



HISTORIC PRESERVATION ADVISORY BOARD APPLICATION PACKET

City of Rockwall
Planning and Zoning Department
385 S. Goliad Street
Rockwall, Texas 75087

HISTORIC PRESERVATION ADVISORY BOARD (HPAB)

The Historic Preservation Advisory Board (HPAB) is a seven (7) member board generally consisting of one (1) design professional (e.g. architect, planner, etc.), one (1) member of the Rockwall County Historical Foundation, one (1) general contractor, one (1) property owner with property in the Historic Overlay (HO) District, and three (3) citizens interested in historic preservation that is purposed with providing professional recommendations to the City Council and Planning & Zoning Commission with regards to site plans, building alternatives, and building plans proposed within the Historic Overlay (HO) District, or where applicable. Additionally, the board is responsible for providing recommendations concerning the status of properties within the Historic Overlay (HO) District, or where requested. These designations include: *Landmarked, High Contributing, Medium Contributing, Low Contributing and Non-Contributing.*

For more information concerning the Historic Preservation Advisory Board (HPAB) or to find out how you can sign up to join this board please visit www.rockwall.com/HistoricPreservation.asp or contact a staff member at (972) 771-7745.

MEETING CALENDAR FOR 2022

The Historic Preservation Advisory Board (HPAB) generally meets the third (3rd) Thursday of each month in the Council Chambers on the second (2nd) floor of City Hall (385 S. Goliad Street, Rockwall, TX 75087) at 6:00 pm. Below are the application deadline and meeting dates for the HPAB and the corresponding Planning and Zoning Commission and City Council dates. It should be noted that only Certificate of Appropriateness (COA) cases can be appealed to the City Council. Site plans and zoning cases that require approval of the Planning and Zoning Commission will be the only cases required to attend the Planning and Zoning Commission and City Council meetings.

APPLICATION DEADLINE	HPAB MEETING ⁽¹⁾	PLANNING AND ZONING COMMISSION MEETING ⁽¹⁾	CITY COUNCIL MEETING ^{(1) & (3)}
January 7, 2022	January 20, 2022	January 25, 2022	February 7, 2022
February 4, 2022	February 17, 2022	<i>February 28, 2022 (Monday)</i>	March 7, 2022
March 4, 2022	March 17, 2022	March 29, 2022	April 4, 2022
April 1, 2022	April 21, 2022	April 26, 2022	May 2, 2022
May 6, 2022	May 19, 2022	May 31, 2022	June 6, 2022
June 3, 2022	June 16, 2022	June 28, 2022	<i>July 5, 2022 (Tuesday)</i>
July 1, 2022	July 21, 2022	July 26, 2022	August 1, 2022
August 5, 2022	August 18, 2022	August 30, 2022	<i>September 6, 2022 (Tuesday)</i>
September 2, 2022	September 15, 2022	September 27, 2022	October 3, 2022
October 7, 2022	October 20, 2022	October 25, 2022	November 7, 2022
November 4, 2022	November 17, 2022	November 29, 2022	December 5, 2022
December 2, 2022	December 15, 2022	December 27, 2022	January 2, 2023
January 6, 2023	January 19, 2023	January 31, 2023	February 6, 2023

NOTES:

¹: MEETINGS HELD AT 6:00 PM IN THE CITY COUNCIL CHAMBERS.

²: MAY BE CANCELLED DUE TO HOLIDAYS.

³: ZONING AND SPECIFIC USE PERMITS WILL REQUIRE A SECOND READING OF THE ORDINANCE PRIOR TO FINAL APPROVAL/ADOPTION. PLEASE SEE THE DEVELOPMENT APPLICATION SCHEDULE TO SEE SECOND READING DATES.



HISTORIC PRESERVATION ADVISORY BOARD APPLICATION PACKET

City of Rockwall
Planning and Zoning Department
385 S. Goliad Street
Rockwall, Texas 75087

NOTE: THERE IS NO APPLICATION FEE, MONETARY OR OTHERWISE, ASSOCIATED WITH SUBMITTING A REQUEST TO THE HISTORIC PRESERVATION ADVISORY BOARD.

CERTIFICATE OF APPROPRIATENESS (COA)

A Certificate of Appropriateness (COA) is a document awarded by the Historic Preservation Advisory Board (HPAB) certifying that the proposed actions of a property owner meet the intent of the ordinances and guidelines stipulated by the Unified Development Code (UDC) and approved by the City Council for historic properties. Individuals owning property that is partially or wholly located within a historic district may be required to obtain a COA if the property (1) has been designated as a contributing property or (2) is within 200 feet of a contributing property.

The Board shall take action on a COA request within 60 days from receipt of a completed application and supporting documentation. Should the board not take action within a 60-day period the COA shall be automatically referred to City Council for action.

SUBMITTAL CRITERIA:

- Applicant's Letter: A letter from the owner/applicant explaining the reason for the request.
- Site Plan, Survey or Plot Plan: Showing the layout and proposed changes of the property.
- Photographs: Digital or analog photos will be accepted by staff.
- Building Elevations: showing all the proposed changes to existing buildings on site.
- Material List: which shows all proposed material (sample boards are encouraged).

REQUEST FOR LOCAL LANDMARK EVALUATION & DESIGNATION

The City Council, upon recommendation by the HPAB and Planning & Zoning Commission, may designate a property as a local landmark through the approval of a zoning ordinance providing the request meets the criteria listed below. When a property has been designated as a local landmark, the site shall bear a medallion on the primary structure identifying it as a historic property.

Upon designation of a property as a local landmark, the designation should be recorded in the tax records of the city, and added to the city's official zoning maps. Staff will provide additional information concerning the designation and the historic medallion award.

Note: Properties that are listed as a Recorded Texas Historical Landmark (RTHL), State Archeological Landmark (SAL) or listed on the National Register of Historic Places (NR) shall be designated as recognized local landmarks.

SUBMITTAL CRITERIA:

- Applicant's Letter: A letter from the owner/applicant explaining the reason for the request.
- Site Plan, Survey or Plot Plan: Showing the layout of the property.
- Photographs: Digital or analog photos will be accepted by staff.

BUILDING PERMIT WAIVER AND REDUCTION PROGRAM

The Building Permit Waiver and Reduction Program grants the HPAB the authority to approve a reduction or a waiver to required building permit fees for properties within the Old Town Rockwall (OTR) Historic District, Planned Development District 50 (PD-50), the Southside Residential Neighborhood Overlay (SRO) District, and the Downtown (DT) District. An eligible property is defined as a commercial property located in the OTR, PD-50, SRO, or DT District or a residential property in the OTR or the SRO that involves a project with minimum investment of \$5,000.00 and includes exterior improvements. *Landmarked* and *Contributing* properties shall be eligible for a full waiver of building permit fees. All other *Non-Contributing* properties shall be eligible for a reduction up to 50% of the required building permit fee.

SUBMITTAL CRITERIA:

- Applicant's Letter: A letter from the owner/applicant explaining the reason for the request.
- Scope of Work: Description or construction documents outlining the work being proposed.
- Supporting Information: Any additional information necessary for the HPAB to make a determination of the request.

SMALL MATCHING GRANTS PROGRAM

The Small Matching Grants Program grants the HPAB the authority to approve small matching grants up to \$1,000.00 to properties within the Old Town Rockwall (OTR) Historic District and Southside Residential Neighborhood Overlay (SRO) District. Properties considered to be *Contributing* or *Landmarked* properties shall be eligible for grants up to \$1,000.00, and *Non-Contributing* properties shall be eligible for grants up to \$500.00. Projects eligible for this program shall only include those projects proposing improvements to the exterior of a property that will be visible from the street. Examples of these projects include but are not limited to landscaping, painting, replacement of windows, replacement of sidewalks and/or driveways, and etcetera. The program shall be active until all grant money has been allocated for the current fiscal years' budget.

SUBMITTAL CRITERIA:

- Applicant's Letter: A letter from the owner/applicant explaining the reason for the request.
- Scope of Work: Description or construction documents outlining the work being proposed.
- Supporting Information: Any additional information necessary for the HPAB to make a determination of the request.



HISTORIC PRESERVATION ADVISORY BOARD APPLICATION

City of Rockwall
Planning and Zoning Department
385 S. Goliad Street
Rockwall, Texas 75087

STAFF USE ONLY

CASE NUMBER: _____

NOTE: THE APPLICATION IS NOT CONSIDERED ACCEPTED BY THE CITY UNTIL THE PLANNING DIRECTOR HAS SIGNED BELOW.

DIRECTOR OF PLANNING: _____

DATE RECEIVED: _____

RECEIVED BY: _____

APPLICATION:

- CERTIFICATE OF APPROPRIATENESS (COA)
- LOCAL LANDMARK EVALUATION & DESIGNATION
- BUILDING PERMIT WAIVER & REDUCTION PROGRAM
- SMALL MATCHING GRANT APPLICATION

SPECIAL DISTRICTS [SELECT APPLICABLE]:

- OLD TOWN ROCKWALL HISTORIC (OTR) DISTRICT
- PLANNED DEVELOPMENT DISTRICT 50 (PD-50)
- SOUTHSIDE RESIDENTIAL NEIGHBORHOOD OVERLAY (SRO) DISTRICT
- DOWNTOWN (DT) DISTRICT

CONTRIBUTING STATUS [SELECT APPLICABLE]:

- LANDMARKED PROPERTY
- HIGH CONTRIBUTING PROPERTY
- MEDIUM CONTRIBUTING PROPERTY
- LOW CONTRIBUTING PROPERTY
- NON-CONTRIBUTING PROPERTY

CURRENT LAND USE OF THE SUBJECT PROPERTY:

- RESIDENTIAL
- COMMERCIAL

PROPERTY INFORMATION [PLEASE PRINT]

ADDRESS _____

SUBDIVISION _____

LOT _____

BLOCK _____

OWNER/APPLICANT/AGENT INFORMATION [PLEASE PRINT/CHECK THE PRIMARY CONTACT/ORIGINAL SIGNATURES ARE REQUIRED]

IS THE OWNER OF THE PROPERTY THE PRIMARY CONTACT? YES NO

APPLICANT(S) IS/ARE: OWNER TENANT NON-PROFIT RESIDENT

CHECK THIS BOX IF OWNER AND APPLICANT ARE THE SAME.

OTHER, SPECIFY: _____

OWNER(S) NAME _____

APPLICANT(S) NAME _____

ADDRESS _____

ADDRESS _____

PHONE _____

PHONE _____

E-MAIL _____

E-MAIL _____

SCOPE OF WORK/REASON FOR EVALUATION REQUEST [PLEASE PRINT]

CONSTRUCTION TYPE [CHECK ONE]: EXTERIOR ALTERATION NEW CONSTRUCTION ADDITION DEMOLITION
 RELOCATIONS OTHER, SPECIFY: _____

ESTIMATED COST OF CONSTRUCTION/DEMOLITION OF THE PROJECT (IF APPLICABLE):

\$ _____

PROJECT DESCRIPTION. IN THE SPACE PROVIDED BELOW OR ON A SEPARATE SHEET OF PAPER, DESCRIBE IN DETAIL THE WORK THAT WILL BE PERFORMED ON SITE. FOR LOCAL LANDMARK EVALUATION & DESIGNATION REQUESTS INDICATE ANY ADDITIONAL INFORMATION YOU MAY HAVE CONCERNING THE PROPERTY, HISTORY, SIGNIFICANCE, PRESENT CONDITIONS, STATUS, CURRENT OR PAST USE(S), ETC. STAFF RECOMMENDS THAT PHOTOGRAPHS OF THE INTERIOR AND EXTERIOR OF THE PROPERTY ARE SUBMITTED WITH THIS APPLICATION.

OWNER & APPLICANT STATEMENT [ORIGINAL SIGNATURES REQUIRED]

I ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND THAT ALL INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. FURTHERMORE, I UNDERSTAND THAT IT IS NECESSARY FOR ME OR A REPRESENTATIVE TO BE PRESENT AT A PUBLIC HEARING FOR THIS CASE TO BE APPROVED.

OWNER'S SIGNATURE _____

APPLICANT'S SIGNATURE _____



CHECKLIST FOR HISTORIC PRESERVATION ADVISORY BOARD (HPAB) SUBMITTALS

City of Rockwall
 Planning and Zoning Department
 385 S. Goliad Street
 Rockwall, Texas 75087

CASE NUMBER:

REVIEWED BY:

CONTRIBUTING STATUS:

REVIEW DATE:

GENERAL INFORMATION FOR ALL SUBMITTALS

Requirements	✓= OK	N/A	Comments	UDC Reference
Items Necessary for Site Plan Review:				<i>Per Application</i>
✓ Applicant's Letter	<input type="checkbox"/>	<input type="checkbox"/>		-
✓ Site Plan, Survey or Plot Plan	<input type="checkbox"/>	<input type="checkbox"/>		-
✓ Photographs	<input type="checkbox"/>	<input type="checkbox"/>		-
✓ Building Elevations	<input type="checkbox"/>	<input type="checkbox"/>		-
✓ Materials List	<input type="checkbox"/>	<input type="checkbox"/>		-
Building Permit Waiver/Reduction	<input type="checkbox"/>	<input type="checkbox"/>	Indicate if a Building Permit Waiver/Reduction is being requested. STAFF ONLY: Case Number _____	-
✓ Scope of Work	<input type="checkbox"/>	<input type="checkbox"/>	Provide a detailed description outlining the work being proposed.	-
✓ Supporting Information	<input type="checkbox"/>	<input type="checkbox"/>	Please provide any addition information necessary (e.g. <i>photographs, drawings, material samples</i>) for the HPAB to make a determination of the request.	-
Small Neighborhood Matching Grant	<input type="checkbox"/>	<input type="checkbox"/>	Indicate if a Small Neighborhood Matching Grant is being requested. STAFF ONLY: Case Number _____	-
✓ Scope of Work	<input type="checkbox"/>	<input type="checkbox"/>	Provide a detailed description outlining the work being proposed.	-
✓ Supporting Information	<input type="checkbox"/>	<input type="checkbox"/>	Please provide any addition information necessary (e.g. <i>photographs, drawings, material samples</i>) for the HPAB to make a determination of the request.	-

BUILDING HEIGHT

Requirements	✓= OK	N/A	Comments	UDC Reference
Height	<input type="checkbox"/>	<input type="checkbox"/>	All new buildings and additions shall be constructed to a height and number of stories which are consistent and compatible with existing neighboring historic buildings or structures on the same block face.	<i>App. D 07.C.3</i>

BUILDING SETBACK AND ORIENTATION

Requirements	✓= OK	N/A	Comments	UDC Reference
Additions, Alterations, New Construction	<input type="checkbox"/>	<input type="checkbox"/>	All new additions, alterations, infill, and new infill construction should recognize and maintain the established historic home site orientation, and side and front setbacks within the block face, thereby being visually compatible and maintaining the established rhythm and setback spacing.	<i>App. D 07.A</i>
Accessory Buildings	<input type="checkbox"/>	<input type="checkbox"/>	Consideration will be given to the historic precedence for previous site configuration. Out-buildings such as garages and storage buildings are historically set upon the lot-line in this district, therefore this configuration is proper.	<i>App. D. 0.7.A</i>
Elevations	<input type="checkbox"/>	<input type="checkbox"/>	New structures should be built to maintain an elevation with a "pier-and-beam" appearance.	<i>App. D 07.B.3</i>
New Commercial Structures	<input type="checkbox"/>	<input type="checkbox"/>	A new commercial structure should not be oriented toward a residential block face. Residential block for new construction is defined as a block face having at least 50% residential use at the time the new structure is proposed.	<i>App. D 07.B.4</i>

BUILDING FACADES AND MATERIALS

Requirements	✓= OK	N/A	Comments	UDC Reference
Exterior Materials	<input type="checkbox"/>	<input type="checkbox"/>	All exterior wood and masonry materials and their use should be compatible to the style and period of the building or structure.	App. D 07.C.1
Existing Building Façade	<input type="checkbox"/>	<input type="checkbox"/>	The existing building façade materials on a building should be respected and not changed or concealed by the introduction of a different material.	App. D 07.C.2
Exterior Building Façade Materials	<input type="checkbox"/>	<input type="checkbox"/>	When the existing façade materials are not the original type, then materials may be replaced with or returned to the original type.	App. D 07.C.3
Exterior Building Columns	<input type="checkbox"/>	<input type="checkbox"/>	Exterior building columns should be of a style and materials typical of the period and style of the building.	App. D 07.C.4
Chimneys	<input type="checkbox"/>	<input type="checkbox"/>	All chimneys should be of a style, proportion, and materials compatible with the period and style of the building. Any new construction or additions should not conceal or destroy existing chimneys.	App. D 07.C.5
Materials and Architectural Elements	<input type="checkbox"/>	<input type="checkbox"/>	Materials, structural and decorative elements and the manner in which they are use, applied, or joined together should be typical of the style and period of the existing structure. New additions, alterations, and new construction should be visually compatible with neighboring historic buildings or structures.	App. D 07.C.6
Windows and Doors	<input type="checkbox"/>	<input type="checkbox"/>	The overall relationship of the size, width, height and number of doors and windows on the exterior building facades should be typical of the style and period of the structure. These elements should be proportionally balanced, sized and located in a manner typical of the style and period of the structure and compatible with neighboring historic buildings or structures.	App. D 07.C.7
Storm Doors and Storm Windows	<input type="checkbox"/>	<input type="checkbox"/>	Storm doors and storm windows are permitted so long as they do not damage or conceal significant features and are visually compatible in size, style and color with the structure. Finishes or should be consistent with the historical materials of the property.	App. D 07.C.8
Awnings	<input type="checkbox"/>	<input type="checkbox"/>	Metal and corrugated or slatted plastic awnings are not permitted except where these awnings are a historical feature of the property. The shape, size and color of awnings shall be compatible with the structure and not conceal or damage any significant architectural details.	App. D 07.C.9

ROOFS

Requirements	✓= OK	N/A	Comments	UDC Reference
Roof Shape, Form, and Design	<input type="checkbox"/>	<input type="checkbox"/>	Roof shape, form and design should be typical of or consistent with the style and period of the architecture of buildings within the Historic District.	App. D 07.D.1
Roof Overhang	<input type="checkbox"/>	<input type="checkbox"/>	The accepted roof overhang for a new structure should be typical of a structure of similar style and period. Replacement, addition or alteration to an existing roof should have the same overhang as the existing roof.	App. D 07.D.2
Eaves and Soffits	<input type="checkbox"/>	<input type="checkbox"/>	The eaves or soffit heights of a structure should be consistent with the heights of neighboring contributing structures or with those in the closest block face with buildings of a similar period and style and the same number of stories.	App. D 07.D.3
Roof Materials	<input type="checkbox"/>	<input type="checkbox"/>	Roof materials/colors should be visually compatible and compliment the style and period of the structure. Where historically typical materials are no longer available, compatible alternatives will be allowed.	App. D 07.D.4
Roof Slope and Pitch	<input type="checkbox"/>	<input type="checkbox"/>	The degree and direction of roof slope and pitch should be consistent with the style and period of the historic structure.	App. D 07.D.5
Mechanical Equipment	<input type="checkbox"/>	<input type="checkbox"/>	Mechanical equipment placed on the roof should not to be visible from the street.	App. D 07.D.6

FRONT YARDS

Requirements	✓= OK	N/A	Comments	UDC Reference
<i>NOTE: The front yard is defined as a yard across the full width of a lot extending from the front line of the main building to the front street line of the lot. Generally, the use of the front yard will be reserved for landscaping with the purpose of enhancing the structures on the lot with plant material.</i>				
Paving	<input type="checkbox"/>	<input type="checkbox"/>	Any paving in the front yard should be consistent with the historic character of the property or nearby contributing properties. As a general rule, the following standards will be followed:	App. D 07.E.2

✓ Paved Walkway Location	<input type="checkbox"/>	<input type="checkbox"/>	A paved walkway from the front lot line to the front or, on a corner lot, from the side lot line to a side entry of the structure. In all cases, the walkway should not be wider than the entry steps and in no instance should the walkway be wider than ten (10) feet.	App. D 07.E.3
✓ Maximum Width	<input type="checkbox"/>	<input type="checkbox"/>	A paved walkway is allowed from the driveway to the front and/or side entry walkway, with a maximum width of three (3) feet.	App. D 07.E.4
✓ Paving Materials	<input type="checkbox"/>	<input type="checkbox"/>	In no instance will the front yard of any lot be paved or graveled except for an appropriate driveway or walkways.	App. D 07.E.5
✓ Vehicle Parking	<input type="checkbox"/>	<input type="checkbox"/>	No residential front yard area will be designated as a vehicle parking area unless previously paved as such.	App. D 07.E.6

SIDE YARDS

Requirements	✓ = OK	N/A	Comments	UDC Reference
NOTE: The side yard is defined as a yard between the building and the side line of the lot, extending from the front yard to the rear yard				
Landscaping	<input type="checkbox"/>	<input type="checkbox"/>	Unless previously used for a driveway, the side yard shall be used for landscaping with the purpose of enhancing the structures with plant material.	App. D 07.F.2
Parking	<input type="checkbox"/>	<input type="checkbox"/>	Parking of vehicles on the side yard will not be allowed, except on paved driveways as outlined in Section (I).	App. D 07.F.3

REAR YARDS

Requirements	✓ = OK	N/A	Comments	UDC Reference
NOTE: The rear yard is the area extending across the full width of the lot and measured between the rear lot line and rear line of the main building.				
Garages, Storage Buildings, and Out-Buildings	<input type="checkbox"/>	<input type="checkbox"/>	Garages, storage buildings and out buildings are allowed in the rear yard to the extent permitted by City of Rockwall Unified Development Code (UDC). These structures should reflect the character of the existing residence and be compatible in terms of scale, height, size, roof shape, materials and detailing.	App. D 07.G.1
Site Layout	<input type="checkbox"/>	<input type="checkbox"/>	Consideration should be given to the historic precedence for previous site configuration. Outbuildings such as garages and storage buildings are historically set upon the lot line in this Historic District. This configuration is proper for new additions, alterations, infill and new infill construction. The location of these buildings should be sensitive to the character, site and environment of any adjacent contributing structures, especially when the rear yard is on a corner lot visible from street public rights-of-way.	App. D 07.G.2

FENCES

Requirements	✓ = OK	N/A	Comments	UDC Reference
Compatibility	<input type="checkbox"/>	<input type="checkbox"/>	A fence in the front, side, or rear yards should meet all applicable city codes. Most fences require only a fence permit; however, a fence requiring a building permit will also be reviewed and approved by the board. Any fence that requires review must be architecturally compatible in height, materials, color, texture and design with the style and period of the main structure on the lot.	App. D 07.H.1

DRIVEWAYS

Requirements	✓ = OK	N/A	Comments	UDC Reference
Pavement Material Requirements	<input type="checkbox"/>	<input type="checkbox"/>	The purpose of the driveway shall be to create a paved surface for the movement of vehicles to parking areas. The driveway is defined as the paved area within the property line extending from the back of the sidewalk or lot line to the garage, out building or porte-cochere.	App. D 07.I.1
Width of Driveway	<input type="checkbox"/>	<input type="checkbox"/>	The driveway should not exceed a width of ten feet.	App. D 07.I.2
Location of Driveways	<input type="checkbox"/>	<input type="checkbox"/>	The driveway may extend along the side of the residence or structure, through the porte-cochere (if applicable) to the to the rear yard.	App. D 07.I.3
Front Yard and Circular Driveways	<input type="checkbox"/>	<input type="checkbox"/>	Front or side yard circular driveways will not be allowed, unless consistent with the historic character or features of the property or nearby contributing properties	App. D 07.I.4

Ribbon Driveways	<input type="checkbox"/>	<input type="checkbox"/>	<p>On a corner lot, the driveway may extend from the side street to the garage if the garage is facing the side street. All other width and approach regulations will apply to driveways on corner lots.</p> <p>Ribbon driveways are allowed if the paved ribbons are at least one (1) foot wide, and no greater than two (2) feet wide.</p> <p>Any new driveway constructed through a front yard should be a minimum of ten (10) feet from an existing driveway on the adjacent lot, except in the instances of "shared" driveways.</p> <p>Parking should be on "improved" surfaces only, thereby maintaining the integrity of the front, side and rear yards of the property.</p>	App. D 07.I.5
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PAVING MATERIAL

Requirements	✓= OK	N/A	Comments	UDC Reference
Paving Materials	<input type="checkbox"/>	<input type="checkbox"/>	Driveway and sidewalks should be paved with concrete, brick, cut stone, pavers, natural rock or asphalt.	App. D 07.J.1
Compatibility	<input type="checkbox"/>	<input type="checkbox"/>	All new sidewalks and driveways should be constructed to be compatible in texture, color, style and size with the main structure on the lot.	App. D 07.J.1

PARKING AREAS FOR COMMERCIAL DEVELOPMENT

Requirements	✓= OK	N/A	Comments	UDC Reference
Off-Street Parking	<input type="checkbox"/>	<input type="checkbox"/>	Off-street parking should be provided behind the front facade of the main structure on the property. The number of spaces and design of the parking spaces shall conform to the off-street parking requirements as set forth in Article 05, District Development Standards, of the Unified Development Code (UDC).	App. D 07.K.3
Parking Lot Screening	<input type="checkbox"/>	<input type="checkbox"/>	All parking lots for more than five (5) vehicles and having frontage on a public street should be screened from the street by an evergreen hedge not lower than three (3) feet nor higher than four (4) feet tall. If a hedge is not desired, then an earthen berm, masonry wall, or combination thereof may be substituted, provided the stated heights are observed.	App. D 07.K.3
Landscape Table	<input type="checkbox"/>	<input type="checkbox"/>	A visibility triangle with a minimum base of four (4) feet shall be provided at entrances.	App. D 07.K.3

LIGHTING OF YARDS AND PARKING AREAS

Requirements	✓= OK	N/A	Comments	UDC Reference
<i>These guidelines regulate the spillover of light and glare on operators of motor vehicles, pedestrians, and nearby property. The nuisance and hazard aspects of glare are regulated.</i>				
Flashing Lights	<input type="checkbox"/>	<input type="checkbox"/>	No flickering or flashing lights shall be permitted.	App. D 07.L.1
Light Sources	<input type="checkbox"/>	<input type="checkbox"/>	Light sources shall not be located in the buffer yard except on pedestrian walkways. No light shall spill across the property line of an adjacent residential property.	App. D 07.L.2
Outdoor Security Lights	<input type="checkbox"/>	<input type="checkbox"/>	Outdoor security lights should be placed so that no light spills across the adjacent property line.	App. D 07.L.3

PAINT AND COLOR

Requirements	✓= OK	N/A	Comments	UDC Reference
Materials	<input type="checkbox"/>	<input type="checkbox"/>	Brick, stone or other naturally or historically unpainted materials should not be painted unless the material has been painted before.	App. D 07.M.3
Colors	<input type="checkbox"/>	<input type="checkbox"/>	Florescent and metallic colors are not recommended on the exterior of any structure. Paint does not require a building permit and therefore is not subject to board review. Appropriate colors complimentary to the style and period of the structure and to neighboring historic structures are preferred; however, specific approval of paint colors is not required.	App. D 07.M.3
Commercial Buildings	<input type="checkbox"/>	<input type="checkbox"/>	For new commercial construction and for additions requiring site plan approval, finishes and color may be a part of the review.	App. D 07.M.3

SIGNAGE

Requirements	✓ = OK	N/A	Comments	UDC Reference
Unlighted Signs	<input type="checkbox"/>	<input type="checkbox"/>	An unlighted sign with the address or name of the occupant of the residence may be attached or detached and should not measure more than one (1) square foot.	App. D 07.N.3
Compatibility	<input type="checkbox"/>	<input type="checkbox"/>	Signs should not obscure significant architectural features of a building or structure. The material, shape, color, design and lettering style of all signs should be compatible with the style and period of the structure and the Historic District as a whole.	App. D 07.N.3

SIGNAGE FOR COMMERCIAL PROPERTIES

Requirements	✓ = OK	N/A	Comments	UDC Reference
Types of Signs	<input type="checkbox"/>	<input type="checkbox"/>	No signs other than those identifying the property where they are installed or identifying the business conducted therein should be permitted. All lighting elements such as wires, junction boxes, transformers, ballasts, switches and panel boxes should be concealed from view.	App. D 07.O.1
Signs for Buildings Greater Than Two (2) Floors	<input type="checkbox"/>	<input type="checkbox"/>	In a building of more than two (2) floors, no sign is permitted above the second floor.	App. D 07.O.2
Size	<input type="checkbox"/>	<input type="checkbox"/>	Size should be in proportion to the architecture and scale of the building. Horizontal signs should not exceed ten (10) percent of the total front elevation of the building.	App. D 07.O.3
Horizontal Signs	<input type="checkbox"/>	<input type="checkbox"/>	Horizontal signs should be located in the area defined by the first-floor cornice and the vertical supports. A horizontal sign should not cover tops of first floor windows. Horizontal signs should not project more than 12-inches from the surface of the building.	App. D 07.O.4
✓ Attached Signs	<input type="checkbox"/>	<input type="checkbox"/>	Attached signs should be placed below the cornice line of the first floor no higher than the bottom of the second story windows, or not less than 11 feet above grade level. An awning or canopy should be subjected to the same requirements as an attached sign. An awning or canopy and an attached sign combined should not exceed the total area permitted for a wall sign	App. D 07.O.4
✓ Projecting Signs	<input type="checkbox"/>	<input type="checkbox"/>	Projecting signs should not extend higher than the bottom of the second story windows or not less than 11 feet above grade level. Projecting signs should not extend more than two (2) feet beyond the building surface.	App. D 07.O.4
Lighted Signs	<input type="checkbox"/>	<input type="checkbox"/>	Lighted signs will receive approval from the City of Rockwall Historic Preservation Advisory Board (HPAB) on a case-by-case basis.	App. D 07.O.5
Rooftop Signs	<input type="checkbox"/>	<input type="checkbox"/>	Roof top signs are not permitted. Banners signs are permitted for 30-days and "special event" banners are allowed for two (2) weeks. The City of Rockwall sign ordinance requires permits for banners.	App. D 07.O.6
Flashing Signs	<input type="checkbox"/>	<input type="checkbox"/>	Flashing, flickering or moving signs are not permitted.	App. D 07.O.7
Temporary Signs	<input type="checkbox"/>	<input type="checkbox"/>	Temporary signs may be permitted for no longer than 30 days.	App. D 07.O.8
Display Windows	<input type="checkbox"/>	<input type="checkbox"/>	Display window signs will not occupy more than 20% of the window area. This window area includes signs, which are placed within three (3) feet of the window and visible from the outside.	App. D 07.O.9
Signs on a Residential Structure	<input type="checkbox"/>	<input type="checkbox"/>	Signs on a residential structure converted to commercial should be a single freestanding and/or "swinging" sign with one (1) or two (2) support standards. The maximum size is 16 square feet and it should not impede pedestrian or motor vehicle traffic. Monument signs should not be permitted. Detached signs will be approved the City of Rockwall Historic Preservation Advisory Board (HPAB) on a case-by-case basis.	App. D 07.O.10