

# HISTORIC DISTRICT DESIGN GUIDELINES

## FOR KILLEEN, TEXAS



**PREWAR PERIOD BUILDINGS**



**MID-CENTURY PERIOD BUILDING**



# **City of Killeen**

## **Historic District Design Guidelines**

**March 31, 2009**

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# **HISTORIC DISTRICT DESIGN GUIDELINES FOR KILLEEN, TEXAS**

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## DESIGN GUIDELINES

In September 2007 the City of Killeen retained the services of Preservation Central, Inc. to conduct the Killeen Historic Resources Survey. Included in the survey goals were the identification and documentation of historic resources within the downtown commercial district, the assessment of the condition of these resources, and an evaluation of the potential for a downtown historic district. The consultant's study determined that the potential for a historic district downtown did exist.

The *Killeen Historic Resources Survey* completed in March 2008 recommended the establishment of the Downtown Historic District and the development of an ordinance and design guidelines to consistently regulate the type and nature of changes permitted for properties within the district. The City of Killeen formally established the Downtown Historic District whose boundaries are shown on maps EX. 1 and EX.2. These boundaries generally correspond to N. 4<sup>th</sup> Street on the west, the north side of E. Avenue B to the north, designated sides of N. 8<sup>th</sup> Street to the east, and Santa Fe Plaza Drive to the south.

The City of Killeen adopted a *Historic Preservation Ordinance* that identifies and protects structures, building façades, and sidewalks within the Downtown Historic District. The *Historic Preservation Ordinance* created the Heritage Preservation Board (HPB), a five member board that oversees the implementation of the ordinance.

The *Historic Preservation Ordinance* directs the HPB to create comprehensive design guidelines that provide direction to work on structures in the district. The design guidelines apply to all properties located within the Killeen Downtown Historic District and address the rehabilitation of existing buildings, additions to existing buildings, and the construction of new buildings within the district.

These design guidelines are intended to provide encouragement and direction in the development of building fronts along the streets and sidewalks in the Downtown Historic District. They are a written, illustrated, and graphic aid describing acceptable alterations to properties within the District. The guidelines were prepared in accordance with the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*, the federal standards developed to provide technical advice about historic preservation activities and methods.

The Killeen design guidelines do not dictate styles or specific design motifs but suggest a choice of approaches for achieving design compatibility with existing buildings. The guidelines will serve to protect downtown property values by managing changes to the exteriors of district buildings so they reinforce the assets of the existing structures.

### Design Guideline purposes

- To protect, enhance, and perpetuate historic landmarks and contributing structures within the Downtown Historic District
- To foster civic pride in the history of Killeen and the structures located within the district
- To protect and improve the attractiveness of Killeen's Downtown Historic District to visitors who then support and stimulate the downtown economy
- To encourage stabilization, rehabilitation, restoration, and improvements of property and property values within the district
- To promote economic prosperity and the welfare of the downtown community by encouraging the most appropriate development of property within the district

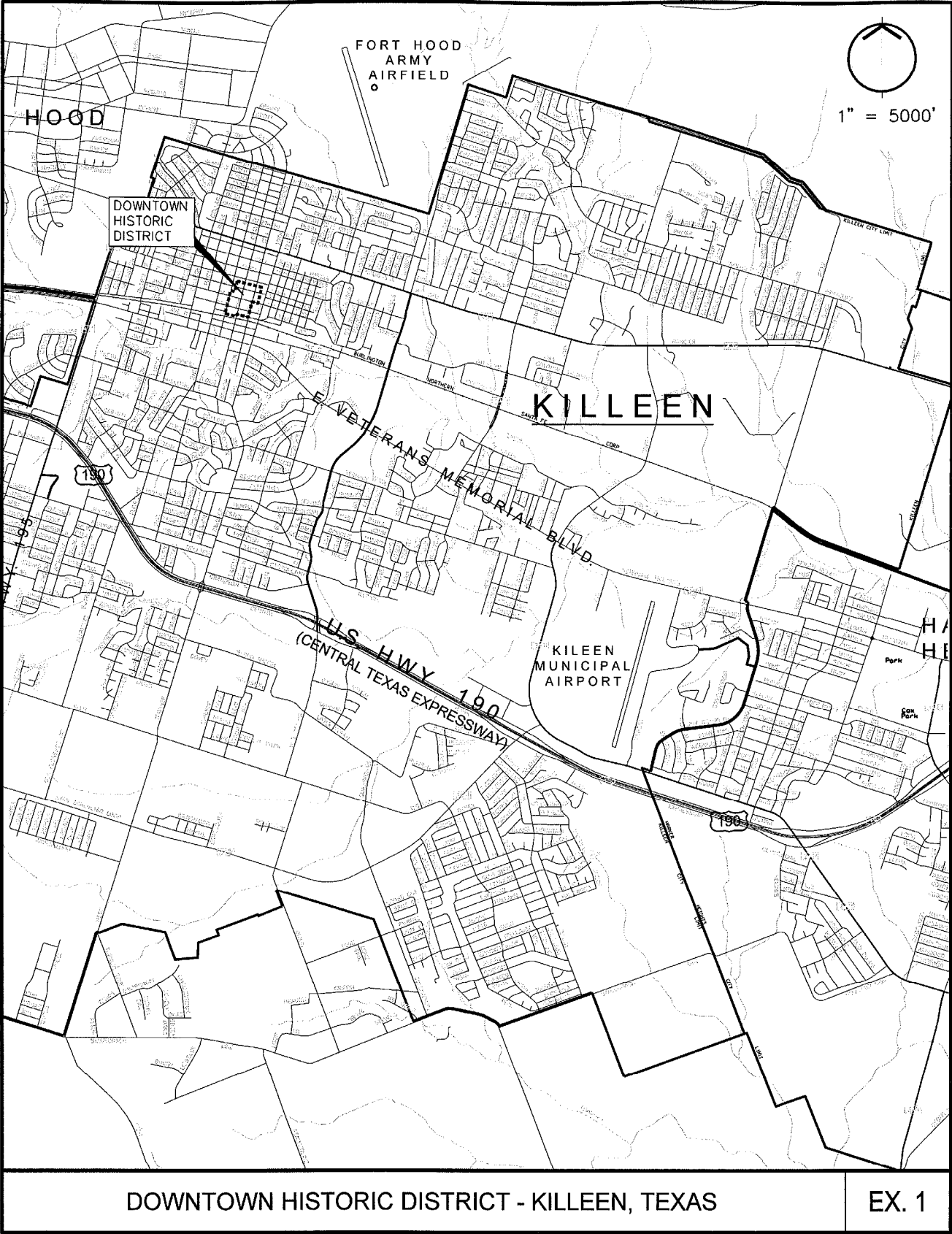
## **How to use the guidelines**

First skim over all the guidelines; this will orient you to their general objectives. Sections Two and Three provide overview of the direction and goals of the guidelines. Sections Four through Seven are sections related to exterior work on structures in the Historic District. You should look closely at the guideline sections that relate to work you want to do on the exterior of your building before beginning the permitting process.

Work involving routine and ordinary maintenance, in-kind repair, or replacement which does not involve a change to the architectural or historic value, style, or general design of the building façade shall not require the review and approval of an Order of Design Compliance application.

Property should meet with the city Heritage Preservation Officer to discuss a proposed project, the impact of the guidelines on the projected work, and the amount of project documentation that will be required before submitting the application and documents to the Planning Department for an Order of Design Compliance.







## OVERVIEW OF HISTORIC BUILDING STYLES

In 1881 the Gulf, Colorado and Santa Fe Railway extended a new line westward from Belton to Lampasas. At a point between the existing rural communities of Sugar Loaf and Palo Alto the railroad purchased 360 acres of land and platted a new seventy-block town, named in honor of assistant general manager Frank P. Killeen. Killeen was the eighteenth such town established by the railroad, and the development of the new community initially followed the pattern established in the seventeen preceding towns. The first scheduled train arrived in Killeen in 1882, beginning a sixty-year period during which the presence of the railroad would shape the growth of the community. This era, which came to an end on the eve of the Second World War, may be considered the prewar period of the history of Killeen.

The Downtown Historic District in Killeen retains many of the long, narrow lots of the original railroad town. Commercial development of the Historic District began immediately following the opening of the railway agency for the town on May 15, 1882. During the first decades of its existence, Killeen grew precipitously, expanding from a population of 40 persons in 1882 to almost 800 by the end of the century. This population growth supported a thriving business district which included, by 1884, five general stores, two saloons, a blacksmith shop, and the hotel “California,” in addition to two grist mills, two cotton gins, and other specifically agricultural businesses. The transshipment of cotton, wool, and grain produced on local farms remained the principal business in Killeen, although service industries, saloons among them, continued to prosper as well. Regardless the business district of Killeen remained relatively compact, centered on the intersection of Avenue D and Gray Street and immediately adjacent to the Gulf, Colorado and Santa Fe depot. Most development further than two blocks from this intersection remained essentially residential in character into the 1940s.

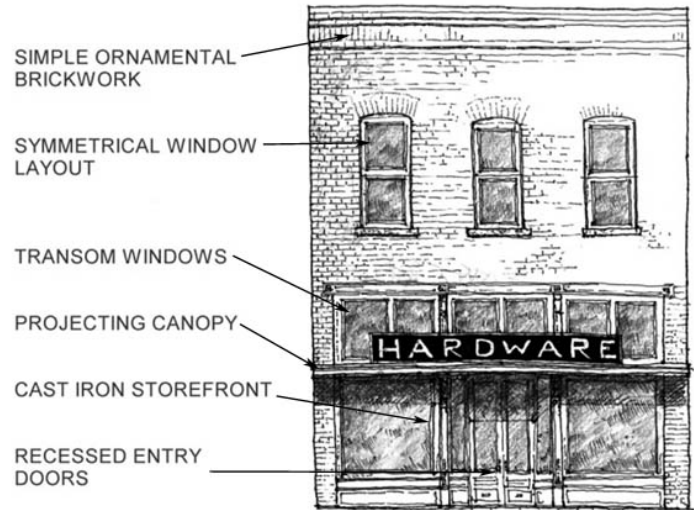
Killeen quickly reached a state of relative equilibrium following its initial growth, with population levels remaining substantially unchanged between 1914 and 1940. During these years, punctuated as they were by the hardships of the Great Depression, Killeen survived as a stable agricultural hub. Less than five weeks following the attack on Pearl Harbor in December 1941, however, the federal government announced plans to establish a tank destroyer training facility near the town. In order to create this new training camp, named for Confederate General John Bell Hood, the government obtained more than 300 farms and ranches. The disruption to the economy of Killeen caused by the displacement so many local families, many of whom left under duress, paled in comparison to the impact caused by the arrival of troops at Camp Hood, which at times accommodated as many as 100,000 soldiers. Businesses within the Downtown Historic District swiftly adapted to serve the needs of the Camp. Following the end of the Second World War, the drawdown of training activities at Camp Hood imposed severe economic pressures on Killeen businesses. However the training facility was granted a permanent status as Fort Hood in 1950, prompting a period of growth in downtown Killeen more abrupt even than that of the initial development of the town. This postwar renewal may be considered the mid-century period of the history of Killeen.

The unique character of the Downtown Historic District derives from these two distinct periods of growth.

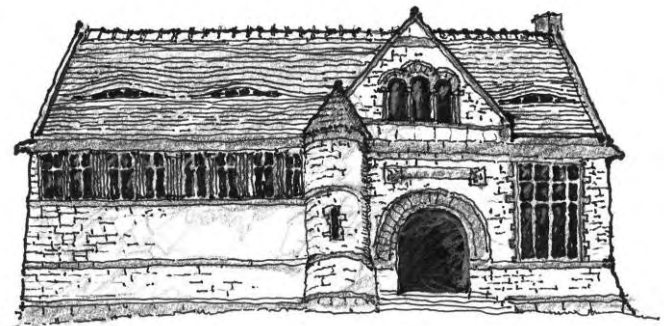
The initial development of downtown Killeen was characterized by the construction of commercial buildings of one or two stories occupying the full width of the narrow lots platted by the railroad. These buildings were invariably constructed with masonry party walls, a feature intended to limit the spread of fires. The ambitions of the young community were reflected in the façades fronting these relatively simple and economical commercial buildings. Although there were stylistic developments throughout the prewar period and the introduction of new materials and methods of construction, the great majority of the commercial buildings constructed in the Downtown Historic District during these years retained the general characteristics of the

late nineteenth century, due in part to the lack of population growth between 1914 and 1940 and the corresponding lack of large-scale commercial development.

The typical prewar commercial building in downtown Killeen, whether constructed in 1883 or in 1913, had storefront windows the full width of the façade, interrupted only by a centrally (or otherwise symmetrically) located building entrance, frequently inset. Transom windows above the storefront were another common feature, a legacy of the high ceilings favored in Texas prior to the development of mechanical air conditioning. Many of the earlier storefronts in downtown Killeen were cast iron, often with elaborately decorated components. Almost without exception, the buildings within the Downtown Historic District were constructed with full width canopies extending from the face of the building to the edge of the sidewalk. The areas of façade above these canopies were masonry, faced in at least one notable example with decorative metal panels of a quality notably superior to that of the party walls between adjoining buildings. This upper wall area was punctuated by tall, narrow windows in the few two-story buildings in downtown Killeen or by panels available for building signage. Masonry building façades were generally of brick construction, carefully if modestly detailed with features such as molded brick or stone lintels and sills, recessed panels, and relatively simple brick cornices. There were many potential sources of this brick along the Gulf, Colorado and Santa Fe Railway, which had a terminus at Weatherford, a center of brick manufacturing located among the shale deposits of the Brazos River basin. There was little evidence of any single prevailing architectural style in downtown Killeen: the buildings were characterized by the eclectic tastes typical of late nineteenth-century design, including the free adaptation of ancient, medieval, and renaissance architectural details. In Killeen, however, such eclectic historicism was tempered by the prevailing restraint of a small agricultural community.

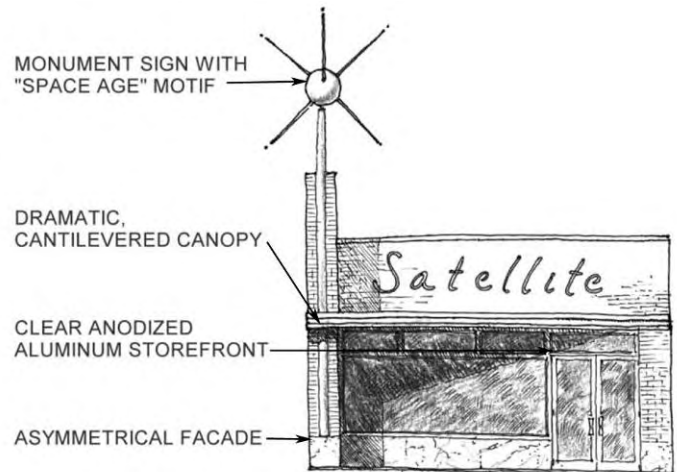


Although historic photographs illustrate isolated exceptions, the architectural character of downtown Killeen was remarkably consistent throughout the prewar period. The buildings built during these years reflected, in their configuration, the town plans originally prepared for the Gulf, Colorado and Santa Fe Railway. Their simple forms epitomized the practical manner of building appropriate to the needs of a small town. They demonstrated, in their tall ceilings and projecting canopies, an effective response to the local climate. They embodied, in their use of cut stone and brick, materials indigenous to the region. They also conveyed, in their use of cast iron storefronts brought by rail from manufacturers in the industrial Midwest and their references to architectural developments such as the round-arched openings utilized in several downtown buildings that recalled the work of the renowned Boston architect Henry Hobson Richardson, the wider aspirations of the town.



The Crane Library in Quincy Massachusetts, designed by H.H. Richardson and under construction in the year Killeen was founded

The expansion of downtown Killeen following the establishment of Fort Hood prompted both a new wave of commercial building and the reconstruction of many older properties. This period was characterized by the prevalence of the Mid-Century Modern style, a loosely-defined design vocabulary that favored bold structural solutions, such as cantilevered building elements and frameless doors and windows; dynamic compositions, with features such as asymmetrical plans and dramatically angled features; and explicit references to transportation and technology, including both the use of industrial materials such as anodized aluminum and the incorporation of design features intended to capture the attention of motorists.



There are mid-century buildings within the Downtown Historic District exhibiting all of the characteristics. What is unique to Killeen, however, is the extent to which such elements coexist with the history of the nineteenth century railroad town. Many buildings built within the Downtown Historic District during the 1950s and 1960s continued to reflect the configuration of the Gulf, Colorado and Santa Fe Railway's original town plan. These new buildings also frequently utilized the same local sources of stone and brick as their prewar predecessors and generally retained the pattern of full-width storefront windows and projecting canopies. Such continuities are essential to the character of downtown Killeen, which remained identifiable throughout a century and a quarter of continuous growth and renewal.

### EXAMPLES

PREWAR



The arched openings and rough stone base of this nineteenth-century façade demonstrate the familiarity of its designer with architectural trends in Boston and New York.

MID-CENTURY



Dramatic shapes and innovative structural practices, such as this precast concrete canopy supported by slender steel columns, appeared in many mid-century designs.



## Chapter 2 OVERVIEW OF HISTORIC BUILDING STYLES

### PREWAR



As with many nineteenth-century buildings in the Downtown Historic District, the only ornamentation on this façade is composed of brick, a locally manufactured material.



Modest simplicity was characteristic of many nineteenth-century commercial buildings within the Downtown Historic District. This building originally has a cast iron storefront, ordered from a catalog of standard designs and shipped by rail to Killeen.

### MID-CENTURY



Monument signs, intended to capture the attention of motorists, were a prominent feature of mid-century design.



Asymmetrical plans and angled design features were common in mid-century commercial buildings.

## PRESERVATION OF SIGNIFICANT ORIGINAL QUALITIES AND DETAILS

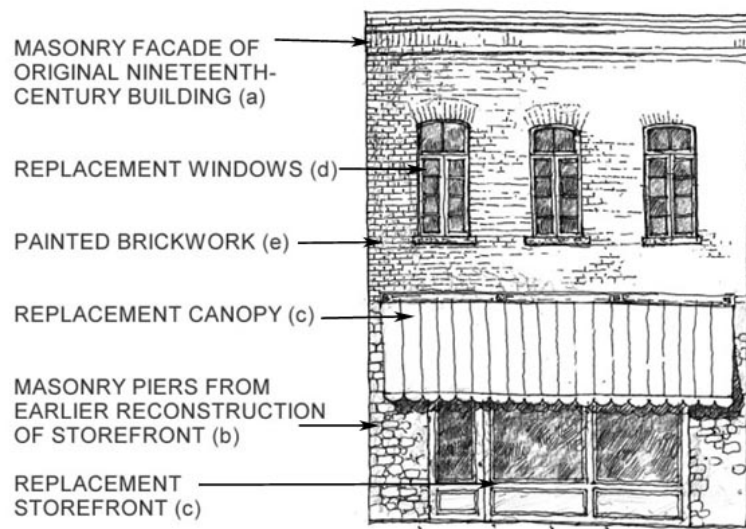
Any new construction within the Downtown Historic District should be planned in order to preserve features existing prior to the year 1960 in accordance with the following listing of priorities, in consultation with the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*. These priorities apply, in equal measure, to prewar and mid-century buildings.

### 1. RECOMMENDATION: Preserve existing façade materials to the maximum extent practicable

Masonry materials were generally utilized in the façade (exterior face) construction of the older commercial buildings within the Downtown Historic District. These masonry elements have tended to survive changes of taste, ownership, and use. The preservation of surviving masonry façade elements should be considered the highest priority of any renovation or remodeling project.

### 2. RECOMMENDATION: Prioritize the extent of façade preservation in accordance with the age and originality of the existing materials

Many of the buildings in the Downtown Historic District exhibit evidence of multiple stages of construction, reconstruction, and remodeling. The renovation of any such building for contemporary use, in accordance with current building code regulations as well as the functional requirements of the proposed use, may require modifications to an existing façade. The elements of an existing façade to be preserved shall be prioritized in accordance with the following list, arranged in descending order of historical significance.



- a. Primary (e.g. structural) façade elements dating from the original construction of the building, as documented in historic photographs
  - b. Primary façade elements added or modified by subsequent building owner/occupants, again as documented in historic photographs
- In general, earlier modifications should be regarded as more significant than later ones

- c. Modifications to secondary façade elements, such as the enlargement or reduction of window or door openings or the modification or replacement of storefront components, made subsequent to the construction of the building  
In general, earlier modifications should be regarded as more significant than later ones
- d. Modifications consisting of applied elements, such as the complete or partial infilling of previously existing openings or the installation or modification of cornice or trim components, installed subsequent to the initial construction of the building
- e. Modifications consisting of applied finishes such as paint, plaster, tile, or panels installed subsequent to the initial construction of the building

**3. RECOMMENDATION: Identify a specific historic period (as confirmed by historic photographs or other record documents) for use as a point of reference in developing a program for renovation**

Given the long and often complex histories of the older buildings within the Downtown Historic District, it is recognized that preservation efforts will be contingent upon specific decisions concerning what, exactly, is to be preserved. A specific reference date should be identified on the basis of the surviving building fabric and record documentation pertaining to a building to be preserved. Building elements predating this year should be preserved in as near as possible to their original condition, and elements postdating this year should be treated as new construction in accordance with the guidelines.

**4. RECOMMENDATION: Stabilize, restore, and preserve existing façade materials to be retained**

Building elements to be retained as historically significant should be preserved in substantially their original condition, to the extent technically feasible. Historic photographs demonstrate that, almost without exception, the façades of the buildings within the Downtown Historic District were completed either with naturally finished masonry (predominantly brick or local stone) or from painted galvanized steel components. Ideally all surviving original masonry within the Downtown Historic District should be restored to its original condition, by chemical removal (not, under any circumstances, abrasive cleaning, such as sandblasting) of plaster and paint and repointing of brick or stone walls. For buildings where the restoration of the existing masonry veneer is acknowledged by the Heritage Preservation Board as practically or economically infeasible given the scope of the proposed improvements, the masonry should be repainted in a single color approximating the color of the original materials beneath or reproducing a previous painted finish documented in historic photographs.



## USING HISTORIC PHOTOGRAPHS

Historic photographs provide an invaluable source of information concerning the past appearance of the Downtown Historic District as well as the construction details of individual buildings.

This photograph illustrates the Norman Brothers store on Avenue D as it appeared circa 1940. The photograph clearly depicts the original brick façade of the building, including molded brick detailing at the cornice and the transom windows. The image also documents a number of changes to the building, including the relocation of the canopy, which was originally located at the horizontal line visible just below the Norman Brothers sign, and the joining of two formerly separate windows at the center of the façade to create a large recessed entry. The canopy shown in the photograph is typical of downtown Killeen at the end of the prewar period.



This photograph illustrates the same location in 2009. Although the present condition of the site bears little resemblance to the 1940 photograph, a comparison of the two images reveals much useful information. It is still possible to discern the dimensions of the original storefront windows, the molded brick cornice, and the mounting points for the canopy supports in the modern façade. It is likely that much of the Norman Brothers store survives beneath the later stucco veneer. Other details, such as the party wall between the two modern addresses and the storefront configuration of the address on the right (both addresses having been a single building at one time), can be confirmed as contemporary construction.



This photograph illustrates Bill Sprott's Service Station on Avenue D as it appeared just after the Second World War. The image includes a wealth of detail concerning the original appearance of the building.



This photograph illustrates the same building, as it appeared at the end of the twentieth century. As with the photographs of the Norman Brothers store, the configuration of the stucco veneer of Bill Sprott's Service Station and the retention of the historic window locations suggests that the original brick façade has survived beneath the subsequent remodeling. The historic photographs provide sufficient information to permit the restoration of this building to very near its original appearance.





This photograph was taken on Gray Street in 1958. It depicts the Downtown Historic District in the mid-century period. Although many of the buildings in this photograph are recognizable from earlier images, details such as the neon sign at the White Spot Café, the freestanding aluminum letters identifying the First National Bank, and the aluminum awnings are typical of the later period.



This photograph was taken on Gray Street during the 1970s. Notable in this image is the star-shaped sign of the new First National Bank, a highpoint of mid-century design in Killeen. Comparing this photograph with the previous image emphasizes the emergence of details that don't support the character of the Downtown Historic District, such as shingled canopies and internally-lit plastic signs.



This photograph was taken at the same location in 2009. Comparing this image with earlier photographs emphasizes the degree of continuity within the Downtown Historic District from the prewar period, through mid-century, and down to the present day. Such a comparison also permits the identification of modern features, such as colors, materials, and details of design, that don't support the character of the district.





## **GUIDELINES FOR A PEDESTRIAN FRIENDLY DISTRICT**

An important goal for the Downtown Historic District is to make the public space an inviting and comfortable environment for walkers and shoppers. This was the case during both the prewar and mid-century periods, when downtown Killeen was a vital, prosperous, and popular commercial district, the hub of the community.

### **ELEMENTS NECESSARY TO SUPPORT A THRIVING DOWNTOWN DISTRICT**

#### **SHADE**

- Trees: Use trees to provide shade for both parking spaces and pedestrians
- Building canopies: Provide continuous pedestrian coverage along the street wherever possible

#### **VISUAL INTEREST**

- Window shopping: Provide transparent storefronts and eye-catching displays
- Public art: Provide public art with historical references
- Street furniture: Furniture should be consistent throughout to visually unify the district.
- Historical plaques: Provide historical plaques and other interpretive materials.
- Signage: Good signage can add color and graphics arts to the streetscape.
- Retail sidewalk displays: Call attention to the fact that a business is open, as well as providing effective advertising of the products for sale.
- Pedestrian-scale pole lighting: Provide a uniform fixture throughout the district
- Banners and hanging planters attached to poles add color and definition to the district
- Planting: Landscape features, such as decorative planting, can provide a welcome sense of balance to dense urban development.

#### **PLACES TO REST AND WATCH THE STREET SCENE**

- Benches
- Low walls
- Sidewalk cafes
- Storefront cafes
- Recessed entries (pockets of space along the street to linger and window shop)

#### **EDUCATIONAL OPPORTUNITIES**

- Historical authenticity of the architecture
- Interpretive plaques

### **EASY ACCESS**

- Accessible sidewalks
- On-street parking
- Convenient parking areas
- Bicycle parking and pathways
- Directional signage that is uniform design throughout the Historic District.

### **SAFETY AND PUBLIC ORDER**

- “Eyes on the street” provided by downtown residents
- Balconies that encourage residents to sit and watch the street
- Sidewalk lighting
- Storefront lighting

### **CONNECTIVITY**

- Identify and develop signage and landmarks that connect the historic downtown area to major highways, housing developments, parks, and surrounding attractions
- Develop pedestrian, bicycle, and other pathways to and within the downtown area

### **REVITALIZATION OF KEY LOCATIONS**

- Identify landmark locations on major streets connecting to the downtown area as targets for revitalization
- Encourage the development of educational and interpretive resources to enhance public understanding and appreciation of landmark resources

## DESIGN RECOMMENDATIONS

### 1. RECOMMENDATION: Provide on-street parking islands

Provide shade for on street parking by added landscape islands at corners and middle of blocks. Repeated street trees add visual unity to the district.

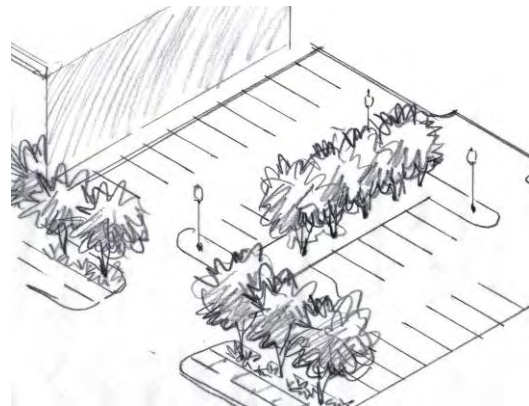
Landscape islands pinch down the width of the street at intersections, and crosswalks with planting islands make crossing more inviting to pedestrians. Contrasting paving at crosswalks signifies the street to be part of the pedestrian environment.

The addition of such features can restore a characteristic that has largely been lost in downtown Killeen, a connection to the landscape that was inescapable during the prewar period, when agricultural interests sustained the growth of the community. Although few trees were actually planted in the Downtown Historic District during the prewar or mid-century periods (with the notable and temporary exception of the municipal Christmas tree located in the intersection of Gray Street and Avenue D), historic photographs demonstrate the significant impact of the trees growing at the perimeter of the historically compact downtown.



### 2. RECOMMENDATION: Screen parking lots

Parking lots adjacent to sidewalks disrupt the shade provided by canopies, and the visual interest provided by storefront displays. Provide parking lots that are adjacent to the right of way with walls, fences and/or planting to an average height of 36" above the pavement elevation to minimize the visual impact of parked cars on the public thoroughfare. In addition, provide uniform overhead lighting of all parking lots, as well as shade trees within landscape medians in large parking lots. Although off-street parking areas are essential to the growth of downtown businesses, they were uncommon in downtown Killeen during the prewar or mid-century periods. Parking lots added to the Downtown Historic District must be carefully located, designed, and lighted to minimize detrimental impacts on the historic character of the district, without compromising the need for both clarity of access for motorists, and sufficient visibility to promote public safety and security.





### **3. RECOMMENDATION: Provide appropriate signage**

Provide clear, consistent, and graphically uniform signage throughout the Downtown Historic District. Such signage should specifically identify public amenities within the District, such as off-street parking facilities.

### **4. RECOMMENDATION: Provide consistent street lighting**

Provide uniform, pedestrian-scale, street lights at regular intervals along both sides of the streets throughout the Downtown Historic District. Street lights used as a repeated design element can help to visually unify the district. Street lights can further enhance the unity of downtown Killen when provisions for banners, holiday lighting, and planters are included on the light poles.

### **5. RECOMMENDATION: Provide appropriate furniture**

Benches, bicycle racks, and trash receptacles should have a consistent appearance throughout the district.

### **6. RECOMMENDATION: Preserve existing sidewalks and curbs**

Patterns of historic sidewalks and curbs should be preserved and repaired where possible. The existing sidewalks in Killen preserve the history of the Downtown Historic District. Features such as the bases of long-gone canopy columns remain in the concrete sidewalks, as do decorative patterns introduced by vanished businesses. New sidewalks should be tinted and patterned concrete to match, as closely as possible, existing adjacent work.

### **7. RECOMMENDATION: Provide appropriate utility infrastructure**

Although overhead utilities were a part of the historic downtown streetscape, underground utilities will significantly improve the attractiveness of the Downtown Historic District, in part due to changes in codes and standards that now preclude the reproduction of the original appearance of the downtown utilities. All new mechanical equipment, utility services to individual buildings, trash receptacles, and loading areas should be screened from the sidewalk view .



## GUIDELINES FOR COMMERCIAL BUILDING RENOVATION

These guidelines apply to all existing structures in the Killeen Historic District.



Manning Chevrolet: Southeast corner of the intersection of Avenue D and Gray Street in 1950



Former Manning Chevrolet Dealership: Condition in 2009

## RECOMMENDATIONS FOR DOORS, WINDOWS AND STOREFRONTS

### FAÇADE COMPONENTS

Both prewar and mid-century buildings in downtown Killeen exhibit the typical features of a commercial storefront: large display windows at the ground level with either smaller windows above for multi-story buildings or a high parapet (a false front) with no windows above for single-story buildings.

#### TYPICAL STOREFRONT COMPONENTS

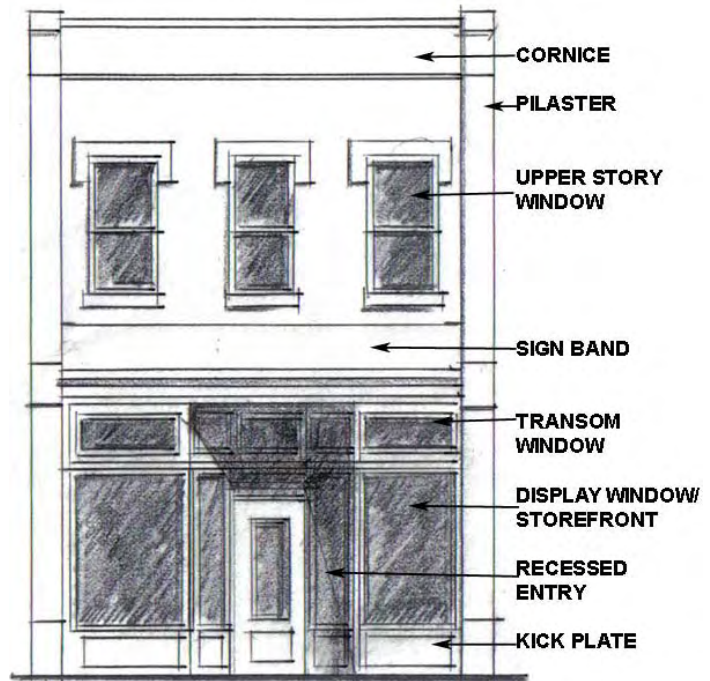
**CORNICE:** Decorative band at the top of the parapet

**UPPER FAÇADE:** Mostly solid wall with either smaller windows above the belt of transom windows (for multi-story buildings) or a blank false front above the belt of transom windows (for single-story buildings)

**DISPLAY or STOREFRONT WINDOW:** Large expanse of glass used to display merchandise

**TRANSOM WINDOW:** Horizontal band of windows above the storefront providing natural light deep into the interior space

**ENTRY:** Door and sidelights often set back from the main building facade



### 1. RECOMMENDATION: Maintain original storefront openings

The original size and shape of the storefront opening should be maintained. Large windows encourage pedestrian browsing and recessed entries invite browsers to enter. The pattern of the original storefront openings in historic buildings helped define the character of the Downtown Historic District.





Infilling storefront openings with material other than glass detracts from the street appeal of the building and the walking appeal of the street. The historic and aesthetic value of the building to the right was destroyed by thoughtless remodeling. The original openings and arches have been infilled with brick. Walls have been removed to create new and inappropriately scaled doors and windows.



Not Recommended

The storefront to the right is adjacent to, and was originally identical to, the one above. The original openings in this façade have been restored. Although the windows and doors are new (and not necessarily historically authentic), the character of the original façade has been preserved.



Recommended

## 2. RECOMMENDATION: Maintain the original storefront components

Maintain the pattern of recessed entries. Many of the buildings in the Downtown Historic District have recessed entries. Repeated recessed entries create a visual pattern that is consistent with the character of the Historic District. Prewar entry recesses were generally symmetrical. Wood panel doors with glazed panels and wood panel kick plates under the display windows were common. Retaining the size and shape of the entry elements of façades help preserve the character of the Historic District. Prewar window and door surrounds and frames were generally painted wood or painted cast iron. If the original storefront is missing, painted aluminum, steel, and wood are appropriate replacement materials for early twentieth-century storefronts. Clear anodized aluminum should be avoided on prewar buildings.



Typical prewar style storefront

Mid-century storefronts often angle asymmetrically toward the entry door. Entry doors are glass with narrow frames. Kick plates under the display window shown are often mill finish or clear anodized aluminum. Narrow profile, mill finish or clear anodized aluminum storefront doors and frames are appropriate for mid-century modern replacement doors and windows



Typical mid-century storefront and entry

### 3. RECOMMENDATION: Maintain transom windows

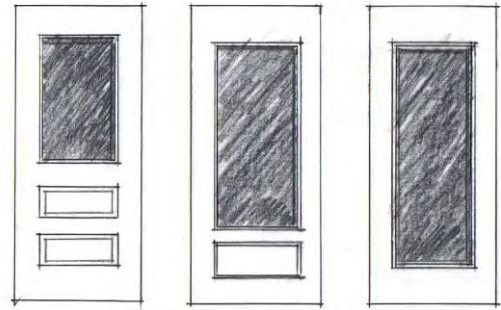
Transom windows allow natural light to penetrate deep into the interior space. Transom windows are found on many of the buildings in the Downtown Historic District, particularly those built during the prewar period. The windows often align along the block, and maintaining this line will help reinforce the visual continuity of the street. If glass transom windows aren't appropriate for a new building (due to ceiling heights or other considerations), try to maintain the original size and shape of the transoms as a decorative recess or a sign. For renovation projects, consider uncovering existing transom windows that have been filled in or built over.



Transom window uncovered adjacent to a transom window used as a signband

#### 4. RECOMMENDATION: Retain size shape and style of entry doors

Try to maintain the original amount of glazing in the door appropriate to the period of original construction. Doors appropriate for a 1950s building are mostly glass with narrow aluminum frames. Wood panel doors with kick plates and glass panels are appropriate for prewar buildings.



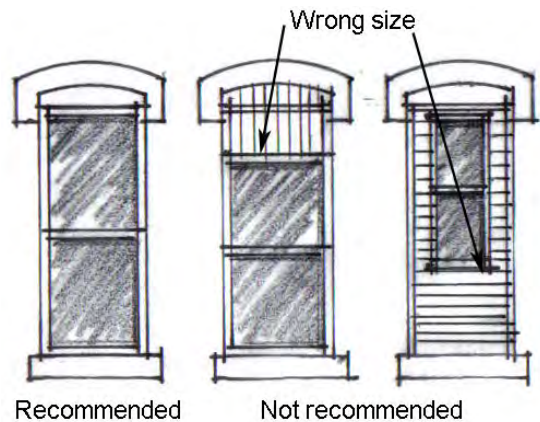
Doors appropriate for prewar buildings

#### 5. RECOMMENDATION: Retain the size and shape of upper story windows

Upper story windows give pattern and human scale to large buildings. The size and shape of upper windows contribute to the character of the building front. Repetition of windows creates a visual unity along the street.



Boarded up windows or replacement windows that don't match the size and shape of the opening distract from the overall aesthetic appeal of the street. Replacement windows should be selected to match as nearly as possible the original opening.





## CANOPIES

When originally constructed, almost every commercial building in the Downtown Historic District was provided with a canopy extending the full width and depth of the sidewalk frontage. These canopies were typical of the District and constitute an essential component of the historic character of downtown Killeen. The history of these canopies can be summarized as follows:

### PREWAR

The sidewalks of downtown Killeen were shaded by projecting canopies throughout the prewar period. Almost without exception, the design of commercial buildings in early Killeen included such canopies, as shown in historic photographs of the town.

The first canopies in downtown Killeen were of wood construction. These early canopies are recognizable in historic photographs by their simple wooden columns located at the edge of the curb. Such canopies were intended to offer protection from the sun, invariably being located above the transom windows of a typical storefront and each provided with a vertical skirt, or fascia, hanging from the edge of the canopy to provide additional shade. These skirts provided an ideal background for the painted signage characteristic of Killeen in the first years of the twentieth century.



The wooden posts of these early canopies proved relatively fragile, particularly when used for hitching horses (as historic photographs demonstrate was once common in downtown Killeen). By 1910 very few wooden canopy columns remained in the Downtown Historic District. In some instances, only the columns of an older wooden canopy were replaced with the slender iron (and later steel) columns whose bases remain visible in downtown curbs to the present day. In other locations, wooden canopies were replaced with sloping iron ones, either with iron columns or with iron brackets secured to the building façade. These iron canopies were inexpensive and readily available; their components were even included in Sears mail-order catalogs. By 1915, the great majority of the canopies in downtown Killeen were of the sloping iron type.

By the 1930s, most of the iron canopies in Killeen had been replaced by a new design. The characteristic canopy of the 1930s and 1940s was once again horizontal, much like the original wooden canopies popular at the end of the nineteenth century. However the new horizontal canopies were mounted below the typical transom windows, whose importance had diminished with improvements in lighting and ventilation systems. In place of columns, the majority of the horizontal canopies of the 1930s and 1940s were suspended



from the building façades with rods or chains. The new lower canopies required signage to be mounted above, rather than below. By the 1930s such signs were oriented to permit illumination, often from the building face.

### MID-CENTURY

The suspended canopies popular at the end of the prewar period continued to be built into the 1950s and 1960s, although the design of these canopies was often refined in accordance with Mid-Century Modern tastes. Such canopies were frequently detailed with a sculptural aluminum fascia (and often a matching aluminum soffit, or canopy underside), a simple design solution that suggested modernity. In new construction this streamlined style was often taken a step further, with the rods and chains of earlier canopies replaced with internal supports, resulting in boldly cantilevered forms. The fascination with cantilevers was often further expressed with dynamic canopy shapes, such as angles, wedges, and butterfly roofs.

Mid-century interest in dynamic canopy forms also inspired experiments with new canopy types in downtown Killeen. The most dramatic of these were cast in concrete, allowing canopies to assume exotic sculptural forms. Although concrete canopies were uncommon in downtown Killeen, many property owners adopted a simpler, less-expensive variant of the same aesthetic with a canopy (often structurally identical to earlier cantilevered examples) detailed with a plaster fascia and soffit to resemble monolithic concrete. The integration of canopies and monumental building signs was another development that emerged in the mid-century period.



### CONCLUSIONS

Historic photographs of downtown Killeen illustrate all of the canopy types summarized above, often (in photographs of the 1950s and 1960s) existing concurrently. Stylistic uniformity was at no point in history characteristic of the canopies existing in the Downtown Historic District. Instead, the following traits were typical of the downtown canopies throughout both the prewar and mid-century periods:

1. Pedestrian frontages of commercial buildings in downtown Killeen were almost universally provided with canopies. The very few exceptions pertain to buildings associated with automotive uses or those where original canopies were subsequently removed.
2. These canopies were, again almost without exception, permanent architectural features. Although the use of fabric skirts for shading or signage was relatively common, fabric canopies (of a type used historically in cooler climates) were not.
3. Although the prevailing design of canopies varied throughout the historical period, the design of individual canopies was invariably coordinated (more or less successfully) with the design of the canopies on the adjacent buildings, providing continuously sheltered sidewalks throughout the Downtown Historic District.

These traits should be respected for the reconstruction or rehabilitation of canopies within the Historic District.

## 1. RECOMMENDATION: Canopy design should be appropriate to the style for the period of construction of the building

Scalloped and butterfly roof canopies supported on slender metal columns are appropriate for Mid-Century Modern buildings.



Suspended awnings (above) are appropriate on both prewar and mid-century buildings although such canopies were more common during the prewar period.



Simpler cantilevered awnings (above) are appropriate on mid-century buildings.

Steel column-supported canopies and balconies are appropriate on both prewar and mid-century buildings, although the details of their design differed in the two periods.

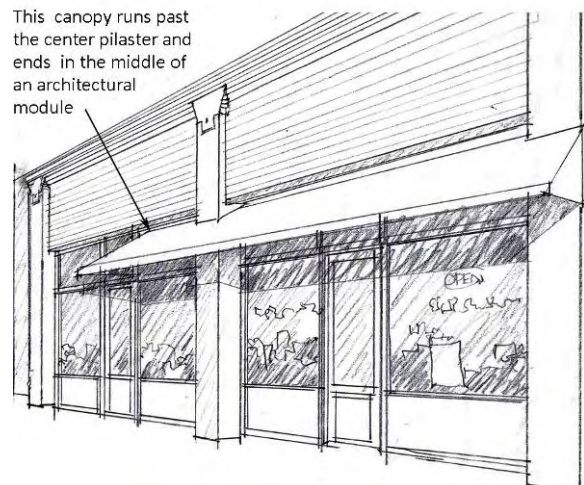




## 2. RECOMMENDATION: Align canopies with the architectural features of the building



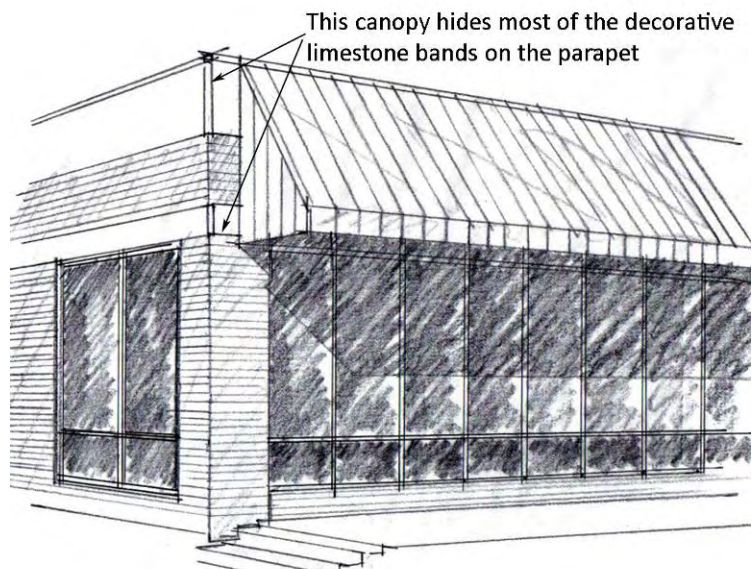
Recommended: The awnings and canopy above reinforce the storefront window openings and the building modulation.



Not Recommended: The canopy above runs across the pilasters and ends in the middle of the façade, obscuring detail and unbalancing the overall appearance of the building.

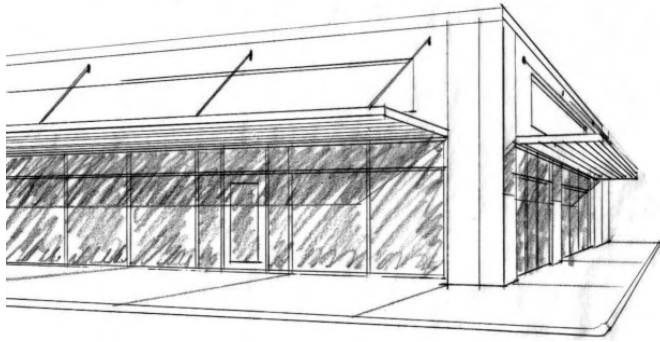
## 3. RECOMMENDATION: Avoid canopies that obscure building parapets and architectural details

The canopy shown on the right obscures the stone detail on the parapet and starts in the middle of the end pilaster. A suspended canopy would be more appropriate for this building.

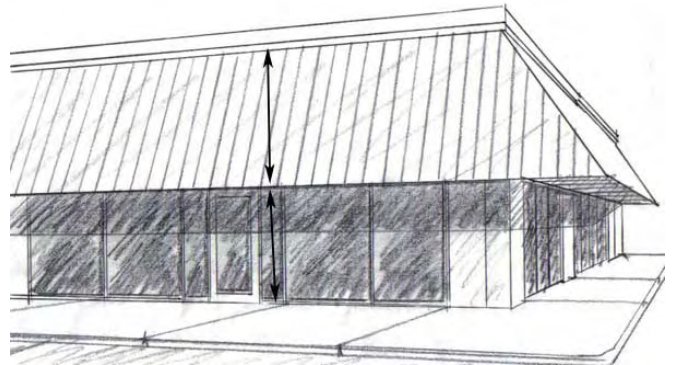


#### 4. RECOMMENDATION: Avoid canopies that are out of scale with the overall building façade

The canopy to the right obscures all of the parapet and part of the storefront and makes the building feel top heavy. The suspended canopy on the left doesn't interfere with building detail and reveals more of the storefront window.



Recommended: The suspended canopy (above) reveals building detail and doesn't distort building proportions.



Not Recommended: The canopy above is too deep for the overall building height.

#### 5. RECOMMENDATION: Incorporate lighting into the canopy



Incorporating lighting beneath the canopy can create an attractive pool of light at the business entry and make the streetscape safe and inviting.





## 6. RECOMMENDATION: Consider matching the depth of adjacent historic canopies

The depth and height of suspended canopies should be consistent throughout a block.



## 7. RECOMMENDATION: Consider using a structural canopy made of steel or wood rather than a cloth or canvas awning

Cloth awnings fade quickly in the Texas sun and need to be replaced often. Such awnings were used historically in cooler climates, where they could be folded up to allow additional daylighting of building interiors during the winter months.

Structural canopies, whether suspended, cantilevered, or column-supported, provide shade throughout the year and are more typical of the historic canopies used in Central Texas.



The canopies shown in this 1941 street scene in downtown Killeen are either column-supported or suspended from the buildings on rods. The depth of canopies is consistent along the block.

## MATERIALS AND DETAILS

Construction materials contribute significantly to the character of a building. Similar materials used in adjacent buildings help to unify the structures within the Downtown Historic District and contribute to the unique character of downtown Killeen. Original building materials in historic structures should be preserved in place in accordance with the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*. Decorative materials should be repaired, if possible, rather than replaced. If it is not possible to repair the historic materials, modern replacements should match the originals closely as possible in both material and design. Avoid using synthetic “look-a-like materials” such as vinyl siding to replace or cover surviving original materials. Also avoid the use of generic “historic” details and materials that are not substantiated by historic photographs or other documentary evidence.

### 1. RECOMMENDATION: Consider removing materials covering original architectural detail

Consider removing materials such as stucco or metal siding that cover the original building material.



1940s



2009

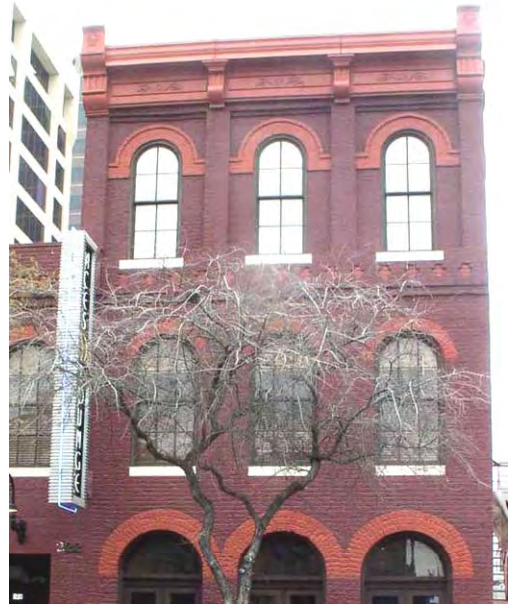
### 2. RECOMMENDATION: Maintain original finish on materials

Original painted surfaces such as cast iron and wood should remain painted. Many paint companies offer period paint colors that could provide a palette of appropriate colors for both the prewar and mid-century periods, although care should be taken to ensure that historic buildings are repainted in a manner consistent with their documented appearance. Stone, terra cotta, brick, and other surfaces that were originally intended to be unpainted should remain in their original condition whenever possible.

### 3. RECOMMENDATION: Restore original material surface or appearance

If historic masonry materials have previously been painted or plastered, consider these options:

1. Consult with an expert in masonry renovation to determine if it is feasible to remove the paint or stucco covering. Expert advice is also available in Preservation Briefs published by the National Parks Service.
2. Repaint the masonry in a color similar to the original surface.
3. Restore a painted finish if historical documentation demonstrates that the paint itself is historically significant, for example, in the case of a prewar masonry building that was repainted in the mid-century period. Although the painted finish would not be original, it is still historically authentic. Under such circumstances, consideration should be given to preserving the building in its mid-century condition.



The building to the right is good example of a painted brick building. The colors suggest the character of the original brick beneath and are modulated to subtly emphasize the architectural details.

### 4. RECOMMENDATION: Preserve original architectural details in place whenever possible

Consider reconstructing missing decoration when reliable evidence its original appearance is available.

### 5. RECOMMENDATION: Avoid adding details that were not a part of the original building

The picture at the right shows a prewar period building with a painted plaster finish, decorative (and non-functional) shutters, and fixed, synthetic fabric canopies. None of these features is authentic to the historic appearance of the building.

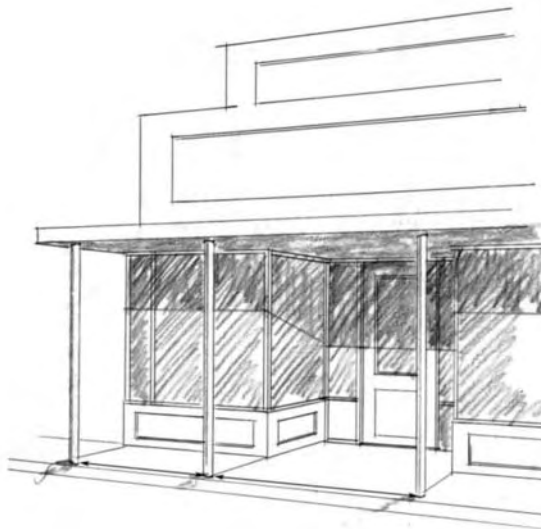


Not Recommended

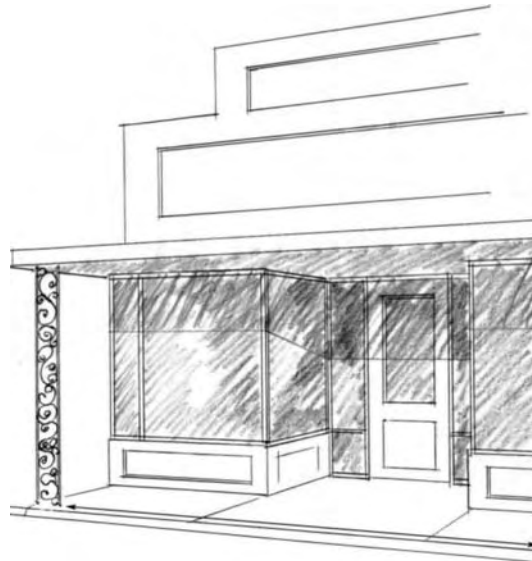


## 6. RECOMMENDATION: Replace missing building elements with appropriate replacement elements

Replace missing building elements with details that are appropriate to the building style and region. The ornate wrought iron columns to the right were not typical of the prewar or mid-century periods in downtown Killeen, the popularity of such columns being generally more recent. The simple slender metal columns to the left, spaced appropriately for the original construction period of the building, are consistent with the historic character of the district.



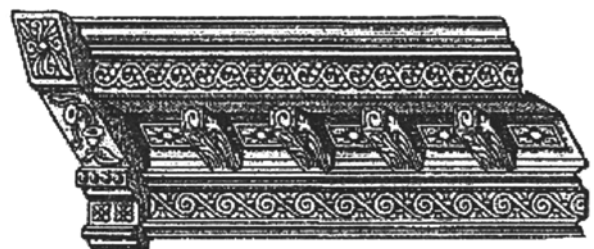
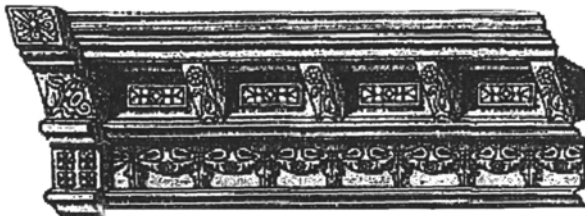
Recommended



Not recommended

One building detail that is frequently missing from surviving buildings in the Downtown Historic District is the cornice, the ornamental detail at the top of the façade walls. Most prewar buildings in downtown Killeen were constructed with decorative cornices consisting either of patterned brickwork, ornamental iron castings, a patterned metal coping at the top of the wall, or any combination of these features. However, such cornices were frequently simplified or omitted altogether in subsequent remodeling projects. Most had disappeared by the mid-century period.

When modifications are made to a prewar building, the replacement of cornices in accordance with historic photographs or other documents confirming their original appearance is strongly encouraged. The following illustration provides examples of iron cornices that could be ordered from catalogs in the early years of the twentieth century. Similar details are known to have been used in Killeen.





## GUIDELINES FOR BUILDING ADDITIONS AND NEW CONSTRUCTION

New construction and additions should be designed to reinforce the historic character of the street. The historic character of the district is derived from the similarities of scale, materials, details, and openings. The historic character of the Killeen Historic District varies from block to block. New construction should respond to the character and style of the surrounding block, in accordance with the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*.

### 1. RECOMMENDATION: Maintain the authenticity of the downtown historic district

Authenticity is an essential characteristic of any historic district. Surviving historic construction in downtown Killeen (structures built in the prewar or mid-century periods) should be easily differentiated from new construction and modern additions. New construction should help reinforce the authenticity of the historic district by clearly referencing the time in which it was built. In general, new buildings should avoid imitating historic styles, excepting only the archaeological reconstruction of specific historic features. New construction should reflect the culture and technology of the time of construction.

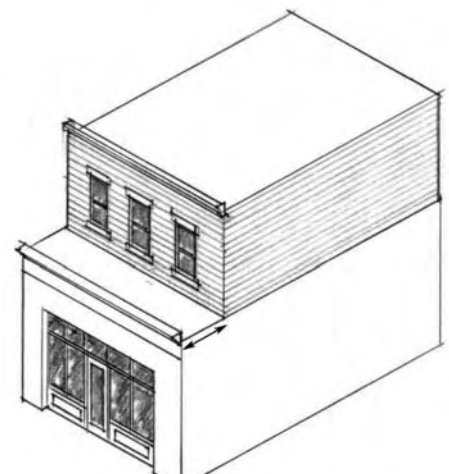
### 2. RECOMMENDATION: Building uses should be compatible with a pedestrian-oriented district

New construction and building additions which include upper-level residential units will help bring new life to the streets during the day and the evening. Ground-level retail and commercial uses reinforce pedestrian activity. Upper-level residential balconies put “eyes on the street” which helps to promote safety in the downtown area. During both the prewar and mid-century periods, downtown Killeen was a vital social and commercial hub, supporting both business and residential development. Encouraging the success of such development is as important to the character of the Downtown Historic District as is the preservation of original buildings.



### 3. RECOMMENDATION: Building heights should be compatible with the surrounding historic buildings

The façade at the sidewalk line should maintain height and width patterns similar to adjacent buildings. All of the existing buildings in the Downtown Historic District are one and two stories. Areas of new buildings taller than two stories should be set back from the primary façade at the sidewalk. Upper level additions to existing buildings should likewise step back from the historic building front. Refer to the zoning and the *Historic Overlay District Ordinance* for height and density restrictions.



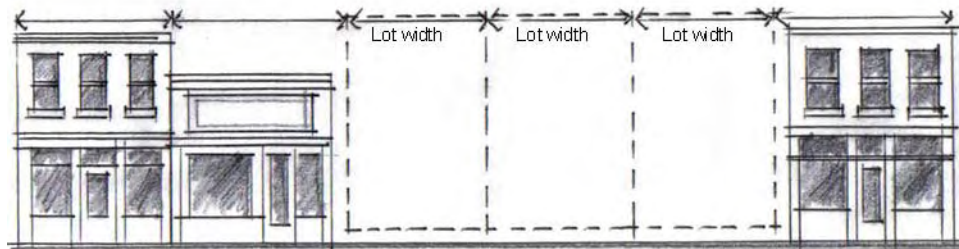
Offset new additions from existing historic building façades.

#### 4. RECOMMENDATION: Perceived building widths should reflect historic lot widths

The majority of the existing buildings in downtown Killeen were built to match the width of the lots originally platted by the Gulf, Colorado and Santa Fe Railway in 1881.



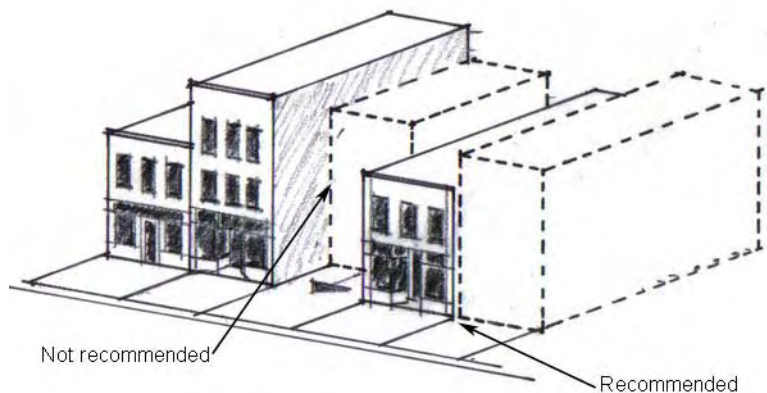
The front façades on new construction should be designed to reinforce the rhythm created by the historic lot widths. The primary façades at the sidewalk should have articulation such as pilasters, storefront window patterns, or similar architectural features that visually divide new buildings to reflect these historic lot dimensions.



Articulation of new construction should reflect the historic lot widths

#### 5. RECOMMENDATION: The front façades of new construction should align with existing buildings

Setback lines for new construction should align with the adjacent historic buildings along the sidewalk edge. The primary façade at the sidewalk for new construction should align with that of adjacent buildings. Most of the historic structures in downtown Killeen are aligned with the front street edge of the property line.

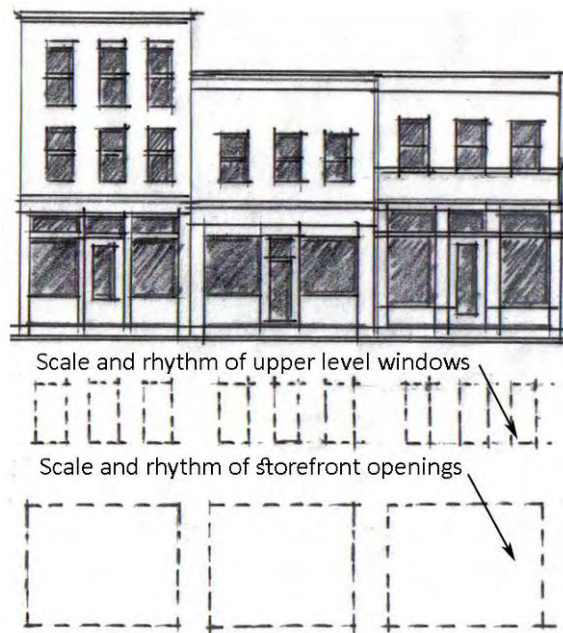


## 6. RECOMMENDATION: Materials for new construction should be compatible with surrounding historic materials

Using materials in new construction that are compatible with the materials in the Downtown Historic District is encouraged. The use of local stone and masonry is encouraged. Reflective glass and imitation materials such as vinyl siding should be avoided.

## 7. RECOMMENDATION: Openings in new construction should reflect the scale and rhythm of surrounding historic structures

Use door and window openings that have similar proportions and rhythms to adjacent historic structures. The majority of the ground level façade should be storefront windows used to display merchandise and support pedestrian activity. Upper-level windows should have similar pattern and scale to the surrounding historic buildings.



## 8. RECOMMENDATION: Provide recessed entries in new buildings

Very seldom did a downtown door open directly onto the sidewalk in the Downtown Historic District. Prewar buildings were generally provided with symmetrically located, recessed entries, as shown in the illustration to the right. Mid-century storefronts in Killeen often angled asymmetrically to the entry door, which continued to be recessed from the plane of the façade. The entry configurations of new buildings should reflect the surrounding styles. All recessed entries should be adequately lighted in the interests of public safety.





## 9. RECOMMENDATION: Provide shaded sidewalks

Covered sidewalks should be provided at all new construction. The scale and size of canopies and awnings should reflect the prevailing design along the block and should be aligned with adjacent canopies.



## 10. RECOMMENDATION: Select historically appropriate paint colors

The selection of appropriate exterior paint colors is essential to the preservation of the historic character of the Downtown Historic District.

Many paint manufacturers offer color palettes derived from specific customer preferences at various points in history. Such authentic historic palettes, when used in conjunction with documentary evidence such as historic photographs, can provide useful guidance for selecting paint colors for new construction in downtown Killeen.

Obtaining an Order of Design Compliance for new construction in the Downtown Historic District (see below) will require review and approval of the exterior paint colors proposed.



## GUIDELINES FOR SIGNAGE

Signs are an important element in defining character of the streetscape. Careful consideration should be given to size, shape, placement, materials, and graphics in order to create a unified district and preserve the details of historic buildings. Historic photos of downtown Killeen can help generate ideas for appropriate signage. Review the *Killeen Zoning Ordinance* and *Historic District Overlay Ordinance* for sign guidelines.



### TYPES:

**Projecting signs:** Signs of this type are mounted perpendicularly to the building face and were used in both the prewar and mid-century periods. Projecting signs are desirable because they work well with canopies and tend not to obscure architectural details. These signs were originally developed to permit illumination, during the prewar period, by fixtures mounted on the building face.



**Building face mounted signs:** Signs of this type can help emphasize the architectural identity of the building. These signs were common during the prewar period, painted directly on building façades. During the mid-century period such signs tended to be internally illuminated, originally either with solid metal lettering backlit by lamps mounted inside the individual letters or with incandescent neon bulbs tracing the letter shapes.



**Suspended signs:** Signs of this kind are located just above eye level along the walkway perpendicular to the street, a good way to identify businesses to pedestrians on the sidewalk. In Killeen, signs of this kind were most common in the early prewar period, when canopies were mounted above transom windows, higher above the sidewalk than later canopy designs.



## CHAPTER 6 GUIDELINES FOR SIGNAGE

**Canopy signs:** Signs of this type are mounted on canopy edges. Such signs are more visible from the street and aimed at vehicular traffic rather than pedestrian. Canopy signs were most common during the early prewar period. As canopies were relocated below transom windows and hence closer to the sidewalk, projecting signs began to replace the earlier canopy signs. Signs of this type were seldom used in the mid-century period because of the relatively low canopies common at that time



**Window signs:** Attractive window displays help bring shoppers into the store. Such displays were common in downtown Killeen, since building signage mounted on or above canopies might not be readily visible to pedestrians on the sidewalks. Signs painted on window glazing or inset into the pavement at the building entrance were used in Killeen during both the prewar and mid-century periods.



**Portable A-frame signs:** Such signs can be a very good way of announcing that a shop is open for business or of displaying a menu or advertisement for a sale. Such signs are intended to be read by pedestrians. They were common in Killeen during the prewar period and remained in use even during the mid-century years. As with window signs, portable A-frame signs provided an efficient means of addressing pedestrians when building signage addresses vehicular traffic.



# 1. RECOMMENDATION: Scale and placement of sign should fit within the architectural detail

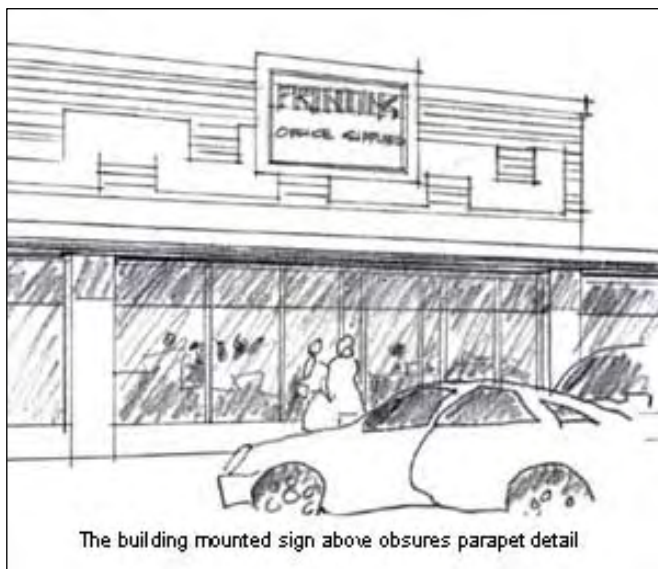
Signs should fit within the boundaries of the face of the building and not obscure architectural detail. Consider the entire building front as an integral image for the business signage. Use the sign to emphasize architectural detail.

An alternative location above the upper story window, below the cornice



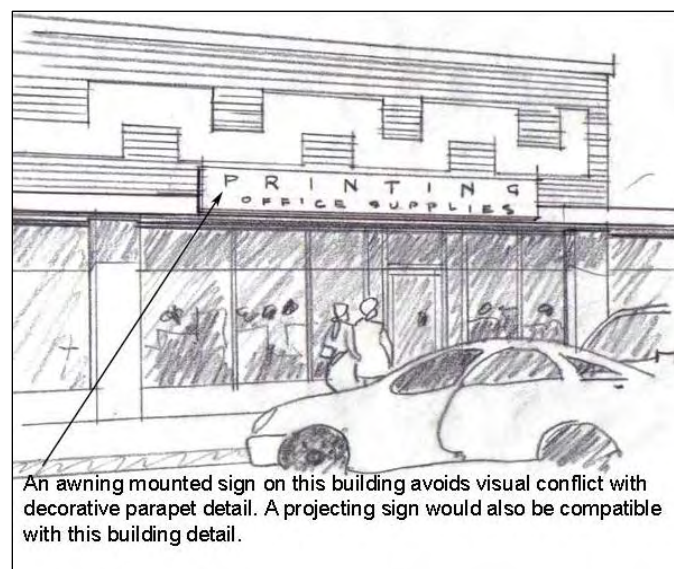
Locate signs in open field on building such as the sign band above.

Don't cover significant architectural features with signage. Proportion of the sign should be in scale with the building façade, especially in prewar buildings. The sign at the left obscures significant parapet detail. The sign on the right avoids conflict with the building design.



The building mounted sign above obscures parapet detail

Not recommended



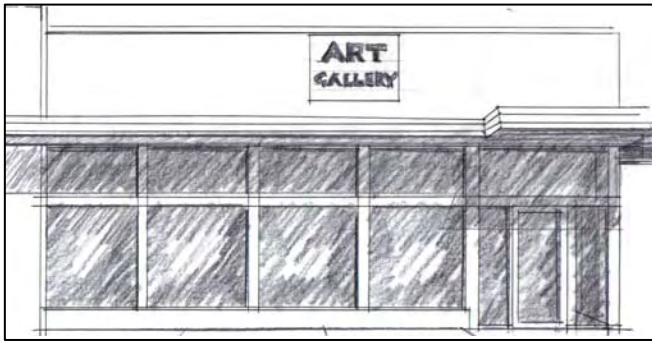
An awning mounted sign on this building avoids visual conflict with decorative parapet detail. A projecting sign would also be compatible with this building detail.

Recommended

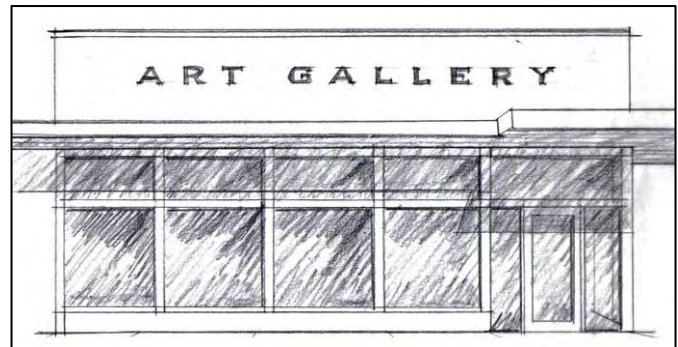


## CHAPTER 6 GUIDELINES FOR SIGNAGE

A sign that is too small, too big, or a different shape from the background field detracts from the historic character of the building. The sign at the left is too small for the façade and not centered in the background field. The sign on the right is centered and proportional to the sign background field.



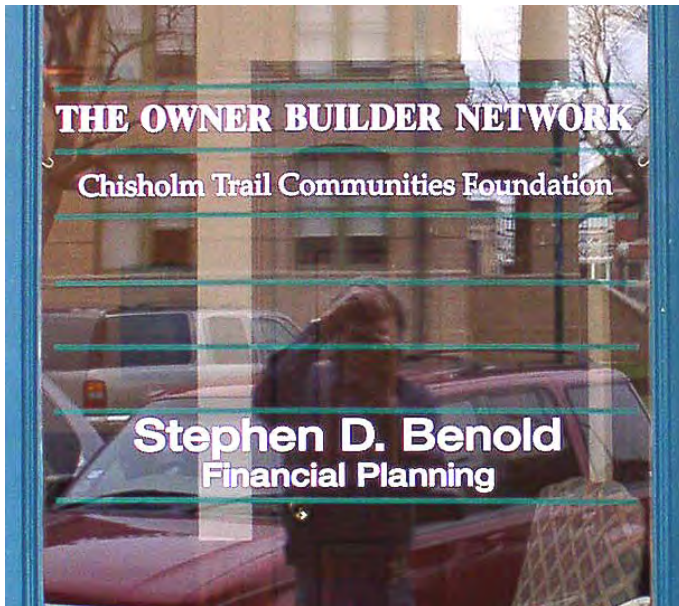
Not recommended



Recommended

## 2. RECOMMENDATION: Group multi-tenant signs

Group multi-tenant signs and unify graphic design or use a building directory





### 3. RECOMMENDATION: Re-use historic signs

Re-use existing vintage signs. Several spectacular signs from the mid-century period have survived in the Downtown Historic District. Reusing these signs for new business creates a memorable image. The reuse of a historic sign provides a sense of longevity and permanence for the business, while reinforcing the character of downtown Killeen.



### 4. RECOMMENDATION: New sign materials and lighting should be compatible with historic sign materials

**Prewar Building Signs:** Signs on prewar buildings should be compatible with historic sign materials, often wood panels, painted brick or metal. Internally lit box signs with plastic faces do not support the historic character of the district. Lighting on signs mounted on prewar buildings should be directed onto the sign from an external light fixture.

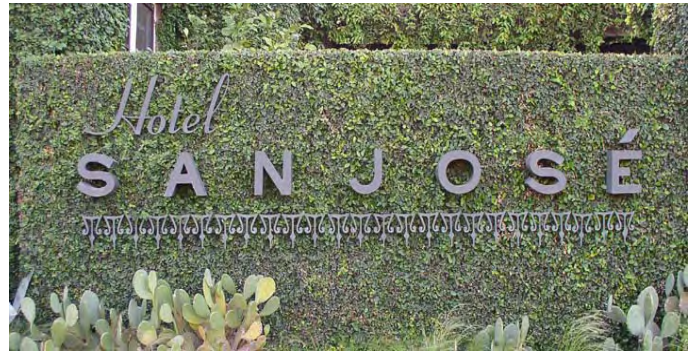
Indirect light sources illuminating painted wood or metal signs are recommended. Light should be directed onto the sign from an external fixture. The light source should be shielded from the eyes of pedestrians.



**Not recommended for use in the Downtown Historic District:** Internally illuminated, plastic face signs



**Recommended for prewar and mid-century buildings:** Simple painted wood or metal signs with external lighting



**Recommended for prewar and mid-century buildings:** Individual letters either backlit by concealed indirect light sources in each letter or lit from an external source

**Recommended for mid-century buildings:** Mid-century signs were often the focal point of a building. Fins, flag poles, and elaborate shapes were used to call attention to the business advertised. Neon lights and groupings of small individual light bulbs were used to trace lettering, logos and images. Ideally, such signs and lighting, should form an integral element of the building design, rather than being merely an extraneous addition.

Internally illuminated, plastic-faced box signs are not recommended. Indirect light sources on signs or letters individually lit with neon or small decorative light bulbs are historically appropriate for mid-century buildings and are recommended solutions.



**Recommended for mid-century buildings:** Neo- lit letters, decorative light bulbs, and external light sources



## 5. RECOMMENDATION: Use symbols and illustrations to augment text

The use of symbols and illustrations, as well as text, is encouraged in signage. A picture or symbol can help express, without language, the types of products or services that are offered. Graphic art can also add color and texture to the streetscape and make the pedestrian experience more interesting. Such signs are appropriate for both prewar and mid-century buildings. Signs with copyrighted design elements, however, were uncommon in the Downtown Historic District and are discouraged unless substantiated by historic photographs or similar documentation. In prewar and mid-century periods, copyrighted signage almost invariably referenced the product sold at an individual business rather than the business itself. Soft drink companies, in particular, often subsidized the cost of the signage for a local business in exchange for the presentation of their logo.



## 6. RECOMMENDATION: Create interesting and attractive display windows

Window displays are an important part of a business' pedestrian-level signage. Window displays are also an important element in the overall appearance of the building and street. Lighted displays enhance the ambiance of the street in the evenings and attract nighttime strollers, as well as making the downtown area feel safer. Such displays were typical in downtown Killeen during both the prewar and the mid-century periods.



Offices or other spaces that don't benefit from openness to the street can help create continuity in the streetscape by displaying art or photographs in the display window. An opaque backing can be used to separate the business from the display window. Avoid backing office equipment and furniture into the display window. For a retail business, transparency into the space and an attractive display of goods are essential in attracting customers. Such solutions are appropriate to both the prewar and mid-century periods in downtown Killeen.





## GUIDELINES FOR SITE AND UTILITIES

The right of way, from building face to building face, is the property of the citizenry: a place for transportation, recreation, the transaction of business, political discourse, and public celebrations. The impact of building services and utilities on this public domain should be minimized. The goal for the Downtown Historic District is to make the right of way an inviting and comfortable environment for pedestrians and to emphasize the historic continuity of the existing buildings and streetscape. Poorly designed utility connections and building services detract from the character of the district.



### 1. RECOMMENDATION: Maintain historic sidewalks and curbs

Patterns of historic sidewalks and curbs should be preserved and repaired where possible. The color and pattern of new concrete in sidewalks and curbs should match existing adjacent work whenever possible.



### 2. RECOMMENDATION: Screen service and equipment from view of the primary street

Window air conditioners should not be located on the primary street face of a building. All mechanical equipment should be screened from view from the public right-of-way.



Not recommended

Equipment should not protrude into the public sidewalk or interfere with pedestrian traffic.



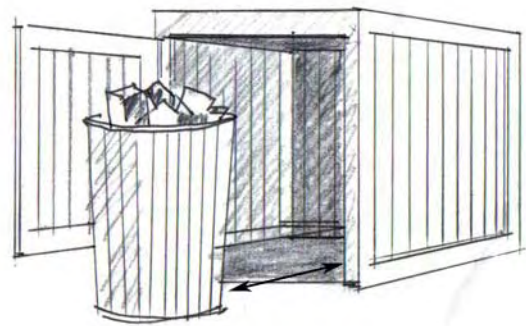
Not Recommended

Minimize the visual impact of utility infrastructure such as utility lines, building meters, transformers, and breaker boxes. Provide services from the alley whenever possible.



Recommended: Screen service connections that can't be made in the alley

Trash cans should be screened from public view and ideally located behind the building.



Recommended: Screen trash cans and waste and recycling receptacles

## OBTAINING BUILDING PERMITS IN THE DOWNTOWN HISTORIC DISTRICT

### ORDER OF DESIGN COMPLIANCE:

The design guidelines are for your use when planning changes to the exterior of buildings in the Downtown Historic District and for the city's use when reviewing your application for the work. If you are going to work on the exterior of a building located in the Killeen Downtown Historic District you will need an Order of Design Compliance issued by the City of Killeen before obtaining a building permit for work on the building. The Order of Design Compliance application form is available through the City of Killeen Planning Department. The Order of Design Compliance is the instrument that you must complete and the City of Killeen will use to review and approve plans for the alteration, construction, or removal of elements from the exterior of buildings within the Downtown Historic District. Attached to this section of the guidelines is a copy of the Order of Design Compliance Application Form.

Exception: Compliance is not required from property owners who have submitted building improvement documents prior to the effective date of May 1, 2009.

### HOW TO OBTAIN AN ORDER OF DESIGN COMPLIANCE:

To initiate the permitting process for a building in the Historic District submit a current copy of the proposed construction documents and a completed Order of Design Compliance Application to the Planning Department. After receiving a complete application packet the Heritage Preservation Officer (HPO) shall review the application within thirty (30) days for compliance with the design guidelines and the U.S. *Secretary of the Interior's Standards*. All guidelines and review criteria are available to property owners within the Downtown Historic District and property owners within the city.

Upon preliminary determination of compliance by the HPO a notice of the application shall be posted on the property for a period of ten (10) days and written notice of the determination will be mailed only to adjoining property owners establishing a 10-day period in which the decision may be appealed.

If no appeals are received at the end of the 10-day notification period, the HPO will make a formal determination, providing a copy to the owner and a copy with the construction documents to the Permits and Inspection Department. The determination will include written findings, conclusions of law, and any conditions of approval supporting the decision. The applicant will have six (6) months following the issuance of the Order of Design Compliance to secure a building permit for the work approved in the ODC.

The applicant or any other person adversely affected by any determination made by the HPO may appeal the decision to the Heritage Preservation Board. The appeal request must be on the form prescribed by the City and filed with the Planning Department within ten (10) days of the HPO's preliminary decision and will be scheduled for the next available regularly scheduled HPB public hearing. The notice of the appeal will be posted on the subject property for a period of 10 days following receipt of a formal appeal request.

Any applicant may request a formal review by the Heritage Preservation Board and the review process is similar to that by the HPO with a few exceptions. The HPB review process requires that notice of the application be posted on the property for a period of thirty (30) days prior to the scheduled HPB hearing, that written notice of the hearing will be mailed to all property owners within 100 feet of the property, and that a published notice of the hearing made once fourteen (14) days prior to the hearing.







City of Killeen Texas

## Order of Design Compliance Application

An Order of Design Compliance from either the Heritage Preservation Board or the Historic Preservation Officer is required for all exterior changes to local historic landmarks or structures within a designated local historic district. Prior to submitting an application for a building permit, applicants proposing to construct, reconstruct, significantly alter, remove, or demolish any exterior architectural detail of a designated historic landmark or any property within the historic district must receive an approved Order of Design Compliance.

Activities involving routine and ordinary maintenance, in-kind repair, or replacement which does not involve a change to the architectural or historic value, style, or general design shall not require the review and approval of an order of design compliance application.

### **Design Guidelines**

Applicants proposing alterations should refer to the *Historic District Design Guidelines*. A complete copy of the *Historic District Design Guidelines* is available in the City of Killeen Planning Office located at 200 E. Avenue D or can be downloaded at <http://www.ci.killeen.tx.us>.

## Project Information

Name (Property Owner): \_\_\_\_\_

Address/Location: \_\_\_\_\_

Legal Description: \_\_\_\_\_

\_\_\_\_\_

## Applicant Information

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Phone# \_\_\_\_\_ Fax# \_\_\_\_\_ Email \_\_\_\_\_

## Description of Work

Describe in specific detail the proposed alterations, changes, or maintenance work. The Historic Preservation Officer (HPO) or the Historic Preservation Board (HPB) may require submission of product samples and other technical information pertinent to design review decisions.

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Desired Start Date\_\_\_\_\_ Completion Date\_\_\_\_\_

☐ Attach a copy of an architect's rendering or a scale drawing of the proposed change(s). The drawing must show what the applicant plans to do. Applicants for signs shall accurately depict the size of the sign, illumination type, and size of lettering, as well as the sign's location on the building.

☐ Attach a written statement describing how the proposed construction, external alteration, or repair meets the intent of the *Historic District Design Guidelines*.

\_\_\_\_\_  
Signature of the Applicant

\_\_\_\_\_  
Date

### FOR OFFICE USE ONLY

Date of filing\_\_\_\_\_

Date of notice posted on project site\_\_\_\_\_

Date of notice of adjoining property owners\_\_\_\_\_

Decision of the HPO/HPB: Approved\_\_\_\_\_ Disapproved\_\_\_\_\_

Date Applicant notified\_\_\_\_\_

## How do I apply for an Order of Design Compliance?

1. **Call.** Call the City's Historic Preservation Officer (254) 501-7641 to discuss the details of your project, and receive in
2. **Review the Historic District Design Guidelines.** The *Historic District Design Guidelines* must be observed for external (façade) alterations or repairs in the downtown historic district. Copies of the guidelines are available in the City's Planning Office or on the City's website.
3. **Prepare Application Materials.** A completed application for an Order of Design Compliance must include the following:
  - A completed Order of Design Compliance Application (attached)
  - A to scale drawing or sketch of the proposed alteration or sign.
  - A written statement describing how the proposed construction, external alteration, or repair meets the intent of the *Historic District Design Guidelines*.
  - The Historic Preservation Officer may require submission of product samples and other technical information pertinent for design review decisions.
4. **Submit Application.** Submit all required application materials to the Planning Office located at 200 East Avenue D., Level Two.

## How is an Application for an Order of Design Compliance Processed and Approved?

1. A current copy of the proposed construction documents and an Order of Design Compliance application shall be filed with the planning department. Upon receipt of a complete application, the HPO shall review the application within forty-five (45) days for compliance with the city's adopted design guidelines and the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*.
2. Within five (5) days of receipt of an Order of Design Compliance application, notice of the application shall be posted on the property for a period of ten (10) days. A written notice of the application shall also be provided to owners of adjoining property establishing a 10-day period in which written comments may be submitted to the HPO.
3. At the end of the notice period, if approved, the HPO shall issue an Order of Design Compliance consisting of written findings, conclusions of law, and conditions of approval, if any, supporting the decision, and shall provide the owner and/or applicant and anyone submitting written comments with a copy and forward its decision to the permits and inspections department. Any specific conditions of approval as identified by the HPO shall be attached to the construction documents prior to the issuance of any building permits. No subsequent changes shall be made to the approved application without the review and approval of the HPO. An applicant shall have six (6) months from the date of issuance of an Order of Design Compliance to secure a building permit for the specified improvements, or it shall become null and void.

If the HPO finds the proposed work will adversely affect or destroy a significant architectural detail or historical feature of the exterior of the designated historic landmark or building within a designated district or is inconsistent with the Secretary of the Interior's standards for rehabilitation or these design guidelines, the HPO shall advise the applicant and written commenter of the disapproval of the application and of any changes to the application which are necessary for approval of same.

## What do I do after my Order of Design Compliance is Approved?

Upon approval of an application for an Order of Design Compliance, the applicant may submit, for review and approval, other applications (including building, sign, and demolition permit applications) that are necessary for the proposed project, in accordance with the City's standard processes for reviewing and approving such permit applications. All such applications shall be consistent in every way with the Order of Design Compliance.

## Appeals

The applicant or any persons adversely affected by any determination of the HPO may appeal the decision to the HPB. Appeal requests shall be on forms as prescribed by the city and shall be filed with the planning department within ten (10) days of the HPO's decision, and scheduled for the next available regularly scheduled HPB public hearing. Notice of the appeal shall be posted on the property for a period of ten (10) days upon receipt of a formal appeal request. A written notice of the public hearing for the appeal request shall also be provided to all parties who received mailed notice for the original HPO preliminary determination. Appeals shall be considered only on the record made before the HPO.

## Resubmittal

An application, once denied an Order of Design Compliance, may not be resubmitted without incorporating changes to the application which are necessary for approval of the same.



## GLOSSARY OF TERMS

**Architectural detail:** The features, characteristics, materials, craftsmanship or physical attributes of a specific element of a structure

**Alteration:** Any act or process that changes one or more historic, architectural, or physical features of an area, site, place, or structure including, but not limited to, the erection, construction, reconstruction, or removal of any structure

**Building:** An edifice, such as a house, barn, church, hotel, or similar construction that is created to shelter any form of human activity

**Cornice:** Architectural term pertaining to a horizontal molding at the top of a wall

**Design Guidelines:** A set of guidelines adopted by a municipality to serve as a visual and graphic aid in describing acceptable alterations for designated properties, they are usually generously illustrated and written in a manner that would be understood by most property owners

**Façade:** The front of a building or any face of a building given special architectural treatment

**Fascia:** Architectural term pertaining to a horizontal band or molding

**Heritage Preservation Board (HPB):** The five member Board established under the *Historic Preservation Ordinance* and appointed by the City Council whose duties include reviewing and taking action on all Order of Compliance applications

**Heritage Preservation Officer (HPO):** A qualified individual appointed by the City Council with professional experience in historic preservation and/or rehabilitation construction to administer the *Historic Preservation Ordinance* and advise the HPB on matters submitted to it. The HPO may issue Orders of Design Compliance for those applications that comply with the *Historic District Design Guidelines* and the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*

**Historic District:** A neighborhood or district designated by the City Council as an area that possesses a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united historically by plan or physical development

**Historic Property:** A site, building, structure, or object important in American history, architecture, engineering, archeology, or culture at the national, state, or local level and so designated by the appropriate agency

**Historic Resource:** Term used in the *Killeen Historic Resources Survey* for buildings, structures, sites, and objects within the Downtown Historic District that were built or placed prior to 1960

**Historic Landmark:** A historic property that has been formally designated by the city as having historical importance.

**Mid-century:** In the *Historic District Design Guidelines*, the years between 1941 and 1960 are designated the mid-century period in the history of Killeen

**Ordinary Maintenance:** Activities relating to a property that would be considered ordinary or common for maintaining the property, such as replacement of a porch floor with identical or in-kind materials, it may also include other activities such as painting as long as the painting is the repaint of an approved color.

**Order of Design Compliance (ODC):** An order issued by the city indicating approval of plans for alteration, construction, or removal of material affecting a designated landmark or property within the Downtown Historic District, a copy of the document is included in the chapter "Procedure for Building Permits in the Downtown Historic District"

**Owner:** The individual, corporation, partnership, or other legal entity in whom is invested the ownership, dominion, or title of property and who is responsible for payment of ad valorem taxes on that property, including a Lessor or Lessee if responsible for payment of ad valorem taxes

**Preservation:** Taking actions to sustain the existing form, integrity, and material of a building or structure and the existing form and vegetative cover of a site, it may include initial stabilization work as well as ongoing maintenance of the historic building materials

**Prewar:** In the *Historic District Design Guidelines*, the years between 1881 and 1940 are designated the prewar period in the history of Killeen

**Reconstruction:** Reproducing by new construction the exact form and detail of a vanished building as it appeared at a specific period of time, a technique used earlier in the 20<sup>th</sup> century though rarely used today because of the preference to use limited financial resources to preserve existing historic buildings

**Rehabilitation / Historic Rehabilitation:** Returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property which are significant to its historical, architectural and cultural values

**Restoration:** Process of accurately recovering the form and details of a property and its setting as it appeared at a particular period of time by means of the removal of later work or by the replacement of missing earlier work

**Secretary of the Interior's Standards:** The Federal standards established by the U.S. Department of the Interior regarding the preferred treatment for preservation, reconstruction, rehabilitation, or restoration of historic properties.

**Soffit:** Architectural term pertaining to the exposed underside of an overhead component of a building, such as a projecting canopy

**Structure:** Term used to distinguish specific types of functional constructions from buildings that are usually made for purposes other than creating shelter

**Transom:** Architectural term pertaining to a smaller window located above a door or window

## REFERENCE MATERIAL FOR THE *HISTORIC DISTRICT DESIGN GUIDELINES*

### ***Killeen Historic Resources Survey***

This is a study of downtown Killeen authorized by the City of Killeen to document the downtown buildings and determine if there was enough remaining historic fabric to create the Downtown Historic District. The study provides a brief history of Bell county and Killeen, identifies historic and contributing historic structures, establishes boundaries for a potential downtown historic district, and makes recommendations to protect landmarks and districts. The Survey was presented in March 2008 and is an important reference document relating to assets and development of the Downtown Historic District.

### ***City of Killeen Historic Preservation Ordinance***

This is the city ordinance that was created to make the recommendations of the Historic Resources Survey part of the city building code. The ordinance establishes the Heritage Preservation Board and Heritage Preservation Officer to oversee development in the Downtown Historic District. They are commissioned to enforce the provisions of the ordinance, preserve the historic fabric of the city and administer all City sponsored preservation incentive programs. They also provide input to city staff, the Planning and Zoning Commission and City Council on the development of the City's historic preservation program. The ordinance is available from the City of Killeen.

### ***Secretary of Interior's Standards***

These federal standards address the preservation, reconstruction, rehabilitation, or restoration of historic structures, and many sections relate to the type of work discussed in the *Historic District Design Guidelines*. The web site is [www.hps.gov/hps/tps/tax/rhb/index.htm](http://www.hps.gov/hps/tps/tax/rhb/index.htm). It contains sections on masonry, wood, metals, windows, storefronts and other useful preservation topics. This is a valuable reference relating to historical preservation work.

### ***City of Killeen Sign Ordinance***

This is the ordinance that governs signage in Killeen. The ordinance applies to the Downtown Historic District and is reinforced by the *Historic District Design Guidelines* for signage in the Downtown Historic District. The ordinance is available from the City of Killeen.



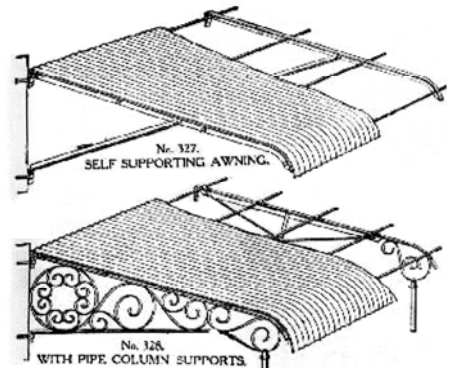


## Chapter 11 HISTORIC COMPONENTS FROM CATALOGS

Careful research can result in the identification of many building elements visible in historic photographs of downtown Killeen. For example, the façade of the A.J. Wukasch Store on Avenue D was built largely from components ordered from catalogs. Although these components have since been lost, detailed drawings survive in the catalogs of the original manufacturers.



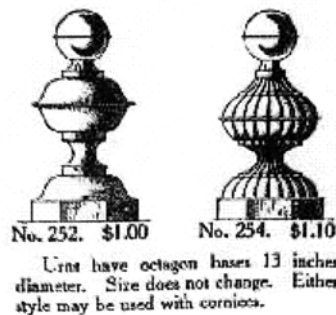
The A.J. Wukasch Store at 207 Avenue D, a downtown commercial building built circa 1910



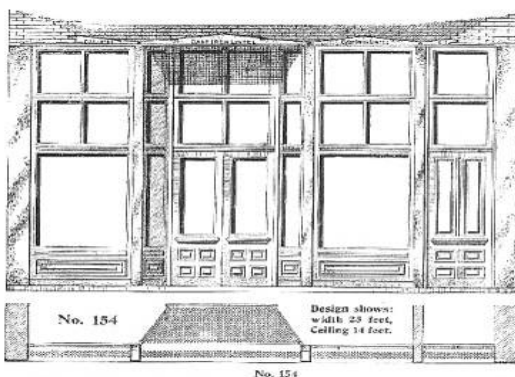
A corrugated steel awning of the type widely used in Killeen at the end of the nineteenth century. Such canopies could be purchased from specialty manufacturers such as Mesker and Brother, but were also available in Sears mail order catalogs



A decorative pediment from the Mesker catalog, almost identical to the one visible in the historic photograph above, these were available in a number of variants over the years



A decorative finial from the 1906 Mesker catalog, a popular architectural accessory



The drawing on the left illustrates a typical cast iron storefront manufactured by Mesker and Brother of St. Louis. The Gulf, Colorado and Santa Fe Railway provided a direct rail connection from St. Louis to Killeen. Such drawings provide an invaluable resource for the restoration of buildings within the Downtown Historic District.