

TOWN OF MANCOS
BOARD of TRUSTEES/PLANNING COMMISSION
JOINT WORKSHOP
July 8, 2023 9:00 A.M.
Town Hall

Workshops are for Board discussion purposes only. Decisions cannot be made during these sessions.
These are open to the public, however public comment will not be accepted.

DISCUSSION ITEMS

1. Design Review Guidelines
 - Guiding document attached for review and discussion
 - Design Review Guidelines detailed document attached
 - How detailed do we wish to be?
 - Suggest discussing these items zone by zone

 2. Rezoning of Commercial District to Mixed Use
 - All properties or some properties
 - Use table discussion
 - Current zoning map attached

 3. Turf Replacement Program
 - Requesting Board feedback as to if this is something they are interested in adopting
 - Will need to plan future meetings to discuss approved/prohibited trees, plants, flowers, etc.
 - Suggest working with the Mancos Conservation District on this item.
 - Sample program information from Centennial Water attached
-
- Do we want to have several discussions initially to draft cohesive thoughts and intentions?
 - Do we want to hire a consultant to assist with this project? At what stage do we bring the consultant on board?
 - This meeting is not to discuss detail for any of the agenda items. Staff is looking for a broad overview and opinion from BoT/PZ so we can determine the best way to move forward.

TO: Heather Alvarez, Town of Mancos Town Administrator
FROM: Alex Hufft, SAFEbuilt Studio
DATE: February 9, 2023
RE: Design Standards & Municipal Code Comparison

The following is in response to the request of the Town of Mancos to compare the existing municipal code with previous adopted, but then repealed design guidelines and standards. The purpose of this task is for the Town’s Board to understand what already exists in the municipal code and what needs consideration for implementation via ordinance.

The majority of the repealed design guidelines and standards were carried over, and expounded upon, into the new land use and development code rewrite in 2019. However, there are a few items that are not reflected in the code that should be reviewed. The following topical areas, specific to mixed use and commercial guidelines, have large sections that the land use and development code rewrite did not include. The aim of this memo, and provided attachments, is to outline the sections below for consideration as additions to the code.

- Building Design and Architectural Details
 - General Building Design
 - Exterior Building Materials
 - Building Scale
 - Roof Forms
 - Architectural Details
 - Colors
- Fenestration and Facades
- Awnings and Outdoor Seating
- Benches, Bike Racks and Furniture
- Missing Definitions

Traditionally, design guidelines are intended to communicate an overall design intent and suggest possible ways to achieve that intent and will use such terms as “should,” “may,” or “encouraged.” Design Standards are requirements identified by the term “shall” or “must” and are prescriptive (mandatory) requirements unless some form of relief is provided as part of the approval process. By taking the missing sections out of the previous design guidelines and standards document and implementing them into the existing municipal code they become prescriptive requirements, not suggestions, that are mandatory for approval.

The four attachments are as follows:

Attachment A – Outline of Design Standards to be included in existing municipal code.

Attachment B – New definitions that need to be included.

Attachment C – Outline showing current structure of design standards in municipal code and the proposed placement of new design standards.

Attachment D – Questions and considerations regarding the removal of existing standards and additions of new standards.

ATTACHMENT A

Outline of Design Standards to be Added

I. Building Design and Architectural Details

A. General Building Design

General Standards: This very vague per Board on 3/8/2022

1. Buildings shall be designed to incorporate features such as facades, false fronts, roof forms, porches, window treatments, and architectural detailing that exemplify the heritage and historic character of the Mancos Valley. Avoid using a standardized "corporate or franchise" style in the design of buildings.
2. All building sides shall be characterized by the same quality and type of building materials and detailing. Since buildings will be viewed on all sides, design of the building shall consider a four-sided design concept, where the same attention to the detail exemplified in the front of the building shall be accorded to the remaining three sides.
3. Buildings shall be oriented to face the Hwy 160 in the Corridor Mixed-Use if lots are adjacent to the highway. In the Downtown Mixed-Use buildings shall face Main and Grand Streets. In situations where this is impossible due to insufficient access to the site, the developer shall make the side of the building facing these corridors aesthetically pleasing, and if possible, shall design a side or alternate entrance.

C. Building Scale

New buildings shall be designed at a scale that is compatible with buildings observed in the Mancos Valley and at a pedestrian-oriented scale.

Standards:

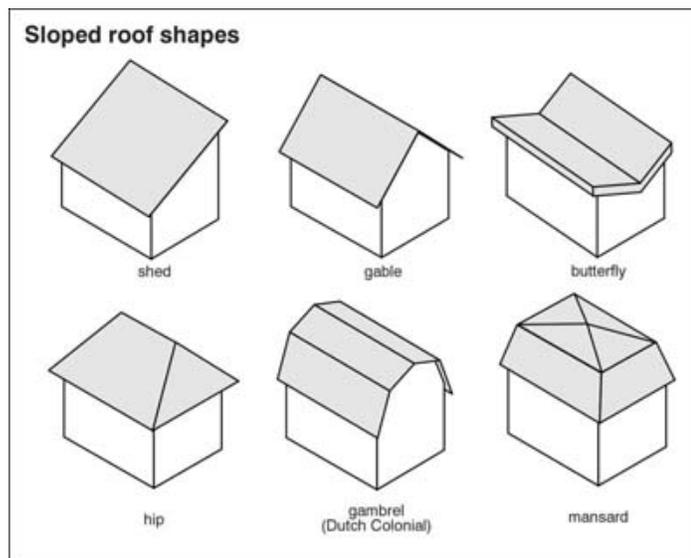
1. Buildings shall distinguish between upper and lower floors where more than one story is to be constructed.
2. Entrances shall incorporate at least one of the following building elements:
 - a. Doorways recessed at least four (4) feet from the building façade
 - b. Porticos
 - c. Porches
 - d. Awnings

3. Long, uninterrupted blank walls are discouraged. The maximum recommended length of an uninterrupted horizontal building elevation is fifty (50) feet. Visual interruptions to the planes of exterior walls may be achieved through at least one of the following methods:
 - a. Building facades modulated at a depth of least four (4) feet and a width of at least eight (8) feet
 - b. Porches
 - c. Porticos
 - d. Bay windows
4. Roof lines shall be interrupted every 50 feet with gable, hip, or dormer roof forms or a vertical shift of at least (five) 5 feet.

D. Roof Forms

Standards:

1. Buildings shall be designed with gable, gambrel, or hip roof forms with a minimum 4:12 roof pitch.
2. False fronts, giving the appearance of a flat roof, may be used.
3. Roof planes shall be varied by using gable ends and/or dormers, unless a false front is used.
4. Mansard, dome, or butterfly roof forms are discouraged. Flat roofs may be utilized but shall be designed for proper drainage.
5. Appropriate snow loads for Mansard roofs shall be utilized.



E. Architectural Detailing

Standards:

Historic architectural detailing shall be incorporated into building design. At least one element from each of the following categories shall be included in the design of all new buildings and accessory structures:

- a. Cornice details
 - i. Trim details
 - ii. Timber details
 - iii. Knee bracing
- b. Porches and Entryways
 - i. Porches
 - ii. Porticos
 - iii. Entryways recessed at least 4 feet
- c. Siding
 - i. Board and baton
 - ii. Horizontal clapboard
 - iii. Beveled planks
 - iv. Cedar shingle
 - v. Stone
 - vi. Brick
 - vii. Timber
 - viii. Rusted Corrugated Metal (RCM)
 - ix. Plaster materials such as adobe, stucco or lime plaster

F. Colors

Exterior colors shall not be used to garner unnecessary attention and where possible, shall be derived from the naturally occurring earth tone colors present in the Mancos Valley. This does not preclude the building from having color accents on trim, doors, windowsills, etc.

Standards:

1. Colors shall be muted and draw inspiration from the natural landscape and geology of the Mancos Valley, including, but not limited to, browns, tans, terracotta, gold, grays, mossy greens, and creams.
2. Roof colors shall also be muted.
3. Reserve the use of bright colors for accents, such as on ornamentation and accents.
4. Doors may be painted an accent color, or they may be left a natural wood finish.
5. Brilliant luminescent or “day-glow” colors are inappropriate.
6. Garage and large bay doors shall be painted or stained the same colors as the areas around them.

II. Fenestration and Facades

A. Fenestration

Standards:

1. Buildings shall meet the ground with a solid base treatment that creates a visual transition from sidewalk to building wall. Glass storefront wall systems that extend to the ground are not acceptable.
2. Windows shall not be opaque.
3. Consider the use of transom windows (small windows above larger storefront windows and doors).
4. Consider the use of awnings.

B. Facades

These guidelines encourage building facades that enhance and preserve the historic character of the area. The emphasis is on building form, character, and design, rather than specific uses of the property.

Standards:

1. While standard corporate branding may be utilized in some areas, such as signage, buildings shall conform to the western small-town character of the historic Mancos Valley.
2. Varying rooflines and building forms add to the visual interest of a development and minimize the perception of building scale and shall be used when possible.
3. False front facades may be used.

III. Awnings and Outdoor Seating

Businesses may wish to install outdoor patios, eating areas, or other café style seating to support the business.

A. Awnings

Standards:

1. Awnings shall abide by color regulations provided in Architectural detailing section.
2. All provided awnings should be uniform in design and color.
2. Awnings shall not be back lit or internally illuminated.
3. Sign lettering and/or logos shall comprise no more than 30% of the total exterior surface of an awning or canopy, and shall be included in the calculation of the allowable sign area.
4. Awnings may be provided along the entire frontage of commercial buildings.
5. Awnings or canopies shall be hung above the display window space at least 10-14 feet above the public walkway with a minimum 8-foot vertical clearance. They may extend 6- 8 feet over the walkway from the building's face.

B. Outdoor Seating

Outdoor seating is encouraged, so long as it does not block the sidewalk or other public rights of way.

Standards:

1. Liquor laws pertaining to the outdoor consumption of alcoholic beverages shall be followed.
2. The surface of the patio, sidewalk café, or other outdoor seating area shall be of a suitable and durable material such as stone, brick, wood, or concrete.
3. Screening and compatibility standards with adjacent development shall apply, including fencing, landscaping, etc.

IX. Benches, Bike Racks and Furniture

A. Benches and Furniture

Mancos encourages businesses to make their buildings pedestrian and bike friendly. The use of bike racks, benches, café style seating and other furniture is encouraged. These items must not block the sidewalk or other public rights of way and shall be placed so that they do not inhibit passersby or those with disabilities. Bike racks and furniture may be artistic and made from unusual materials and western-style furniture such as hitching posts may be utilized.

ATTACHMENT B

Definitions to be Added

Bay Window – A window that is made up of three windows, typically two operable windows at an angle with one fixed window in the middle.

Façade – the front exterior portion of a building.

False Front – A faced extending beyond and above the true dimensions of a building falsifying the size, finish, or importance of a building.

Fenestration - The arrangement, proportioning and design of windows and doors in a building.

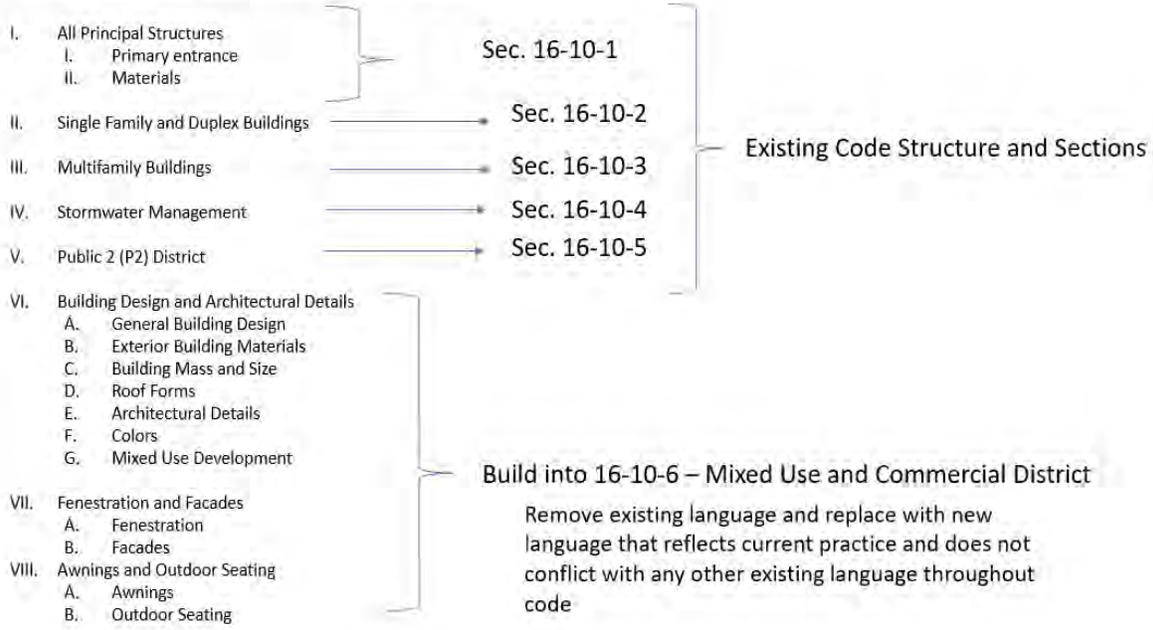
Four-Sided Design – When the same attention to the detail exemplified in the front of the building shall be accorded to the remaining three sides.

Portico – A porch leading to the entrance of a building.

ATTACHMENT C

Existing Code Structure and Proposed Placement of Standards

Article 10 – Site and Structure Standards



ATTACHMENT D

Questions / Considerations

- A. Should there be a specific requirement for the number of bike parking (rack) spaces? **No**
 - a. Eg. One bike rack minimum per new business if none are located within a 200-foot radius.

- B. Should there be stricter standards regarding windows / fenestration for public facing buildings? **Yes**

- C. Do you want new building design to continue to conform to the “western small-town character of the historic Mancos Valley”? The use of the phrase could be subjective and difficult for applicants and administrators to interpret. **No**

- D. Should there be enhanced standards for businesses along State Hwy 160 or the Downtown Center (see Chapter 16–3-2(a)(2)? As drafted, the standards apply to all commercial or mixed-use buildings regardless of location in the Town. The Town may want to consider some higher thresholds for specific commercial areas of town such as the Downtown Core or the highway corridors. **Yes**
 - a. Eg. New buildings must provide two (2) architectural detailing elements from each category

- E. Should there be a heightened requirement of façade treatment for buildings that are visible from the right of way? This would include all sides of buildings that can be seen from the street. **Yes**

- F. Should there be a separate set of standards/parameters regarding public art, such as murals? **Yes**

Items in red are from Board feedback at 3/8/2023 meeting discussion.

Mancos Design Review Guidelines

**A Guide for New Construction and Renovation in the Highway
Business District and the Commercial District**

TOWN OF MANCOS, COLORADO

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A Guide for New Construction and Renovation in the Highway Business District and the Commercial District

Purpose

The intent of these guidelines is to provide direction to Town officials and its appointed committees (particularly the Design Review Board) and Town staff in implementing the vision, goals and objectives of Mancos Comprehensive Plan as it relates to construction and renovation projects in the Highway Business District and the Commercial District (downtown) core. The Mancos community participated in the development of the Comprehensive Plan, which was adopted by the Planning and Zoning Commission and the Town Board of Trustees in 2011. An overarching goal of the plan, and one that continues to be a challenge, is that of protecting and enhancing the rural, western and historical character of Mancos while making room for managed and proper economic growth and development.

The guidelines herein are designed to provide developers and reviewers with direction on the architectural and site design preferences of the Mancos community. While the standards are flexible in some ways, they provide a basis of understanding for those individuals or firms interested in developing a quality project in Mancos' key commercial areas. These guidelines are to be used in support of the Mancos Municipal Code and the International Building Code.

Mancos is a town with unique western character and small town charm. The Hwy 160 bypass has created design and planning challenges for the community and the intention of these guidelines is to support new businesses that are compatible with and compliment our distinct character and community's values. The Mancos community desires to avoid the image of "Everytown USA" and the corporate-driven design solutions that are so prevalent throughout this country.

The Mancos Design Review Guidelines outline community's expectations regarding future development, renovation, and redevelopment within the commercial areas of town. These guidelines help to promote a balance between the community's desire for appropriate development aesthetics and the economic viability of the respective development. The Guidelines are intended to assist residents, property owners, business owners, builders, developers, decision makers, and staff with planning for development and redevelopment proposals.

The Mancos community is committed to our sense of place and sense of history in the Mancos Valley. It is the intention of the Mancos Design Review Board, Board of Trustees, Planning and Zoning Commission and other bodies, as well as town staff, to refer to these guidelines whenever possible and to use them as a basis for review of projects in the aforementioned zoning districts.

Table of Contents

- I. Building Design and Architectural Details**
- II. Fenestration and Facades**
- III. Awnings and Outdoor Seating**
- IV. Lighting**
- V. Signage**
- VI. Parking, Loading Areas and Property Access**
- VII. Fences, Walls, Landscaping and Other Screening**
- VIII. Trails and Sidewalks**
- IX. Benches, Bike Racks and Furniture**
- X. Appendix**

I. Building Design and Architectural Details

The purpose of this section is to improve the quality of development in the Town of Mancos by instituting design guidelines covering new building construction and remodels. The intent of the guidelines is to reflect the historic, rustic or rural character, and to exemplify the heritage and historic character observed in the Mancos Valley through the use of pedestrian or human-scale designs and natural building materials.

A. General Building Design

General Guidelines:

1. Buildings shall be designed to incorporate features such as facades, false fronts, roof forms, porches, window treatments, and architectural detailing that exemplify the heritage and historic character of the Mancos Valley. Avoid using a standardized "corporate or franchise" style in the design of buildings.
2. All building sides shall be characterized by the same quality and type of building materials and detailing. Since buildings will be viewed on all sides, design of the building shall consider a four-sided design concept, where the same attention to the detail exemplified in the front of the building shall be accorded to the remaining three sides.
3. Accessory structures shall be designed of the same building materials, roof forms, and color as primary structures that conform to these design standards.
4. Buildings shall be oriented to face the Hwy 160 in the Highway Business District if lots are adjacent to the highway. In the Commercial District (downtown) Core, buildings shall face Main and Grand Streets. In situations where this is impossible due to insufficient access to the site, the developer shall make the side of the building facing these corridors aesthetically pleasing, and if possible, shall design a side or alternate entrance.

B. Exterior Building Materials

Developers shall use natural materials such as stone, wood, heavy timbers, high-quality cultured materials and/or brick as exterior building materials. Wherever possible, green building materials shall be utilized. Buildings shall not be entirely constructed of metal. A mix of exterior building materials shall be utilized.

Guidelines:

1. Wood, shake, stone, brick, cedar shingle, or timber materials shall be used for facade treatment. Rusted corrugated metal (rcm) may be added. It is a popular siding material in the region and is reflective of our mining history.
2. Raised-seam metal, shake, shingle, Spanish red clay, stucco, Mexican tile, adobe or unglazed tile shall be used for roof materials.

3. Encourage the use of native stone or brick as an accent.
4. Building materials used for site features such as fences and screen walls shall complement a primary on-site structure that conforms to these design guideline

C. Building Mass and Size

Design new buildings at a mass that is compatible with buildings observed in the Mancos Valley and at a pedestrian-oriented scale.

Guidelines:

1. Buildings shall distinguish between upper and lower floors where more than one story is to be constructed.
2. Entrances shall incorporate at least one of the following building elements:
 - a. Doorways recessed at least four (4) feet from the building façade
 - b. Porticos
 - c. Porches
 - d. Awnings
3. Long, uninterrupted blank walls are discouraged. The maximum recommended length of an uninterrupted horizontal building elevation is 50 feet. Visual interruptions to the planes of exterior walls may be achieved through at least one of the following methods:
 - a. Building facades modulated at a depth of least four (4) feet and a width of at least eight (8) feet
 - b. Porches
 - c. Porticos
 - d. Bay windows
4. Roof lines shall be interrupted every 50 feet with gable, hip, or dormer roof forms or a vertical shift of at least (five) 5 feet.

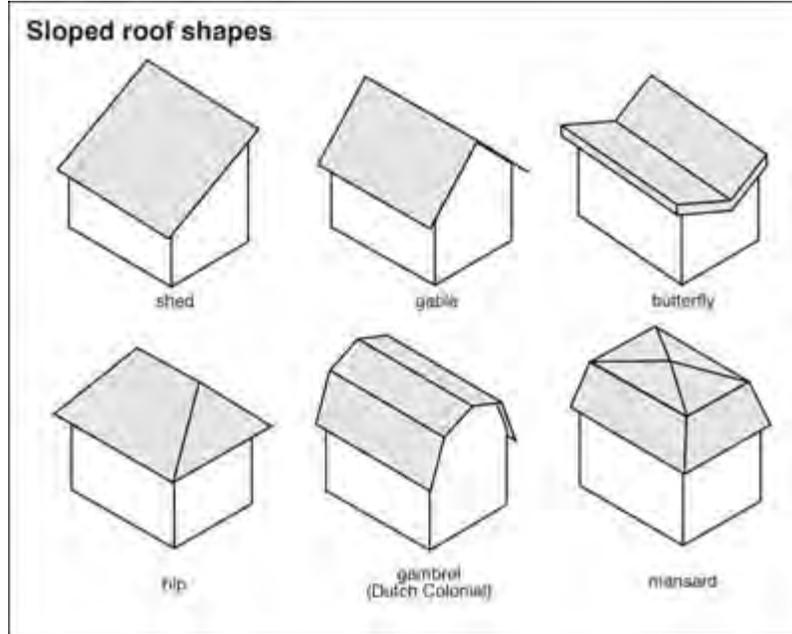
D. Roof Forms

Encourage design of buildings to incorporate gable, gambrel, hip, dormer, or false-front roof forms.

Guidelines:

1. Buildings shall be designed with gable, gambrel, or hip roof forms with a minimum 4:12 roof pitch.
2. False fronts, giving the appearance of a flat roof, may be used.
3. Roof planes shall be varied by using gable ends and/or dormers, unless a false front is used.

4. Mansard, dome, or butterfly roof forms are discouraged. Flat roofs may be utilized but shall be designed for proper drainage.
5. Appropriate snow loads for Mancos roofs shall be utilized.



E. Architectural Detailing

Design new buildings and exterior remodels to include the architectural detailing prevalent in the Mancos Valley. These architectural details include, but are not limited to, cornice details, trim details, timber details, knee bracing, wood siding, logs, and covered porches. Examples of architectural details observed in the Mancos Valley are illustrated in the graphics and photographs in this chapter.

Guidelines:

Historic architectural detailing shall be incorporated into building design. At least one element from each of the following categories shall be included in the design of all new buildings and accessory structures:

Details (See the Appendix for examples)

- a. Cornice details
 - (1) Trim details
 - (2) Timber details
 - (3) Knee bracing
- b. Porches and Entryways
 - (1) Porches

- (2) Porticos
- (3) Entryways recessed at least 4 feet

c. Siding

- (1) Board and batten
- (2) Horizontal clapboard
- (3) Beveled planks
- (4) Cedar shingle
- (5) Stone
- (6) Brick
- (7) Timber
- (8) Rusted Corrugated Metal (RCM)
- (9) Plaster materials such as adobe, stucco or lime plaster

F. Colors

Exterior colors shall not be used to garner unnecessary attention and where possible, shall be derived from the naturally occurring colors present in the Mancos Valley. This does not preclude the building from having color accents on trim, doors, windowsills, etc.

Guidelines:

1. Colors shall be muted. Traditional colors that match those found in nature are preferred over intense chromas.
2. Roof colors shall also be muted.
3. Reserve the use of bright colors for accents, such as on ornamentation and accents.
4. Doors may be painted an accent color or they may be left a natural wood finish.
5. Brilliant luminescent or “day-glow” colors are inappropriate.
6. Garage and large bay doors shall be painted or stained the same colors as the areas around them.

G. Mixed Use Development

In the Highway Business District and Commercial District, mixed use buildings are encouraged. The primary use of the building shall be commercial, with residential (such as condos, apartments or other dwellings) on the upper floors.

Guidelines:

1. The residential portion of a mixed use building shall incorporate typical residential features such as porches and balconies that offer façade articulation and transparency.
2. Structures shall encourage pedestrian activity at the street level through the appearance of commercial architectural design of the first floor.
3. Additions shall be designed so as not to obscure, alter or destroy the character of the original building when viewed from a public right-of-way.

II. Fenestration and Facades

A. Fenestration

Fenestration is the arrangement, proportioning and design of windows and doors in a building.

Guidelines:

1. Utilize multiple panes of glass rather than single large sheets. Divided windowpanes, or individual panes of glass set apart by strips of wood or metal (muntins) are acceptable.
2. Provide accent trim and framing for wood installations. If aluminum or other materials are used, the overall character shall replicate or recall wood-type installations.
3. Buildings shall meet the ground with a solid base treatment that creates a visual transition from sidewalk to building wall. Glass storefront wall systems that extend to the ground are not recommended.
4. An interesting variety of window sizes and styles shall be utilized in larger developments.
5. Windows shall not be opaque.
6. Consider the use of transom windows (small windows above larger storefront windows and doors).
7. Consider the use of awnings.
8. Doors shall generally be solid or opaque around their perimeter with one or more glass panes in the center. Multiple panels or panes of glass within the door are encouraged. Slab doors without articulation or modern tempered glass doors with or without permanent frames are discouraged.

9. Doors are encouraged to have more ornate hardware utilizing brass or bronze as a material (recognizing that the configuration will have to meet accessibility requirements).
10. Consider using sidelights adjacent to doors.
11. Entry features shall be well distinguished and covered from the weather through awnings.

B. Facades

These guidelines encourage building facades that enhance and preserve the historic character of the area. The emphasis is on building form, character and design, rather than specific uses of the property.

Guidelines:

1. First and second story floors shall be distinguished from each other through the use of cornices or roof lines.
2. While standard corporate branding may be utilized in some areas, such as signage, buildings shall conform to the western small-town character of the historic Mancos Valley.
3. Varying rooflines and building forms add to the visual interest of a development and minimize the perception of building scale and shall be used when possible.
4. False front facades may be used.

III. Awnings and Outdoor Seating

Businesses may wish to install outdoor patios, eating areas, or other café style seating to support the business.

A. Awnings

Guidelines:

1. Where awnings are used to provide maximum shade, they shall consist of opaque material.
2. Awnings shall generally be a single color.
3. Awnings shall not be back lit or internally illuminated.
4. Sign lettering and/or logos shall comprise no more than 30% of the total exterior surface of an awning or canopy, and shall be included in the calculation of the allowable sign area.

5. Awnings may be provided along the entire frontage of commercial buildings.
6. Awnings or canopies shall be hung above the display window space at least 10-14 feet above the public walkway with a minimum 8-foot vertical clearance. They may extend 6- 8 feet over the walkway from the building's face.

B. Outdoor Seating

Outdoor seating is encouraged, so long as it does not block the sidewalk or other public rights of way.

Guidelines:

1. Liquor laws pertaining to the outdoor consumption of alcoholic beverages shall be followed.
2. The surface of the patio, sidewalk café, or other outdoor seating area shall be of a suitable and durable material such as stone, brick, wood, or concrete.
3. Screening and compatibility standards with adjacent development shall apply, including fencing, landscaping, etc.
4. Where possible, shade structures such as awnings or overhangs, or umbrellas shall be provided.

IV. Lighting

The purpose of this section is to offer design guidelines for lighting that enhance visibility and security while accenting key architectural elements and landscape features. An outdoor lighting plan shall be submitted with the site/development plan and such lighting shall not be directed towards any adjacent residential uses or public streets.

A. Lighting Orientation

Developers shall orient lighting in a manner that will accent buildings and landscape features while minimizing glare.

Guidelines:

1. All lights more than seven (7) feet above the ground shall be cut-off or downward directional lighting.
2. Lighting shall be of an indirect source.
3. All outdoor lighting shall be directed downward or toward a surface and shielded from adjacent properties and streets.

4. Mancos has adopted a dark sky ordinance, which is integrated into the Mancos Municipal Code. The standards of this ordinance shall be followed. All new light sources shall meet the requirements of Mancos Municipal Code.
5. Lighting on projects are encouraged to be pedestrian scale and oriented, and to use the following guidelines:
 - a. Path/sidewalk lighting is encouraged for all new development.
 - b. Lighting poles (excluding street lights) shall not exceed 14 feet in height and design shall be consistent with the Western style architectural theme.
 - c. Luminaries/globes shall be consistent with the Western style architectural theme.
 - d. Floodlights shall not be used to light any portion of any building facade between the hours of 10:00 p.m. and 6:00 a.m.
 - e. No outdoor light source shall be mounted above the lower portion of the roof line.
 - f. Existing outdoor light sources are encouraged to follow the design guidelines as opportunities occur to convert them to new fixture.

B. Lighting Design

Developers shall utilize lighting fixtures of a traditional color and design that will accent and complement on-site buildings that conform to these design guidelines.

Guidelines:

1. Ornamental pole lamps that approximate the Mancos Valley historical character shall be used.
2. On-site light standards shall not exceed a height of 16 feet.
3. Sodium vapor and similar high-intensity light sources shall be prohibited.

C. Outdoor Lighting (Dark Sky Ordinance)

The Town desires to reduce the impacts of exterior illumination on the community's perceived quality of life. This Section is intended to improve the nighttime lighting environment for residents, visitors, pedestrians and drivers. The intent of this Section is to address the specific problems of unnecessarily increased light levels, light trespass, glare and sky glow.

Applicability. This applies to the Highway Business District and Commercial District and applications for new zoning development permits and building permits in those districts.

Application requirements. Whenever a person is required to obtain a zoning development permit, building permit, electrical permit for outdoor lighting or signage, a conditional use permit, subdivision approval or any type of development plan approval by the Town, including all Town projects, or whenever a person requests annexation or rezoning, the applicant shall, as part of said application, submit sufficient information to enable the Zoning Administrator or Building Inspector to determine whether the proposed lighting will comply.

The application shall include the following:

- (1) A site plan indicating the proposed location of all outdoor lighting fixtures and signs; and
- (2) Such other information as the Zoning Administrator or Building Inspector may determine is necessary to ensure compliance with this guideline.

Guidelines:

1. Specific uses. The following standards are allowed in addition to the temporary lighting defined below:
 - a. **Security lighting.** Security lighting is permitted and is defined as lighting designed to discourage crime and undesirable activity. Where security lighting is needed, motion sensors (to automatically turn it on when motion is detected and turn it off when motion ends), photocell/timer combinations or similar technologies to activate lighting during times when it will be needed, to turn on lights at dark and to reduce light levels after hours or by 11:00 p.m., whichever is later, are encouraged to be used in order to provide safety, conserve energy and promote compatibility among different land uses.
 - b. **Architectural lighting.** Architectural accent lighting is permitted as follows:
 - 1) Fixtures used to accent architectural features, materials, colors or style of building shall be located, aimed and shielded so that light is directed only on those features being highlighted.
 - 2) Rope/strand lighting may be used as an architectural feature. Rope lighting must be placed so that it is shielded from shining directly upward. Exception: during the winter holiday season.
 - 3) Linear lighting, such as fluorescent awnings, illuminated bands and similar lighting that is two (2) inches or more in width, are prohibited. Façade lighting primarily intended to be an attention-gaining device is also prohibited.
 - c. **Street lighting.** Street lighting shall be shielded but either full cutoff, cutoff or semi-cutoff fixtures, or a combination of these types, may be used. Cutoff and semi-cutoff shields may be used at intersections or other locations where a larger area of light spread is preferred due to safety reasons.

2. Prohibited lights.

The following types of lights are prohibited:

- a. Roof lights. Light sources shall not be affixed to the top of a roof except where required by the building code.
- b. Unshielded light sources and uplighting. Unshielded light sources resulting in uplight – light that shines in an upward direction.
- c. Search light, aerial lasers and spotlights. Search lights, aerial lasers and spotlights are prohibited unless otherwise indicated in this Section. Shielded spotlights may be used in loading zones during loading and unloading operations.
- d. Nuisance lights. Lights which flash, move, revolve, blink, flicker, vary in intensity, change color or use intermittent electrical pulsation or lighting that can be found to be obtrusive to neighboring properties are considered nuisance lighting and shall be prohibited.
- e. Neon lights.
- f. Sodium vapor and similar high intensity light sources.

3. Severability.

Shall any portion of this Article be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Article shall not be affected.

4. Definitions.

Unless the context clearly indicates otherwise, the following words shall have the following meanings:

Dark Sky cutoff fixture means any light fixture that emits its light below forty-five (45) degrees when measured from zero (0) to one hundred eighty (180) degrees vertical.

Dark Sky cutoff fixtures keep most of their light from reaching the night sky and also minimize ground reflection and reduce light scatter beyond the property line.

Dark Sky fixture means any light fixture that emits its light below ninety (90) degrees when measured from zero (0) to one hundred eighty (180) degrees vertical.

Dark Sky fixtures keep most of their light from reaching the night sky.

Dark Sky shade means anything that is used to shade a light fixture so that it behaves as a *Dark Sky fixture*. These include, but are not limited to, fixtures outfitted with caps or housings or installed under canopies, building overhangs, roof eaves or shaded by other structures, objects or devices.

Dark Sky shield means anything that is used to shield a light fixture so that it behaves as a *Dark Sky cutoff fixture*. These include, but are not limited to, fixtures outfitted with caps or housings or installed under canopies, building overhangs, roof eaves or shielded by other structures, objects or devices.

Emergency refers to lighting as required by civil officers, agents and officials to perform their duties to maintain the public health, safety and welfare.

Light fixture means any device intended to produce illumination.

Motion sensor means any device that turns a light fixture on when it detects motion and off when motion stops.

Switch means any device that can be manually controlled by a person to turn a light fixture on and off. For the purpose of this Article, *switches* include motion sensors but *switches* do not include light sensors or timers.

Temporary refers to lighting as required by citizens to carry out legally approved activities for durations as specified in the permits for those activities. These include, but are not limited to, activities such as nighttime agricultural operations, construction work lighting and seasonal decorations, but in no case for more than a period of three (3) months without an exemption granted by the Town.

5. Light fixtures permitted.

- a. All light fixtures that were installed prior to the effective date of the ordinance codified herein are grandfathered, approved and permitted by this Article.
- b. When a non-Dark Sky fixture is replaced, it shall be replaced with one (1) of the following:
 - 1) Dark Sky fixture;
 - 2) Dark Sky cutoff fixture; or
 - 3) Non-Dark Sky fixture that has a Dark Sky shade or a Dark Sky shield that causes it to operate as if it were a Dark Sky fixture or a Dark Sky cutoff fixture.
- c. All light fixtures that are Dark Sky fixtures and Dark Sky cutoff fixtures are approved and permitted by this Article.
- d. All light fixtures that have a Dark Sky shade or a Dark Sky shield are approved and permitted by this Article.

6. Installation of new Dark Sky fixtures and Dark Sky cutoff fixtures

When a new Dark Sky fixture or Dark Sky cutoff fixture is installed, it shall be installed with a switch to allow it to be manually turned on and off or with a motion sensor to automatically turn it on when motion is detected and turn it off when motion ends. (Ord. 632, 2010)

7. Light fixtures encouraged but not required

- a. Light fixtures with motion sensors are encouraged to minimize the duration of nighttime lighting.
- b. Light fixtures with soft yellow or orange lights instead of harsh white lights are encouraged to protect the view of the night sky.
- c. Dark Sky shades and Dark Sky shields are encouraged for old existing fixtures to protect the view of the night sky, minimize ground reflection and reduce light scatter beyond the property line.
- d. Dark Sky cutoff fixtures are encouraged where light fixtures are mounted on structures or poles higher than the first level above ground level to protect the view of the night sky, minimize ground reflection and reduce light scatter beyond the property line.

8. Exemptions

- a. The Board of Trustees may allow exemptions from this Article as needed to relieve any unusual circumstances or difficulties or costs that would be encountered if an attempt were made to comply with this Article.
- b. The Board of Trustees may allow exemptions from this Article to recognize that a good faith attempt has been made to comply with this Article but compliance is still not possible due to unusual circumstances or difficulties or costs encountered.
- c. This Article does not apply to emergency lighting.
- d. This Article does not apply to temporary lighting.
- e. This Article does not apply to vehicular lighting.
- f. This Article does not apply to lighting on wheeled farm machines.

9. Liability

A person utilizing or maintaining an outdoor light shall be responsible for all costs and any other liability resulting from failure to comply with this Article. Responsibility for costs and liability begins from and after the day after passage of the ordinance, codified herein as required by law.

V. Signage

Signage is an important part of the overall look and feel of a building. In general, the Mancos community prefers signage that enhances the historic western nature of the community. Signs shall not improve, not detract, from a building's character.

A. Signage, in General

Sign means any letter, figure, character, mark, plane, point, marquee sign, moveable or stationary object, design poster, pictorial, picture, stroke, stripe, line, trademark or reading matter on an illuminated or non-illuminated surface that shall be so constructed, placed, attached, painted, erected, fastened or manufactured in any manner whatsoever, so that the same shall be used for the attraction of the public to any place, subject, person, firm, corporation, public performance, machine or merchandise whatsoever, that is displayed in any manner whatsoever outdoors.

Purpose and intent. The purpose of these regulations is to encourage and promote a consistent and appropriate signage element for the benefit of the citizens, as well as the business community. These regulations are not designed or intended to discourage or inhibit aesthetically pleasing signage design, materials and placement. It is further the intent of this Section to encourage the erection of signs which are attractive and compatible with the adjacent property, which will preserve and enhance property values within the community, which will provide for the public convenience, health and welfare and which will protect the public safety. This Section shall comply with all state and federal regulations concerning the establishment of outdoor advertising as more specifically found at Section 43-1-401, et seq., C.R.S.

Applicability. The following regulations shall govern the placement and construction of all signs within the Town for the Highway Business and Commercial District.

B. Sign Types

1. Temporary signs

Temporary signs are defined as those that will be used for thirty (30) days or less in a calendar year. These signs are not required to have a sign permit to be erected and shall be subject to the following conditions.

Guidelines:

- a. Civic, cultural and public service window posters, when posted inside commercial establishments, provided that they do not individually or collectively occupy more than twenty-five percent (25%) of the total area of a window or five (5) square feet, whichever is less.
- b. Promotional or special sales signs, when erected in conjunction with a commercial establishment, provided that they do not, individually or collectively, exceed twenty-five percent (25%) of the total area of the ground floor display window or sixteen (16) square feet, whichever is less.
- c. Signs announcing the sale or leasing of a property or building provided that they do not individually or collectively exceed six (6) square feet and are promptly removed after the sale or leasing of the subject property.

- d. Temporary decorations or displays, including balloon-style promotions, clearly incidental and associated with national or local holiday celebrations for a period not to exceed ninety (90) days per year, per lot.
- e. Temporary signs not associated with businesses may be displayed not more than thirty (30) days per year or exceed six (6) square feet in size. Examples include garage sale signs, puppies-for-sale signs, agricultural produce sales, etc.
- f. Political campaign signs may be on display longer than thirty (30) days, but must be removed within seven (7) calendar days after election.

2. Exempt signs

Exempt signs are those that are permanent in nature (to be erected for more than thirty (30) days) but do not require a sign permit to be erected. However, exempt signs must meet current sign code requirements identified in this Chapter.

Guidelines:

- a. Publicly erected or required signs of a noncommercial nature, such as but not limited to safety signs, danger signs, trespassing signs, traffic signs, memorial plaques, and signs of historical interest.
- b. Integral signs. Names of buildings, dates of erection, monumental citations, commemorative tablets and the like when carved into stone, concrete or similar material or made of metal or other permanent-type construction and made an integral part of the structure. Murals not containing statements, words or pictures of an obscene, indecent or immoral character are also exempted integral signs.
- c. Flags, crests or banners of nations, organizations of nations, states and cities, or professional fraternal, religious or civic organizations, except when displayed in connection with commercial promotion, as long as they do not exceed sixty (60) square feet. Other flags for the purposes of commercial promotion count toward the allowable sign square footage.
- d. Regulatory signs erected on private property, such as "no trespassing" signs, which do not exceed two (2) square feet per face or four (4) square feet in total surface area.
- e. Scoreboards for athletic events.
- f. Traffic control signs installed by proper authorities.
- g. Signs of a duly constituted governmental body, including traffic or similar regulatory devices, legal notices, warnings at railroad crossings and other instructional or regulatory signs having to do with health, hazard, parking, swimming, dumping, etc.

- h. Address numerals and other signs required to be maintained by law or governmental order, rule or regulation, provided that the content and size of the sign does not exceed the requirements of such law, order, rule or regulation.
- i. Small signs not exceeding six (6) square feet in area displayed on private property for the convenience of the public, including signs identifying in-home occupations, signs to identify entrance and exit drives, parking areas, one-way drives, rest rooms, freight entrances and the like.

3. Prohibited signs

Prohibited signs include the following signs, and shall apply in the Commercial and Highway Business Districts to temporary, exempt and all other types of signs:

- a. Signs employing mercury vapor, low-pressure and high-pressure sodium and metal halide lighting or otherwise not complying with the illumination requirements of this chapter.
- b. Plastic panel rear-lighted signs.
- c. Signs on roofs, dormers and balconies.
- d. Signs containing statements, words or pictures of an obscene, indecent or immoral character.
- e. Signs advertising a business, activity, product or service not conducted on the premises upon which the sign is located, such as billboards, other than permitted directional signs.
- f. Signs that contain or consist of ribbon streamers, strings of light bulbs, spinners or other similarly moving devices.
- g. Digitally lit programmable signs or reader boards when used for commercial purposes.
- h. Real time video projected on outdoor display screens, outdoor video projection screens and outdoor LED screens or outdoor display screens of any type are prohibited for use as signs, including in windows.
- i. Signs emitting sound.
- j. Any sign located in such a way as to intentionally deny an adjoining property owner visual access to an existing sign.
- k. Any sign or sign structure which is structurally unsafe; constitutes a hazard to safety or health by reason of inadequate maintenance or dilapidation; is not kept in good

repair; or is capable of causing electrical shocks to persons likely to come in contact with it.

- l. Signs advertising an activity, business, products or services which have been abandoned or otherwise become extraneous for a period of thirty (30) days or more. If the sign or sign structure is covered or the identifying symbols or letters removed, an extension being shown.
- m. No sign shall be attached to a tree or utility pole, whether on public or private property.
- n. Banners shall not be used as permanent signs.
- o. No portion of any sign shall be located in the line of sight needed for pedestrians or vehicle operators lower than eight (8) feet from the average ground level, and supporting members of such signs shall not obscure views of pedestrians or vehicle operators.

4. Required address signs

The owner of any new structure or mobile home shall have an address assigned by the Building Official and, without requirement of a sign permit, shall:

Guidelines:

- a. Within thirty (30) days after the receipt or notification of such number, affix the number in a conspicuous place.
- b. Remove any different number which might be mistaken for or confused with the number assigned to said structure by the Building Official.
- c. Display the number assigned to the frontage on which the front entrance is located. In case the principal building or structure is occupied by more than one (1) business or residential unit, each separate front entrance shall display a separate number.
- d. Ensure that all required address numerals are painted or applied not less than two (2) inches in height and are posted so as to be legible from the street or road on which the property is located.

5. Commercial District and Highway Business District Signs

Each on-site business may have **one (1) of each** of the following types of signs, as allowed per the underlying zoning district, unless there are multiple on-site businesses in one building or property. Each sign shall follow the allowable signage and dimensional standards found in this section. For guidelines regarding signage at a single property with multiple on-site businesses, see subparagraph (c).

- a. **One (1) wall-mounted or painted sign** shall be permitted per business or principal use in accordance with the following standards, except that corner buildings are permitted one (1) sign fronting each street for a total of two (2) signs:
 - 1) The sign shall be permanently affixed to the front facade of the building and shall project outward from the wall to which it is attached no more than six (6) inches. Banners may be used for a period of up to six (6) months until permanent signage is affixed.
 - 2) In cases where letters, graphics or the like are attached directly onto a building façade or wall, the materials affixed for signage shall be no larger than the dimensions noted for the sign in the underlying zoning district.
 - 3) The maximum permitted height is seventeen (17) feet above the front sidewalk elevation or from the typical sidewalk elevation, if one is not present, and shall not extend above the base of the second floor windowsill, parapet, eave or building facade.

- b. **One (1) wall-mounted sign shall be permitted on any side or rear entrance** that is open to the public.

- c. For buildings or properties with more than one on-site business, **one (1) wall-mounted building directory signs** identifying the occupants of a commercial building, including upper story business uses, in accordance with the following standards:
 - 1) The sign is located next to the entrance.
 - 2) The sign shall project outward from the wall to which it is attached no more than six (6) inches.
 - 3) The sign shall not extend above the parapet, eave or building facade.
 - 4) Each tenant is limited to one (1) square foot.
 - 5) Applied letters may be substituted for wall-mounted signs, if constructed of painted wood, painted cast metal, bronze, brass or black anodized aluminum or other similar non-plastic materials, provided that the height of applied letters shall not exceed the square footage allotted to each tenant.

- d. **One (1) projecting or suspended sign**, including graphic or icon signs, to the building wall. The following guidelines shall be followed:
 - 1) The distance from the ground to the lower edge of the signboard shall be no less than eight (8) feet or greater than ten (10) feet.
 - 2) The height of the top edge of the signboard shall not exceed the height of the sill or bottom of any second-story window, if attached to a multi-story building.
 - 3) The distance from the building wall to the signboard shall not exceed six (6) inches for a projecting wall or extend beyond the pedestrian area for suspended signs.
 - 4) Projecting and suspended signs shall be limited to one (1) such sign per business, and the square footage of such a sign is computed into the total allowable sign footage.

- 5) Signs may not project over the street.
 - 6) Signs must be properly secured to ensure maximum safety.
- e. **One (1) or more painted or decaled window or door sign(s) per window or door** in accordance with the following standards:
- 1) The height of the lettering, numbers or graphics shall not exceed eight (8) inches per line
 - 2) Each business may have one (1) such sign per window or door
- f. **One (1) freestanding sign** advertising on-site businesses or land uses may be permitted in accordance with the following standards:
- 1) One (1) freestanding sign is permitted per building.
 - 2) Only one sign board may be affixed to a mount. There may not be multiple signboards on a single mount or set of poles, unless there are multiple on-site businesses occupying a single building.
 - 3) In cases where more than one on-site business occupies a single building, each on-site business will be entitled to a separate signboard or part of a signboard that shall be affixed horizontally onto a single mount. The dimensional standards of the entire sign shall not exceed that allowed by the Signage Dimensional Standards table.
 - 4) No sign shall project over, or be placed in, any sidewalk, pedestrian and/or public way or any portion of any right-of-way of the Colorado Department of Transportation.
 - 5) If illuminated, all signs, including any freestanding sign, shall adhere to the illumination requirements of this Chapter.
 - 6) Each freestanding sign may have two (2) faces. The two (2) faces shall be the same size and join back-to-back without any overlap.
- g. **Directional signs** for off-highway businesses may be permitted only in the HB, Highway Business District in accordance with the following standards:
- 1) Each off-highway business may have one (1) directional sign at a single appropriate highway intersection.
 - 2) Each sign shall measure eighteen (18) inches by fifty-four (54) inches and shall be attached to and stacked between two (2) poles for this purpose at each intersection. The first business at each intersection shall be responsible for establishing the poles, and there must be space provided for at least three (3) additional directional signs on each set of poles.
 - 3) Such signs may show a name, direction and distance and may be located adjacent to a public right-of-way, subject to the permission of the landowner.
 - 4) Permits for directional signs shall not be issued where such standards are served by a sign installation provided by the State or the Town.
 - 5) No sign shall be allowed that prevents the driver of a vehicle from maintaining a clear and unobstructed view of official signs and approaching or merging traffic.

h. No more than two (2) moveable signs or objects per on-site business, to include items such as:

- 1) Sandwich boards
- 2) Artwork or objects or other “iconic” signs
- 3) Seasonal banners

C. Signage Dimensional Standards

Sign Type	Highway Business District	Commercial District
Wall-mounted Sign-Front	Max Sign Area: 32 SF Height Above Sidewalk: 17 ft max	Max Sign Area: 20 SF Height Above Sidewalk: 17 ft max
Wall-mounted Sign-Rear/Side	Max Sign Area: 6 SF	Max Sign Area: 6 SF
Wall-mounted Sign-Building Directory	Max Sign Area: 1 SF per Tenant Height Above Sidewalk: 17 ft max	Max Sign Area: 1 SF per Tenant Height Above Sidewalk: 17 ft max
Projecting/Suspending Sign	Max Sign Area: 16 SF Height Above Sidewalk: 17 ft max Max Sign Width: 4 ft	Max Sign Area: 16 SF Height Above Sidewalk: 17 ft max Max Sign Width: 4 ft
Freestanding Sign	Max Sign Face Area: 40 SF Height Above Sidewalk: 30 ft max Max Sign Faces Allowed: 2	Max Sign Face Area: 16 SF Height Above Sidewalk: 12 ft max Max Sign Faces Allowed: 2

**Height includes posts and extends to the top edge of the sign*

D. Signage Design Standards

Western style or creative architectural themes are encouraged. Design and construction of signs shall complement the architectural character of on-site buildings and conform to these design standards by using natural materials, indirect lighting, and limiting the number of signs. Please see the appendix for examples.

Guidelines:

1. Use materials and design that suggest the western rural heritage of the community such as, but limited to, wood, metal, paint, brick, stucco, and adobe.
2. Monument signs are preferred to pole signs. When utilized, pole signs shall not exceed 12 feet in height.
3. Externally lit signs are preferred over internally-illuminated signs.
4. Flush-mounted signs shall not extend above the height of the building on which they are mounted.
5. Signs and graphics shall conform to the standards set by the Colorado Department of Transportation, where applicable.
6. Wall mounted signs shall not project out from building more than 6 inches.

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7. No sign shall be a prohibited sign (see section “prohibited signs”).
8. Applied letters may be substituted for wall mounted signs.
9. Iconic Signs shall reflect the goods and services offered within the building to which they are affixed. Examples of iconic signs observed in the Mancos Valley include wagon wheels and other western memorabilia.

E. Sign Illumination

Illumination of all signs shall only be allowed if in accordance with the standards in this Section.

Guidelines:

1. The light from any illuminated sign shall be so shaded, shielded or directed that the light intensity or brightness will not trespass onto neighboring properties.
2. Neither the direct nor the reflected light from primary light sources shall create a traffic hazard to passing motorists.
3. No sign shall have blinking, flashing or fluttering lights or other illuminating devices that have changing light intensity, brightness or color. Beacon lights are not permitted.
4. Illumination of signs placed upon businesses shall be permitted only on the front of the building. Corner lot businesses are permitted to illuminate signs on both sides of the building facing a street.

F. Sign Permits

It shall be unlawful to erect, construct, reconstruct, alter, paint or repaint or change the use of any sign as defined through this Section without first obtaining a sign permit from the Town of Mancos. However, a sign permit shall not be required to repaint a sign exactly as it was permitted for the purpose of maintenance.

VI. Parking, Loading Areas and Property Access

A. Parking, loading and access; purpose

The purpose of this Section is to require off-street parking and loading facilities in proportion to the parking demand for each use in order to ensure functionally adequate, aesthetically pleasing and secure off-street parking. This Section also facilitates the use of on-street parking for new commercial and public uses that are consistent with the purpose of the Mancos Municipal Code and with the current Comprehensive Plan where site constraints exist for adequate off-street parking. The regulations and design standards of this Section are intended to accomplish the following:

1. Ensure the usefulness of parking facilities.
2. Ensure sufficient parking spaces on-site in order to prevent excessive parking on public streets and in residential neighborhoods.
3. Ensure that access to parking does not impair the function of adjacent roadways or endanger the public safety.
4. Ensure that projects that are conducive to preserving the "western, small-town character" and improving the quality of life in the community will not be impeded by off-street parking requirements when adequate on-street parking is available.

B. Applicability

1. **New and complying development.** New development occurring after, and development existing on, the effective date of the initial ordinance codified herein and complying with the number of off-street parking spaces required by this Section shall be subject to the following provisions:
 - a. Every use of a building or land hereafter established shall provide the minimum off-street parking spaces as required by this Section.
 - b. The number of parking spaces may be reduced when the land use or floor area of a building is changed or reduced to a use or floor area for which fewer parking spaces are required.
 - c. When a building is expanded or a land use is changed so as to increase the number of parking spaces required, the number of such spaces shall be increased.
2. **Existing non-complying development.** Developments with legally non-complying parking areas shall be subject to the following provisions:
 - a. Existing parking spaces may be reduced below the minimum required if substantial hardship can be demonstrated.
 - b. Building permits and certificates of occupancy may be issued for a change of use or remodeling or structural alterations in developments containing legally non-complying parking areas, without requiring compliance with the provisions below, provided that such redevelopment does not result in an increase in the number of required parking spaces.
 - c. Any building expansion or change of use that results in an increase over the number of parking spaces that would be required for the lot shall provide additional parking spaces only for that increment of the expansion, as if it were a separate development. Only the

expanded portion of the parking area shall be required to comply with the provisions of this article.

3. **Waivers:** The requirement for off-street parking may be waived by the Board of Trustees for development in the commercial district if the number of spaces eligible for waiver equals the number of available spaces conforming to all of the following requirements:
 - a. There are site constraints which may prevent the developer from providing on-site/off-street parking without undue hardship.
 - b. All parking spaces shall meet the requirements of the rest of this chapter regarding parking space dimensions, lighting, etc.
 - c. There is not conflict with the section above “existing non-complying development.”
 - d. The Board of Trustees finds the proposed alternative parking spaces acceptable after considering issues, including but not limited to traffic impacts, pedestrian safety, whether the alternative parking is a long-term solution, etc.
 - e. The total number of parking spaces provided by the developer shall meet the requirements of Paragraph above and Section 16-16-60 of the Land Use Code. All parking spaces shall meet the requirement of Subsection 16-16-70(b) of the Land Use Code
 - f. Alternative on-street parking is within the commercial district or a public parking lot adjoining the Commercial District.
 - g. The proposed use is deemed by the Board of Trustees to be in conformance with the purpose of the Mancos Land Use Code (Section 16-1-40) and the current Comprehensive Plan.

C. Computing Parking

The minimum number of parking spaces required for a specific development proposal shall be based on the requirements listed in the Schedule of Off-Street Parking Requirements and the following provisions:

1. Unlisted uses. Where questions arise concerning the minimum off-street parking and requirements for any use not specifically listed, the requirements may be interpreted as those of a similar use.
2. Multiple uses. In computing the parking requirements for any building or development, the total parking requirements shall be the sum of the specific parking space requirements for each class of use included in the building or development.

- Fractions. When measurements determining the number of required parking spaces result in fractions, any fraction less than one-half (½) shall be disregarded, and any fraction of one-half (½) or more shall be rounded upward to the next highest full number.

D. Off-street parking requirements

Off-street parking spaces shall be provided on-site in accordance with the following minimum requirements:

Schedule of Off-Street Parking Requirements

<i>Zone District</i>	<i>Churches and Auditoriums</i>	<i>Hotel and Motel Units</i>	<i>Residential Uses</i>	<i>Nonresidential Uses</i>
C, Commercial	1 space per 4 seats	1 space per rental unit, plus 1 per employee	1 space per bedroom	2 spaces per 1,000 sq. ft. of net leasable space
HB, Highway Business	1 space per 4 seats	1 space per rental unit, plus 1 per employee	1 space per bedroom	2 spaces per 1,000 sq. ft. of leasable space

E. Parking space dimensions, lighting and design

Parking spaces shall be designed per the following guidelines:

Guidelines:

- Off-street parking shall be provided to the side or rear of the building. If the lot is not conducive to parking on the rear or side, limited parking can be provided in the front, so long as proper landscaping and screening standards are followed.
- Off-street parking serving commercial and multi-family uses shall be set back at least ten (10) feet beyond the front yard setback.
- Each off-street parking space shall consist of an open area measuring at least nine (9) feet wide by eighteen (18) feet long and seven (7) feet high; provided, however, that parallel parking spaces shall measure at least nine (9) feet wide by twenty (20) feet long and seven (7) feet high.
- Each off-street parking space shall open directly onto an aisle or driveway that is not a public street or a public alley. Aisles and driveways shall not be used for parking vehicles.
- Off-street parking shall be free of weeds, properly drained and surfaced with concrete, asphalt, sealed pavers, cobbles, gravel, sealed brick or any other material with similar characteristics and uses and shall be maintained in a usable condition at all times. Pervious surfaces such as gravel are preferred.

6. Security lighting shall be provided in parking lots with a minimum ground level illumination of one-half (½) foot-candle at any location in the lot. Lighting shall be so arranged as to reflect the light away from adjoining residential areas.
7. Off-street parking areas serving development in the C, Commercial or the HB, Highway Business District shall be landscaped and screened in accordance with the requirements of the landscaping and screening section of these guidelines. Trees, shrubs, wildflowers, ground covers and grasses shall be species that are indigenous (native) to southwest Colorado in order to develop a sense of belonging to the surrounding natural landscape.
8. A landscaped island/median shall be provided for every 20 parking spaces.
9. Snow removal and storage areas shall be provided.

F. Restricted use of parking areas

No automobile trailers, boats, detached campers, junk vehicles or any other object that will render a parking space unusable shall be stored in off-street parking areas. *Junk vehicles* shall be defined as those that lack a current license or are wrecked and/or dismantled.

G. Design of loading areas

Nonresidential uses shall provide loading areas in accordance with the following requirements:

Guidelines:

1. **Number of loading areas.** One (1) space shall be required for any use with a gross area of ten thousand (10,000) square feet or less, including outdoor storage of goods, but excluding dwelling units. An additional space shall be provided for each fifteen thousand (15,000) square feet or fraction thereof of gross floor area over and above the first ten thousand (10,000) square feet.
2. **Location.** No loading space shall be located within the right-of-way of a public street. Any loading dock or door shall be set back far enough from the right-of-way so that no portion of the right-of-way is occupied by trucks or other vehicles while loading or unloading. The location of the loading area shall not interfere with the free circulation of vehicles in the off-street parking area. No loading space shall be located so as to block access by emergency vehicles.
3. **Size of berths.** The minimum required dimensions of loading spaces, open or enclosed, shall be fourteen (14) feet in width by thirty-five (35) feet in length, with a minimum vertical clearance of fifteen (15) feet. Where tractor-trailer units will be using the facility, the minimum length shall be sixty-five (65) feet.
4. **Paving standards.** The surface of all open off-street loading spaces shall conform to the requirements for off-street parking areas.

5. **Use of loading areas.** Required off-street loading spaces and associated aisles and maneuvering areas shall be used for vehicle loading only. No sales, storage, display of merchandise (including automobiles), repair work or dismantling shall be permitted in such areas.

H. Driveways and access

Driveway improvements shall be extended and connect directly to the street surface. All required off-street parking shall be provided with driveway access to a public street or alley in accordance with the standards of this Section.

Guidelines:

1. **Minimum driveway width.** Driveways shall be a minimum of ten (10) feet in width when serving one (1) dwelling unit or fourteen (14) feet wide when serving more than one (1) residence or another use, such as a boarding house.
2. **Maximum driveway frontage.** The combined width of driveway cuts or entrances shall not be more than forty percent (40%) of the frontage of the lot along any street or alley.
3. **Maximum driveway grade.** The maximum driveway grade shall be twelve percent (12%).
4. **Corner visibility of street, alley and driveway intersections.** No walls, buildings or other obstruction to view in excess of four (4) feet in height shall be placed on any corner lot within a triangular area formed by the property line and a line connecting them at points thirty (30) feet from the intersection of the property lines.
5. **Drive-thrus** shall be permitted for banks and pharmacies only.

VII. Fences, Walls, Landscaping and Other Screening

Proper screening is important to protect the privacy of residents and to reduce adverse impacts from neighboring businesses and lots. Compatibility standards in the Mancos Municipal Code shall be followed, in addition to the screening standards below.

A. Fences

Guidelines:

1. **Height of fences.** Along the common boundary between any residential or nonresidential district that consists of the Highway Business District or the Commercial District, where a wall, fence or screening separation is erected or where a screening wall or fence is required by ordinance, resolution, regulation or law, the following standards for height and design shall be observed:

- a. No fence or wall erected within a required front yard shall exceed four (4) feet in height above the adjacent grade.
- b. Fences or walls erected within utility easements may be moved or removed by the Town or by the utility, without any responsibility to replace or restore, as necessary to facilitate normal utility maintenance.
- c. No fence or wall erected within a required side or rear yard shall exceed six (6) feet in height above the adjacent grade.
- d. Fences and walls shall be subject to the requirements of Paragraph 16-16-100(4) regarding corner visibility.
- e. Exterior building materials. At least a two-hour, exterior firewall shall be required for all structures with less than ten (10) feet of separation between buildings.

B. Street trees and screening (including landscaping)

This Section is designed to provide standards for the installation and maintenance of landscaping, walls and screening devices so as to promote the general welfare of the community. This is accomplished by encouraging the creation of an attractive appearance along streets and by screening from view those uses that may be unattractive to the public eye. Landscaping materials, including ground covers, shrubs and trees, further facilitate the control of erosion and the reduction of glare and dust, as well as the visual softening of building masses. Low-water-use plant materials require less water than do non-native plants and, therefore, are preferred for required landscaping. Walls and screening devices allow for the separation of incongruous uses and for the buffering of intensive activities. Landscaping, walls and screening devices together help to effectuate privacy, logical development and enhancement of property values.

Applicability. This Section shall apply to all development in the, Highway Business District and Commercial District; provided, however, that single-family development in all districts shall be exempt from the requirements of this Section. In addition, a one-time expansion of the floor area of nonresidential buildings on a lot or building tract not exceeding twenty-five percent (25%) of the existing floor area shall not be subject to the requirements of this Section.

Guidelines:

1. **Landscape and site plan.** Any proposed building or use shall be shown on a landscape or screening plan, indicating the location of existing and proposed buildings, parking areas, street improvements, and locations and types of landscaped areas, walls and screening devices.
2. **Location of utilities.** Proposed utilities shall be located, when possible, so that their installation will not adversely affect vegetation to be retained on a site.
3. **Installation.** Landscaping, watering devices, walls and screening structures shall be installed in accordance with the approved landscape or screening plan prior to issuance of a final certificate of occupancy for the building or use. The Building Official may grant a temporary certificate of occupancy during the winter months when installation is impracticable or not feasible.
4. **Maintenance requirements.**

- a. Landscaped areas shall be reasonably maintained by the owner or lessee of the property, including pruning, trimming, watering and other requirements necessary to create an attractive appearance for the development. Lack of maintenance of required landscaping material shall constitute a violation of this Land Use Code.
- b. Any plant materials not surviving shall be replaced within thirty (30) days of its demise or in the next appropriate season.

5. **Irrigation.** All required landscaped areas may be required to include an irrigation system as defined herein to ensure the health and growth of the landscape. Where possible, irrigation systems shall utilize untreated irrigation water instead of treated water.

C. Landscaping standards

Landscaping plans shall conform to the following standards:

Guidelines:

- 1. All undeveloped areas of the street yard of each lot or tract and the adjacent right-of-way shall be landscaped with trees, shrubs, grasses, ground cover or other organic and inorganic materials that create an attractive appearance. Smooth concrete or asphalt surfaces are not considered landscaping.
- 2. Shrubs and trees. Locally appropriate trees, shrubs and grasses shall be utilized in order to minimize the consumption of water.
 - a. One (1) tree with a minimum two-inch caliper shall be utilized per 50 feet of frontage, or fraction thereof (in no case closer than thirty-five [35] feet apart) of required landscaped area.
 - b. Any combination of shrubs, grasses, ground covers and organic and inorganic materials may be used for the balance of the required landscaping at the discretion of the applicant.

D. Screening Standards

The following screening standards shall apply:

Guidelines:

- 1. **Height of screening devices.** The height of screening devices shall be measured from the highest finished adjacent grade of the element to be screened.
- 2. **Screening plant list.** Plants used to satisfy screening standards shall be limited to those that require low levels of watering. Colorado State University has information on drought-tolerate plants that grow well in this area.

3. **Parking areas.** All parking areas shall be screened to a minimum height of three (3) feet above the highest finished grade of the parking area. The minimum width of the landscaped street buffer from the street line to the parking area shall be six (6) feet; provided, however, that the minimum landscaped buffer along the highway shall be six (6) feet. Such screening may be accomplished by the use of plants, earth berms, walls, fences or trees and shrubs in combination.
4. **Outdoor storage areas.** All outdoor storage areas for materials, trash, mechanical equipment (to include ground-based satellite dishes), vehicles or other similar items shall be screened from street view by a minimum six-foot-high screening device. Such screening device shall consist either of plant material or a wall constructed of or finished with materials to match the main building of the site. Where possible, storage shall not be visible from the street.
5. **Roof-mounted equipment.** Roof-mounted mechanical equipment shall be screened by parapet walls or other screening devices to be no lower in height than three (3) feet below the height of the mechanical equipment on side, front or rear walls, whichever are adjacent to public streets or residential districts.
6. **Utility cabinets and pedestals** shall be located where they can be screened from view. They shall not be located within a landscaping island in a parking lot where they are subject to vehicle damage. Consideration shall be given to accessibility for required service and maintenance of such facilities.
7. Where feasible, loading, service and equipment areas shall not be visible from public roadways or parking areas.
8. **Dumpsters** shall be located in the least visible location fully screened from view with durable building materials that are coordinated with the overall building design as illustrated in the example in the Appendix.

III. Trails and Sidewalks

A. Trail Standards

This Section is intended to ensure that pedestrian access is available to serve uses that need and benefit from such access. Builders shall be required to build sidewalks on all streets adjacent to their building sites. Builders in the Highway Business District and the Commercial District shall be required to dedicate trail easements or rights-of way (but not to build trails) in accordance with the Comprehensive Plan and Town of Mancos Trails Master Plan. Where a proposed subdivision includes portions of the Mancos River or Chicken Creek, a minimum twenty-five-foot easement or public right-of-way outside and adjacent to the normal river channel shall be dedicated for trail purposes. No certificate of occupancy shall be issued until the requirements of this Section are met.

1. Alternatively, and at the discretion of the Town, an escrow for the estimated construction costs of the required sidewalk may be deposited with the Town.
2. A one-time expansion of the floor area of buildings on a lot or building tract not exceeding twenty-five percent (25%) of the existing floor area shall not be subject to the requirements of this Section.
3. If a builder or property owner believes that a proposed use does not need or benefit from pedestrian access, a written request for interpretation may be submitted to the Zoning Administrator, describing the use and explaining why pedestrian access shall not be required as a condition of the building permit for the proposed use.
4. **Trails construction standards.** Trails in the Town shall be designed as multi-use trails.
 - a. Multi-use trails shall have a 0-10% slope
 - b. Right of way width shall be a minimum of 25 feet.
 - c. Clearing
 - d. Surface materials shall be natural or gravel. In some cases, asphalt, concrete, brick, or other materials may be considered.

B. Sidewalk Construction Standards

Sidewalks shall be five (5) feet in width in the C, Commercial District and the HB, Highway Business District, or eight (8) feet in width if installed adjacent to a curb. The construction specification of sidewalks will conform to the *Standards and Specifications for Public Improvements, Town of Mancos, Colorado, 1998*, on file with the Public Works Director.

IX. Benches, Bike Racks and Furniture

A. Benches and Furniture

Mancos encourages businesses to make their buildings pedestrian and bike friendly. The use of bike racks, benches, café style seating and other furniture is encouraged. These items must not block the sidewalk or other public rights of way and shall be placed so that they do not inhibit passersby or those with disabilities. Bike racks and furniture may be artistic and made from unusual materials and western-style furniture such as hitching posts may be utilized. See the Appendix for examples.

Appendix: Examples

SIGNAGE





FACADES





AN EXAMPLE OF MULTI-LEVEL ROOF LINES AND INDIVIDUAL FINISHES





RCM-RUSTED CORRUGATED METAL

SCREENED STORAGE





Town of Mancos



Map Printed February 2021

0 0.05 0.1 0.2 0.3 0.4 0.5 Miles

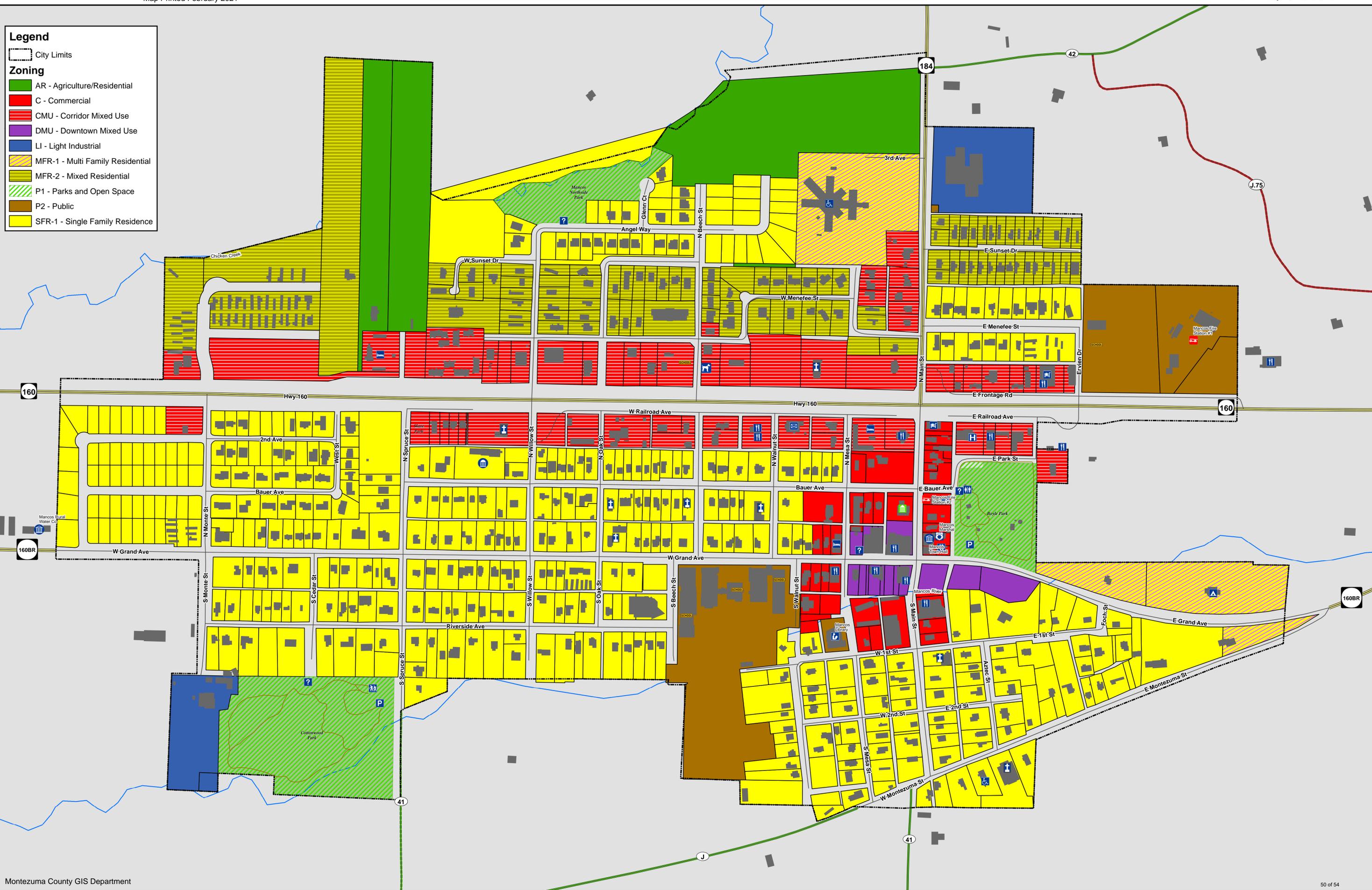
1 inch = 250 feet

Legend

City Limits

Zoning

- AR - Agriculture/Residential
- C - Commercial
- CMU - Corridor Mixed Use
- DMU - Downtown Mixed Use
- LI - Light Industrial
- MFR-1 - Multi Family Residential
- MFR-2 - Mixed Residential
- P1 - Parks and Open Space
- P2 - Public
- SFR-1 - Single Family Residence



Turf Replacement Program



Centennial Water's turf replacement program encourages residential customers to convert water-thirsty plant materials, such as Kentucky bluegrass, into a water efficient landscape. Water efficient landscapes help conserve our most precious resource in the west while saving you money on your water bill.

A thoughtfully designed landscape is also proven to reduce cooling costs in the summer, and support Colorado's native pollinators like butterflies and bumblebees.

The average participant in our turf replacement program saves 32% on their total water usage during the summer, when compared to summer water usage for their previous bluegrass landscape. Many save even more.

A rebate for up to 1,000 square feet is available for the removal of any high-water-use plant material, exact amount is dependent on replacement material.

Artificial turf replacements are no longer being accepted this time. We apologize for any inconvenience.

- \$2.00/sq. ft. for ColoradoScape*
- \$1.00/sq. ft. for low-water use turf: Dog Tuff™, Tahoma 31

*ColoradoScape is a natural landscape, comprised of low to very-low water use plant material, which blends in with the native Colorado landscape. Plant material must be maintained in its natural, native form. This landscaping utilizes a combination of hardscape and landscape materials, providing a variety of colors, textures, sizes, shapes, and seasonal interest.

PROGRAM REQUIREMENTS

- All landscape conversions must first be approved by the Highlands Ranch Community Association (HRCA).
- Rebates are not retroactive.
- Projects must be converting a minimum of 250 square feet to qualify for rebate, with a maximum of 1,000 square feet eligible for rebate.
- Areas must contain at least 50% healthy, irrigated turf. A percentage of landscape area will be deducted for dead, declining or unhealthy turf areas.
- Applications are accepted March 1 thru October 1.
- All landscape conversions must be completed by November 1 of the current program year.
- An initial site inspection and a final inspection will be scheduled with you by the program administrator.
- An online application must be submitted **before** a landscape conversion can begin. A project without an initial site inspection by a representative of Centennial Water & Sanitation District, regardless of HRCA approval, will not be eligible for a rebate.
- Plant material must cover at least 75% of converted area at mature size if installing ColoradoScape.
- Irrigation in the converted area must be removed or redesigned to appropriately meet the water needs of the new plant material. New plant material must be watered separately from turf grass.
- Participants will not receive additional water budget for the establishment of new plant materials. Please contact program administrator for suggested irrigation schedules during establishment period.
- Applications are processed in the order received and rebates are distributed on a first-come, first-served basis. Funding is limited. Only one rebate per customer per season.

PROGRAM GUIDELINES

- ColoradoScape is a natural landscape, comprised of low to very-low water use plant material, which blends in with the native Colorado landscape. Plant material must be maintained in its natural, native form. This landscaping utilizes a combination of hardscape and landscape materials, providing a variety of colors, textures, sizes, shapes, and seasonal interest.

- If you are not able to work with a landscape company, visit our [Low Water Plants](#) page for a list of recommended organizations that can assist you in finding the right plants.
- Plant material installations are strongly recommended to take place **May 15 to June 30** and/or **September 1 to October 15**.

July and August are historically Colorado's hottest months. As our goal is to reduce water usage, it is not advised to install new gardens during these months. Hot conditions also drastically increase the risk of transplant shock and plant loss. Alternately, a hard frost in the fall could also put your plant's life at risk. Winter hardiness for plants is determined assuming an established root system. Plants need six weeks to establish before the first hard frost. The dates listed above give your plants the best chance of survival. Please be mindful of early spring and early fall frosts.

- Remember that drought tolerant perennials and shrubs still require regular watering during their establishment period (the first three years). Gradually reduce irrigation each year as plants mature. Colorado native species require very little water once mature. They are worth the investment!
- Mulch your new garden to improve soil health, keep weeds at bay and retain soil moisture. Uncolored bark mulch is an organic mulch option that will decompose overtime, enriching your garden with organic matter. Drip irrigation installed at or below soil level is strongly recommended before applying bark mulch. Pop-up sprinkler systems are not recommended for bark mulched gardens. Inorganic mulches, such as squeegee gravel and pea gravel, help support water infiltration in gardens, and can be used with both drip and pop-up sprinkler systems. Certain areas of your yard may be better suited to different mulches (i.e. bark mulch in a shady area, pea gravel in a hot spot).
- Consider groundcover perennials or native seed mixes for sloped areas. Please note that native wildflower seed is recommended only AFTER native grass seed has successfully established.
- Landscape fabric is not recommended for perennial and shrub gardens.
- Drip irrigation is the most effective and water efficient irrigation system for perennials, shrubs, and trees in Colorado when used correctly. Many garden centers and home improvement stores sell equipment for converting pop-up sprinklers into drip irrigation. Drip irrigation is exempt from Centennial Water's day time watering restrictions and Stage 1 drought restrictions.
- Please consider our high-efficiency nozzle and smart controller rebates. [Visit our rebate and](#)

APPLY

An online application must be submitted before a landscape conversion can begin. A project without an initial site inspection by a representative of Centennial Water, regardless of HRCA approval, will not be eligible for a rebate.

Applications are processed in the order received and rebates are distributed on a first-come, first-served basis.

[Apply for a Turf Replacement Rebate](#)

Banner photo courtesy of Resource Central.