



Certificate of Appropriateness Heritage District Architectural Overlay

Address of Project: _____

Applicant Name: _____ Phone: _____

Mailing Address: _____ Email: _____

Required documents to be submitted with application:

- The location and photographs of the property and adjacent properties
- Brief letter describing the proposed work
- Elevation drawings of the proposed changes
- If the proposal includes signs or lettering, a scale drawing showing the type of lettering to be used, all dimensions and colors, a description of materials to be used, the method of illumination (if any) and a plan showing the sign's location on the property
- Any other information the Director may deem necessary to visualize the proposed work

Guidelines for Design Components

In reviewing for approval of a COA, the HARC will consider the following general guidelines:

A. Commercial Facade Components

Storefront, the upper facade, decorative cornice, paint colors, construction materials, and other relevant information to determine if the construction provides a blending or architectural rhythm to the HDAO. Particular time periods for architecture are not required, but the design must be compatible with the District.

Refer to Exhibit B [at the end of this ordinance] for examples of component locations; however, note that the components are not required to match the illustrations in the drawing, but to be used as a guide for showing the various component locations.

B. Time Period and Building Styles

No Particular time periods for architecture are required, but the design must be compatible with the District. Buildings in the District were constructed in different time periods. Victorian, Italian Renaissance, or similar styles, or designs prior to the 1920s are the most desirable; however, the HARC will base its decision, not only on time periods, but also on architectural styles from any period that are compatible to or provide an Architectural Rhythm to the District.

C. Heights of Buildings

Construction should match the heights of attached buildings, either with the actual building or with an extension of the building facade to achieve similar heights. This is not to imply that the height on every building should be the same, but all new facades should be within five feet, more or less, in height to the tallest, contiguous structure, so as to achieve height commonality with adjacent buildings.



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D. Building Materials

The exterior (facade or appearance) of the building must be brick, stone, masonry, or a simulated masonry material to look like these components, and the materials should be similar to adjacent buildings; however, note that all buildings in the Heritage District Architectural Overlay also are in the Fire District and must be built, rehabbed, or remodeled to comply with required building materials in that District, including noncombustible materials.

No shutters are allowed on the exterior of buildings. Awnings and overhangs are allowed if constructed in compliance with the Fire District Ordinance. Aluminum siding or metal siding covering brick or masonry is not allowed in the District. Existing buildings that have such siding must be removed when rehabbing or remodeling the exterior per Fire Code.

Refer to the Fire District Ordinance for building rules.

E. Signage

The Bonham Heritage District has signage requirements in place under the Sign Ordinance; however, additional rules will apply in the Heritage District Architectural Overlay, in that signs should be constructed to blend with District. No signs shall be installed on the roof of buildings, nor extend higher than the top of any building. The P&Z Director or the HARC must approve all signs prior to installation or the owner will be required to remove the sign at the owner's expense, or be subject to citation.

Refer to the Sign Ordinance for more details.

F. Fences

Fencing materials that are not allowed in residential areas also will not be allowed in this Overlay. Additionally, chain link fences and fencing made from combustible materials will not be allowed. All fences must be approved by the Director or HARC and permitted by the City prior to installation, or the owner will be required to remove the fence at the owner's expense, or be subject to citation.

Refer to the Fence Ordinance for more details.

G. Color Schemes

Painting and color designs of buildings should blend with adjacent buildings, and a contrasting color scheme should be used if possible, so as to create aesthetic designs.

The Heritage Architectural Review Committee (HARC) shall review proposals and plans for new development, rehabilitation, remodel, and changes/upgrades within the Heritage District Architectural Overlay (HDAO) boundaries.

The P&Z Director, acting alone, may approve the following: door or window replacement, brick or stone repair, exterior painting, and other repairs to the exterior constituting less than 20 percent change to the exterior facade; however, the Director may choose to present all applications to the HARC. For Director approval, all work must be within the guidelines of the HD Architectural Overlay; however, the Director cannot disapprove a project, but must present such questionable COA applications to the HARC for review.

Applicant Printed Name: _____

Applicant Signature: _____ **Date:** _____