

ATTACHMENT “A”

**Town of Winthrop
Westernization**

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15.08.010 Purpose

The Town of Winthrop carries out a Westernization program to promote the economic and general welfare of the community by enhancing the overall visual attractiveness of the Town through a thoughtful and consistent replication of history, design and appearance of a inland-Pacific Northwest frontier town as it might have looked in the late nineteenth century. Winthrop's westernization standards and criteria promote and preserve attributes of a western town that may have existed between 1850 and 1900. As explained in the comprehensive plan, structures and building elements consistent with the western theme form a key and indispensable part of the overall visual attractiveness of the Town and is an essential component of the community's economic development effort. Combined with Winthrop's location in a particularly scenic area attractive for recreation, the Westernization program contributes importantly to the economic well-being of the community and is in the public interest to maintain and improve.

15.08.020 Westernization Design Review Board

A. The Westernization Design Review Board (WDRB) is authorized to administer the Westernization program.

B. The WDRB shall have the following authority, duties and responsibilities:

1. Reviewing applications for Westernization Permits submitted pursuant to this chapter, and making written decisions based on standards and criteria in this chapter.
2. Maintaining and regularly reviewing the Westernization regulations, and recommending amendments to the Town Council when appropriate.
3. Promoting the Westernization Program for the benefit of the community.

C. The Mayor, with confirmation by majority vote of the Town Council, may appoint members to the WDRB for 2-year terms. The members shall be selected without respect to political affiliations and shall serve without compensation. Members may be removed after a public hearing by majority vote of the Town Council for inefficiency, neglect of duty or malfeasance in office.

D. The WDRB shall consist of at least 4 and no more than 7 members. At least 2 of the members shall be owners, operators, or employees of businesses in the Town.

E. The WDRB shall annually select a chairperson and adopt internal rules of procedure. The committee shall schedule regular meetings. A majority of the membership shall constitute a quorum for the transaction of business. Meetings are subject to the Open Public Meetings Act.

15.08.025 Westernization Administrator

The Westernization Administrator (Administrator) shall be appointed by the mayor with confirmation by the Town Council. The duties and responsibilities of the administrator shall include:

- A. Assist administration of the Westernization program.
- B. Answer questions from the public regarding the Town's regulations;
- C. Maintain application forms based on the provisions of this chapter;

- D. Prepare required notices and process applications for review;
- E. Assist the WDRB and Town Council in preparing meeting agendas and conducting meetings;
- F. Prepare staff reports for pending applications;
- G. Prepare findings of Town decisions;
- H. Administer enforcement provisions of this chapter;
- I. Prepare and distribute notices of decisions; and
- J. Maintain the public record for all applications and actions.

15.08.030 Applicability of Regulations, Permit Required

- A. This chapter applies to all uses allowed by zoning, except residential, in a Westernization Overlay District.
- B. No structure, physical improvement of property, sign, artwork or external lighting governed by this chapter shall be constructed, altered or developed by any person, firm, corporation, government or other legal entity without a Westernization Permit unless the structure, physical improvement of property, sign, artwork or external lighting is expressly allowed without a permit. All structures, physical improvement of property, signs, artwork or external lighting must comply with this chapter.
- C. Constructing, renovating, relocating, re-painting, re-roofing or altering the exterior of a business, retail, office or commercial structure, non-residential structure or accessory structure requires a Westernization Permit.
- D. Installation, modification, alteration or relocation of signs, banners, artwork, historic items and replicas, permanent or temporary requires a Westernization Permit.
- E. Installation, modification, alteration or relocation of exterior lighting requires a Westernization Permit.
- F. Construction, installation, alteration or relocation of other physical improvements such as railings, fencing, landscape structures, boardwalks, building mechanical features, exterior furnishings or other outdoor appurtenances requires a Westernization Permit.
- G. Re-roofing or re-painting a commercial structure requires a Westernization Permit, but is exempt from application fees.
- H. Construction, reconstruction or rebuilding a boardwalk requires a Westernization Permit, but is exempt from application fees.
- I. Installation, modification, alteration or relocation of the following signs require a Westernization Permit, but are exempt from application fees. Colors and lettering shall conform to the allowed Westernization colors and allowed Westernization fonts:

1. Temporary “new” or “coming soon” business signs.
 - a. One temporary sign per business is allowed.
 - b. All signs referring to a previous business shall be removed when placing a temporary sign.
 - c. A temporary sign must be of dimensional lumber, paper or canvas and must not exceed 6 square feet in size in the W-2 or W-1 district and no more than 12 square feet in size in the W-3 district.
 - d. Temporary signs shall be affixed to the inside of a window of the business facing a public way. If the business lacks a window facing a public way, a temporary sign may be affixed to the outside surface of a building or as a free-standing sign.
 - e. A Temporary sign shall be displayed no longer than 60 days after initial posting.
2. Real Estate and Rental Signs.
 - a. One “for sale” or “for rent” sign is allowed per street frontage.
 - b. In the W-2 and W-1 districts, a sign shall not exceed 4 square feet in size; in the W-3 district a sign shall not exceed 6 square feet in size.
 - c. Materials, colors and fonts must conform to provisions of this chapter.
 - d. In the W-1 district, each sign must be affixed to a building. In the W-3 and W-1 districts, signs may be freestanding, double-sided. Signs are temporary and must be removed 7 days from the close of sale or property rental.
3. Outdoor menu signs for full-service restaurants. A menu sign shall be no larger than 22 inches by 28 inches and shall be affixed to or enclosed within a structure complying with chapter standards for material and placement.
4. A chalk board to advertise specials for a business in the W-2 or W-3 district. A chalk board shall not be composed of plastic or reflective material. A chalk board shall be affixed to the building parallel to the main facade and shall not exceed 4 square feet in size. A chalk board background color shall be black with a matte finish; lettering shall be white with a matte finish.
5. Signs of local, county, state and federal government entities, except signs governed by the federal Manual on Uniform Traffic Control Devices.
6. One commemorative plaque per business is allowed in all districts. A commemorative plaque shall not exceed 2 square feet in size, with lettering not exceeding 1 inch in height.
7. Banners for non-profit events taking place in the 98862 zip code be may hung for 14 days prior to an event and must be removed within 48 hours of the event’s completion. Banners must be made of canvas or woven non-reflective fabric, and must obtain a Westernization Permit. Banners shall be no larger than 5 feet tall and 60 feet in length. Banners may be used annually upon WDRB approval when placement is contingent on a yearly special event permit with the Town.

J. The Town shall not issue a Building Permit without an approved Westernization Permit or demonstration of compliance with this chapter.

K. If a building permit expires, a Westernization Permit also expires and all work must cease.

L. In the event of a natural disaster, the requirements of rebuilding and repairing structures to the westernization standards and requirements listed in this chapter remain in force.

M. Consolidated Review of Applications. When an applicant applies for more than one type of permit for a parcel or contiguous parcels of land, the proceedings shall be consolidated for review and decision. When proceedings are consolidated, required notices may be consolidated, provided the notice shall identify each application to be decided. When more than one application is reviewed in a hearing, separate findings and decisions shall be made on each application.

15.08.040 Westernization Permit Exemptions

A. A Westernization Permit is not required for constructing, renovating, painting, roofing or altering the exterior of a structure, utilities and appurtenances or the storage of material where the activity is fully obscured or not visible from the adjacent public way. Building or installing screening to block view of a building element or activity from view requires a Westernization permit and conformance with this chapter.

B. The following signs or displays do not require a Westernization Permit or application fee, but shall be installed and maintained in conformance with this chapter.

1. Temporary signs used for advertisement of a non-profit event in the 98862 zip code. Signs are permitted only outside of the public right-of-way at the intersection of Highway 20 and White Avenue/Twin Lakes Road and at the Winthrop Barn's parking lot entrance only if the event is being held at the Winthrop Barn. Double-sided signs shall not exceed 30 inches by 42 inches. Signs may be erected 24 hours prior to the event, must be removed within 24 hours after the completion of the event and may not be displayed more than 5 consecutive days in any one month of the year.
2. Window displays in a business in a W-3 district may advertise any community event or public service. Window displays advertising a community event or public service shall be no larger than 3 square feet in size.
3. One "Open/Closed" or "Hours Open" sign not exceeding 4 square feet in size per business. Signs must be made of wood, paper or metal. Colors and lettering shall conform to the allowed Westernization colors and allowed Westernization fonts.
4. "Sale" or "store special" signs on the inside of a window, shall be no larger than 11 by 14 inches, shall be placed no closer than one sign per 10 linear feet of window dimension, and may be placed for the duration of the sale but shall not exceed 28 days in duration. Colors and lettering shall conform to the allowed Westernization colors and allowed Westernization fonts.
5. Business property numbers. Numbers mounted on buildings in the W-2 and W-3 district shall conform to the allowed Westernization colors and allowed Westernization fonts. Property numbers intended for emergency responders may be in colors and materials determined by Okanogan County Fire District Number 6.
6. Lettering on commercial mailboxes shall be limited to the name of the business or addressee and shall be no more than 1 inch high.
7. Display of official flags of the United States of America, Canada, Washington State and POW-MIA are exempt from requirements of this chapter. A flag staff or flag pole shall conform to standards related to materials and color.
8. Political election signs. Signs must be removed within 10 days following an election.

9. Replaceable letter message sign located at the Winthrop Barn.
10. Community Bulletin Board at the Winthrop library and the Winthrop visitor center.
11. Window signs or decals required by law.
12. Signs associated with a Winthrop Special Event Permit. Signs may be displayed the day of and for the duration of the event.
13. Signs that are governed by the federal Manual on Traffic Control Devices.

C. A public project undertaken by the Town of Winthrop is exempt from the requirements of this chapter and shall not require a Westernization permit. Public projects which have visible impacts above ground level and are visible from a public way shall be reviewed by the WDRB, and efforts shall be made to incorporate western theme elements into the project, as recommended by the WDRB, wherever reasonable and feasible.

15.08.060 Timing, Validity of Actions

A. In the W-2 district, projects to erect, move, add to, re-paint, re-roof, alter an exterior structure, demolish a structure or make any other physical improvements to property shall not take place from Memorial Day to Labor Day.

1. The WDRB shall authorize exceptions for repairs or reconstruction to correct unsafe conditions or to enable repairs or reconstruction necessitated by fire or natural disaster.
2. The WDRB may authorize exceptions for up to 4 weeks time in June only where it finds
 - a. that the time extension is in the public interest, and
 - b. that the activity authorized by the time extension will not adversely affect downtown business activity, and
 - c. that the scope of the project requires more time and that other construction alternatives not requiring a time extension are not practicable.
3. In authorizing any extension, the WDRB shall adopt specific conditions to mitigate issues related to noise, dust, pedestrian circulation and access, vehicle parking and visual effects.

B. A Westernization Permit is valid for 1 year from issuance. A permit may be amended but shall not change the deadline for completion of work under the permit.

15.08.070 Fees

The Town Council shall establish a schedule of fees and charges for permits and other matters pertaining to this chapter.

- A. No property owner is entitled to a vested right for fees, charges or expenses related to a project.
- B. All fees required under this chapter shall be in addition to, and not in lieu of, any other fees due for permits or approvals under any other ordinance, rule or regulation of the Town.
- C. The Town of Winthrop and all county, state and federal government agencies are exempt from fees for a Westernization Permit.

15.08.080 Definitions

Except as defined below, words or phrases used in this chapter shall be as defined by the Merriam-Webster's Collegiate Dictionary, 11th Edition.

"Abandoned sign:" any sign that represents or displays any reference to a business or use which has been discontinued for more than 90 days or for which no valid Winthrop business license exists.

"Accessory structure or use:" Any structure or appurtenance which is not permanently attached to a building but is used, erected or maintained in conjunction with a use or structure regulated by this chapter.

"Artwork:" An expression of creative skill, imagination or history in a visual form, such as painting, sculpture, carving, historic item or reproduction which is intended to beautify or provide aesthetic influences to public areas on private property or areas on private property which are visible from a public way.

"Building Facade:" Refers primarily to the front or main face of a building, encompassing the entire flat plane of surface visible when viewing the building. The building facade or face shall include all window and door openings and shall be measured from the sidewalk or ground line to the building eave line.

"Commemorative Plaque:" A small plaque affixed to a building identifying an important historic person or event from the time period 1850 to 1900 associated with the property.

"Full Service Restaurant:" An establishment with a relatively broad menu along with table, counter and/or booth service and wait staff. These establishments offer meals and snacks for immediate consumption primarily on-premise, although they may offer takeout service.

"Hardware:" Items used in the construction, function or ornamentation of buildings such as hinges, handles, chains, locks, catches and brackets.

"Landscape Structures:" Structures intended to hold soil or material in place or to provide decoration.

"Mural:" A work of art applied to the side of a building. Murals do not advertise commercial endeavors, except fictitious ones from the time period of 1850 to 1900, and may contain landscape scenes or historical depictions of the Methow Valley.

"Period Authentic:" Style, design, appearance, construction, materials, colors and lettering true to western frontier architecture in Winthrop for the time period of 1850 to 1900. Period authentic shall be devoid of post-1900 influence.

"Physical Improvement:" Anything built or placed upon property that has volume, mass, texture and color. For the purposes of this chapter excavations, water, natural stone and vegetation are not physical improvements.

"Public Way:" Any public right-of-way upon which the public may lawfully travel or occupy. The public way typically is a public highway, road, street, alley, sidewalk, boardwalk, pathway or river. A park is a public way, as is a public vehicle parking lot.

"Sign:" Any structure, device, fixture or placard using graphics, symbols and /or written copy designed specifically for the purpose of advertising or identifying any business occupant, establishment, product, goods or services. A sign shall not include legal notices, identification or information erected by governmental bodies or public utilities, flags, a memorial plaque, tablet or cornerstone made an integral and permanent part of the building, signs within a building which cannot be seen from outside the building, and holiday decorations.

"Walkway:" The pedestrian travel way on private property outside the public right-of-way connecting the public boardwalk or sidewalk to the interior of a property.

"Weathered Corrugated Metal:" A standardized sheet of mild steel used for roofing or siding which has been cold-rolled to impart corrugation and naturally or chemically weathered such that the surface is entirely matte finish at the time of installation.

15.08.100 Enforcement

A. Any person, corporation, partnership, association or other legal entity who fails or refuses to comply with any of the provisions of this chapter shall be deemed to be in violation of this chapter, and shall be subject to enforcement as set forth in this section.

B. Enforcing Official. The Administrator, or other person assigned or directed by the Mayor, is charged with enforcing provisions of this chapter. The enforcing official charged with enforcement of this chapter, acting in good faith carrying out the duties required by this chapter, shall not be personally liable for actions that may accrue as the result of an act or omission in the discharge of those duties.

C. Initiation of Complaint. Any party may file a complaint with the Administrator. A complaint shall be in writing, identify the property in question by address or parcel number, specify an alleged violation of this chapter and be signed by the person making the complaint.

D. Complaint. Upon receipt of a complaint that complies with 15.08.100.C, the Administrator shall contact the business or property owner with notice of a complaint. The Administrator shall determine a course of action, if any, for addressing the complaint and set a time frame for corrective action. If corrective action is not completed within the determined time frame, the Administrator shall forward the complaint to the mayor.

E. Violation.

1. Upon referral or recommendation by the Administrator about a complaint, the mayor may direct the Administrator to issue a formal notice of violation.

2. A notice of violation shall contain the following:

- a. The name and address of each property owner of record and any other person the city has determined is responsible for correcting the violation(s);
- b. The street address or a legal description sufficient for identification of the property;
- c. The assessor tax parcel number(s) of the property;
- d. A description of each violation;
- e. An order that the use, acts or omissions which constitute violation(s) must cease;
- f. A statement of the corrective action required for each violation, with a deadline by which action must be completed -- not less than 5 days for a violation not involving structural alternations and not less than 20 days for a violation involving structural

alternations.

g. A warning: “the failure or refusal to complete corrective action by the deadline will result in further enforcement action, including issuance of a civil infraction with civil penalties; and

h. A statement of the right to appeal to the Winthrop Town Council. The appeal is for the sole purpose of whether the violation has occurred and shall be conducted pursuant to Chapter 19.12.

F. Civil Penalty. If the person to whom the violation is issued fails to respond and take corrective action as required, or if appealed and an adverse final decision is issued by the Winthrop Town Council to such person and corrective action is not taken within the time frame required in such adverse final decision, a continued violation of this chapter shall be deemed committed without requiring further action by the town. Such continued violation shall subject the person to a civil penalty in an amount of 250 dollars per day and each day that the violation continues shall constitute a separate violation.

G. Town Action to Correct Violations.

1. Stop Work order. The Town Marshal or the Town Building Official may issue a stop work order upon a finding of good cause that continued work by a permittee poses a significant risk of non-compliance with the purpose and intent of this chapter.
2. Signs which the Town Marshal or designee find upon public streets, sidewalks, rights-of-way, or other public property or which present an immediate or serious danger to the public because of their unsafe condition may be immediately removed by the Winthrop marshal's office, and/or its designee, without prior notice.
3. Abandoned signs may be removed by the Town Marshal, or designee, and the cost of removal shall be paid by the owner of the property where the sign was located.
4. Any unlawful sign or artwork which has not been removed within 8 calendar days after the assessment of a civil penalty under this chapter by the Winthrop Municipal Court, or after the issuance of an order of abatement or other court order requiring the removal thereof, such sign or artwork may be removed by the Town Marshal, or designee, and the costs of such removal shall be charged to the person violating this chapter.

H. The town, through its authorized agents, may, in addition to any other remedies provided herein, initiate abatement or injunction proceedings or other appropriated action in the appropriate courts of this state to prevent, enjoin, abate or terminate, either temporarily or permanently, any violations of this chapter.

I. Violator Liability Damages. Any person subject to this chapter who violates any provision hereof, or any permit or approval issued pursuant hereto, shall be liable for all damage to public or private property from such violation, including the cost of restoring the affected area to its condition prior to violation.

J. Denial of Other Permits. No Westernization Permit or Building Permit shall be issued for any parcel of land developed in violation of this chapter. All purchasers or transferees of the property shall comply with the provisions of this chapter.

15.08.200 Winthrop Western Theme

A. Winthrop Western Theme as used in this chapter describes a type of design and construction typical of western frontier towns in the late-nineteenth century. Development of the Winthrop Western Theme required by this chapter is based on inland-Pacific Northwest town development in the time period of 1850 to 1900 with the following characteristics:

1. Communities were designed exclusively on a human scale meaning the mass, volume and orientation to the street created a compact development form with rich details discernible to a slower-paced life of travel by walking or horse-and-wagon. Building ornamentation and advertising signs reflect the human-scaled and more intimate nature of design.
2. Frontier town commercial main street districts typically exhibited the effects of fast, cheap construction with unrefined materials brought about by lack of access to large-city markets and the pressure to rapidly settle new territory and gain economic advantage over competing interests. Rapid and uncomplicated development of frontier towns often reflected “boom town” conditions brought on by development of natural resources, the commercial services that supported resource development and the introduction of new and easier transportation to outside markets.
3. Frontier buildings typically created an immediate and memorable street presence, intended to show the illusion of wealth and prosperity in boom town conditions. The technique of “balloon framing” using simple materials and construction helped contribute to less-refined structures that were embellished with ornamentation to create the illusion of importance. Simple materials were used to create large, and not entirely functional, building facades. Ornamentation often included bold signs and bold colors to garner attention.
4. Four types of western frontier town commercial buildings are exemplified in the Winthrop Western Theme:
 - a. Main-street commercial false facade, Italianate. Buildings typically are 2 functional stories high, often with false facades that project higher. Buildings typically are connected with a boardwalk that is covered by a canopy/porch anchored at the top of the first story. Buildings are framed simply and often sheathed with simple wood siding. Windows are simple in design and generous in number.
 - b. Residential Cottage. Buildings typically are one to two stories high with gabled roof lines. Design and material is simple, but may contain additional ornamentation and color to infer a more refined look in a frontier town.
 - c. Utilitarian Commercial. Buildings typically are converted or designed to mimic a converted non-commercial building like a mill or barn. Buildings often include a feature like a tower or similar addition to provide additional scale or importance to a prominent location such as a street corner. Rustic materials and construction exemplify this building type.
 - d. Greek Revival. Buildings typically took on a more refined appearance than other frontier construction. The style flourished on the East Coast at the time of western frontier development, prompting local frontier craftsman to mimic classic buildings with more refined materials such as milled lumber and more refined ornamentation. Greek Revival design on the western frontier often was reserved for public buildings or banks.

B. The design, proportions, appearance and configuration of buildings must reflect the Winthrop Western Theme as depicted primarily in *The Winthrop Design* by Robert A. Jorgensen.

C. Design guidelines for the Winthrop Western Theme may be derived from the following references:

The Winthrop Design
Robert A. Jorgensen
Saddlebag Press (1973)
Leavenworth, Washington

Shafer Museum Archives
Winthrop, Washington

The American Builder's Companion
Asher Benjamin 1827
Dover Publications, Inc. (1969)
New York, New York

Frank Matsura: Frontier Photographer
JoAnne Roe
University of Washington Press
Seattle, Washington

Ghost Town's of the West
Lambert Florin
Promontory Press
New York, New York

Frank Matsura: Images of Okanogan County
The Chronicle and Okanogan Historical Society
Pediment Publishing
Vancouver, Washington

Atkinson Sign Painting
Frank H. Atkinson
Signs of the Times Publishing Company
Cincinnati, Ohio

Bound for the Methow
Kit McLean & Karen West
Shafer Museum (2009)
Winthrop, Washington

15.08.210 Authentic Style, Design, Materials, Colors and Fonts

A. Building Style and Design Guidelines. All building style and design shall represent the Winthrop Western Theme and be period authentic as real structure or replica of buildings and materials from an inland-Pacific Northwest town in the time period of 1850 to 1900. The characteristics of a typical Winthrop commercial building are as follows:

1. Building Height. One-story buildings are from 15'6" to 20'0" in height. Two-story buildings are from 26'0" to 30'0" in height. False facades commonly add height in proportion to the building proportions.
2. Building Setback. Commercial buildings typically are built to the front property line at the street. Residential structures typically are developed with either continuous frontage or set back from the property lines.
3. Building Rhythm. The widths of buildings, either singly or in combination with other structures, creates a recurring pattern every approximately 30 feet.
4. Facade Rhythm. The main building face has an alternating pattern of solids (structural mass) and voids (openings which permit freedom of view or passage). A 30-foot bay can be divided into 3 or 4 segments, each containing a window or pair of doors. Pairs of columns define openings or segments.
5. Facade Proportions. Building facades can be divided along horizontal and vertical lines into rectangular shapes. The shapes have height to width relationships of 1:1, 2:3, and 3:5.
6. Directional Expression. The appearance of individual facade elements in one-story buildings is predominantly vertical. The pattern of repeated bays, detail lines, and structural shape give a definite horizontal thrust to the overall streetscape of building facades.

7. Doors. Doors are clearly identifiable and complement the overall design and proportions of a facade. Double doors or tall doors make a significant statement about a business establishment. Door openings are trimmed with simple wood material.

8. Covered Boardwalk. A canopy or shed roof covering the boardwalk is not a part of every building. Where present, a boardwalk canopy spans the full width of the public sidewalk. Post heights are a minimum of 9' 6" and a maximum of 11' 6". Post rhythm may vary with porch or covering length but usually occurs at 8, 10, or 12-foot intervals. The slope of the boardwalk cover is a minimum of 3:12 and a maximum of 4:12.

9. Windows. Store front display windows may be a large glass pane. Other windows are predominantly small fixed-pane or double-hung sash construction with smaller glass panes in combinations of 2 by 2, 2 by 3, 3 by 3 and 3 by 4, in proportion to the facade. Window openings are trimmed with simple wood material.

10. Details. Details are principally made of wood. Details reflect appropriate frontier vernacular or Greek Revival styles. Greek Revival building details are more elaborate by incorporating planed, surfaced and sanded siding and milled woodwork on surfaces such as trim, pediments, eaves, corbels, cornices, dentils, plinths and columns. Roof lines on all buildings should include simple cornices that provide shadow lines. Simple cornice brackets provide architectural detail.

B. Materials. Visible exterior building materials shall be period authentic and reflect indigenous/native materials available in the Methow Valley such as logs, poles, rough-sawn lumber boards and battens, wood shakes and shingles, milled horizontal wood siding, trim and finish materials, natural stone and weathered corrugated metal siding and roofing. Except as otherwise indicated in this chapter, pressure-treated woods, composite materials and plastics are not permitted where visible from an adjacent public way.

C. Color. All structures, signs and artwork shall be period authentic color. Untreated new or weathered wood siding is permitted; clear-coating or water-sealing of wood siding with modern sealants is not period authentic and is not allowed, although use of clear oil as a preservative is permitted. The Town Council shall adopt a set of allowed Westernization colors for structures, signs and artwork subject to this chapter. All colors shall be matte finish. All colors used shall match the allowed Westernization colors exactly. Colors used for coloring building elements or coloring signs shall be as presented on the set of allowed Westernization colors and not mixed, blended, layered or graded; artwork and murals may employ greater freedom using allowed Westernization colors.

D. Hardware. All hardware used on exterior surfaces must be period authentic in style. Exterior hardware shall be metal with a matte finish. Photographs of proposed hardware must accompany application for a Westernization Permit and be approved by the WDRB.

E. Lighting fixtures. All exterior lighting fixtures must be period authentic in style. Lighting fixtures shall be metal with a matte finish. Photographs of proposed lighting fixtures must accompany application for a Westernization Permit and be approved by the WDRB.

F. Fonts. All signs and artwork using text shall be period authentic. The Town Council shall adopt a set of allowed Westernization fonts for exterior signs, artwork or lettering subject to this chapter. Exact use of allowed fonts is consistent with the Winthrop Western Theme and shall be permitted. Examples of proposed fonts must accompany application for a Westernization Permit.

G. Applicant Responsibility. An applicant for a Westernization Permit is responsible to demonstrate 1850 to 1900 period authenticity.

15.08.220 Design and Material Standards – Applicability

A. Design and material standards vary according to the Westernization Overlay district in which a building, structure, sign or artwork is located and by the facade of the structure visible to a public way.

B. Overlay Districts. Overlay districts are hereby established that reflect differences in development within the town consistent with the comprehensive plan and zoning code. All references to overlay districts in this chapter correspond to Westernization Overlay districts adopted as part of this chapter.

1. The W-1 District generally corresponds to the B-1 commercial district of town where a mix of commercial and non-commercial uses are allowed.
2. The W-2 District generally corresponds to the B-2 commercial district, the main retail and tourist oriented center of town where uses are almost exclusively retail and comprise the main attraction to town visitors.
3. The W-3 District generally corresponds to the B-3 commercial district, the area of mainly highway-oriented retail and services. The scale of development allowed by zoning is less conducive to period authentic structures consistent with the Winthrop western theme and is regulated accordingly.

C. Application of Design and Material Standards. Visibility of a building front facade or building side or rear wall from an adjacent public way shall determine application of design standards.

1. Building Front Facade. The “Building Front Facade” is the side of the building adjacent to and typically facing onto a public street. The building front facade typically is the public entrance to a building, particularly in a commercial setting, and is nearly always visible from the public street. Design standards of this chapter apply to the building front facade.
2. Building Side Wall. The “Building Side Wall” is the side or wall of a structure that connects the front facade to a building rear wall. Application of standards to a building side requires case-by-case consideration as a building side may or may not be visible from an adjacent public way depending on the orientation of the building to the street or the relationship to adjacent buildings
3. Building Rear Wall. The “Building Rear Wall” is the side or wall of a structure opposite the building front facade. A building rear wall is not subject to the provisions of this chapter where the building rear wall is visible from a non-adjacent public way. Where a visible building rear wall is adjacent to a public way, the provisions of this chapter apply.

15.08.230 Design and Material Standards – Buildings and Structures

A. Exterior Siding

1. W-1 District. Siding on the front facade and visible building side walls shall be rough-sawn lumber using board and batten technique, milled wood horizontal siding, native stone or weathered corrugated metal. Use of weathered corrugated metal is limited to no higher than 48 inches above grade.

2. W-2 District. Siding on the front facade shall be vertical rough-sawn lumber using board and batten technique or milled wood horizontal siding with 4 to 7 inch reveal. Surfaces shall not be highly finished, refined or expressing regularity or precision achieved by modern building materials. Building side walls and rear walls may be composed of masonry, brick or weathered corrugated metal limited to use no higher than 48 inches above grade. No weathered corrugated metal is allowed on the front facade of any building.

3. W-3 District. Siding on the front facade and visible building side walls shall be rough-sawn lumber using board and batten technique, milled wood horizontal siding, rough-sawn unplugged plywood with wood lumber battens spaced not more than 12 inches or weathered corrugated metal. Use of weathered corrugated metal is limited to no higher than 48 inches above grade.

4. All wood siding and trim shall be left untreated, treated with clear oil-based preservative or colored with paint or stain to conform to the allowed Westernization colors.

5. Repainting or re-staining requires a Westernization Permit; the Town shall charge no application fee.

B. Windows, Exterior Window Frame Components and Window Coverings

1. Windows shall be fixed pane or double-hung sash construction.

2. All window openings shall be trimmed with minimum 4 inch wide rough-sawn or milled lumber.

3. W-1 District. All exterior window frame components on the front facade and visible side walls shall be wood, vinyl-clad or metal-clad construction. Visible vinyl or metal exterior window components shall be colored to conform to the allowed Westernization colors (white prohibited) or completely masked from view with wood. Window frame components and window trim may be painted. Painted-on (fake) windows are prohibited. All visible interior and exterior window treatments (curtains, shutters, etc.) shall be period authentic.

4. W-2 District. All exterior window frame components shall be wood construction and shall be colored to conform to the allowed Westernization colors or left the color of untreated wood. Where divided light windows are used, only true divided windows shall be used. Window frame components and window trim may be painted. Painted-on (fake) windows are prohibited. All visible interior and exterior window treatments (curtains, shutters, etc.) shall be period authentic.

5. W-3 District. Visible exterior window frame components shall be wood, vinyl-clad or metal-clad construction. Visible vinyl or metal exterior window components shall be colored to conform to the allowed Westernization colors or completely masked from view with wood. Window frame components and window trim may be painted. Painted-on (fake) windows are prohibited. All visible interior and exterior window treatments (curtains, shutters, etc.) on non-residential buildings shall be period authentic.

C. Exterior Doors.

1. The appearance of exterior doors shall be period authentic and shall correspond to other exterior design elements on the facade or building side.

2. All window openings shall be trimmed with minimum 4 inch wide rough-sawn or milled lumber.
3. Doors, frames and trim shall be colored to conform to the allowed Westernization colors. Door hardware shall be period authentic.
4. W-1. All exterior doors and door frames shall be wood, matte finish metal or wood grain fiberglass construction.
5. W-2 District. All exterior doors and door frames shall be painted or stained wood.
6. W-3 District. All exterior doors and door frames visible from Highway 20 shall be wood, except where the WDRB finds that another material is generally necessary or required for the business and that a wood door would be contrary to the public interest.

D. Roofs

1. W-1 District. Roof materials shall be of wood, weathered corrugated metal, metal rib or standing seam metal colored per the allowed Westernization colors or composite shingles colored pursuant the allowed Westernization colors.
2. W-2 District. Roof materials shall be wood, tar or weathered corrugated metal.
3. W-3 District. Roof materials shall be of wood, weathered corrugated metal, metal rib or standing seam metal colored per the allowed Westernization colors or composite shingles colored pursuant the allowed Westernization colors.
4. Roofs not obscured by a false front treatment shall be 4:12 in pitch or greater.
5. Roofs shall incorporate eaves at least 1 foot wide.
6. Cantilevers are prohibited.
6. Re-roofing requires a Westernization Permit; the Town shall not charge an application fee.

E. Decks and Stairs

1. W-1 District. Deck and stair materials shall be dimensional lumber or composite deck material that mimics lumber. Deck and stair materials shall be colored pursuant to the allowed Westernization colors.
2. W-2 District. Deck and stair materials shall be rough-sawn dimensional lumber. Deck and stair materials shall be colored to conform to the allowed Westernization colors.
3. W-3 District. Deck and stair materials shall be dimensional lumber. Deck and stair materials shall be colored to conform to the allowed Westernization colors.
4. Cantilevers are prohibited.

F. Hand Rails and Railings

1. W-1 District. Hand rail and railing materials shall be dimensional lumber, peeled logs, cast iron or composite material mimics lumber. Hand rails and railings may be colored to conform to the allowed Westernization colors, left untreated or treated with a clear, non-gloss wood preservative. Stainless steel cable railing systems are prohibited.
2. W-2 District. Hand rail and railing material shall be dimensional lumber, peeled logs, or cast iron. Hand rails and railings may be colored to conform to the allowed Westernization colors, left untreated or treated with a clear, non-gloss wood preservative. Stainless steel cable railing systems are prohibited.
3. W-3 District. Hand rail and railing material shall be dimensional lumber, peeled logs, cast iron or composite material mimics lumber. Hand rails and railings may be colored to conform to the allowed Westernization colors, left untreated or treated with a clear, non-gloss wood preservative. Stainless steel cable railing systems are prohibited.

G. Foundations. On front facades and visible building side walls, the lower edge of exterior siding shall be no greater than 12 inches above grade and visible above-grade, plain, smooth concrete is prohibited. Visible above-grade foundation concrete shall be faced with natural stone or textured and stained per the allowed Westernization colors to replicate rough wood siding.

15.08.240 Design and Material Standards – Building Elements

A. All building elements visible from a public way shall be period authentic. Photographs, samples and descriptions of proposed building elements must accompany application for a Westernization Permit and must be approved by the WDRB. Unless otherwise indicated, the following standards apply.

B. Electrical Meters and Conduit. Electrical meters and conduit are prohibited on the front facade of any building. In the W-2 District, metering boxes and conduit on visible building sides shall be covered completely and screened by siding materials matching the wall upon which the equipment is fixed. In the W-1 and W-3 districts, metering boxes and conduit on visible building sides shall be covered completely and screened by siding materials completely or painted to blend with the facade. Free-standing electrical meters or similar boxes or vaults shall be enclosed within a sight-obscuring enclosure conforming to requirements for materials and color.

C. Fencing. Fences shall be non-pressure-treated, rough-sawn lumber or natural logs. Pressure-treated peeler logs are prohibited. Exposed concrete is prohibited. Galvanized metal and chain-link fabric are prohibited. Fences less than 48 inches high may incorporate rope or cast iron. Fencing components in the ground and below 6 inches above grade may be treated with a wood preservative.

D. Retaining Walls, Landscaping Structures. Retaining walls and landscaping structures visible from an adjacent public way shall be constructed of, or surfaced with, landscaping timbers, natural stone or building siding material. Railroad ties and pressure-treated lumber are prohibited. Exposed concrete is prohibited.

E. Boardwalk

1. Constructing or reconstructing a boardwalk, sidewalk or walkway in the W-1 or W-3 district requires a Westernization Permit, but no application fee.

2. In the W-2 district, all construction, reconstruction, repair and maintenance of the boardwalk shall be done in accordance with Town regulations and standards. All exposed and visible components of boardwalks shall be rough-sawn, full-dimensional hemlock or Douglas fir lumber. Exposed wood shall be chemically-treated to resist weathering and decay. Boardwalks shall be continuous wood surface across the full width or length of a property, not interrupted by concrete, asphalt or similar materials except at street intersections. Walkways shall be constructed of material matching that of the boardwalk or sidewalk at the public right-of-way line.

3. Except as otherwise provided in this chapter, no appurtenances of any kind may be placed on the public right-of-way of the boardwalk or sidewalk or attached anywhere to the boardwalk structure.

4. Posts supporting a roof structure over the boardwalk shall be placed at the edge of the boardwalk nearest the street so as to not impede pedestrians on the boardwalk.

F. Utility Lines. In the W-2 district, all utility lines shall be placed underground.

G. Exterior Furnishings. Umbrellas, awnings, and outdoor seating for non-residential properties shall be period authentic. Exterior chairs and benches may be wood or black matte finish metal. Fabric used in awnings and umbrellas shall be woven material colored green, tan or brown. Lettering and graphics of any kind are prohibited on awnings and umbrellas.

H. Outdoor appurtenances

1. Security cameras and web cameras shall be small, inconspicuous and textured/colored to blend into to the facade or wall on which they are mounted. In the W-2 district, the body of a security camera shall be boxed or shrouded with material matching the exterior siding so that only the lens may be visible.

2. Heat pumps, generators, fuel tanks and solar power arrays shall not be visible from an adjacent public way. Structures created to screen items from view require a Westernization Permit.

3. Outdoor deck heaters must be of matte finish metal colored black, dark brown or dark green.

4. All private garbage dumpsters, trash cans, recycling material, business inventory, and property shall not be visible from an adjacent public way. Structures created to screen items from view require a Westernization Permit.

5. Public trash containers and recycle bins shall be dimensional lumber or acid-washed metal, and require a Westernization Permit.

6. Other appurtenances. Any element attached or incorporated onto a building facade not specifically listed herein must be period authentic, fully screened from view from a public way or if screening is not practicable made to appear small and inconspicuous through texturing and coloring. All work requires a Westernization Permit.

I. Merchandise and inventory

1. Display of for-sale merchandise in the W-2 district shall be restricted to the interior of buildings and structures and may be exhibited in display windows, or affixed on the business door when such door is fully and completely opened and securely latched to the building; provided that the merchandise does not block required egress, project more than 1 foot off the door, or project beyond the door threshold. Display of merchandise shall not be adhered to, leaned against, or placed upon the building face. A business may display merchandise on privately-owned space only when it is completely contained upon the subject property and displayed upon fixtures conforming to the material and color requirements of this chapter.
2. Storage of non-sale, business inventory in the W-2 district shall not be visible from a public way.
3. In the W-1 and W-3 districts, display of for-sale merchandise outside the business is allowed when contained entirely on the subject property, not obstructing building entry ways or public travel ways, and at no time shall for-sale merchandise be placed in public rights-of-way. Storage of non-sale, business inventory shall not be visible from a public way.

J. Miscellaneous

1. Outside vending machines, newspaper racks of any kind, lending libraries, and telephone booths are prohibited. Lighted vending machines inside businesses must not be visible from an adjacent public way.
2. Brochure or display boxes are prohibited on the exterior of buildings.
3. Flags. Official flags of the United States of America, Canada, Washington State and POW-MIA are permitted. A flag staff or flag pole shall meet standards of this chapter related to materials and color.
4. Storage sheds and shipping containers. Storage sheds require a Westernization Permit and shall conform to the standards of the applicable overlay district related to exterior siding materials and color. Metal shipping containers are prohibited in all districts.
5. Speakers, equipment and devices broadcasting or playing exterior sound or music are prohibited on the building front facade in the W-2 district.

K. Other elements. Any element attached or incorporated onto a non-residential building facade not specifically listed in this chapter must be period authentic, shall be fully screened from view from a public way or if screening is not practicable made to appear small and inconspicuous through texturing and coloring. All work requires a Westernization Permit.

15.08.250 Design and Material Standards – Signs, Artwork, Murals

A. General Provisions

1. Basis for Design. Winthrop has a sense of time and place dating from the late-nineteenth century. Signage at that time was pedestrian-oriented. The size, lettering and placement of signs were, for the most part, designed to attract the attention of slower-moving foot and horse traffic. Signs typical of a western frontier town tended toward basic design emphasizing hand-

painted words and simple, hand-painted graphic images. The basis for design of signs is consistent with and implements the Winthrop Western Theme.

2. The design, proportions, appearance and configuration of signs must reflect design and style as depicted primarily in *Atkinson Sign Painting* by Frank H. Atkinson.

3. Fonts. All lettering shall conform to the allowed Westernization fonts.

4. Permitted Materials. For signs not painted directly to a building face, dimensional lumber is required as the substrate. Supporting brackets, stanchions, posts or timbers shall be logs or dimensional lumber. Base structures used with a ground-mounted sign shall be constructed of or face with logs, dimensional lumber or natural stone. All hardware shall be matte finish metal and must be period authentic.

5. Sign techniques shall conform to the Winthrop Western Theme and are permitted as follows:

- a. Hand-painting the sign directly on the facade of the building.
- b. Hand-painting or hand-carving of a sign on an allowable material which is subsequently mounted to the building.
- c. Mounting hand-carved, hand-painted raised block letters directly on the facade of the building.

6. Artwork on signs, including borders, pictures or graphics, is not required but if used must carry out the Winthrop Western Theme. Artwork may be incorporated into the design of a sign and shall be regulated as part of the allowable sign area. Artwork shall be period authentic original, not bearing post-1900 influence or designs suggesting machine produced images, stencils, photographs or representations.

7. Logos. In the W-2 district, corporate, business or organizational logos and color schemes shall be consistent with the Winthrop Western Theme, use approved colors and fonts and no post-1900 influence in design. In the W-1 and W-3 districts applicants may use a corporate, business or organizational logo in a manner that the WDRB determines is consistent with the Winthrop Western Theme or may use a logo that is not more than 1 percent of the total sign area and located in the lower right or lower left quadrant of the sign face.

B. Definitions.

“Banner:” Any sign hung, with or without framing, and possessing characters or illustrations applied to canvas or other woven, non-reflective fabric. Flags are not banner signs.

“Directional Sign:” A sign designed to identify and locate a business, service, point of interest, route or similar.

“Flexible Sign:” A windsock, flag, pennant, streamer or banner or similar sign or structure constructed of cloth, canvas or similar material which serves to identify the building or the business and/or attract attention to the business.

“Free-standing Sign:” A sign supported by one or more uprights or braces and not attached or incidentally attached to any building or structure. A “monument sign” is a low profile, ground-mounted freestanding sign that is supported by a solid base as an essential element of the sign's design.

“Logo:” Pictures, figures, symbols, letters, sign copy or similar graphic design which advertises or identifies a business, building or use. A logo may be widely recognized and used, but that does not mean it is consistent with the Winthrop Western Theme.

“Off-premise Sign:” A sign on property which is not the property occupied by the business.

“Projecting Signs:” Signs other than wall signs, which are attached to and project from a structure or building facade/side, usually perpendicular to the building.

“Roof Sign:” A sign located on the roof of any building.

“Sign Face:” The single side of a sign typically visible at any one time from any vantage point. A double-faced sign has two surfaces back to back and viewed from different aspects.

“Temporary Sign:” A sign which is portable and not permanently affixed to a building or to a ground-mounted structure. Sandwich-board signs or A-frame signs are examples of a temporary sign.

“Wall Sign:” A sign attached to, erected against or painted onto the wall of a building with the face in a parallel plane of the building wall.

“Window Sign:” A sign painted on, etched, attached to or placed upon glass surfaces of windows or doors and intended for viewing from the exterior of the building.

C. Number and Size of Signs. Except as otherwise specified, individual signs for any property/parcel are not limited except by a total amount of sign area as a percentage of front building facade. The size of specific types of signs are regulated as described in this section, below. Each permitted sign shall include an associated fee, so that each sign is charged a base fee plus an amount calculated by the area (square feet) of each individual sign.

D. Sign Measurement. The following criteria shall be used in measuring a sign to determine compliance with this chapter:

1. Area. The area of the sign surface is computed by calculating the area encompassed within any regular geometric figure which would enclose all parts of the sign (excluding structural supports, provided they are not used to attract attention).
2. Double-faced signs. Allowable sign is based on one side of double-faced signs, but content may be placed on both sides.
3. Clearance. Clearance of a sign is measured from the average grade at the base of the sign to the lowest point of the sign overhead.
4. Height. Signs shall comply with the following requirements:
 - a. Height is measured from the average finish grade at the base of the sign to the highest point of the sign.
 - b. The maximum height of any sign shall be as stated herein, but in no case shall a ground mounted sign exceed 20 feet in height nor shall a sign shall project above the roof line of any building.

c. The height of an attached sign shall not exceed the roof line of the building or the top of the facade.

5. Images may be incorporated into the design of a sign and shall be considered as part of the allowable sign area. Except as expressly allowed, images shall be period authentic original artwork, not bearing post-1900 influence of corporate, business or organization logos or color schemes or designs suggesting machine produced images, stencils, photographs or representations.

E. Prohibitions

1. No sign shall have or consist of any moving, rotating or otherwise animated part or any flashing, blinking, fluctuating or otherwise animated light. Neon or florescent colors, lights or neon tubing visible from a public way are prohibited.

2. Signs that are placed on, affixed to or painted on a motor vehicle or trailer and placed on public or private property for the primary purpose of providing a sign not otherwise permitted by this chapter are prohibited. Lettering and images on vehicles used in the normal course of business are not signs.

3. Signs or structures that obstruct a clear view of pedestrian and vehicular traffic are prohibited.

4. Flexible signs are prohibited.

5. Service signs, decals such as those identifying credit cards, partnerships, products served shall not be displayed where visible from a public way.

6. No sign shall be attached to or placed against a building or other structure in such a manner as to prevent or inhibit ingress or egress through any door or window.

7. Signs in right-of-way. Signs shall not be located in or extended onto public rights-of-way except as otherwise provided in this chapter.

8. Signs that emit sounds.

9. Internally illuminated signs. Outdoor internally illuminated signs are prohibited. Internally illuminated signs are prohibited indoors within 6 feet of windows where the illuminated face is visible from the street.

10. Off-premise signs are prohibited, except as specified in this chapter.

11. Private signs attached to trees, utility poles, public benches, street lights or placed on any public property or public right-of-way are prohibited.

12. Roof signs that exceed the height of the existing building or structure are prohibited.

13. Temporary signs are prohibited except for signs displayed at the intersection of White Avenue and Highway 20 and at the Winthrop Barn pursuant to 15.08.040.

F. W-1 District

1. Allowed Sign Area. The total area of all signs affixed to any facade or side wall of all buildings on a parcel shall not exceed 20 percent of the square footage of the front facade of the primary building on the parcel.

2. Limitations

a. Free-standing or monument signs. One free-standing or monument sign may be permitted per parcel. The sign shall not project over public rights-of-way, shall not obstruct walkways and shall not obscure visibility of pedestrians or motorists. A free standing sign, including structural elements, shall be not greater than 8 feet high. A single sign face shall not be larger than 25 square feet in area. Double-faced signs are allowed.

b. Projecting signs. A projecting sign face shall not exceed more than 6 square feet in area. The structure of a projecting sign shall not extend more than 8 feet from the building face and clearance under the lowest point of any projecting sign to a public walkway shall not be less than 8 feet. A projecting sign shall not be attached to a railing, fence or deck support, but may be attached to a building canopy or roof eave. Double-faced signs are allowed.

3. Materials

a. A sign structure may be dimensional lumber, timbers or hewn logs. A sign base may be dimensional lumber, timbers, logs or natural stone. Exposed, plain unfinished concrete is prohibited.

b. A sign face may be dimensional lumber, acid-washed galvanized corrugated steel, flat iron or hand-painted directly on the building siding. Window signs are not permitted.

c. Exterior hardware shall be metal with a matte finish.

G. W-2 District

1. Allowed Sign Area. The total area of all signs affixed to any facade or side wall of all buildings on a parcel shall not exceed 30 percent of the square footage of the front facade of the primary building on the parcel.

2. Limitations

a. Free-standing or monument signs. One freestanding sign may be permitted per parcel provided the building is located 25 feet or more from the front or side property line of the parcel. The sign shall not project over public rights-of-way, shall not obstruct walkways and shall not obscure visibility of pedestrians or motorists. A free standing sign, including structural elements, shall be not greater than 8 feet high. A single sign face shall not be larger than 15 square feet in area. Double-faced signs are allowed.

b. Projecting signs. A projecting sign face shall not exceed more than 6 square feet in area, except that a projecting sign mounted above a boardwalk canopy shall not exceed 30 square feet in area. The structure of a projecting sign shall not extend more than 8 feet from the building face and clearance under the lowest point of any projecting sign to a public walkway shall not be less than 8 feet. A projecting sign shall not be attached to a railing, fence or deck support, but may be attached to a building canopy or roof eave. Double-faced signs are allowed.

3. Materials

- a. A sign structure may be dimensional lumber, timbers or hewn logs. A sign base may be lumber, timbers, logs or natural stone. Exposed, plain unfinished concrete is prohibited.
- b. A sign face may be dimensional lumber, acid-washed galvanized corrugated steel, flat iron or hand-painted directly on the building siding or window.
- c. Exterior hardware shall be metal with a matte finish.

H. W-3 District

1. Allowed Sign Area. The total area of all signs affixed to any facade or side wall of all buildings on a parcel shall not exceed 30 percent of the square footage of the front facade of the primary building on the parcel.

2. Limitations

- a. Free-standing or monument signs. One free-standing or monument sign may be permitted per parcel. Where multiple businesses are located on a parcel, all individual business signs shall be located on the one free-standing or monument sign; each individual business sign must obtain a Westernization Permit for its portion of the larger sign. A sign shall not project over public rights-of-way, shall not obstruct walkways and shall not obscure visibility of pedestrians or motorists. A free-standing sign, including structural elements, shall not be greater than 20 feet high. A single sign face shall not be larger than 150 square feet in area. Double-faced signs are allowed.
- b. Projecting signs. A projecting sign face shall not exceed more than 6 square feet in area. The structure of a projecting sign shall not extend more than 8 feet from the building face, clearance under the lowest point of any projecting sign to a public walkway shall not be less than 8 feet. A projecting sign shall not be attached to a railing, fence or deck support, but may be attached to building canopy or roof eave. Double-faced signs are allowed.

3. Materials

- a. A sign structure may be dimensional lumber, timbers or hewn logs. A sign base may be lumber, timbers, logs or natural stone. Exposed, plain unfinished concrete is prohibited.
- b. A sign face may be dimensional lumber, acid-washed galvanized corrugated steel, flat iron or hand-painted directly on the building siding or window.
- c. Exterior hardware shall be metal with a matte finish.

4. Sports Venues and Facilities. Off-premise signs affixed to the public ball field fence or to the public ice rink dasher boards are allowed. Ball field signs may use plywood and dasher board signs may use plastic. All signs shall conform to allowed westernization colors and westernization fonts and may use logos otherwise prohibited by this chapter. No Westernization Permit or fee is required.

I. One free-standing, off-premise sign advertising businesses on Horizon Flat Road is allowed at the intersection of Twin Lakes Road and Horizon Flat Road. Each individual business must obtain a Westernization Permit for its portion of the free-standing sign. The free-standing sign shall not exceed 125 square feet in area and shall not exceed 15 feet in height. The sign structure may be dimensional lumber, timbers or hewn logs. The sign base may be dimensional lumber, timbers, logs or natural stone. Exposed, plain unfinished concrete is prohibited. The sign face may be dimensional lumber, acid-washed galvanized corrugated steel or flat iron.

J. Directional signs. Directional signs are limited to 3 per parcel. Individual signs may not exceed 2 square feet in area. Directional signs shall not count against an overall limit on sign area for any building or parcel.

K. Artwork, murals, historic replicas or reproductions. A Westernization Permit is required for installation or renovation of artwork, murals, historic replicas or reproductions. An applicant must demonstrate that the artwork, mural, replica or reproduction is period authentic or otherwise represents a late-nineteenth century theme of Indigenous people of the Methow Valley, settler activities of mining, logging, ranching and pioneer life, or the native landscape or geography. A mural may not be for advertising commercial endeavors, except fictitious ones from the time period of 1850 to 1900, and is not a sign.

15.08.260 Design and Material Standards – Exterior Lighting

A. A Westernization Permit is required for all exterior lighting (except for decorative holiday and winter lighting).

B. All exterior lighting fixtures shall be period authentic in style and require a Westernization Permit. Exterior lighting shall be shrouded to cast light in a downward direction 45 to 90 degrees below horizontal. A light bulb or other source of illumination shall not be visible when viewing a light fixture horizontal to the bottom edge of the fixture shroud or enclosure. All lighting must be placed so as not to interfere with safe vision upon the public roadways and pedestrian walkways.

C. Boardwalk lighting. Businesses fronting the Town boardwalk must provide illumination where awnings or canopies attached to buildings obscure direct overhead view to the sky. Lighting fixtures shall be period authentic in style and require a Westernization Permit.

D. Sign lighting. No sign shall be internally illuminated. Fixtures illuminating signs shall be period authentic and require a Westernization Permit. All sign illumination shall be hooded, screened, shrouded and oriented so that the light source is not directly visible from a public way.

E. Town Winter Lighting. The Town winter lighting program is an integral part of the community's economic development strategy. As such, the Town declares that all commercial properties in the W-2 district shall participate in the Town's community lighting program to ensure a comprehensive and consistent presentation of the Main Street businesses to residents and visitors.

1. In the W-2 district, white, non-flashing, string lights shall be used to outline the tops of buildings, including gables and adjacent eaves. Lights outlining the tops of the buildings must be a C-9 sized, warm, white, LED bulbs spaced 12 inches apart. Lights outlining the tops of buildings shall be lit starting with the community's lighting celebration the weekend following the Thanksgiving holiday and continue to be lit each day from dusk until dawn until April 1 the following year. Holiday lighting below the roof line may be used however the lighting must be C-7 sized, warm, white, LED bulbs spaced 12 inches apart.

2. In the W-1 and W-3 districts, white, non-flashing, string lights may be used to outline the tops of buildings, including gables and adjacent eaves. Lights outlining the tops of the buildings must be a C-9 sized, warm, white, LED bulbs spaced 12 inches apart. Lights may be used to decorate any portion of a business and its property boundaries below building tops, gables and adjacent eaves. These lights must be white or solid colored, non-flashing, string, holiday-style lights. Lights outlining the tops of buildings may be lit starting with the community's lighting celebration the weekend following the Thanksgiving holiday and continue

to be lit each day from dusk until dawn until April 1st the following year, except that all colored lights decorating the building or outside premises, or within 6 feet of inside windows, shall be removed by January 10 the following year.

15.08.300 General Application Requirements

An applicant for a Westernization Permit shall provide the following information, as deemed applicable by the Administrator, on forms provided by the Town. The Administrator may request any information needed to review the proposal and to prepare a complete staff report with recommendation to the review body:

A. Pre-application Conference. An applicant for a Westernization Permit for new building construction, reconstruction or remodeling shall show completion of a pre-application conference with the Administrator, Town Planner, Building Official and a WDRB member.

B. Site map. A site map shall contain the following information:

1. The applicant's entire property and the surrounding property sufficient to determine the location of the development in the Town and the relationship between the proposed development site and adjacent property. The property boundaries and dimensions shall be identified.
2. The location of all adjacent public ways.
3. Site features, including existing structures and signs.
4. North arrow, scale, names and addresses of all persons listed as owners of the subject property on the most recently recorded deed.
5. Name of project architect, designer, engineer, surveyor or planner, as applicable.

C. Proposed plan. The proposed plan shall contain the following information:

1. The proposed development site, including boundaries and dimensions.
2. Features identified on the site map that are proposed to remain on the site.
3. Features identified on the site map, if any, which are proposed to be removed or modified by the development.
4. The location and dimensions of all existing and proposed structures, utilities, and other improvements on the site
5. Locations, sizes, and types of signs.
6. Location, type, and height of outdoor lighting.
7. Loading and service areas for waste disposal, loading and delivery, inventory storage;
8. Outdoor recreation spaces, common areas, plazas, outdoor seating, street furniture, and similar improvements.

9. Name of project architect, designer, engineer, surveyor or planner, as applicable.

D. Scaled drawings. Projects involving installation, alteration or renovation of a building facade or wall, roofs, replacement of windows or doors other than in-kind replacement, installation or modification of signs shall submit scaled drawings and photographs:

1. Building elevations with dimensions, sign dimensions;
2. Building materials and color;
3. Sign design, materials, color, fonts;
4. Photographs of existing building conditions and existing signs;
5. Name of project architect, designer, engineer, surveyor or planner, as applicable.

E. Narrative. A written statement describing the proposed development and compliance with the applicable standards and criteria.

F. Other information determined by the Administrator. The Town may require studies or exhibits prepared by qualified professionals to address specific site features or project impacts as necessary to determine a proposal's conformance with this chapter.

15.08.310 Review Procedures

A. All public meetings in which the WDRB conducts business shall be open to the public. All actions of the WDRB shall be made following public notice of meetings. At each meeting, the WDRB shall provide opportunity for public comment on any matter related to implementation of this chapter.

B. Review of applications shall be pursuant to Chapter 19.02 of the Winthrop Municipal Code, except as follows:

1. Ministerial decisions on westernization permits involving no interpretation of facts or law shall be made by the Administrator;
2. Decisions on projects exceeding \$200,000 in value (as determined by the value designated on the corresponding building permit application) shall be made as a Type IV decision under WMC 19.02.020 and Table 19.02.020(A), as amended.

C. Decisions of the Administrator or WDRB may be appealed to the Town Council.