



City of Canadian

6 Main St. - Canadian, TX 79014 - (806)323-6473 - FAX (806)323-5398

Sec. 14.06.226 CERTIFICATE OF APPROPRIATENESS

A Certificate of Appropriateness is required for properties within the designated Main Street Overlay District per **Section 14.06.226: Main Street Standards City of Canadian, Texas Code of Ordinances**

The Main Street Overlay District is the area of Canadian, Texas within the area between the RR tracks and Sixth Street that are zoned as General Commercial.

Overview

Owners planning exterior alterations, demolition, or new construction to buildings or sites on Main Street Overlay District must file a completed Application for Certificate of Appropriateness (CA) with the city. Exterior alterations include new exterior paint colors, changing windows or doors, signs, light fixtures, and landscaping. A CA is required for all exterior projects, whether or not a building permit is also required. Applications must be accompanied by the required documentation (photographs, drawings, specifications, and color samples) to illustrate the proposed project's impact on Main Street. CA applications are available at City Hall.

The CA application will be reviewed by the Cultural Arts and Recreational Enhancement Committee (CARE). CARE is the representative body of a State – designated Cultural District.

The Process

Once a completed CA application is submitted, a special review hearing of the CARE committee will be called. If possible, the hearing will be set within the two-week period immediately following the filing of the application.

At the hearing, the applicant and any other interested parties are invited to speak about the proposed project. At the end of the discussion, the CARE committee will vote on whether to approve the application as submitted, to approve with conditions, or to deny the application.

When a favorable decision is issued, applicants may proceed with the project, pending issuance of any necessary building permits from the city. It is the applicant's responsibility to find out whether a building permit is needed and to obtain one. If a CA application is approved, all the conditions of the approval must be met by the applicant throughout the project.

If an application is denied, the applicant may, within 30 calendar days of receipt of the written decision, file a written appeal with the City Council through the office of the City Secretary for review of the decision. The City Council will vote on the appeal. If the denial is upheld, the project may not proceed. Applicants may then meet with City Staff for alternative design possibilities for a reapplication.

Main Street Design Guidelines

New Construction and Addition(s):

New construction shall reflect the character of Main Street during its historic period of significance (1890-1930) and shall be designed so that it is compatible with its neighbors in size, scale, setback, façade, and roof form. New construction may also draw upon established stylistic elements within the district to create a sympathetic design, but one that is clearly of its own era.

Additions shall be designed to minimize impact to the historic look of Main Street, and shall be compatible with the primary structure in size and scale.

Horizontal wood siding, brick, stone, or stucco are appropriate exterior building finishes in the Main Street district. Fake brick, fake stone, or gravel aggregate materials shall not be used. Period appropriate stamped tin or architectural iron may be used, but standard, ridged or corrugated, metal building panels may not.

Exterior Storefront and Entry Design Guidelines:

Wherever possible, significant storefronts, including windows, doors, transoms, signs, and decorative features, should be repaired in order to retain the historic character of the building. Where original storefronts no longer exist, or are too deteriorated to save, the commercial character of the building shall still be preserved.

Awnings and Canopies:

Rolled, flat, or sloping awnings may be used where based on historic precedent, for reconstructing existing coverings in need of repair, or on new construction.

Paint Color:

Paint color shall be appropriate to the style and setting of the building, and should complement the other buildings in the district. Approved paint manufacturers' preservation paint palettes for historic buildings shall be consulted; such as, Valspar—American Tradition Historic Colors, or Sherwin Williams—Preservation palette.

Masonry:

Visual and physical integrity of masonry buildings shall be maintained, if possible, with appropriate brick color and re-pointing. Original masonry surfaces should be maintained and not painted, unless severe deterioration of the surface can be shown to require painting.

Signage:

Signs in the Main Street district should be of a size and style compatible with the historic building, or new construction, and should not cover or obscure significant architectural detailing or features. Signs must not shadow or overpower adjacent structures. Signs may be constructed of painted wood, high – density urethane or similar product, or metal; vinyl or plastic are not recommended for sign materials. Neon may be used on buildings of the appropriate era. No roof signs, off-premises signs, flashing signs, and plastic backlit signs shall be used.

Windows:

Existing windows shall be repaired and retained wherever possible, and when necessary, replaced in kind. Existing windows shall not be blocked up or closed off. New window construction shall be compatible with the traditional architectural window spacing and pane size.

Lighting:

Illumination of facades to highlight ornamental detail shall be permitted. Fixtures should be small, shielded and directed toward the building rather than toward the street to minimize glare for pedestrians. Incandescent or LED white light is encouraged. Exposed conduit is discouraged. Fully recessed downlights, gooseneck lights or other fixtures appropriate to the style and period of the district shall be used. Lighting of building entryways is encouraged. Where entryways are recessed, fixtures should be located in the ceiling of the recess and shielded to direct light downward.



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Application for Certificate of Appropriateness for Designated Main Street Overlay District Properties in the City of Canadian, Texas

A Certificate of Appropriateness is required for properties within the designated Main Street Overlay District (**City of Canadian Code of Ordinances Section 14.06.226: Main Street Standards**)

Exterior alterations include new exterior paint colors, changing windows or doors, signs, light fixtures, and landscaping. A CA is required for all exterior projects, whether or not a building permit is also required. Applications must be accompanied by the required documentation (photographs, drawings, specifications, and color samples) to illustrate the proposed project's impact on Main Street.

This certificate must be granted before the City will issue any permits. The certificate is required, whether or not a permit(s) is required. The review process may take up to 60 days after receiving completed application.

INSTRUCTIONS: Please type or print legibly. Submit with additional information as requested.

Applicant Name: _____

Building Address: _____

Applicant's Address (if different from building): _____

Telephone/Email: _____

If owner of building is different from applicant:

Owner's Name: _____

Owner's Address: _____

Telephone/Email: _____

Legal Description of Property (available at the Hemphill County Appraisal District)

Subdivision

Block

Lot(S)

Description of proposed work, including start/ finish dates. (Attach additional paper and photos if needed)

Are there any structural, electrical, plumbing or HVAC changes necessary to accommodate the project? If yes, please explain. (Additional permits may be required)

Contractor/ Engineer/ Architect information (if applicable)

The following exhibits are required, depending on type of work proposed:

- Current façade (street side) photograph(s) of property and location of proposed alterations
- Professional or architectural drawing(s)/ building plans showing the proposed alterations
- Appropriate permit(s) as needed.

Applicant's Signature

Date

City of Canadian

Date

PLEASE SUBMIT ALL APPLICATIONS PRIOR TO BEGINNING ANY WORK AND FOR APPROVAL TO THE CITY OF CANADIAN (City Hall – 6 Main Street). For More information, contact Tommy Wyatt, publicworks@cityofcanadiantexas.com, or call 806.323.6473.

By my signature, I understand that it will be my responsibility to ensure at all times compliance with the applicable laws of the State of Texas, Federal Government, and the City of Canadian with respect to the permit which may be issued for this project. The Building Inspector is hereby given authority to make inspections of the project site at any time during the progression of work and stop all work not in conformity with this permit, the plans and specifications or any laws of the State of Texas, Federal Government or City of Canadian.