissions. **To illustrate, in 1997 owner occupied and long term rentals amounted to 79% of Town's housing occupancy. In 2016, that ratio had dropped to 61%. Moreover, during the last ten years the average home sale price in Town grew 100% from $550,000 to $1,100,000. During that same period of time, the AMI has grown only 8%.** In five years or less, this tax could largely help fund both Council 5 year goals around affordable housing and CAP.

- Consider selling 308 3rd Street while the market is at an all time high. The $2mm+ generated from this sale would largely fund the Affordable Housing 5 year plan or a significant portion of CAP.

AGENDA
Regular Town Council Meeting
6:00 PM - Tuesday, March 17, 2020
Council Chambers

1. WORK SESSION
5:00 P.M. - Discussion of Modifying the Town of Mt. Crested Butte's International Residential Code Sprinkler Requirements – Carlos Velado

2. CALL TO ORDER

3. ROLL CALL

4. PUBLIC COMMENT
Citizens may make comments on items NOT scheduled on the agenda. Per Colorado Open Meetings Law, no Council discussion or action will take place until a later date, if necessary. You must sign in with the Town Clerk before speaking. Comments are limited to three minutes.

5. APPROVAL OF MINUTES

5.1. Approval of the Regular Town Council Meeting Minutes

6. REPORTS

6.1. Town Manager's Report

6.2. Department Head Reports

6.2.1. Community Development Report

6.2.2. Finance

6.2.3. Police Department

6.2.4. Public Works

6.3. Town Council Reports

6.4. Other Reports

6.4.1. Downtown Development Authority Annual Report, Gary Keiser, Chairman

7. CORRESPONDENCE

8. OLD BUSINESS

8.1. Discussion and Possible Consideration of Modifying the Town of Mt. Crested Butte's International Residential Code Sprinkler Requirements – Carlos Velado

8.2. Discussion and Possible Consideration of Providing Referral Agency Comments Concerning the Slate River Annexation and Major Subdivision Application, Final Application – Todd Carroll

9. NEW BUSINESS

9.1. Discussion and Possible Consideration of the Admissions Tax Committee

Recommendations for the Summer 2020 Admissions Tax Grant Applications – Roman Kolodziej and Nicholas Kempin

9.2. Discussion and Possible Consideration on a Lot Line Vacation and Replat Application Submitted by the Mt. Crested Butte Water and Sanitation District to Vacate the Lot Line Between an .813 Acre Track and a .55 Acre Track of Land Both Location in the SW ¼ SW ¼ Section 13 South, Township 13, Range 86 West of the 6th Principal Meridian Gunnison County, Colorado the Tracts Contain the Mt. Crested Butte Water and Sanitation Districts Treatment Plant (2 Prospect Dr.) and Backwash Pond (2000 Gothic Road).

9.3. Discussion and Possible Consideration of a Community Housing Restrictive Covenant and Agreement (Form-Only) for Community HousingUnits in the Nordic Inn PUD – Carlos Velado

10. OTHER BUSINESS

11. ADJOURNMENT

If you require any special accommodations in order to attend this meeting, please call the Town Hall at 970-349-6632 at least 48 hours in advance of the meeting.

GUNNISON COUNCIL AGENDA
MEETING IS HELD AT CITY HALL, 201 WEST VIRGINIA AVENUE
GUNNISON, COLORADO; IN THE 2ND FLOOR
COUNCIL CHAMBERS
Approximate meeting time: 3 hours

TUESDAY
MARCH 10, 2020 REGULAR SESSION 5:30 P.M.

City of Gunnison Councilmembers gather for a light meal at 5:00 P.M. in Council Chambers. No City Council activity takes place.

I. Presiding Officer Call Regular Session to Order: (silent roll call by City Clerk):

II. Public Hearing-5:30 P.M.

Please see the e-packet for the public hearing format.

A. Public Hearing for Electric Rate Increase.
Background: To receive public input the proposed increase to the City of Gunnison Electric Rates.
Staff contact: Public Works Director David Gardner and Electric Superintendent Will Dowis
Estimated time: 20 minutes

Public Hearings are the formal opportunity for the City Council to listen to the public regarding the issue at hand. Citizens giving input must identify themselves. Anonymous testimony will not be considered. In a quasi-judicial public hearing, the Council is acting in much the same capacity as a judge. Most land use applications including marijuana/liquor license applications are type of quasi- judicial actions. The Council must limit its decision consideration to matters which are placed into evidence and are part of the public record at the hearings. Legislative and administrative public hearing include those that are a formal opportunity for Council to listen to the public regarding the issue at hand, i.e. increases in utility rates or the annual city budget.

III. Citizen Input: (estimated time 3 minutes)

At this agenda time, non-agenda scheduled citizens may present issues of City concern to Council on topics on are not to be considered later in the meeting. Per Colorado Open Meetings Law, no Council discussion or action will take place until a later date; unless an emergency situation is deemed to exist by the City Attorney. Each speaker has a time limit of 3 minutes to facilitate efficiency in the conduct of the meeting and to allow an equal opportunity for everyone wishing to speak.

IV. Council Action Items:

A. Gunnison 2030-Comprehensive Plan Public Input
Background: Having received the final draft of the Gunnison 2030 Comprehensive Plan, City staff is seeking any final comments from the public before pursuing City Council adoption.
Staff contact: Community Development Director Anton Sinkewich
Action Requested of Council: To receive final public comments and discuss any remaining concerns.
Estimated time: 15 minutes

B. **Consent Agenda:** *The consent agenda allows City Council to approve, by a single motion, second and vote, matters that have already been discussed by the entire Council or matters that are considered routine or non- controversial. The agenda items will not be separately discussed unless a councilor, City staff, or a citizen requests an item be removed and discussed separately. Items removed from the consent agenda will then be considered after consideration of the consent agenda.*

- **Authorization to purchase Tandem Dump Truck**
  Background: This truck is included in the 2020 budget. The cost of the truck exceeds $50,000; therefore, Council's authorization is required. The total cost of the Dump truck is $144,210. $150,000 was budgeted for this purchase.
  Staff contact: Public Works Director David Gardner
- **Approval of the February 25, 2020 Regular Session meeting minutes**
  Background: Per City Charter, the City Clerk produces minutes of the Council actions for all regular and special session meetings. Minutes are approved or amended at the follow regular session meetings and become permanent city record. If a city councilor was not present at the meeting, they must abstain in the vote and action on approval of the minutes,
  Staff contact: City Clerk Erica Boucher

Action Required of Council: A motion, second and vote to approve the Consent Agenda as presented with the following items:

-Authorization to purchase Tandem Dump Truck in the amount of $144,210; and
-Approval of the minutes from the February 25, 2020 Regular Session meeting.

Estimated time: 5 minutes

C. **Appointment Senior Center Advisory Committee Member**

Background**:** City Council adopted Resolution No. 15, Series 2019, during their Regular Session meeting, which established the Senior Center Advisory Committee. Resolution No. 15, Series 2019, stated that "The first Committee appointed by City Council shall consist of seven (7) members appointed by City Council. All residents of the City of Gunnison and the Gunnison County Metropolitan Recreation District are eligible to serve. No more than two Committee members may reside outside the City limits." At this time, the committee only has six members. This appointment, if approved, would complete the committee and fulfill the intention to have five City-residents reside on the committee.

Staff contact: City Clerk Erica Boucher

Action Requested of Council: To consider the appointment of a City-resident candidate to the Senior Center Advisory Committee.

Estimated time: 5 minutes

D. **2020 Municipal Court Report**

Background: Annual Municipal Court Report and discussion on current issues, including the introduction of utilizing collections for outstanding payments and increasing some fees.

Staff contact: Judge James McDonald and Court Administrator Melissa McLeod

Action Requested of Council: To receive the Municipal Court's annual report and provide feedback on any current issues or questions.

Estimated time: 20 minutes

E. **Ordinance No. 2, Series 2020; Second Reading:** *An Ordinance of the City Council of the City of Gunnison, Colorado, amending Title 8 Business Regulation, Chapter 8.50 Marijuana Business Licensing Regulations, Sections 8.50.040 and 8.50.080 of the City of Gunnison Municipal Code*
Background: At the January 28, 2020, Regular Session Council meeting, Council directed staff to amend sections of Title 8 Business Regulation, Marijuana Business Licensing Regulations for increased consistency and to enhance the public notification of public hearings procedures. Council voted to pass and ordered publication of Ordinance No. 2, Series 2020 at the February 25, 2020 Regular Session meeting.
Staff contact: City Clerk Erica Boucher
Action Required of Council: Introduce, read by title only by the City Attorney, motion, second, and vote to adopt Ordinance No. 2, Series 2020 on second and final reading.
Estimated time: 5 minutes

F. **Ordinance No. 3, Series 2020; First Reading:** *An Ordinance of the City Council of the City of Gunnison, Colorado amending the Rates to be charged by the City of Gunnison Electric Department for electricity consumed.*
Background: This ordinance raises electric rates charged by the City of Gunnison for electricity consumed by the customer. This increase will allow the City to cover increased maintenance/operational costs and to replace necessary components and equipment, and to build a reserve fund for a future power transformer.
Staff contact: Public Works Director David Gardner and Electric Superintendent Will Dowis
Action Requested of Council: Introduce, read by title only by the City Attorney, motion, second and vote to pass and order to publish Ordinance No. 3, Series 2020 on first reading.
Estimated time: 5 minutes

G. **Award Bid for Multi-Agency Paving and Street Rehabilitation**
Background: The City of Gunnison collaborated with Gunnison County and Crested Butte South Metropolitan District in order to get bulk discount pricing on paving. The City is acting as lead in this agreement. The joint paving project was advertised for competitive bidding on December 11, 2019. One bid was received from United Companies on February 18, 2020.
Staff contact: Public Works Director David Gardner
Actions Requested of Council: 1) A motion to award the Multi-Agency Paving and Street Rehabilitation project to United Companies, for $2,530,945.95 with the City of Gunnison's commitment being $2,082,991.00; and 2) A motion to authorize the City Manager to execute any and all documents, including the contract, to initiate an approximate construction start date of mid-May 2020.
Estimated time: 10 minutes

H. **Award Bid for Safe Routes to School Sidewalk Project**
Background: The City of Gunnison advertised for and received two bids for the Safe Routes to School Sidewalk project. CDOT issued concurrence on the award for this project on February 25, 2020, and a conditional Notice to Proceed on Construction on March 2, 2020.
Staff contact: Public Works Director David Gardner

Actions Requested of Council: 1) A motion to award the Safe Routes to School Sidewalk project to Western Gravel Constructors, for $559,993.00; and 2) A motion to authorize the City Manager to execute any and all documents, including the contract, to initiate an anticipated start date of May 4, 2020.
. Estimated time: 10 minutes

I. H.R. 763, Energy Innovation and Carbon Dividend Act of 2019
Background: Western Colorado University and members of the Citizens' Climate Lobby came to Council twice to speak about climate change and the work they are doing on campus to fight it. During the students' second visit to Council on February 25, 2020, they encouraged Council to submit a letter of support for H.R. 763.
Staff contact: City Clerk Erica Boucher
Action Requested of Council: To decide if Council would like to submit a letter of support for H.R. 763.
Estimated time: 5 minutes

J. Appointment of Deputy City Clerk
Background: The position of deputy city clerk has been open since the previous deputy's last day on October 11, 2019. The first search to fill the position of deputy city clerk failed. The second search resulted in an offer to Cassandra Mason.
Staff contact: City Clerk Erica Boucher
Action Requested of Council: To motion, second, and vote to confirm the appointment of Cassandra Mason to the position of deputy city clerk.
Estimated time: 5 minutes

K. Gunnison Valley Regional Housing Authority (GVRHA) Discussion
Background: Discuss issues and ideas for upcoming GVRHA strategic planning meeting scheduled for March 13, 2020.
Council contact: Councilor Mallory Logan
Action Requested of Council: To have a Council discussion about the GVRHA prior to the Housing Authority's upcoming strategic planning meeting on March 13, 2020.
Estimated time: 15 minutes

V. Reports:
Parks and Recreation Semi-Annual Report
Firemen's Pension Board Semi-Annual Report
City Attorney Report
City Clerk Schedule Update
City Manager Strategic Projects Update and Report
City Councilors with City-related meeting reports; discussion items for future Council meetings

VI. Meeting Adjournment:

The City Council Meetings agenda is subject to change. The City Manager and City Attorney reports may include administrative items not listed. Regular Meetings and Special Meetings are recorded and action can be taken. Minutes are posted at City Hall and on the City website at www.gunnisonco.gov. Discussion Sessions are recorded; however, minutes are not produced. For further information, contact the City Clerk's office at 970.641.8140. **TO COMPLY WITH ADA REGULATIONS, PEOPLE WITH SPECIAL NEEDS ARE REQUESTED TO CONTACT THE CITY CLERK 24 HOURS**

BEFORE ALL MEETINGS AT 970.641.8140.

GUNNISON COUNTY BOARD OF COMMISSIONERS
WORK SESSION AGENDA

DATE: **Tuesday, February 25, 2020**
PLACE: **Board of County Commissioners' Meeting Room at the Gunnison County Courthouse**

GUNNISON COUNTY BOARD OF COUNTY COMMISSIONERS WORK SESSION:

10:00 am
- Century Link Update

10:30
- Valley Organic Growers Association (VOGA) Economic Impact Survey
- Adjourn

Please Note: Packet materials for the above discussions will be available on the Gunnison County website at http://www.gunnisoncounty.org/meetings no later than 6:00 pm on the Friday prior to the meeting.

NOTE: This agenda is subject to change, including the addition of items up to 24 hours in advance or the deletion of items at any time. All times are approximate. The County Manager and Deputy County Manager's reports may include administrative items not listed. Regular Meetings, Public Hearings, and Special Meetings are recorded and ***ACTION MAY BE TAKEN ON ANY ITEM.*** *Work Sessions are not recorded and formal action cannot be taken. For further information, contact the County Administration office at 641-0248. If special accommodations are necessary per ADA, contact 641-0248 or TTY 641-3061 prior to the meeting.*

GUNNISON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA

DATE: **Tuesday, March 3, 2020**
PLACE: **Board of County Commissioners' Meeting Room at the Gunnison County Courthouse**

GUNNISON COUNTY BOARD OF COUNTY COMMISSIONERS REGULAR MEETING:

8:30 am

- Call to Order
- Agenda Review
- Minutes Approval:
  1. 2/4/2020 Regular Meeting
- Consent Agenda: These items will not be discussed unless requested by a Commissioner or citizen. Items removed from consent agenda for discussion may be rescheduled later in this meeting, or at a future meeting.
  1. Acknowledgment of County Manager's Signature; Western Regional Emergency Medical & Trauma Advisory Council (WRETAC); Funding Request
  2. Acknowledgment of County Manager's Signature; Architect Agreement; Gunnison County Library Project
  3. Agreement; Coroner's Work Space
  4. Agreement; Family Planning Consultant; Dr. Annamarie Meeuwsen
  5. Agreement; Off-Airport Ground Transportation; Crested Butte Shuttle Company, LLC
  6. Grant Proposals; LiveWell Colorado; Colorado Nutrition Incentive Program; $12,850 & $9,600
  7. Lease Agreement; Four Squared, LLC
  8. Letter of Amendment; Community Integration Agreement Term Extension; Rocky Mountain Health Maintenance Organization
  9. Memorandum of Agreement; Project Hope & Gunnison County; $11,000
  10. Memorandum of Agreement; Safe Ride & Gunnison County; $5,000
  11. Ratification of Correspondence; American Public Works Association
  12. Service Agreement; United Reprographic Supply
  13. Grant Applications; Gates Family Foundation & Upper Gunnison River Water Conservancy District; Shady Island River Park
  14. Letter of Support; National Forest Foundation Grant Request; Laura Jane Musser Fund
- Scheduling

8:40

- County Manager's Report
  1. National Forest Foundation Funding Distribution
  2. Amended & Restated Intergovernmental Agreement; Gunnison / Hinsdale Combined Emergency Telephone Service Authority
  3. Memorandum of Agreement; Gunnison Valley Rural Transportation Authority & Gunnison County; Gunnison-Crested Butte Regional Airport Terminal Project

8:50

- Deputy County Manager's Report
  1. Agreement; Multi-Agency Paving & Rehabilitation Project
- Unscheduled Citizens: Limit to 5 minutes per item. No formal action can be taken at this meeting.
- Commissioner Items: Commissioners will discuss among themselves activities that they have recently participated in that they believe other Commissioners and/or members of the public may be interested in hearing about.
- Adjourn

Please Note: Packet materials for the above discussions will be available on the Gunnison County website at http://www.gunnisoncounty.org/meetings no later than 6:00 pm on the Friday prior to the meeting.

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April 6, 2020

6PM - Planning Commission for Slate River

Consent Agenda
Sidewalk Seating
Big Mine Hockey Changing Rooms Bid Award
Resolution - Final Payment for WTP
Resolution - Acceptance of Utility, Storm Water, Electric and Irrigation Infrastructure Easements Associated with the Phase 2 Kapushion Tracts Located in Block 2, Lots 17-32 and Block 11, Lots 1-16, Town of Crested Butte.

New Business
Ordinance - Subdivision Improvements Agreement for Tracts 1-6
Ordinance - Amending Zoning Code to Create New R1F - Residential Zone District
Annexation Agreement
Ordinance - Annexation Ordinance
Ordinance - Zoning Property
Ordinance - Turnbull Water Agreements
Purchase Agreement for SOAR Project
Ordinance - Verizon Tower Lease
Ordinance - Sale of Lot to Fenertys
CBFPD IGA
Ordinance - Station 1 Lease
Resolution - Designating CBFPD as the Town's emergency response authority for hazardous incidents.
Extension of Sixth Street Station's Design Approval

May 4, 2020

Future Items

- Quarterly Financial Reports
- Ordinance - CO Model Traffic Code 2018
- Briefing of the Legal Implications of Vested Rights
- Appointment of Municipal Judge - July 2020
- MOU with GCEA for Renewable Energy
- Cemetery Committee Presentation
- BOZAR Appointment