

CITY OF BARTLESVILLE

Bartlesville Downtown Design Guidelines

[Downtown Redevelopment District – Bartlesville,
Oklahoma]

Design Review Committee

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Bartlesville Redevelopment Trust Authority

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Bartlesville Downtown Design Guidelines

Table of Contents

Contents

1. Introduction & Area Map	4
1.1. Purpose.....	4
1.2. Development of Design Guidelines	4
1.3. General Urban Design Principles.....	5
1.4. Geographic Areas.....	6
1.5. Map: Downtown Redevelopment District	8
2. New Commercial Construction	9
2.1. Facades.....	9
2.2. Relationship to Street	13
2.3. Street Level Vitality	13
2.4. Roof Forms	14
2.5. Directional Expression of Facades.....	14
2.6. Proportion of Openings	14
2.7. Solids and Voids Within a Façade	14
2.8. Storefronts	15
2.9. Upper-Story Windows	16
2.10. Existing Ornamentation.....	17
2.11. Cornices.....	18
2.12. Rooflines and Parapets	18
2.13. Building Material	18
3. Commercial Rehabilitations & Renovations.....	21
3.1. Standards for Rehabilitation/Remodeling.....	21
3.2. Facades.....	22
3.3. Exterior Building Materials	22
3.4. Storefronts	25
3.5. Windows	25
3.6. Existing Ornamentation	26
3.7. Cornices	26
3.8. Roofs	26
3.9. Entrances and Porches	27
4. Signs and Awnings.....	28
4.1. Sign Types.....	28
4.2. Sign Location & Placement	29
4.3. Number of Signs	31
4.4. Sign Size	31
4.5. Sign Design, Materials and Color	32
4.6. Sign Illumination.....	33
4.7. Awning Types and Locations	34
4.8. Awning Colors	35
4.9. Signs on Awnings	35
5. Commercial Streetscapes & Parking.....	36
5.1. Street Paving	36
5.2. Pedestrian Walks and Curbs	36
5.3. Lighting.....	36

Bartlesville Downtown Design Guidelines

5.4.	Street Trees and Planting	37
5.5.	Street Furniture	37
5.6.	Utilities.....	37
5.7.	Alleys	38
5.8.	Signs.....	38
5.9.	Open Space and Parking	38
5.10.	Parking Structures	38
	Glossary	40

Introduction & Area Map

1. Introduction & Area Map

Downtown Bartlesville possesses distinct physical attributes that contribute to its overall character. One of the most visible attributes is the diversity of structures that have been constructed over an extended period of time. A significant portion of these buildings stand as historical reminders of the development patterns of Bartlesville and have become directly associated with the overall character of Downtown.

Although Downtown Bartlesville has had times of economic prosperity and economic decline, the Downtown area has always managed to maintain its dominance as Bartlesville's social and cultural center. As with most downtown areas, the City of Bartlesville must address the pressures of economic stability, character retention, and new development. More importantly, the focus of architectural and urban design standards is on how new investments are implemented in Downtown Bartlesville, to build upon rather than dramatically change the established character of Downtown Bartlesville, and to participate in the ongoing evolution of that character.

1.1. Purpose

1. To foster and maintain Downtown economic viability by encouraging redevelopment and new development within the designated boundaries.
2. To regulate exterior scale, massing, design, arrangement, texture, and materials within the conservation zone in order to promote compatibility with the existing character of Downtown.
3. To guide development of an aesthetic appearance that complements the existing character of Downtown Bartlesville. The goal is to create a "unity of design," not monotonous uniformity or standardization of architectural forms.
4. To preserve and protect the historic and/or architectural value of buildings or other structures listed on the National Register of Historic Places
5. To maintain the unique identity of Downtown Bartlesville.

1.2. Development of Design Guidelines

These design guidelines were developed by the Downtown Design Review Committee, a five-member citizen committee appointed by the Bartlesville City Council by Ordinance No. 3246. These guidelines were subsequently reviewed and approved by the Bartlesville Redevelopment Trust Authority (date) and the Bartlesville City Council (date).

These design guidelines reflect the community vision for new construction and renovation of existing buildings in Downtown Bartlesville as set forth in the Downtown Master Plan, approved by the Bartlesville City Council on February 17, 2004. They are one of several tools intended to implement the goals, objectives, policies, and action steps for the long-term development of the Bartlesville Central Business District and the residential area adjacent to the east, referred to as the Downtown Planning Area, the boundaries of which are identified in this Master Plan. Specifically, these Design Guidelines address the character-defining physical attributes, as identified by the Downtown Master

Bartlesville Downtown Design Guidelines

Plan, to ensure the unique character of Downtown Bartlesville is maintained with future investments in the Downtown.

1.3. General Urban Design Principles

1. Require urban development patterns

- Clear philosophy: Downtown Bartlesville is urban, not suburban.
- Work with and actively pursue urban-oriented developers.
- Encourage and educate developers. Work with developers to incorporate design components that will maintain the Downtown character and urban quality desired.
- Work with BRTA and developers when appropriate to use public incentives to help facilitate urban types of development consistent with Downtown's character.

2. Respect the historic fabric and character of Downtown

- Encourage adaptive reuse of existing buildings.
- Develop incentives to foster adaptive reuse.
- Encourage development in the Downtown Historic District.

3. Recognize and reinforce existing Downtown vehicular and pedestrian traffic patterns

- Downtown as a primary pedestrian oriented area with ancillary vehicular circulation.
- Service and deliveries separated from streets (use of alleys is encouraged where appropriate).

4. Design all buildings to be pedestrian oriented at the street level

- Pedestrian-oriented storefronts (large display windows, pedestrian scale signage, canopies, awnings).
- Articulation of facades (detailing of materials and massing).
- Break up facade massing (slight variations to the setback line at the sidewalk, such as recessed entrances).
- Building components, such as its footprint, height, and width, should be appropriate in scale with the surrounding neighborhood.

5. Promote an understandable concept of parking and parking management

- Implementation, development, and administration of an overall parking philosophy.
- A consistent parking design philosophy (placement of parking, limiting expanses of parking areas between structures, parking lot landscaping, site access, parking setbacks, treatment along pedestrian/commercial streets such as walls, fencing amenities).
- A strategic public and private parking philosophy (revenues, incentives, mixed-use parking garages, number of spaces needed on a district wide basis).
- Downtown Bartlesville accommodates the pedestrian and bicycle as well as the automobile.

6. Promote Downtown as a mixed-use district

- Proactively pursue development types that complement each other.
- Downtown should accommodate diversity in the range of square footages and building frontages.

Introduction & Area Map

- Mixed-use development may include combination of retail, office, institutional, and residential uses.

7. Provide landscape linkages

- Connect existing open spaces through a series of landscape treatments, each treatment enhancing existing uses and anticipating future development within that particular area.

8. Emphasize strong activity core development along Frank Phillips Boulevard and east/west Streets.

- Promote density (commercial, entertainment, institutional, residential, etc.) in Downtown while preserving the established scale and character, recognizing that Frank Phillips Boulevard is the established primary street.
- Densities should be greater along Frank Phillips Boulevard and less dense along peripheral streets.
- Anchor Frank Phillips Boulevard blocks with significant structures at the corners.
- Retail uses or service industry should be emphasized at the street level along Frank Phillips Boulevard.

9. Create suitable transitions into neighborhoods

2. Ensure the quality of neighborhoods by buffering commercial and institutional uses that are adjacent to established neighborhoods (landscaping, rear yard setbacks, and/or berming).
3. Promote articulation of facades on all sides of buildings.

3.1. Geographic Areas

These design guidelines were developed with the understanding that various geographic areas of the Downtown require different criteria. The most obvious differences will be found between the Commercial areas and the Residential areas. However, even these two broad areas have sub-areas that require further refinement of the guidelines. The larger area between Hensley and Adams Blvd on the north and south, and between Keeler and Cherokee Avenues (in general) to the east and west, consists of an Historic District, Adams Blvd. thoroughfare, Frank Phillips Blvd. thoroughfare, and the Central Business District (CBD).

The following map shows the various areas of the Downtown. While the Commercial Guidelines will apply to the commercial areas overall, the different areas will be handled differently. For example, a monument (free-standing) sign is generally prohibited in the Downtown. However, such a sign is perfectly appropriate along the Adams Blvd. thoroughfare within a commercial zone because of the nature of this area.

In many instances throughout these Design Guidelines, the term “compatibility with the surrounding neighborhood” is used. The exact boundaries of the “surrounding neighborhood” will vary from project to project and cannot be defined by some measured radius such as those used by zoning and code requirements. Instead, the Committee must judge what constitutes the surrounding neighborhood from the building patterns and architectural features that have formed the historical basis and unity within the area. Anomalous structures or patterns that have been built prior to Design Guidelines should not be considered part of the surrounding neighborhood. While there is a great degree of

Bartlesville Downtown Design Guidelines

diversity throughout the Downtown Redevelopment District, new development should reinforce the existing desirable patterns of massing and facade composition. Special attention should be given to designated landmarks and other noteworthy buildings. The overriding goal of the Design Review process is to promote the downtown district as a unique area. Unity within the district is based upon quality design using high quality, durable materials and finish details that enhance the downtown district and convey a sense of permanence as envisioned in the Downtown Master Plan.

Any questions and concerns about what is and is not appropriate in a certain area should be referred to the Community Development Director or the Design Review Committee.

Introduction & Area Map

3.2. Map: Downtown Redevelopment District



Bartlesville Downtown Design Guidelines

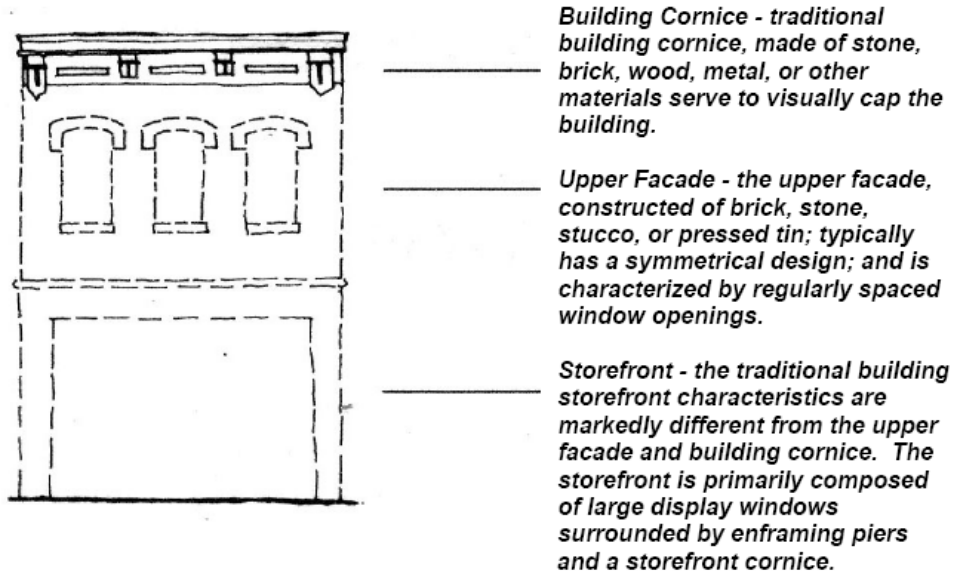
4. New Commercial Construction

Additions and new infill construction must adhere to the patterns that prevail in nearby or adjacent structures. Pattern is defined as the arrangement of form and the disposition of its parts or elements. It is always best to think of new construction as one element in a larger context.

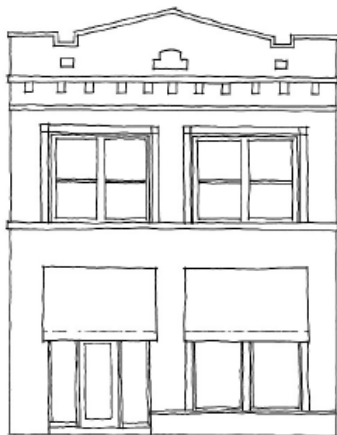
The design guidelines for new construction and additions deal with the larger contextual issues. For design guidelines related to specific building elements, such as storefronts, refer to the appropriate section.

4.1. Facades

Traditional commercial facades have a three-part horizontal layering.



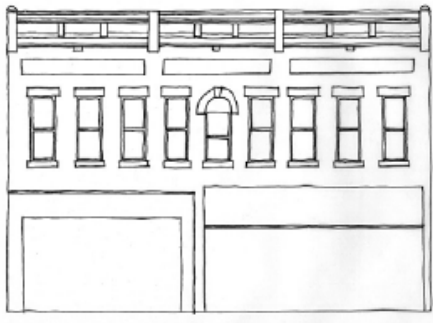
Primary Facades: Primary facades or front facades are facades that are oriented toward the primary street.



Typical Primary Facade

- Primary facades should employ an overall building design strategy exhibiting a) three-part horizontal layering; b) overall verticality; c) hierarchy; and d) a balanced composition.
- Storefront and display windows must be included in all first-floor facades.

New Construction



- Buildings should have a sense of unity and balance. In this drawing of a typical downtown building, the second story windows and ornamentation on the second story create a pattern because they have matching shapes and equal spacing. Although there are two different stores at the street level, the strength of the second story gives the building unity.
- Buildings with multiple storefronts within a larger building should be compatible from storefront to storefront.

Secondary Facades: Secondary facades are facades of corner buildings that do not face a primary street. For instance, a building located on the corner of Frank Phillips Boulevard and Osage Avenue has a secondary facade on Osage Avenue.

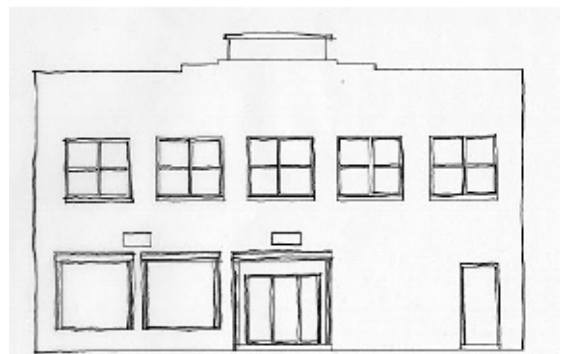
- Secondary facades should contain display windows and/or secondary storefronts.
- Secondary facades should contain upper story windows.
- Secondary facades should be balanced in design and shall provide a distinction between lower and upper sections of the building.



- Secondary facades should not directly compete with the primary facade.

Tertiary/Rear Facades: While tertiary facades on older structures are more symmetrical in their design, more recent buildings provide a more utilitarian design approach. In most cases, rear entrances and openings occupy a relatively small part of the tertiary facade and exhibit more of a utilitarian character.

- Tertiary facades should be maintained and developed to support the overall appearance.
- Rear entrances on buildings that face public parking area are encouraged.
- Tertiary facades should provide sufficient architectural features, such as window and door openings, to articulate the building façade.
- Tertiary facades should not compete with the primary façade of the structure.

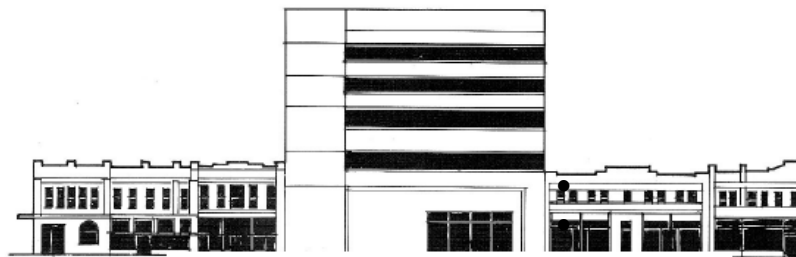


Typical Rear Facade

Bartlesville Downtown Design Guidelines

Facade Height: Height should be considered as a dimension important to the structure, not just how the structure is related to adjacent buildings.

- The height of the building should be in proportion to its width and the story-to-story height of the building must be appropriate.
- The height of new buildings and additions should relate to the surrounding contributing buildings; avoid new construction that greatly varies in height from adjacent buildings. A good rule of thumb is that new construction should not be more than two stories higher than adjacent contributing buildings.



Inappropriate Building Height, Form, and Shape



Appropriate Building Height, Form and Shape

Fills entire space



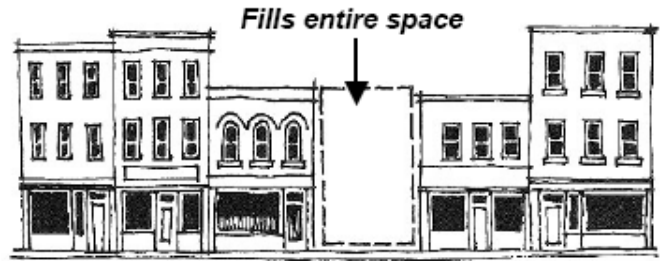
Typical Corner Building

- Corner buildings should be higher than those that are interior to the block.
- Corner buildings should be a minimum of two-stories in height.

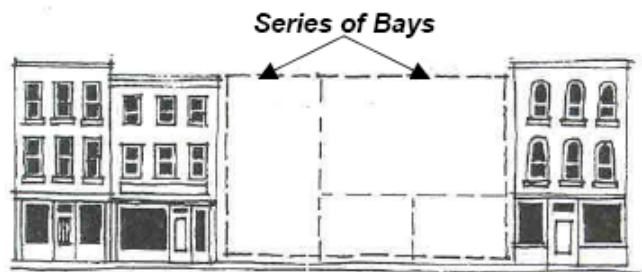
New Construction

Facade Width:

- In infill construction, the facade width should typically fill the entire space.

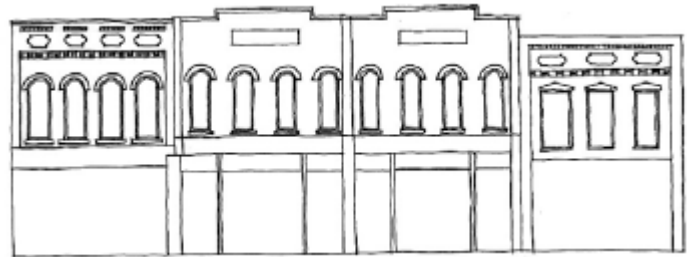


- Facade widths for new buildings and additions should correspond with other buildings widths in the same block.
- If the site is large, the mass of the facade should be broken into a number of smaller bays, to maintain a rhythm similar to surrounding buildings. This is particularly true for storefront level facade elements.



Composition: The composition of the infill façade (that is, the organization of its parts) should be similar to the surrounding facades in the block.

- Rhythms that carry throughout the block (such as window spacing, etc.) should be incorporated in the new façade.
- The size and proportion of window and door openings of the new construction should be similar to other buildings in the block.
- The ratio of window area to solid wall for new construction should be similar to other buildings in the block.
- New construction shall be constructed with party-wall construction methods.



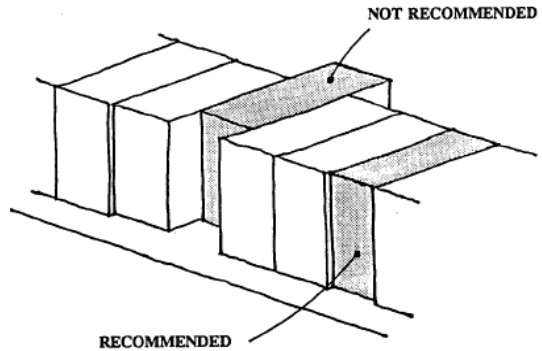
Placement of Additions:

- Primary consideration should be given to placing additions in the rear of existing structures.

Bartlesville Downtown Design Guidelines

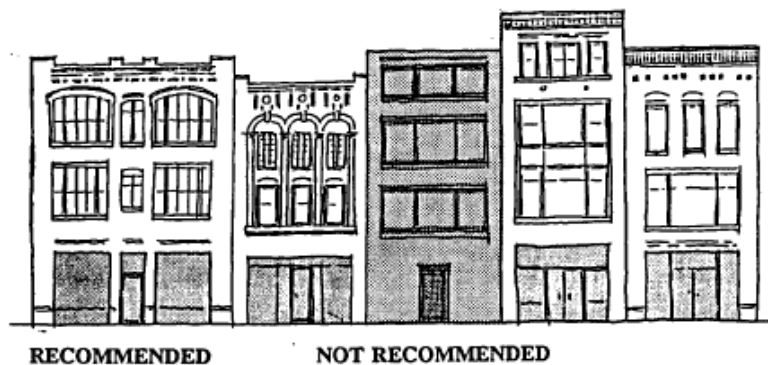
4.2. Relationship to Street

- Infill buildings should have a building line relative to the street that is consistent with its neighboring buildings.
- Avoid constructing new buildings which have building lines and location on sites that vary significantly from the existing character along the street or downtown in general. For example, a new infill building which has a deep setback in comparison to adjacent buildings should be discouraged. Avoid building large plazas and parking lots in front of new buildings.



4.3. Street Level Vitality

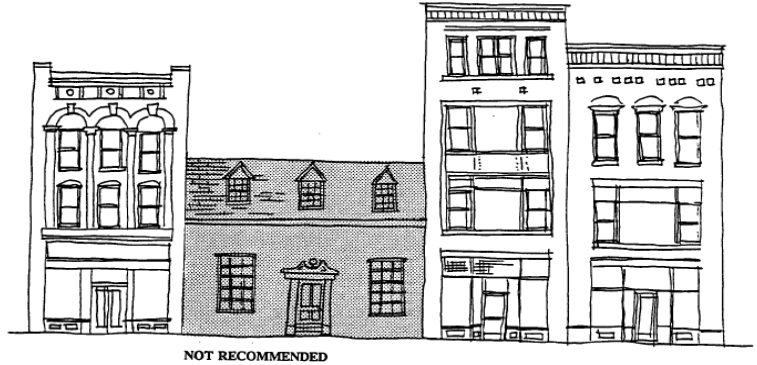
- The street level of infill buildings should be the primary orientation and access for pedestrians and provide continuity of visual interest. A majority of the street level façade of an infill building should be transparent (i.e. doors and windows), providing visual interest.
- Street level facades should not have dull, alienating blank walls providing no visual interest.



New Construction

4.4. Roof Forms

- The roofs of infill buildings should be consistent with and similar to adjacent buildings in type, shape, and material. The majority of downtown roofs are flat or have a gentle slope.
- Avoid constructing new buildings with roofs that vary significantly in shape, pitch, and materials. For example, a gable roofed building should not be built in the middle of a block of existing commercial buildings with flat roofs.

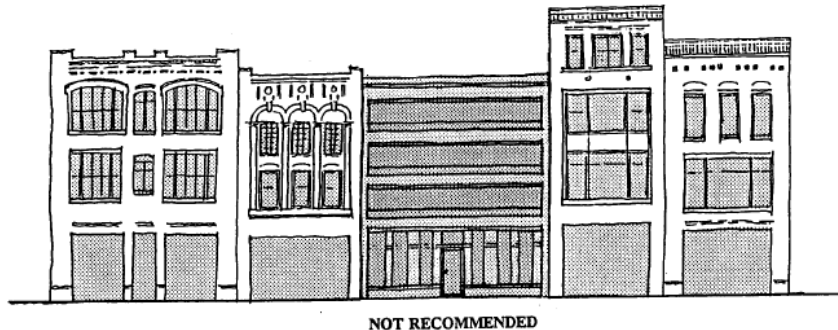


4.5. Directional Expression of Facades

- The facades of infill buildings should be compatible with the directional expression of adjacent facades whether that expression be vertical, horizontal, or non-directional.

4.6. Proportion of Openings

- The size and proportion, or the ratio of width to height, of window and door openings of infill buildings should be similar to and compatible with those on surrounding facades.



4.7. Solids and Voids Within a Façade

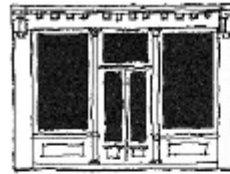
- The rhythm and ratio of solids (walls) and voids (windows and doors) of infill buildings should relate to and be compatible with adjacent facades.
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Bartlesville Downtown Design Guidelines

4.8. Storefronts

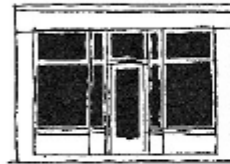
One of the main character-defining elements of Downtown Bartlesville is the storefront, or the street level entrance point into the primary first-floor façade. Storefronts are typically slightly recessed behind the enframing storefront cornice and piers. Storefronts are typically divided into bays and have recessed entrances.

- Storefronts should be designed to reflect the traditional pattern of containment. The storefront should be bounded by the enframing storefront cornice and piers on the side and the sidewalk on the bottom.
- Remodeled storefronts should be designed to fit within the original opening.



Mid to Late 1880s

- Boldly decorated cornice
- Cast iron columns
- Large display windows
- Flush entrance



Late 1880s to Early 1900s

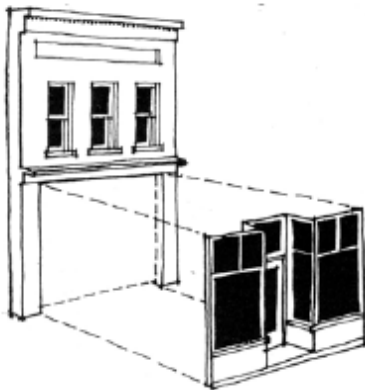
- Simple Cornice
- Transom windows
- Recessed entrance



Early 1900s to 1950s

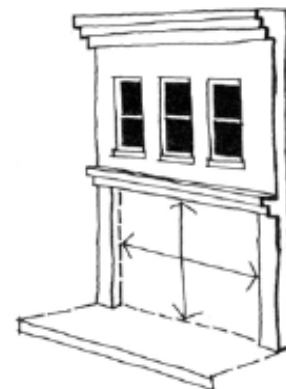
- Metal window frames
- Structural glass
- Recessed entrance

Typical Storefronts



- Storefronts may be recessed or extended slightly (typically 3 inches to 9 inches) to emphasize the feeling of containment and provide architectural variety.
- Storefronts should provide for a recessed entry.
- Storefronts should be pedestrian oriented and consist primarily of transparent glass. A glass to other building material ratio of 65% to 80% is recommended.

- Storefront designs should reflect the traditional three-part horizontal layer by providing for transom area, display windows, and a bulkhead.
- Storefront materials typically consist of wood, metal, steel, or brick. Renovations and/or new construction should reflect these materials. Use of unpainted rough cedar is an example of an inappropriate storefront material.



New Construction

4.9. Upper-Story Windows

- The upper stories are clearly visually separated from the storefront level of the building.
- While the storefront level has large areas of glass and small areas of opaque materials, upper stories reverse the pattern with small areas of glass and a predominance of opaque materials.
- The upper-story window pattern is extremely important because it provides a sense of unity and symmetry to the entire building facade.



- Mid to Late 1880s**
- Boldly Decorated Cornice
 - Window Hoods
 - 2 over 2 Windows



- Late 1880s to Early 1900s**
- Corbelled Brick Cornice
 - Arched Windows
 - 1 over 1 Windows

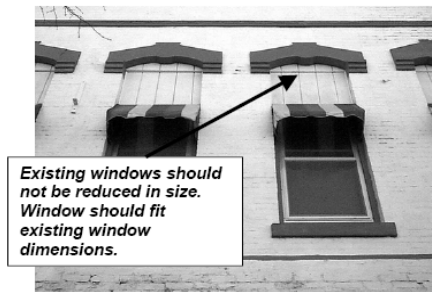


- Early 1900s to 1950s**
- Simple Cornice
 - Large Window Openings with Multiple Units

Typical Upper Story Facades

Upper Windows Located on Primary and Secondary Facades:

- Maintain the pattern created by upper-story windows and their vertical-horizontal alignment. Existing windows on conforming upper facades shall not be eliminated or decreased in size or shape. Most upper-story facades contain windows that are in proportion to the existing façade. Alteration of existing upper windows can significantly alter the proportion and/or symmetry of the existing building.
- Upper-story façade elements should maintain 20% to 40% window area. Upper-story façade elements should reflect existing window to wall surface ratios.



- New window openings that disrupt the existing balance on facades visible from the street should generally not be introduced.
- Window replacement in existing buildings is encouraged to replicate original window patterns and finishes.
- Upper-story windows should have only minimal tinting and should appear transparent from street level. Reflective coating or blacked out windows are not allowed on upper-story windows.
- Metal screens or bars shall not cover upper-story window openings.

Bartlesville Downtown Design Guidelines

Upper Windows Located on Party-Walls:

- Upper windows on non-visible party-walls may be infilled with compatible material in a reversible manner.
- New window openings may be introduced.
- Window replacement in existing buildings is encouraged to replicate original window patterns and finishes.

Upper Windows Located on Rear Facades:

Alteration of upper windows can significantly alter the balance of the rear facade



- Maintain the pattern created by upper-story windows and their alignment on rear facades that face surface-parking areas. Existing windows on rear facades should not be eliminated or decreased in size and shape. Most upper-story facades contain windows that are in proportion to the existing façade. Alteration of existing upper windows can significantly alter the proportion and/or balance of the existing building.

4.10. Existing Ornamentation

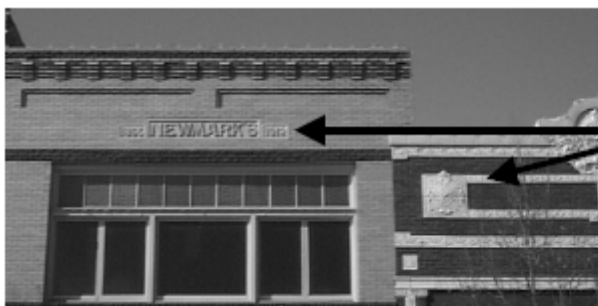
Existing ornamentation such as curved glass displays, terra cotta ornamentation, cast iron pilasters, glass transoms, and decorative tin cornices should be maintained when possible.

Much of the character of Downtown Bartlesville is due to the attention to detail evident in the brickwork, terra cotta, wrought iron, tin cornices and other embellishments.

It is important to repair existing ornamentation when economically feasible and not detract from its effect by the addition or repair with inappropriate materials.

Architectural Details:

- Intact original ornamentation or architectural details should be maintained and preserved. If original detailing is presently covered, exposing and restoring the features is encouraged.

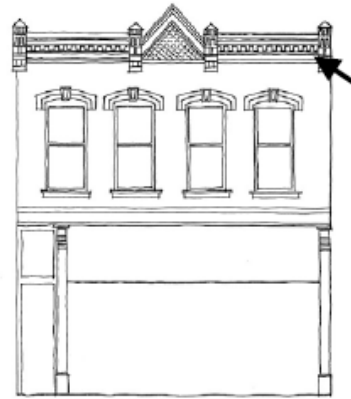


Existing details, such as these terra cotta elements and building markings should be preserved

New Construction

4.11. Cornices

- Cornices should not be removed unless such removal is required as a result of a determination that a cornice poses a safety concern.
- Original cornices should be repaired rather than replaced. If replacement is necessary, the new cornice should reflect the original in design.
- New construction should provide for a variety of form, shape, and detailing in individual cornice lines.



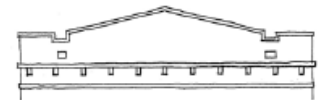
Existing
cornices
should be
maintained.

4.12. Rooflines and Parapets

The roofline establishes the relationship with adjacent buildings. Roofs in the Downtown Central Business District tend to be flat, built-up roofs with parapets added for interest and decoration.

Another, usually earlier, alternative is a gable roof with a false front obscuring the gable from visibility at the street level. This consistent appearance of a “flat” roofline is a distinguishing characteristic of Downtown Bartlesville.

- Retain the original roofline and parapet features.
- Mechanical equipment should not be visible from the pedestrian level when practical, and appropriately designed screening should be used.

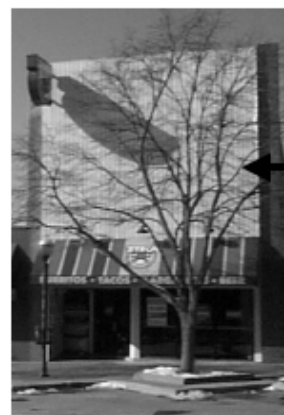


Typical Parapet Forms

4.13. Building Material

The surface materials of a building are a key factor in its appearance and its relationship to adjacent buildings.

- The original building material, whether located on primary, secondary, or tertiary facades, shall be retained when possible.
- If the original material has been overlaid by such coverings as aluminum or stucco, these alterations should be removed and the original material maintained, repaired, or replaced with similar materials.



Aluminum
facade material
should be
removed to
uncover
original
building
material

Bartlesville Downtown Design Guidelines

Primary Building Façade:

- Building materials shall be traditional building materials consistent with the existing traditional building stock. Traditional building materials such as brick, stone, terra cotta, stucco, etc., shall be the primary façade materials for buildings fronting the Downtown Historic District.
- While traditional building materials such as brick, stone, terra cotta, stucco, etc., are the preferred building materials for buildings fronting along downtown streets, consideration will be given to other materials.
- Storefront level and upper levels should have materials that are compatible.

Secondary and Tertiary Façades: Building materials of secondary and tertiary facades are typically less costly than materials used on primary facades.

- Secondary facades, which have primary facades facing downtown arteries, shall be composed of building materials consistent with the existing traditional building stock – brick, stone, terra cotta, stucco, etc.
- While traditional building materials such as brick, stone, terra cotta, stucco, etc., are the preferred materials for buildings fronting on downtown arteries, consideration will be given to other materials.
- Tertiary facades, which face alleys and other buildings, should be composed of traditional building stock – brick, stone, terra cotta, stucco, etc. although other materials will be considered.
- In no case shall corrugated metal be used for any façade in the Historic District.

Party-walls or Shared Walls: Building materials of party-walls or shared walls are typically less costly than materials used on primary and secondary facades. Rubble limestone, brick, tile block, and concrete block are common party-wall materials.

- While permanent materials should be considered for party-wall construction, other materials which meet the associated building code and fire code requirements will be considered.

General Masonry: Proper maintenance of masonry facades is an important part in maintaining the visual appearance and longevity of a building. Re-pointing and cleaning of a masonry structure should not be conducted without consulting a professional experienced in maintaining masonry structures.

New Construction

- Masonry walls, except in rare instances, shall not be clad with stucco, artificial stone, or EIFS (Exterior Insulation and Finish Systems). This includes publicly visible party-walls constructed of brick or rubble limestone.
- Existing unpainted masonry walls, except in rare instances, shall not be painted. This includes publicly visible party-walls.

*Existing non-painted
masonry should not
be painted or covered*



Materials and Textures:

- The selection of materials and textures for an infill building should be compatible with and complement adjacent buildings.
- Avoid constructing a new building with materials and textures that vary significantly from surrounding facades and cause the building to visually stand out against adjacent buildings. For example, a commercial building with wood or aluminum siding in a row of brick buildings is inappropriate.

Color:

- The selection and use of colors for a new infill building should be coordinated and compatible with adjacent buildings, particularly in areas where consistent families of color predominate.

Relation to Historic Styles:

- Downtown Bartlesville has a wide variety of architectural periods and styles. New infill buildings should be compatible with the historic and architectural character of the area, yet should also be recognized as products of their own time.
- Avoid constructing new infill buildings which have no historical basis and seek to create an earlier appearance or mimic older facades.

5. Commercial Rehabilitations & Renovations

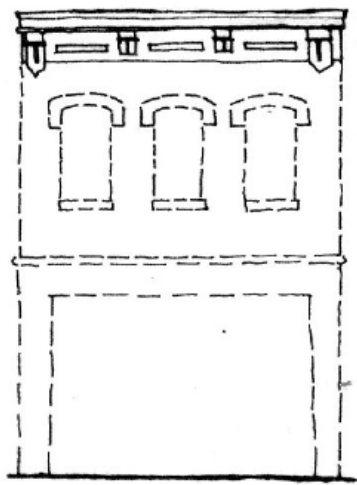
5.1. *Standards for Rehabilitation/Remodeling*

- Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be treated with sensitivity.
- Deteriorated architectural features should be repaired rather than replaced whenever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historical, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
- Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural materials, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.
- Original facades should be retained when possible.
- Existing windows and openings should be retained, if possible. Windows are the eyes of a building, and they can create or destroy a building's character. If existing doors and windows cannot be retained, they may be replaced with new products similar in design to those which originally existed.
- Additions to buildings should be compatible in appearance by coordinating style, materials, scale and detail with the original buildings in the district.
- All remodeling or rehabilitation of exteriors should ensure the visual integrity of the building, and be compatible with the overall architectural character of the district.
- Facades that have been hidden since original construction should be exposed and rehabilitated in conjunction with any façade rehabilitation work.
- Routine maintenance, repairs or replacements of elements on portions of existing facades shall not require an applicant to bring the entire façade into compliance with these standards.
- Repainting of surfaces with colors that duplicate the existing colors will be permitted. However, painting unpainted brick is discouraged.
- Existing doors and windows may be replaced with new products of design and/or materials similar to those which originally existed.

Rehabilitations & Renovations

5.2. Facades

Traditional commercial facades have a three part horizontal layering.



Building Cornice - traditional building cornice, made of stone, brick, wood, metal, or other materials serve to visually cap the building.

Upper Facade - the upper facade, constructed of brick, stone, stucco, or pressed tin; typically has a symmetrical design; and is characterized by regularly spaced window openings.

Storefront - the traditional building storefront characteristics are markedly different from the upper facade and building cornice. The storefront is primarily composed of large display windows surrounded by enframing piers and a storefront cornice.

Primary Facades: Primary facades or front facades are facades that are oriented toward the primary street.

- Primary facades shall employ an overall building design strategy exhibiting a) three-part horizontal layering; b) overall verticality; c) hierarchy; and d) a balanced composition.
- Storefront and display windows must be included in all retail developments.

5.3. Exterior Building Materials

It is the intent of these Guidelines to maintain and enhance original facades. Adjustments to the original design intent will be made on a case-by-case basis.

- The original building material whether located on primary, secondary or tertiary facades, should be retained when possible. If the original material has been overlaid by such coverings as aluminum or stucco, these alterations should be removed and the original material maintained, repaired or replaced with similar materials.
- Building materials should be traditional building materials consistent with the existing traditional building stock. Brick, stone, terra cotta, stucco, etc., should be the primary façade materials for buildings fronting along Frank Phillips Boulevard.
- While traditional building materials such as brick, stone, terra cotta, stucco, etc., are the preferred building materials for buildings fronting along other streets in the Downtown Central Business District, consideration will be given to other materials.
- Storefront level and upper levels should have materials that are compatible.

Bartlesville Downtown Design Guidelines

General Masonry: Proper maintenance of masonry facades is an important part in maintaining the visual appearance and longevity of a building. Re-pointing and cleaning of a masonry structure should be conducted with the advice of a professional experienced in maintaining historical masonry structures.

- If possible, retain original masonry walls. Except in rare instances, original masonry shall not be clad with stucco, artificial stone, or EIFS (Exterior Insulation and Finish Systems). This includes publicly visible party-walls constructed of brick or rubble limestone.
- Protect and maintain masonry facades by:
 - cleaning surfaces with the gentlest method possible, such as low pressure water and detergents, using natural bristle brushes;
 - inspecting painted surfaces to determine whether repainting is necessary;
 - removing damaged or deteriorated paint only to the next sound layer using the gentlest method possible (e.g. handscraping) prior to repainting;
 - applying compatible paint coating systems following proper surface preparation;
 - repainting with colors that are historically appropriate to the building and district; and
 - evaluating the overall condition of the masonry to determine whether more than protection and maintenance are required, that is, if repairs to the masonry features will be necessary.
- Existing unpainted masonry walls, except in rare instances, shall not be painted. This includes publicly visible party-walls.
- Metal or vinyl siding and/or plywood exteriors will not be permitted.

Wood: Existing wood features that are important in defining the overall historical character of the building should be identified, retained, and preserved. This would include such features as siding, cornices, brackets, window architraves, and doorway pediments; and their paints, finishes and colors. Such wood features should be protected and maintained by:

- Providing proper drainage so that water is not allowed to stand on flat, horizontal surfaces or accumulate in decorative features;
- Applying chemical preservatives to wood features such as beam ends or outriggers that are exposed to decay hazards and are traditionally unpainted;
- Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings;
- Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required;

Rehabilitations & Renovations

- Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (handscraping and handsanding), then repainting;
- Using with care electric hot-air guns on decorative wood features and electrical heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting;
- Using chemical strippers primarily to supplement other methods such as handscraping, handsanding, and the above-recommended thermal devices. Detachable wooden elements such as shutters, doors, and columns may – with proper safeguards – be chemically dip-stripped;
- Applying compatible paint coating systems following proper surface preparation;
- Repainting with colors that are appropriate to the historic building and district;
- Evaluating the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary.

Architectural Metals: Existing architectural metal features are important in defining the overall historical character of the building and should be identified, retained and preserved. These would include features such as columns, capitals, window hoods, or stairways, and their finishes and colors. Identification is also critical to differentiate between metals prior to work. Each metal has unique properties and thus requires different treatments.

- Architectural metal features should be repaired by patching, splicing, or otherwise reinforcing the metal following recognized preservation methods.
- Repairs may also include the limited replacement in kind – or with a compatible substitute material – of those extensively deteriorated or missing parts of features when there are surviving prototypes such as porch balusters, column capitals or bases, or porch cresting.
- Replacing in kind an entire architectural metal feature that is too deteriorated to repair -- if the overall form and detailing are still evident – using the physical evidence as a model to reproduce the feature is recommended. Examples could include cast iron porch steps or steel sash windows. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.
- When the historic feature is completely missing, it is recommended that a new architectural metal feature such as a metal cornice or cast iron capital be designed and installed. It may be an accurate restoration using historical, pictorial, and physical documentation, or may be a new design that is compatible with the size, scale, material, and color of the historic building.

Bartlesville Downtown Design Guidelines

5.4. Storefronts

The storefront is usually the most prominent feature of a historic commercial building, playing a crucial role in a store's advertising and merchandising strategy. Although a storefront normally does not extend beyond the first story, the rest of the building is often related to it visually through a unity of form and detail. Planning should always consider the entire building; window patterns on the upper floors, cornice elements, and other decorative features should be carefully retained, in addition to the storefront itself.

- Storefronts should be designed to reflect the traditional pattern of containment. The storefront should be bounded by the enframing storefront cornice and piers on the side and the sidewalk on the bottom.
- Remodeled storefronts should be designed to fit within the original opening.
- Original storefronts, and their functional and decorative features, are important in defining the overall historic character of the building and should be identified, retained, and preserved. Such features include display windows, signs, doors, transoms, kick plates, corner posts, and entablatures.
- The removal of inappropriate, non-historic cladding, false mansard roofs, and other later alterations is recommended and can help reveal the historic character of a storefront.
- Replacing in kind an entire storefront that is too deteriorated to repair is recommended if the overall form and detailing are still evident, using the physical evidence as a model. If using the same material is not technically or economically feasible, then compatible substitute materials may be considered.

5.5. Windows

As one of the few parts of a building serving as an interior and exterior feature, windows are nearly always an important part of the historic character of a building. In most buildings, windows also comprise a considerable amount of the historic fabric of the wall plane and thus are deserving of special consideration in a rehabilitation project.

- Identifying, retaining, and preserving windows, and their functional and decorative elements is important in defining the overall historic character of the building. Such features can include frames, sash, muntins, glazing, sills, heads, hoodmolds, paneled or decorated jambs and moldings, and interior and exterior shutters and blinds. It is recommended that an in-depth survey of the conditions of existing windows be conducted early in rehabilitation planning so that repair and upgrading methods and possible replacement options can be fully explored.
- Repairing window frames and sash by patching, splicing, consolidating or otherwise reinforcing is recommended. Such repair may also include replacement in kind – or with compatible substitute materials – of those parts that are either extensively deteriorated or are missing when there are surviving prototypes such as architraves, hoodmolds, sash, sills, and interior or exterior shutters and blinds.

Rehabilitations & Renovations

- Replacing in kind an entire window is recommended only when it is too deteriorated to repair using the same sash and pane configuration and other design details. If using the same kind of material is not technically or economically feasible when replacing windows which are deteriorated beyond repair, then a compatible substitute material may be considered.
- Maintain the pattern created by upper-story windows and their vertical-horizontal alignment. Existing windows on conforming upper facades should not be eliminated or decreased in size or shape. Most upper-story facades contain windows that are in proportion to the existing façade. Alteration of existing upper windows can significantly alter the proportion and/or symmetry of the existing building.
- Window replacement in existing buildings is encouraged to replicate original window patterns and finishes. If preservation is not possible, modern materials and methods that duplicate the original intent are encouraged.

5.6. Existing Ornamentation

1. Intact original ornamentation or architectural details should be maintained and preserved. If original detailing is presently covered, exposing and restoring the features is encouraged.

5.7. Cornices

- Cornices should not be removed unless such removal is required as a result of a determination that a cornice poses a safety concern.
- Original cornices should be repaired rather than replaced. If replacement is necessary, the new cornice should reflect the original in design.
- New construction should provide for a variety of form, shape, and detailing in individual cornice lines.

5.8. Roofs

The roof – with its shape, features such as dormers, cupolas, and chimneys, and the size, color and patterning of the roofing material – is an important design element of many historic buildings.

- Roofs, and their functional and decorative features, that are important in defining the overall historic character of the building should be identified, retained, and preserved. This includes the roof's shape, such as hipped, gambrel, and mansard; decorative features, such as cupolas, cresting chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning.
- Replacing in kind an entire feature of the roof is recommended only when it is too deteriorated to repair and if the overall form and detailing are still evident, using the physical evidence as a model to reproduce the feature. Examples can include a large section of roofing, or a dormer or chimney. If using the same kind of material

Bartlesville Downtown Design Guidelines

- Designing and constructing a new feature when the historic feature is completely missing, such as a chimney or cupola, is recommended when an accurate restoration can be made, using historical, pictorial, and physical documentation. However, when such documentation is not available, a new design that is compatible with the size, scale, material, and color of the historic building is recommended.
- When a new use requires that mechanical and service equipment be installed on the roof, such as air conditioning, transformers, or solar collectors, such equipment should be installed so that they are inconspicuous from the public right-of-way and do not damage or obscure character-defining features.
- When a new use requires an addition to the roof such as elevator housing, decks and terraces, or dormers or skylights, such additions should be designed so that they are inconspicuous from the public right-of-way and do not damage or obscure character-defining features.

5.9. Entrances and Porches

Entrances and porches are quite often the focus of historic buildings, particularly on primary elevations. Together with their functional and decorative features such as doors, steps, balustrades, pilasters, and entablatures, they can be extremely important in defining the overall character of a building.

- Protecting and maintaining the masonry, wood, and architectural metal that comprise the entrances and porches is recommended through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems.
- The overall condition of materials should be evaluated to determine whether more than protection and maintenance are required, that is, repairs to entrance and porch features will be necessary.
- Entrances and porches should be repaired by reinforcing the historic materials. Repair will also generally include the limited replacement in kind – with compatible substitute materials – of those extensively deteriorated or missing parts of repeated features where there are surviving prototypes such as balustrades, cornices, entablatures, columns, sidelights, and stairs.
- Replacing in kind an entire entrance or porch that is too deteriorated to repair is recommended if the form and detailing are still evident using the physical evidence as a model to reproduce the feature. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.

Signs & Awnings

6. Signs and Awnings

All signs, including window signs, must be approved by the Design Review Committee as to design, colors, materials, placement, method of attachment, and method of illumination. In general:

- Signs should enhance the Downtown's heritage and historic character, its visual appeal and the overall environment – not detract from it.
- Signs should be oriented towards pedestrians – not vehicles.
- Signs should enhance architectural elements of a building – not obscure or obliterate them.
- Signs should have design elements that create an overall high-quality aesthetic appearance.
- Signs should identify the business – not advertise brand names.
- Signs should be harmonious in color, materials and lighting with the building.
- Signs should be simple and neat, with minimal wording.
- Signs on a single building should be coordinated with regard to location, size, color, material, and lettering style.

6.1. Sign Types

The types of signs used should be compatible with the building and storefront as well as fit the overall character of the downtown area.

In general, the following types of signs are appropriate for downtown use, especially where the building line is at the sidewalk:

- Flat wall signs – defined as a sign projecting less than 15 inches from the building.
- Small projecting signs – defined as a sign attached to a building and extending in whole or part 12 inches or more horizontally beyond the surface of the building to which it is attached.
- Window signs.
- Awning signs.

In general, the following types of signs are inappropriate:

- Free-standing (ground or monument-style) signs.
- Pole signs.
- Roof signs.
- Large projecting signs.
- Internally illuminated plastic signs.
- Standardized trademark signs (such as national soft drink signs that do not represent the primary business name).
- Flashing illuminated signs.

Ground signs (monument-style freestanding signs) may be appropriate where building placement warrants their use. In all cases, ground signs shall not impede pedestrian traffic.

The method of installation for all signs should be concealed or made an integral part of the design.

Bartlesville Downtown Design Guidelines

Changeable type within the sign itself should generally be avoided or at least limited.

Changeable banners are permitted providing they comply with the general guidelines for signs.

Moveable sandwich signs (A-frame signs) are permitted providing they conform to a high-quality standard.

No sign or part of a sign may move or rotate.



Appropriate.



Inappropriate.

6.2. Sign Location & Placement

Signs should not obscure architectural elements and historical features.

Wall signs should fit within the building's façade. They should be placed in traditional locations to fit within architectural features; for example: above transoms, on cornice fascia boards, and below cornice.



Wall signs on cornice fascia boards along top floors should be integrated into the building using the same materials.

Projecting signs should generally be positioned along the first-floor level of the façade, or a maximum of fifteen (15) feet from the street level, whichever is lower.

Avoid signs which do not fit the building properly or are placed too high.

Generally, signs should not be placed above the sill of second story windows or fifteen (15) feet from the sidewalk line, whichever is lower.



SIGN TYPES & LOCATIONS



RECOMMENDED



NOT RECOMMENDED

Bartlesville Downtown Design Guidelines

6.3. Number of Signs

The number of signs used should be limited to ensure clarity and compatibility with the building and storefront and discourage visual clutter. Repetitious signage information on the same building frontage should be avoided.

The number of permanent signs per building should be a maximum of three signs with no more than two different types.



NUMBER OF SIGNS

6.4. Sign Size

All signs shall be in scale with and in proportion to the building. Avoid excessive sign area and sizes of letters or symbols.

The total area of all signs on a building should be limited to one (1) square foot of sign per front foot of the building face, with a maximum of twenty-five (25) square feet of sign regardless of total building front footage. Alternate signage may be approved on a case-by-case basis.

Projecting signs should be a maximum of twelve (12) square feet. They should project no more than three (3) feet from the wall on which they are hung.

Signs & Awnings

Window signs and temporary on-site signs attached to or painted on a window may not cover more than twenty-five (25) percent of the surface area.

Ground (free-standing) signs should not have a total height greater than six (6) feet.

A monument-style freestanding sign may not exceed a total display area of one-half (0.5) square feet per lot frontage.

Alternate signage may be approved on a case-by-case basis.



SIGN SIZE

6.5. Sign Design, Materials and Color



Signs should be of professional quality. Sign design and graphics should be coordinated with the character of the building as well as the nature of the business.

Excessively bright colors or over-scaled letters shall not be used as a means to attract attention.

Letter size, letter and word spacing, font style and other design elements should create an overall high-quality aesthetic

appearance.

Bartlesville Downtown Design Guidelines

Creative sign shapes are encouraged. The shape of the sign should not be limited to a box but should match the logo and/or lettering.

Sign materials should be high-quality, durable and easy to maintain. Plastic or plastic-looking materials are discouraged.

Materials should be selected in relation to each structure so as to seem a natural part of the total building.

Lettering styles should be proportioned, simple, and easy to read. A maximum of twelve-inch (12") high letters and symbols is recommended.

Colors should relate to and complement the materials and color scheme of the building, including accent highlights and trim colors. The number of colors in any one sign should be limited to three (3).

Avoid signs that are not compatible with the building and storefront because of poor design, inappropriate materials, or uncoordinated colors.

Fluorescent colors are not permitted.

6.6. Sign Illumination

It is preferable that signs should be indirectly illuminated (that is, external light fixtures). Light should come from just above or just below the sign, and be focused on the sign itself. Fixtures should be in keeping with the historic character of the building.



If internally illuminated, light lettering against a dark background is preferred. This also makes the letters much easier to read. This approach of light lettering against a dark background is also effective for non-illuminated signs.

Exposed neon tubing and fiber-optics may be used when incorporated with other materials to artistically emphasize the business name and/or logo.

Light raceways or channels behind the sign letters which contain the electrical wiring should be concealed or should blend into the wall.

Ensure as much as possible that the light source is directed away from passersby. The light source should be directed against the sign such that it does not shine into adjacent property or cause glare for motorists and pedestrians.



Signs & Awnings

Lighting should be generally low level.

Blinking, flashing or revolving lights are not permitted.

Avoid overly bright lights and internally illuminated plastic signs.

6.7. Awning Types and Locations



Awnings should be used to add visual interest to a building, provide shade, and add variety to the streetscape. They should be positioned to emphasize special shapes or details of the façade, to draw attention to the shop entrance or to emphasize a display window.

The selection of awning types, materials, and their placement should be carefully coordinated and be compatible with the characteristic of the building and conditions along the street.

Awnings should be carefully placed within or above storefront openings. They should be designed to fit the storefront opening to emphasize the building's proportions.

Awnings should not obscure or damage important architectural details.

An eight (8) foot clearance vertically from the sidewalk to the awning is required.

Align awnings with others on the block. This applies particularly to the bottom line of the awning.

Mount the top edge to align with the top of the transom or with the framing that separates the clerestory section from the main display window.

Awnings should be a minimum of three (3) feet deep, front to back.



Standard slanted fabric awnings, whether fixed or retractable, are generally appropriate for most buildings. Other shapes such as boxed or curved awnings may also be used, as well as canopies and marquees.

Metal awnings or canopies that are similar in form to fabric awnings may be appropriate when designed as an integral part of the building façade, not appearing as tacked-on additions. Metal or overly ornate awnings or awnings that are not carefully coordinated with the building and storefront should not be used.

The size, type, and placement of the awnings should not interfere with existing signs or distinctive architectural elements of the building, with street trees, or other elements along the street.

Bartlesville Downtown Design Guidelines

Awnings on the upper stories are discouraged.

Plastic-looking awnings are not permitted.

6.8. Awning Colors

The selection of awning colors should be coordinated and compatible with the building as well as with the character of surrounding buildings. The choice of colors should be coordinated as part of an overall color scheme; and solid colors, wide stripes, and narrow stripes are all appropriate.

Avoid using overly bright awning colors or complex patterns that are not carefully coordinated with the building and storefront.

6.9. Signs on Awnings

The front panel of an awning may be used for a sign where appropriate. Letters may be sewn on or silk screened on to the front drop (valance) of an awning when it is a part of an overall and coordinated scheme.

Awning signs may be illustrated with symbols or letters.

In most cases, only one awning sign is allowed per building.

Avoid hand painted or individually made fabric letters that are not professionally applied to the awning.

Awning signs that are affixed to the awning material by adhesive-backed letters or other non-permanent methods are not permitted.

Awnings signs may not project above the awning.

7. Commercial Streetscapes & Parking

7.1. *Street Paving*

Accent paving should be used at intersections and mid-block crossings for the following area(s): on Frank Phillips Boulevard from Keeler to Cherokee Avenue; along Second Street from Keeler to Cherokee Avenue; on Keeler, Johnstone, Dewey, and Osage Avenues between Hensley and Adams Boulevard.

In order to create a unified downtown image, all streets should share common features, such as similar street lights, street furniture, directional signs, sidewalk scoring patterns, similar paving materials, and similar street trees for the areas defined above.

7.2. *Pedestrian Walks and Curbs*

Concrete sidewalks and curbs should be maintained and replaced when needed. When existing sidewalks and curbs are replaced, new sidewalks and curbs should be consistent with established design of Downtown sidewalks.

Encourage the selective widening of sidewalks, particularly in areas of potential congestion and at intersections.

7.3. *Lighting*

Pedestrian scale lighting should be maintained. That is, lighting should illuminate sidewalks and storefronts to encourage and enhance pedestrian traffic.

Lighting should be low-level and unobtrusive, with an emphasis on down-lighting and shorter pole-mounted lamps. Storefront lighting, to illuminate signs and/or sidewalks, is also encouraged as an unobtrusive method of illumination.

Coordinate lighting in private parking lots to ensure their compatibility with the City's fixtures.

Encourage merchants and building owners to leave their display window lights on in the evening to provide increased light levels and visual interest.

It is recommended that facades and tops of key downtown landmarks be lighted in order to provide focal points during the evening hours.

Bartlesville Downtown Design Guidelines

7.4. Street Trees and Planting

Existing landscaping features, such as raised planters and street trees, shall be maintained.

Street trees shall be an integral part of the streetscape plan.

Trees should be strong, resistant to most diseases and insects (or easily treatable), and require little maintenance. They should be upright and shaped, produce a minimal amount of fruit and seeds and have a medium to long life expectancy.

Trees should be deep rooted to avoid heaving of the sidewalk and/or curb. Trees which have large roots on the surface should be used only in special conditions. Root restricting rings and pits are not recommended.

Streetscape trees shall be pruned with a clear branching height of at least eight feet above the sidewalk surface and 14 feet above the street.

The eventual size and shape of each tree planted should be carefully considered before planting so that each tree will be allowed the room needed to achieve its mature size and shape. Species or location may need to be adjusted to accommodate public amenities such as traffic, street signs and lights, awnings or canopies, overhead or underground utilities, utility poles and fire hydrants.

Trees should not be planted closer than 20 feet from the projected property line at all intersections and street corners in order to maintain a visually clear zone. To maintain clear visibility along the curb edge, trees should be located a minimum of 36 inches from the face of the nearest curb (flow line) and a minimum of 5 feet from the apron of the nearest drive or alley.

An irrigation system should be provided for all plant materials and trees.

7.5. Street Furniture

Provide amenities for pedestrians such as benches, trash containers, water fountains, and bicycle racks at key active locations.

Arrange benches and other street furniture in a coherent design that, in effect, creates small outdoor rooms.

Seating areas, plazas, and small open spaces should be located throughout the downtown.

7.6. Utilities

Place all necessary utilities - such as overhead wires and transformers, air conditioning units, meters, piping, trash bins, etc. - so that they are as visually unobtrusive as possible.

When public or private improvement projects are undertaken in which utility changes are involved, they should be placed underground if possible and all surface equipment screened.

Streetscapes & Parking

7.7. Alleys

Alleys should be made as accessible and attractive as possible in order to encourage their use as pedestrian walkways between major streets.

Dumpsters and utilities should be screened from view, when possible.

Building entrances coming off the alleys should be upgraded.

Alley entrances off of the major streets should be enhanced to invite pedestrian access.

7.8. Signs

The primary focus of signs in downtown should be oriented toward pedestrian traffic and not vehicular traffic.

Minimize the visual impact of all regulatory and directional signs, both public and private.

7.9. Open Space and Parking

Open space and open parking lots should be treated as greenspace, with an eye to making them as attractive as possible.

Locate parking to the rear of buildings, whenever possible.

There should be a clear separation between vehicular parking areas and pedestrian areas. Pedestrian scale landscaping, fencing, and/or walls should be provided to delineate the parking area from the pedestrian sidewalk.

Surface parking lots should be required to have streetscapes as described above and be screened at the street side(s) with minimum 3 foot high landscapes, fences, or walls. Additional plantings, such as trees, flowers and/or smaller shrubs may also be included.

Pedestrian scale lighting should be provided in surface parking areas.

Large parking lots should be sub-divided into smaller areas with screening landscape, trees and other greenspace between each sub-area, whenever possible.

7.10. Parking Structures

Parking structures are preferred over parking lots.

Parking structures should be treated like any other building in the downtown area as to its appearance. The primary façade of the parking structure should be designed to be compatible with neighboring buildings.

Parking structure facades should contain building materials consistent with the existing traditional building stock, such as brick, stone, terra cotta, etc.

Design new parking structures on open land or on existing parking lots.

The inclusion of retail, commercial and/or office uses are encouraged at the ground floor of parking structures.

Bartlesville Downtown Design Guidelines

Screening of parked cars in parking structures above the first floor must include a solid panel up to 42 inches from floor levels.



Recommended: Parking structures that are compatible with neighboring buildings.



Don't build open railings below 42 inches.

Appendix A: Glossary

Glossary

Amenity: Aesthetic or other features of a development that increase its marketability or usability to the public.

Architectural Features: Prominent or significant parts or elements of a building or structure.

Architectural Style: The characteristic form and detail of buildings from a particular historical period or school of architecture, e.g. The Bauhaus School, The Post Modern School, the Neotraditional school, etc.

Articulation: The manner in which portions of a building form are expressed (materials, color, texture, pattern, modulation, etc.) and come together to define the structure.

Belt Course: (also string course or horizontal course). A horizontal band on the exterior of a building marking the separation between floors or levels.

Block Face: The row of front façades, facing the street, for the length of one block.

Canopy: A removable fabric covering over a public walkway or sidewalk.

Colonnade: A covered walkway flanked by rows of columns.

Compatibility: The size and character of a building element relative to other elements around it. For example, the size and proportion of windows in a building façade are usually related to one another, the spaces between them, and the scale of surrounding buildings.

Context: The characteristics of the buildings, streetscape, and landscape that supports or surrounds a given building, site, or area such as predominance of period architecture or materials, wide sidewalks, or continuous and overhead weather protection, or consistent street trees.

Cornice: A molded and projecting horizontal feature that crowns a façade.

Design Principles: A guiding concept as part of the overall project design development that reflects desirable characteristics of the urban environment, or responds to specific site/vicinity opportunities or constraints.

EIFS: A generic product name standing for Exterior Insulating Finish System, which consists of an acrylic finish applied to a foam base anchored to a building façade. Brand names include Dryvit.

Façade: Any vertical, exterior face or wall of a building, usually the front, often distinguished from other faces by architectural details.

Bartlesville Downtown Design Guidelines

Fenestration: The arrangement and design of windows and other openings on a building's façade.

Floor Area Ratio: A measure of density expressed as a ratio of the amount of *Gross Floor Area* permitted/and or existing in a structure to the area of the lot on which the structure is located. Referred to as FAR.

Gross Floor Area: The number of square feet of total floor area bounded by the inside face of the outside wall of a structure, measured at the floor line. Referred to as GFA.

Lintel: A horizontal beam over an opening in a wall, either structural or decorative, such as often seen capping window openings.

Marquee: A shelter projecting over an entrance frequently ornamental and of metal with or without glazing.

Massing: The three dimensional bulk of a structure: height, width, and depth.

Modulation: A stepping back or projecting forward of sections of a structure's façade within specified intervals of building width and depth, as a means of breaking up a structure's apparent bulk.

Open Space: Land and/or water area with its surface open to the sky and predominantly undeveloped, which is set aside to serve the purposes of providing active or passive recreational opportunities, conserving valuable natural resources, and structuring urban development and form.

Parapet: A low, protective wall or railing along the edge of a roof, balcony, or similar structure.

Pedestrian Orientation: The characteristics of an area where the location and access to buildings, types of uses permitted on the street level, and storefront design are based on the needs of persons on foot.

Porte-cochere: A roof or shelter for vehicles over a driveway outside an entrance doorway, sheltering those getting in or out of a vehicle.

Presentation Drawings: Drawings prepared to communicate the design character of the structure, usually prepared in color and including realistic representations of the building in its context, showing colors of building surfaces, shadow cast and people and landscaping. Three dimensional sketches and projected or computer drawings should be included along with two dimensional floor plans, elevations and building section drawings.

Primary Façade or Wall: The wall of a building facing a primary street.

Proportion: The balanced relationship of parts of a building, landscape, and structures to each other and to the whole.

Appendix A: Glossary

Rhythm: Reference to the regular or harmonious recurrence of lines, shapes, forms or colors, incorporating the concept of repetition as a device to organize forms and spaces in architecture.

Scale: The spatial relationship among structures along a street or block front, including height, bulk and yard relationships. Also refers to proportional relationship of the size of parts to one another and to the human figure.

Secondary Façade or Wall: The wall of a building facing secondary streets.

Setback: The required or actual placement of a building a specified distance away from a road, property line, or other structure.

Site Plan: A detailed plan showing the proposed placement of structures, parking areas, open space, landscaping, and other development features, on a parcel of land.

Streetscape : The visual character of a street as determined by elements such as structures, access, greenery, open space, view, etc. The scene as may be observed along a public street composed of natural and man-made components, including buildings, paving planting, street hardware, and miscellaneous structures.

Tertiary Façade or Wall: Any walls of a building not facing a street, such as an alley, another building, or open lot.

Transparency: A street level development standard that defines a requirement for clear or lightly tinted glass in terms of a percentage of the façade area between an area falling within 2 feet and 20 feet above the adjacent sidewalk or walkway.