

Town of Centreville



Development Design Standards

ADOPTED OCTOBER 7, 2010

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1. GENERAL

A. Background

The Town of Centreville Planning Commission, Staff and URS Corporation were tasked in January 2008 by the Town Council of Centreville with completing development design standards for the Town. The Town has concern with the type of development that could be placed in the surrounding areas and wants to ensure all applicable parties involved in development or redevelopment conform to the development design standards set forth by the Town. Contributions towards the development and coordination of this document were made by the following:



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B. Purpose and Aspirations

The purpose of these Development Design Standards is to create development and redevelopment that meet visual, functional and aesthetic objectives set forth by the Town. These objectives include:

- Build on the rich historic heritage and character of Centreville.
- Create an environment that emphasizes beautification on each project.
- Maintain the scale and texture of development.
- Allow for infill development that is sensitive to its context.
- Encourage creative designs for sites and buildings.
- Support pedestrian movement and the use of bus transit and bicycles.
- Implement the Comprehensive Plan.
- Protect and enhance the Town's environment for living and working in manners that support and stimulate business and industry.
- Promote investment and occupancy in business and other properties.
- Encourage the renovation and adaptive reuse of all structures that have historic and/or architectural significance.
- Ensure consistency with the objectives stated in the Community Plan.

The standards and guidelines in this ordinance intend to promote orderly community growth which will protect and enhance property values for the community as a whole. Inherent in these objectives is the expectation that well designed projects and economic development initiatives support the community's aesthetic values.

C. Applicability

After the effective date of this Ordinance, any new structures, any new structural alterations and/or additions as well as signage associated with such new, altered or expanded structure shall be in conformity with the provisions of this Ordinance. The following standards and guidelines represent supplemental provisions to the Town of Centreville Code.

When the provisions of these standards and the Code of the Town of Centreville conflict, the more restrictive regulation shall apply.

The Planning Commission may review and recommend changes and/or additions to it to the Town Council, which will consider such recommendations and any public comment prior to voting on the changes.

D. Severability

Each section of the Ordinance and every part of each section is an independent section or part of a section, and the holding of any section or part thereof to be unconstitutional, void or ineffective for any cause shall not be deemed to affect the validity or constitutionality of any section or part thereof.

E. Effective Date

All provisions of the Ordinance shall be in full force and effect on and after the effective date of this ordinance.

F. Authority

The provisions of this document shall apply to all new development and redevelopment within the zoning districts. Each development and/or redevelopment project shall be evaluated with regard to how it achieves the overall design that meets the intent and directions of the Development Design Standards.

Examples and illustrations included in this document are ways in which the intent of a standard can be achieved. The graphic examples are meant to be illustrative, and are not the only acceptable means towards accomplishing the intent of the standards. Applicants and project designers are encouraged to consider designs, styles and techniques not pictured in the examples that fulfill the intent of the design standard. The Town will expect the design of a project to respond to each standard and guideline. The applicant assumes the burden of production and persuasion to demonstrate how a proposed design meets the standards.

The standards in this document use the word “shall” while the guidelines use the word “should”. Regardless of which term is used, each standard and guideline must be addressed by an applicant. Listed below are helpful guidelines when designing or reviewing a proposed project:

- “Shall” statements indicate requirements and offer relatively little flexibility unless choices are provided within the statements themselves. All projects must include these elements as described.
- “Should” statements are encouraged guidelines.

The Planning Commission determines the applicability and conformity as well as the interpretations of these regulations for each application. The flexibility within the Development Design Standards are determined by the Planning Commission on a case by case basis for each specific project.

G. Recognizing Historic Content

New development should incorporate architectural elements that reinforce the established character of Centreville. The table below can be used as a guide:

<p>New Buildings, Signage and Landscaping</p> <p>The following elements constitute existing features that could be reflected in new buildings to include signage and landscaping:</p> <ul style="list-style-type: none"> a materials b window proportions c cornice or canopy lines d roof treatment and pitch e colors
<p>Rehabilitating existing Historic Buildings</p> <p>When rehabilitating existing historic buildings, property owners are encouraged to follow the recommendations stated below:</p> <ul style="list-style-type: none"> a if original details and ornamentation are intact, they should be retained and preserved. b if original details and ornamentation are presently covered, they should be exposed and/or repaired c if original details are missing, missing parts should be replaced to match the original in appearance. Remaining pieces or old photos should be used as a guide.

If a proposed building is not adjacent to other buildings having a desirable architectural character, the Planning Commission may require the application to use contextual elements found elsewhere within the area.

H. Recognizing Green Building

Green building strategies are important not only because of their environmental and human benefits, but for cost savings and increased affordability. The Town of Centreville promotes energy efficient, healthy and environmentally friendly design and construction.

Energy efficient structures provide significant benefits including reductions in energy demand, utility costs, and pollution, as well as enhanced human comfort, health, durability, quality, and control. A voluntary program sponsored by the U.S. Environmental Protection Agency (EPA) to reduce greenhouse gas emissions and protect the environment is the Energy Star Program. While it is recognized there are several green building programs, it is understood these techniques are important to the future sustainability of the environment.

The Design Standards are not intended to hinder any type of green building initiative. In considering any proposal the Planning Commission will weigh the advantages of green design in the context of the design standards.

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2. RESIDENTIAL DESIGN

A. STREETS

1. Network Design

Intent-To strengthen and extend the existing established street network within the Town of Centreville and to continue the overall character of the Town in new development. New or extended streets in the Town of Centreville shall be designed to the standards listed below.

Required Standards

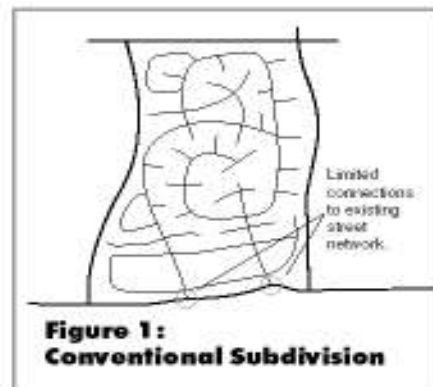
- Any proposed street(s) shall be in consistent with the Transportation element in the Comprehensive Plan.
- Isolated subdivisions providing no logical connections to existing streets or community shall be discouraged.
- A street hierarchy shall be established in all residential subdivisions to include both minor and collector streets. Driveways serving residential lots shall not have access from collector streets within subdivisions.
- Intersections shall be designed for safety and to facilitate both pedestrian and vehicular movement.
- Internal roads and aisles within multi-building developments shall provide clearly discernable and safe circulation throughout the development and especially within parking areas.
- Proposed subdivision street layout plans shall incorporate provisions for linkage streets which shall be designed to provide future access and street connection to adjacent vacant or undeveloped lands which may be developed in the future.
- Linkage street stubs shall be provided on average of at least one (1) linkage street right-of-way stub to adjacent vacant or undeveloped land greater than 5 acres. The Planning Commission shall not approve any subdivision that does not fulfill this requirement. The Planning Commission may require linkage street stubs to land under 5 acres if it deems such linkage necessary to meet the Transportation Element of the Comprehensive Plan.
- When a proposed subdivision is being planned adjacent to previously subdivided land and the previously subdivided land has incorporated linkage street stubs to its perimeter as part of its recorded subdivision plan, the proposed subdivision shall



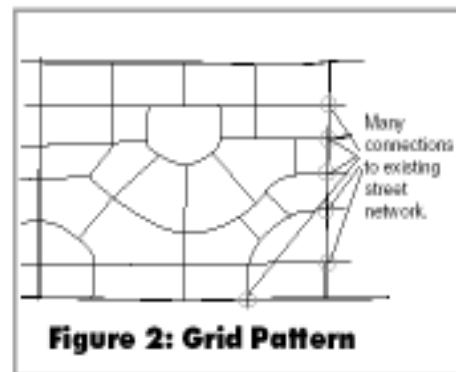
incorporate street connections to the existing linkage street right-of-way stubs as part of its street system.

Encouraged Guidelines

- New development streets should be laid out in a grid pattern creating numerous connections to existing streets. If possible, extension of existing streets should be utilized. Streets do not necessarily need to be provided at right angles and should be provided as appropriate based on surrounding street network and natural characteristics of the site. Intersections, however, must be generally provided at right angles.



Undesirable



Desirable

- Transit stops and improvements where appropriate to the intensity of use and expected demand should be provided.
- Residential lots fronting on collector and boulevard streets should take access from alleys or minor side streets. Alleys shall be encouraged in residential development.
- Traffic calming should be incorporated into the design of new subdivisions to reduce vehicular speed and promote continuity in the traffic stream for a given street or system of streets. Options may consist of traffic circles, islands, bump outs and deflections or other techniques approved by the Planning Commission and Town Engineer.

Discouraged

- Gated communities are discouraged.

2. Street Signage

The Town's standard street sign has been identified in the pictures below, specific street sign information may be provided by the Town's Public Works Department.



3. Street Specifications

The street specifications shall be designed as stated in accordance with the Town Subdivision regulations.

B. SIDEWALK AND PEDESTRIAN

1. Connectivity

Intent-To improve the pedestrian environment by making it easier, safer, and more comfortable to walk among residences, to businesses, to the street sidewalk, to transit stops, and to adjacent properties, and general connections throughout the Town.



Required Standards

- True connections shall be created utilizing either sidewalks or pedestrian trails or a combination of both to link the community or development to facilities such as parkland, shopping centers, public buildings, employment centers, and schools. Sidewalks shall be provided on both sides of residential streets. The Planning Commission may approve another standard, if appropriate to a specific location or situation.
- Sidewalks shall be provided along all street frontages and connections to adjacent parcels and development.
- Provisions shall be made to connect to future development and planned or existing sidewalks or pedestrian trails by dedication of easements for future connections.
- Crosswalks shall be required to create a visual and tactile connection between barrier free access curb ramps for the purpose of demarcation of appropriate pedestrian street-crossing locations in the following instances:



- (a) At points of intersection between sidewalk and collector streets and at all corners along a collector street or where local residential streets intersect the collector street.
- (b) At all signalized intersections adjoining the development site.
- (c) At key locations to provide safe street crossing access to active or passive parkland and open space areas, schools, playgrounds, neighborhood shopping centers and similar pedestrian destinations within and adjoining the development

- Pedestrian trails and connections shall be provided to adjacent pedestrian facilities such as sidewalks and trails and provide linkages to destinations within town such as public buildings, parks, commercial centers and other residential areas.
- Pedestrian trails shall be constructed of durable materials including soil cement, fine crushed stone, or paved with asphalt or other materials approved by the Planning Commission.
- Existing informal paths or trails shall be recognized and improved to ensure connection to and through sites, and access to parks and open spaces.
- Sidewalks and trail crossing parking lots and driveways shall be made more visible by varying the texture and color or walkway materials.



Encouraged Guidelines

- Sidewalks, paths and trails should be integrated with landscaping design.

2. Specifications

The sidewalk specifications shall be designed as stated in accordance with the Highway Administration standards.



C. STRUCTURES

1. General Design

Intent-To assure that new neighborhoods and infill residential development will be of a compatible style with existing neighborhoods within Centreville.



Required Standards

- Single family residential units or infill development shall be compatible with surrounding residential structures. Residential structures within new subdivisions shall also be of a consistent architectural style to that of the adjacent neighborhoods and incorporate similar material in the design of the homes, or of an architectural style approved by the Planning Commission.



- Buildings shall incorporate front porches or stoops with or without overhangs constructed of materials appropriate to the structure, if compatible with the design.

Encouraged Guidelines

- Architectural styles that reflect traditional architectural and historic context of the Town of Centreville should be encouraged.
- The use of additional compatible detail and elements, such as picket fences, hedge rows, trellises, etc., are also encouraged.
- The use of alleys and rear or side accessed garages or parking areas behind homes is encouraged.



2. Building Materials

Intent-To provide residential structures constructed of durable and aesthetically appealing materials, and creates a quality living environment.

Required Standards

- Exterior materials shall consist of brick, stone, stucco, fiber-cement composite, wood clap board or shake type, or vinyl. Materials other than standard building materials may be approved by the Planning Commission.
- Roofing materials shall consist of asphalt or wood shingle, slate, or colored segmented metal roofing materials. Other materials may be approved by the Planning Commission.
- No exposed concrete or concrete block shall be visible, except as approved by the Planning Commission.
- Home foundation shall be faced with brick or pargeted stucco surfacing or other materials as approved by the Planning Commission.



Encouraged Guidelines

- When vinyl siding is used, a variety of styles utilizing decorative architectural elements should be used.

3. Roof Line Expression

Intent- To ensure that rooflines present a distinct profile and appearance for the building and express the neighborhood character.

Encouraged Guidelines

- Gables facing the street are encouraged.
- Dormers should be used to break up long lengths of roof.
- No adjacent residential structures on the same side of the street should have the same roof face or style.
- Except for porches and dormers, structures should incorporate pitched roof forms having a slope minimum of 6:12 (rise: run).



4. Windows

Intent- To enhance the scale of a building and delineate stories.

Required Standards

- Windows shall be provided in facades facing streets, comprising at least 20% of the building wall area.

Encouraged Guidelines

- Windows should have visually prominent trim.
- Other decorative window features are encouraged, such as:
 - (a) arched windows
 - (b) mullions
 - (c) awnings
 - (d) flower boxes
 - (e) window shutters, sized appropriately and proportionately to the window
- A variety of window sizes and shapes that contribute to overall composition is also encouraged.



5. Articulation of Walls

Intent- To provide visual variety along the street facade.

Required Standards

- Buildings shall include articulation along the facades facing and visible from public view. Flat, bland walls are prohibited.
- Horizontal facades longer than 30 feet shall be articulated into smaller units, consistent with the residential scale. At least two of the following methods shall be included:
 - (a) distinctive roof forms
 - (b) window patterns
 - (c) color differentiations
 - (d) recesses/offsets/massing
- No adjacent residential structures shall have the same front façade.



6. Front Yard/Entrances

Intent-To provide separation between buildings and the public pedestrian realm where the front yard functions as usable outdoor space and provides a clear, welcoming, and safe entry for pedestrians from the sidewalk into the building.



Required Standards

- Primary building entrances shall be clearly identifiable and visible from the street with well-defined walkways from pedestrian routes to building entrances.
- Primary building entrances shall face the street. If the doorway does not face the street, a clearly marked and well maintained walkway shall connect the entrances to the sidewalk.

Encouraged Guidelines

- Front yards should include an entrance sequence between the sidewalk and the building including elements such as porches, stoops, trellises, site furnishings, low hedges, landscaped borders, and special paving.
- Accent lighting may be used to highlight special focal points, building/site entrances, public art and special landscape features.



- Signage identifying building address should be visible from the street and public pedestrian walkway.
- Primary entrance doors should provide decorative elements such as architectural trim, lighting and signage.

7. Individual Outdoor Spaces

Intent-To provide private outdoor space as distinct from common spaces that encourages a sense of ownership by residents.

Encouraged Standards

- Outdoor spaces such as yards, decks, terraces, and patios should be delineated from common public space. Delineation may consist of walls, fences, berms, hedges, and landscaping.
- Outdoor spaces used to meet these standards should not be located within required landscape buffer areas.
- Outdoor spaces should not be located adjacent to dumpster enclosures, loading/service areas, or other incompatible uses.

8. Location of Garages

Intent-To ensure that garage doors do not dominate street-facing facades, overshadow pedestrian entryways and to allow free pedestrian access to sidewalks by providing adequate driveway length for parking of vehicles.



Required Standards

- Building front facade shall extend at least 5 feet closer to the front lot line than the face of the garage doors.
- Where improved alleys exist, access to garages shall be from the alley.

Encouraged Guidelines

- Garages should to be located to the rear or side of the residence.
- Garage doors should be of appropriate materials and enhance the character of the structure and the residence.
- When garage doors are facing the street, they should be set back at least 25 feet from the required sidewalk.



D. OPEN SPACE/RECREATION

1. Open Space

Intent-To assure that residential developments within the Town of Centreville provide visually attractive open spaces, protected natural resources, and quality recreational amenities.

Required Standards

- Areas of designated open space shall be located to provide convenient access to open space by residents within the community.
- Open space areas, with the exception of greens or specialized recreation areas, shall be arranged to maintain contiguity with other designated open space areas or similar areas on adjacent lands wherever possible in order to ensure the potential for a contiguous open space network throughout the Town.
- Open space area shall be well planned to protect existing scenic view sheds.
- Areas of existing natural resources, such as a stand of trees, habitat areas, wetland or other unique natural or historic feature shall be incorporated into the overall open space of the project.
- The Planning Commission may approve the use of improved wet pond storm water facilities such as wet ponds and man-made ponds as open space as long as such facilities also provide recreational and scenic amenities, such as fountains, seating areas, piers, perimeter trails, etc, and that the facilities be appropriately integrated into the landscape by location and landscaping. Stormwater facilities should not comprise more than 25% of the total required open space. The Planning Commission may approve stormwater facilities that compromise more



than 25% of the required open space, if the Applicant can demonstrate additional amenities are incorporated such as fountains, gazebos, and bridges that make the pond more of an asset.

Encouraged Guidelines

- Central greens or squares should be provided within larger residential projects of 50 units or more.
- Any portion of open space designed to provide plant and animal habitat should be kept as intact as possible. Trails should be designed to avoid fragmenting these areas.

2. Recreational Space

Intent-To assure that residential developments within the Town of Centreville provide quality recreational amenities to ensure quality of life for the passive and active neighborhoods.

Required Standards

- Recreational Space within a residential project consisting of 20 units or more shall provide at least two of the following from each category of recreational amenities. Residential projects of less than 20 units shall provide at least two passive recreation items per the zoning ordinance requirements.

Passive Recreation

- (a) Greens
- (b) Sitting area
- (c) Picnic area
- (d) Open lawn with trees
- (e) Habitat/conservation areas
- (f) Water features
- (g) Historic structure or building(s)
- (h) Community gardens or special interest landscape
- (i) Rain garden
- (j) Gazebo, pergola, or pavilion
- (k) Outdoor site furnishings





Active Recreation

- a) Tot-lot or age appropriate playground
- b) Play fields
- c) Sports Courts such as tennis, basketball, volleyball, etc.
- d) Bicycle paths and facilities
- e) Trails
- f) Swimming Pool
- g) Club house or community center with indoor recreational facilities
- h) Other appropriate recreational facilities as approved by the Planning Commission







- Parking for recreation and open space areas shall not be oversized so as to discourage use as overflow parking for the residential areas.
- Recreational facilities shall be appropriately landscaped and lighted.
- Historic structures shall be incorporated into the overall open space plan for the project.

E. LIGHTING

1. Residential

Intent- To permit reasonable use of attractive outdoor lighting for nighttime safety, utility, security, and enjoyment while preserving the ambiance of the night; reduce degradation of the nighttime visual environment and the night sky; minimize light encroachment and glare by shielding and limiting outdoor lighting that is misdirected, excessive, or obtrusive; and to conserve energy and resources to the greatest extent possible.

Required Standards

- Street light poles shall comply with the standard street light pole as identified in this document. Any proposed alternative must be of equal quality or style. All fixtures will be approved by the Planning Commission.
- Residential street lights shall not exceed 12 feet in height.
- Street lights shall be shielded from the sky (full-cutoff). Lighting styles for street lights shall be of one of the following approved styles:
 - (a) Arlington Style or equivalent
 - (b) Clearwater style or equivalent
 - (c) Traditionaire style or equivalent
 - (d) Other styles as approved by the Planning Commission



Arlington



Clearwater



Traditionaire

Light style names are taken from the local electric provider's pole types.

- All residential lighting shall be of a style compatible and consistent with the architectural style and historic context of the structure or development.
- Building-mounted lights shall be shielded from the sky (full cut-off) and installed below the eave line and no higher than 14 feet unless used to illuminate a second story entry, eave, balcony, or outside stairway or door where in such case it should be no higher than 8 feet above the floor elevation of the second story.
- Residential pole mounted (other than street lights) or wall-mounted fixtures shall be shielded from the sky (full cut-off) limited to 8 feet in height above finished grade.
- All building mounted lighting (other than those exempted in item 5) shall be glare-free and shielded from the sky (full cut-off) and adjacent residential

properties and structures, either through exterior shields or through optics within the fixture.

- Historical character lighting (pole or building mounted) fixture less than 1000 lumens (60w incandescent) are exempted from the requirement to shield light from the adjacent properties.
- Lighting levels and design shall comply with Illuminating Engineering Society of North America's Recommended Practices and Design Guidelines, latest edition and/or the American National Standards Institute (ANSI) and as necessary for safety.

Encouraged Standards

- Use lowest lamp wattage and lumen level possible.
- Light fixtures with motion sensors or automatic cutoff controls are encouraged to minimize the duration of nighttime lighting.
- Light fixtures with soft yellow or orange lights instead of harsh white lights are encouraged to protect the view of the night sky.
- Dark Sky Shades and Dark Sky Shields are encouraged for old existing fixtures to protect the view of the night sky, minimize ground reflection and reduce light trespass beyond the property line.
- Use IDA (International Dark-Sky Association) approved lighting fixtures.

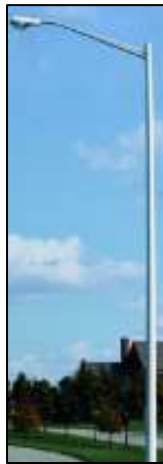
2. Sports and Athletic Field Facilities in Residential Subdivisions

- The average and/or maximum light luminance, measured in foot-candles, shall not exceed the recommended average or maximum guideline established for the proposed recreational use by the Illuminating Engineering Society. The Town may, as part of the special exception process, restrict lighting to a level less than the Illuminating Engineering recommended guideline.
- The maximum height of outdoor lighting for courts (basketball, volleyball, handball, horseshoe, etc.) shall not exceed twenty-five (25') feet as measured from finished grade.
- Lighting for night play for baseball, football or soccer facilities shall not be higher than 100 feet above finished grade; however, for any lighting above 80 feet above finished grade, the applicant shall demonstrate that the additional height is necessary to reduce spill and glare.
- Lighting shall be directed to areas within the property line to minimize glare in surrounding areas. Spillover and glare shall be minimized by using fixture cutoffs and optically controlled luminaries at the boundary of lighted areas.

- Lights shall be extinguished not later than (1) hour after the end of an event.

3. Prohibited

- Flashing lights – Any lights that flash, move, revolve, rotate, scintillate, blink, vary in intensity or color, or use intermittent electrical pulsation.
- Upward lighting is prohibited unless it is for flag displaying purposes or landscaping.
- The following lighting fixtures are prohibited in all new or re-development projects:
 - (a) Cobra style fixtures
 - (b) Open bottom fixtures
 - (c) Flood light fixtures
 - (d) Mongoose fixtures
 - (e) Other non-fully shielded fixtures



Cobra Style



Open Bottom Style



Mongoose Style

- Colored lighting unless specifically approved by the Planning Commission.

4. Exempt

- The following lighting is exempt from lighting standards:
 - (a) Holiday decorations
 - (b) Construction or emergency lighting
 - (c) Additional lighting needed for highway safety, and state approved traffic

- control devices
- (d) Industrial lighting shall be exempt from these standards; however, illumination from lighting on site shall not traverse or leave the site.

Note: All lighting shall follow the guidelines as amended by the IESNA – Illuminating Engineering Society of North America and/or the American National Standards Institute (ANSI) and as necessary for safety.

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3. MULTI-FAMILY DESIGN

All multi-family structures will be subject to the Residential Development Design Standards as well as the standards listed below.

A. STRUCTURES

1. Front Yard and Building Entrance

Intent-To provide separation between buildings and the public pedestrian realm where the front yard functions as a usable outdoor space and provides a clear, welcoming, and safe entry for pedestrians from the sidewalk to the building.



Required Standards

- When there are common entries, they shall be clearly identifiable and visible from the street with well-defined walkways from pedestrian routes to building entries.
- All structures shall have visible address number on the structure facing the parking area or street with the ability to be seen during all hours of the day (reflective material or illumination as determined by the Planning Commission).
- Front yards shall include an entrance sequence between the sidewalk and the building including elements, such as trellises, site furnishings, low hedges, landscaped borders, or special paving.

- Pedestrian scale lighting shall be provided to create conditions of personal security.
- Primary building entrances shall face the street or as determined by the Planning Commission.



Encouraged Guidelines

- All landscape areas should include a wide range of plant materials including perennials and flowering shrubs. A minimum of 40% plant material should provide seasonal color or interest.
- Landscape planting should consider the use of native shrubs and groundcovers.
- Accent lighting should be used to highlight special focal points, building/site entrances, public art and special landscape features.



2. Roof Line Expression

Intent-To ensure that rooflines present a distinct profile and appearance for the building and express the neighborhood character.

Required Standards

- Structures shall incorporate pitched roof forms having a slope minimum of 6:12.
- Roof mounted mechanical equipment located on the exterior of the roof shall be located within wells or pockets to preserve the visible rooflines. The mechanical well floor would not be subject to the pitched roof requirement. However, in no

event shall such roof mounted equipment project above the building's roof line. All mechanical equipment and structures must be screened from view.

3. Architectural Features

Intent-To ensure that all sides of a building have visual interest.

Required Standards

- All sides of the building visible from a street, public open space or alley shall be given architectural treatment using four or more of the following:
 - (a) visible rooflines
 - (b) windows
 - (c) secondary entrances
 - (d) balconies
 - (e) architectural details
 - (f) awnings
 - (g) distinctive roof forms
 - (h) change in materials
 - (i) color differentiations
 - (j) recesses/offsets
 - (k) dormers
 - (l) gables

- Buildings shall include articulation along the facades facing and visible from public rights of way.





Encouraged Guidelines

- Gables facing the street are encouraged.
- Windows should have visually prominent trim.
- Other decorative window features are encouraged, such as:
 - (a) arched windows
 - (b) mullions
 - (c) awnings
 - (d) flower boxes
 - (e) window shutters, sized appropriately and proportionately to the window
- A variety of window sizes and proportion shapes that contribute to overall composition is also encouraged.



- Wing-roof porches to create roof line interest.



B. OPEN SPACE

1. Common Areas

Intent-To provide a pedestrian friendly environment through the creation of a variety of usable and interesting open spaces within multifamily developments. These spaces should be centrally located for the development.

Required Standards

- Multi-family projects shall be sited to maximize opportunities for creating usable, well-integrated open space.
- Where provided, pedestrian spaces shall be visible and accessible to residents.



- Common outdoor spaces shall provide at least four of the following amenities to accommodate a variety of ages and activities. The location and type of any such amenities shall be approved by the Planning Commission. Amenities include:
 - (a) Site furnishings
 - (b) Picnic areas
 - (c) Patios or courtyards
 - (d) Gardens
 - (e) Open lawns with trees
 - (f) Play fields
 - (g) Special interest landscapes
 - (h) Pedestrian scale, bollard or other accent lightings
 - (i) Special pavings such as colored or stained concrete, stone, brick, or other unit pavers
 - (j) Public art
 - (k) Water features
 - (l) Sports courts such as tennis, basketball, or volleyball
 - (m) Tot lot
 - (n) Play equipment
 - (o) Hardscape tables for card and board games
 - (p) Swimming pool
 - (q) Other options as determined and approved by the Planning Commission





Encouraged Guidelines

- Outdoor seating opportunities such as benches, seat walls, ledges, perches, boulders, artwork, etc. should be provided near building entries, along walkways, and other pedestrian routes outside of parking areas.
- Garden elements, such as trellises, arbors, hanging baskets, site furniture, and container plantings are encouraged within open spaces, along pedestrian circulation routes and to define building and/or residential entrances.
- A minimum of 25% of the landscaped area should be planted with trees and plants, other than turf or lawn. Reforestation, buffering and/or protection of existing woodlands may satisfy this requirement.



- Perennials and/or annuals are encouraged to provide special interest and highlight pedestrian areas such as building and/or site entrances, public open space, plazas and major pedestrian routes.

2. Individual Outdoor Space

Intent-To provide outdoor space that encourages a sense of ownership by residents.

Required Standards

- When present, individual outdoor spaces such as decks, terraces, and patios shall be visually shielded from each other. Shielding may consist of walls, fences, berms, hedges, and landscaping.
- Outdoor spaces used to meet these standards shall not be located within required landscape buffers.
- Outdoor spaces shall not be located adjacent to dumpsters, service/utility enclosures, loading/service areas, or other incompatible uses.

Encouraged Guidelines

- Where landscaped areas are provided, plant materials should be a mixture of deciduous and evergreen varieties. A minimum of 20% plant varieties should provide a variety of color, texture, aroma, and/or other special interest.

C. MULTI-FAMILY SERVICES

1. Mailbox Locations

Intent-To provide a safe and sheltered area for cluster mailbox service accommodating multiple residents located within a multi-family development, if required by the U.S. Post Office.

Required Standards

- Location of the cluster mailbox shall be centrally located to accommodate several residents and built as determined by the local postmaster.
- A weather protected shelter/facility shall be built to allow the use of the facility to pick up and drop off mail that is safe and provides pedestrian scale light.
- Pedestrian access to the mailbox location shall be provided and clearly identified as a safe and clear passage for pedestrians.
- The shelter/facility shall be built according to the character of the neighborhood.





2. Bus Drop Off/Pick Up Area

Intent-To provide a safe and sheltered area for bus services to include mass transit and school bus service accommodating multiple residents located within a multi-family development. All bus locations should be coordinated with Maryland Upper Shore Transit and/or the County Board of Education.

Required Standards

- Twenty-five (25) dwelling units or more are required to provide a bus drop off/pick up area.
- Location of the bus service area shall be centrally located. A designated parking pull off from existing roadways to allow traffic to continue to move in a safe manner shall be provided.
- The parking area shall be next to a weather protected shelter/facility while residents wait for the bus service.
- This facility shall be located in a safe and well lit area. The roadway network shall be designed so that buses can maneuver easily and have clear view of bus stops and pedestrian walkways.



- The proposed facility shall also be built so the residents awaiting pick up can sit and see the bus arriving.
- The shelter/facility shall be built according to the character of the neighborhood.



3. Screening of Trash and Service Areas

Intent-To provide a safe and clearly marked area for deliveries as well as trash service pick-up. This area should be clear of vehicular traffic and high pedestrian volume to enable delivery vehicles an area without any obstructions to perform such services. The screening can reduce the impact of service, loading and trash storage areas.

Required Standards

- All service, loading and trash dumpster areas shall be screened by a combination of masonry, wood, or vinyl walls and planting areas.
- Dumpsters shall be screened by walls and/or plantings on four sides and placed on concrete pad.
- Loading areas shall be connected to the building or immediately adjacent to the building which the loading area services.
- Shoulders or right of way areas shall not be used or designated as loading areas.





D. UTILITIES

Intent-To ensure all utilities and equipment (heat, air, electric meters, vents, etc.) are not visible from the street and/or parking lot level to ensure the character of the community is preserved. Appropriate screening and/or landscaping may be approved as determined by the Planning Commission

E. LIGHTING

Intent- To permit reasonable use of attractive outdoor lighting for nighttime safety, utility, security, and enjoyment while preserving the ambiance of the night; reduce degradation of the nighttime visual environment and the night sky; minimize light encroachment and glare by shielding and limiting outdoor lighting that is misdirected, excessive, or obtrusive; and to conserve energy and resources to the greatest extent possible.

Required Standards

- Street light poles shall comply with the standard street light pole as identified in this document. Any proposed alternative must be of equal quality or style. All fixtures will be approved by the Planning Commission.
- Residential street lights shall not exceed 12 feet in height.

- Street lights shall be shielded from the sky (full-cutoff). Lighting styles for street lights shall be of one of the following approved styles:
 - (e) Arlington Style or equivalent
 - (f) Clearwater style or equivalent
 - (g) Traditionaire style or equivalent
 - (h) Other styles as approved by the Planning Commission



Arlington



Clearwater



Traditionaire

Light style names are taken from the local electric provider's pole types.

- All residential lighting shall be of a style compatible and consistent with the architectural style and historic context of the structure or development.
- Building-mounted lights shall be shielded from the sky (full cut-off) and installed below the eave line and no higher than 14 feet unless used to illuminate a second story entry, eave, balcony, or outside stairway or door where in such case it should be no higher than 8 feet above the floor elevation of the second story.
- Residential pole mounted (other than street lights) or wall-mounted fixtures shall be shielded from the sky (full cut-off) limited to 8 feet in height above finished grade.
- All building mounted lighting (other than those exempted in item 5) shall be glare-free and shielded from the sky (full cut-off) and adjacent residential properties and structures, either through exterior shields or through optics within the fixture.
- Historical character lighting (pole or building mounted) fixture less than 1000 lumens (60w incandescent) are exempted from the requirement to shield light from the adjacent properties.
- Lighting levels and design shall comply with Illuminating Engineering Society of North America's Recommended Practices and Design Guidelines, latest edition

and/or the American National Standards Institute (ANSI) and as necessary for safety.

Encouraged Standards

- Use lowest lamp wattage and lumen level possible.
- Light fixtures with motion sensors or automatic cutoff controls are encouraged to minimize the duration of nighttime lighting.
- Light fixtures with soft yellow or orange lights instead of harsh white lights are encouraged to protect the view of the night sky.
- Dark Sky Shades and Dark Sky Shields are encouraged for old existing fixtures to protect the view of the night sky, minimize ground reflection and reduce light trespass beyond the property line.
- Use IDA (International Dark-Sky Association) approved lighting fixtures.

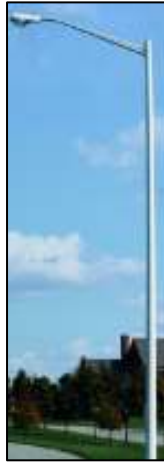
2. Sports and Athletic Field Facilities in Residential Subdivisions

- The average and/or maximum light luminance, measured in foot-candles, shall not exceed the recommended average or maximum guideline established for the proposed recreational use by the Illuminating Engineering Society. The Town may, as part of the special exception process, restrict lighting to a level less than the Illuminating Engineering recommended guideline.
- The maximum height of outdoor lighting for courts (basketball, volleyball, handball, horseshoe, etc.) shall not exceed twenty-five (25') feet as measured from finished grade.
- Lighting for night play for baseball, football or soccer facilities shall not be higher than 100 feet above finished grade; however, for any lighting above 80 feet above finished grade, the applicant shall demonstrate that the additional height is necessary to reduce spill and glare.
- Lighting shall be directed to areas within the property line to minimize glare in surrounding areas. Spillover and glare shall be minimized by using fixture cutoffs and optically controlled luminaires at the boundary of lighted areas.

3. Prohibited

- Flashing lights – Any lights that flash, move, revolve, rotate, scintillate, blink, vary in intensity or color, or use intermittent electrical pulsation, except scoreboard.
- Upward lighting is prohibited unless it is for flag displaying purposes or landscaping.

- The following lighting fixtures are prohibited in all new or re-development projects:
 - (f) Cobra style fixtures
 - (g) Open bottom fixtures
 - (h) Flood light fixtures
 - (i) Mongoose fixtures
 - (j) Other non-fully shielded fixtures



Cobra Style

Open Bottom Style

Mongoose Style

- Colored lighting unless specifically approved by the Planning Commission.

4. Exempt

- The following lighting is exempt from lighting standards:
 - (a) Holiday decorations
 - (b) Construction or emergency lighting
 - (c) Additional lighting needed for highway safety, and state approved traffic control devices
 - (d) Industrial lighting shall be exempt from these standards; however, illumination from lighting on site shall not traverse or leave the site.

Note: All lighting shall follow the guidelines as amended by the IESNA – Illuminating Engineering Society of North America and/or American National Standards Institute and as necessary for safety.

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4. COMMERCIAL

A. PARKING

1. Location of Parking Lot

Intent- To maintain a contiguous, active pedestrian realm along street fronts by locating parking lots behind buildings.

In situations where there is one building on a property, the intention of the standard is to require the parking relating to that building to be located primarily behind the building. When one or more larger primary buildings are located in the interior of a property and multiple satellite pads are located adjacent to the street frontages, the intent is to locate the individual building pads close to the street frontage in a manner which breaks up the appearance of the parking area bulk from the viewpoint of the adjacent street frontages.

When buildings and the open space adjacent to them are located near the property frontage rather than being separated from the street frontage by parking areas, the need for common space near the interior of the property is considered less essential.

Required Standards

- Commercial parking lots shall be located behind buildings. Commercial parking lots shall only be allowed to remain in front of or beside buildings as permitted by the Planning Commission.
- Parking lots shall provide a minimum 10 foot wide planting area between the parking lot and street right-of-way to include:
 - a year-round sight barrier,
 - evergreen shrubs,
 - evergreen ground cover,
 - shrub material maintained at maximum height of 3 feet for visibility and maintain year-round color and interest.



2. Drive thru Businesses

Intent- To reduce the impact of car-oriented drive-thru businesses on pedestrian activity.

Required Standards

- Drive-thru windows shall not be located between the building and major roadways unless permitted by the Planning Commission.
- Drive through areas shall be separated from parking areas and provide safe access to building entrances as approved by the Planning Commission.

3. Parking Lot Circulation

Intent- To provide safe and efficient vehicular and pedestrian circulation within parking lots.

Required Standards

- Parking lots shall provide clear, logical, and well defined vehicular circulation within and through the lot.
- Planting islands and curbing shall be used to clearly define and separate travel lanes and parking areas.
- Pull in or back out parking spaces are prohibited on primary vehicular travel lanes within parking lots with fifty (50) or more spaces.
- Parking spaces are prohibited in the vicinity of the driveway entrance and/or exit.
- Cross access easements shall be provided between commercial parcels to allow for interconnection of parking areas.
- Provisions shall be made to connect to future development and planned or existing adjacent parking lots by dedication of easements for future connections.
- Accommodation for loading and unloading shall be designed to provide adequate space for efficient maneuvering into and out of loading position at properly constructed docks located either within a building or in the yard on the same lot.

4. Parking Lot Landscaping

Intent- To reduce the visual impact of parking lots through landscaped areas and/or architectural features that compliment the overall design and character of development.

(Also applicable to a storage lot, gas station aprons, and drive-thrus)

Required Standards

The number of trees required in the internal planting areas in parking lots shall be dependant upon the location of the parking lot in relation to the building and public right-of-way:

- Where the parking lot is located between the building and the public right-of-way, one tree for every five spaces shall be provided (1:5).
- Where the parking lot is located to the side of the building and partially abuts the public right-of-way, one tree for every seven spaces shall be provided.(1:7)
- Where the parking lot is located behind building and is not visible from the public right-of-way, one tree for every ten spaces shall be provided (1:10).
- Internal Planting areas shall break up long rows of parking, and to aid and facilitate vehicular circulation through the parking lot.
- The Planning Commission may allow extensively landscaped storm water facilities to be counted towards the required landscaping.



5. Parking Lot Screening

Intent- To provide visually attractive screening of parking in development visible from the public right-of-way, while providing visibility for surveillance.

(Also applicable to a storage lot, gas station aprons, and drive thrus)

Required Standards

- Parking lots that abut the public right-of-way shall be screened with one or a combination of the following treatments:
 - Low walls made of masonry, or other similar permanently affixed materials, and not exceeding a maximum height of 3 feet.
 - Raised planter walls planted with a minimum 80% evergreen shrubs not to exceed a total height of 3 feet, including planter wall and landscape planting.
 - Landscape plantings consisting of trees of which at least 80% are deciduous. Shrubs and groundcover materials of which at least 80% are evergreen.



- Walls, fencing, and architectural details shall compliment the materials used in adjacent architectural styles.
- Walls and raised planters shall not exceed a maximum height of 3 feet, unless a screen treatment is provided that does not create a safety hazard.
- Where walls are provided, landscape planting areas shall be a minimum width of 5 feet and shall be located adjacent to the public right-of-way.
- Fencing around parking lots shall be in conformance with the existing Town Code.
- All plant material used for parking lot screening shall be managed and/or selected to provide clear views between 3 and 8 feet above the ground surface, for surveillance purposes.



Prohibited Fencing

- Chain link fencing, with or without coating, shall not be used on any street frontage, adjacent to a public sidewalk or adjacent to a residential designation.

6. Pedestrian Walkways through Parking Lots

Intent- To provide safe, convenient, and attractive walkways for pedestrians through parking lots.

Required Standards

- For parking lots that contain greater than 50 parking spaces, pedestrian connections shall be clearly defined in a combination of 2 or more of the following ways:
 - Special paving, such as colored concrete, pavers etc. in an asphalt area.
 - A continuous landscape area minimum 3 feet wide on at least one side of the walkway (where walkways abut a public right-of-way and/or driving aisles,



the landscape area shall be provided between the walkway and the public right-of-way or driving aisle).

- Surfacing materials must be safe and conducive for navigation by strollers, wheel chairs, walkers and carts.
- ADA compliant connections shall be provided from ADA parking stalls to the main pedestrian walking routes and building entrances.
- Pedestrian walkways within parking areas shall be a minimum 5 foot width of clear, unobstructed passage.
- Pedestrian walkways shall provide a distinct linkage between a main entrance to the building and a concentration of vehicle parking spaces in order to encourage its use by pedestrians.
- When buildings are not located directly adjacent to the sidewalk, pedestrian walkways shall connect the public sidewalk in the right-of-way to the main building entrance in a clear and direct manner, regardless of the number of parking spaces.
- Where transit stops or pedestrian drop off sites occur in the public right-of-way (if applicable), pedestrian walkways shall provide a direct and clear connection from the building's main entrance to the transit stop/pedestrian drop off site.
- Night lighting shall be provided where stairs, curbs, ramps, abrupt changes in walk direction, and crossing vehicle lanes occur. Lighting must be ground-affixed lighting only the area of concern.
- Pedestrian drop off areas shall be designated by signage or markings and not be located near high volume travel lanes.

7. Mass Transit Bus Drop Off/Pick Up Area

Intent- To provide a safe and sheltered area for mass transit bus services, if the services are available.

Required Standards

- Complexes totaling 100,000 square feet or more are required to provide a mass transit bus drop off/pick up area.
- Location of the bus service area shall be centrally located. A designated parking pull off from existing roadways to allow traffic to continue to move in a safe manner shall be provided.



- The parking area shall be next to a weather protected shelter/facility while customers wait for the bus service.
- This facility shall be located in a safe and well lit area. The roadway network shall be designed so that buses can maneuver easily and have clear view of bus stops and pedestrian walkways.
- The proposed facility shall also be built so the customers awaiting pick up can sit and see the bus arriving.

B. SIDEWALK AND PEDESTRIAN

1. Connections

Intent- To improve the pedestrian environment by making it easier, safer, and more comfortable to walk among businesses, to the street sidewalk, to transit stops, and to adjacent properties by providing sidewalks and general connections. Creating a network of safe, convenient, and attractive internal linkages for pedestrians between retail and mixed use developments while maintaining consistent street frontage and character for street right-of-ways.



Required Standards

- Sidewalks shall be provided along all street frontages with appropriate connections to adjacent parcels and developments
- All sidewalks must be installed using the requirements and specifications as determined by the State Highway Administration (SHA).
- Any site work planned within State Roadways shall obtain approvals from the State Highway Administration (SHA).
- Any new development or redevelopment shall provide for pedestrian connections between all internal commercial and residential uses.
- Provisions shall be made to connect to future development and planned or existing sidewalks or pedestrian trails by dedication of easements for future connections.

- Crosswalks shall be required to create a visual and tactile connection between barrier free access curb ramps for the purpose of demarcation of appropriate pedestrian street-crossing locations in the following instances:
 - At points of intersection between local residential streets or State maintained streets.
 - At all signalized intersections adjoining the development site.
 - At key locations to provide safe street crossing access to active or passive parkland and open space areas, schools, playgrounds, neighborhood shopping centers and similar pedestrian destinations within and adjoining the development
 - The locations and criteria for curb ramps must meet SHA design and construction standards and the ADA Accessibility Guidelines for Buildings and Facilities (ADAAG) which gives requirements under the Americans with Disabilities Act (ADA) of 1990.



- Sidewalks and trails shall be integrated with overall landscaping design.
- Pedestrian connections shall be clearly defined in a combination of 2 or more of the following ways: a trellis, special railing, bollards, and/or other architectural features to accent the walkway at key points.
- Continuous landscape areas shall be a minimum of 3 feet wide on at least one side of the walkway, except as walkways cross vehicular travel lanes (where walkways abut a public right of-way and/or driving aisles, the landscape area shall be provided between the walkway and the public right-of way driving aisle).
- Pedestrian connections shall be reinforced with pedestrian scale lighting, bollard lighting, accent lighting or a combination thereof to aid in pedestrian way-finding.
- Pedestrian walkways shall include clear sight lines to building entrances and should not be less than 5 feet wide.

Encouraged Guidelines

- Existing informal paths or trails should be recognized and improved to ensure connection to and through sites, and access to parks and open spaces.
- Plant materials in pedestrian landscape areas should consist of a mixture of evergreen and deciduous trees and shrubs. A minimum of 20% of plant varieties

should provide year-round color, texture and/or other special interest. Shrubs should be maintained at a maximum 3 foot height for visibility. Ground covers should be evergreen varieties.

C. STRUCTURES

1. Prominent Entrance

Intent- To ensure that building entrances are welcoming and easily identifiable from streets and sidewalks.



Required Standards

- Visual prominence - the principal entry to the building shall be marked by at least one element from each of the following groups or any other combination of elements as approved by the Planning Commission:

Group A

- (a) recess
- (b) overhang
- (c) canopy
- (d) portico
- (e) porch

Group B

- (a) clerestory
- (b) ornamental lighting fixtures
- (c) large entry door(s)

Group C

- (a) stone, masonry or tile paving in entry
- (b) ornamental building name or address
- (c) pots or planters with flowers
- (d) seating



- No permanent or non-permanent element that is attached to the principle building shall project or extend over the walkway with the exception of standards for inclement weather protection.

2. Massing

Intent- To reduce the apparent bulk of multi-story buildings and single-story buildings 15 feet or more in height, and maintain town pedestrian scale by providing a sense of “base,” “middle,” and “top.”



Required Standards

- Buildings shall have a distinct “base” at the ground level using articulation and materials, such as stone, masonry, or decorative concrete. Distinction may also occur through the following:
 - (a) windows
 - (b) architectural details
 - (c) canopies
 - (d) overhangs
 - (e) masonry strips and cornice lines
- The “top” of the building shall emphasize a distinct profile or outline with elements such as a projecting parapet, cornice, upper level step back, or pitched roofline.

Encouraged Guidelines

- The “middle” of the building should be made distinct by change in material or color, windows, balconies, step backs, and signage.

3. Ground Level Details

Intent- To reinforce the character of the streetscape by encouraging the greatest amount of visual interest along the ground level of buildings facing pedestrian streets.

Required Standards

- Ground-floor, street-facing facades of commercial and mixed use buildings shall incorporate at least five of the following elements:
 - (a) Medallions
 - (b) Belt courses
 - (c) Plinths or columns
 - (d) Kickplate for storefront window
 - (e) Projecting sills
 - (f) Tilework
 - (g) Pedestrian scale sign(s) or sign(s) professionally painted on windows
 - (h) Planter box
 - (i) Front porches or stoops
 - (j) Water table line
 - (k) Decorative panels
 - (l) Any element not listed here that meets the intent, as approved by the Planning Commission

- Building facades not facing a street shall incorporate at least three of the above mentioned items.

4. Screening Blank Walls

Intent-To ensure that buildings do not display blank, unattractive walls visible from the street or public areas, including parking lots.

Required Standards

- Structures greater than 30 or more feet in length facing streets or public areas including parking lots where windows are not provided shall have architectural treatment. At least four of the following elements shall be incorporated the facade:



- (a) masonry (but not flat concrete block)
- (b) concrete or masonry plinth at the base of the wall
- (c) belt courses of a different texture and color
- (d) projecting cornice
- (e) projecting canopy
- (f) medallions
- (g) trellis containing planting
- (h) decorative woodwork or tile work
- (i) opaque or translucent glass
- (j) artwork
- (k) vertical articulation



- (l) lighting fixtures
- (m) recesses
- (n) window walls
- (o) an architectural element not listed above that meets the intent, as approved by the Planning Commission.

5. Plazas, Courtyards, and Seating Areas

Intent- To reinforce and encourage the pedestrian nature of Centreville by providing usable common space.

Required Standards

- Common spaces shall be visible and/or accessible to the public.
- Plazas, courtyards and other pedestrian spaces shall include at least three of the following:
 - (a) special interest planting with a wide range of plant materials including perennials and flowering shrubs. Approximately 65% plant material used shall provide seasonal flower and/or foliage color.
 - (b) pedestrian scale, bollard, or other accent lighting
 - (c) special paving, such as colored/stained concrete, brick or other unit pavers. The use of low impact development materials, if appropriate to the site conditions, is encouraged.
 - (d) seating, such as benches, tables, or low seating walls
 - (e) water feature, such as a fountain, etc.
 - (f) decorative trash receptacle
 - (g) bicycle racks







6. Site Furnishings

Intent- To create a more pedestrian friendly street frontage through the use of permanent site furnishings at main pedestrian walkways, building entrances and other pedestrian areas as approved for the proposed development.

Required Standards

- Permanent site furnishings, such as benches, tables and other pedestrian amenities shall be made of durable, weather-resistant and vandal-resistant materials.
- Permanent site furnishings shall be consistent with the overall character and appearance of the development.

Prohibited

- Site furnishings shall not block pedestrian access to main walkways, open space areas and/or building entrances, bus or pedestrian loading, or drop off areas.



Encouraged Guidelines

- Permanent site furnishings, such as benches, tables, bike racks and other pedestrian amenities, are encouraged to be provided at main pedestrian walkways, building entrances, plazas, open spaces and other pedestrian areas.

7. Orientation to Streets

Intent- To ensure that buildings add to the liveliness of streets and the overall community character.

Required Standards

- Buildings, along with trees and landscaping shall be predominant rather than parking lots and free-standing signs.
- Pedestrian access to the building shall be visually and functionally clear and should offer a convenient alternative to walking through driveway entrances and exits.

Encouraged Guidelines

- People traveling along the main roadways should be able to see storefronts, windows, merchandise, and other aspects of business activity.



8. Setbacks

Intent- To ensure the visibility of retail businesses and establish active lively uses within close proximity to the sidewalk.

Encouraged Guidelines

- Portions of buildings should be set as close as possible to the sidewalk or property line, which can be accomplished in various ways. For instance, major portions of single buildings should abut the sidewalk. In multi-building developments, one or more buildings should be set to the sidewalk.
- The requirement for Common Space will be waived in the instance where a development locates its parking area behind the building and locates the building as close as is practical to the sidewalk and street frontage.



9. Weather Protection

Intent- To provide weather protection for pedestrians.

Required Standards

- Overhead protection providing shelter from inclement weather at the main building entrance shall be required. Any method used to provide said protection shall be combined with the method used to achieve visual prominence.



- Where buildings are adjacent to a sidewalk, weather protection shall be provided. The minimum depth of any weather protection must be 5 feet unless limited by the building code. The vertical dimension between the underside of weather protection and the sidewalk must be at least 8 feet and no more than 12 feet.



10. Roofline Expression

Intent- To ensure that rooflines present a distinct profile and appearance for the building and express the neighborhood character.



Required Standards

- Commercial buildings shall be designed to promote a pedestrian scale.. To attain the continuation of a pedestrian scale, the use of sloping elements shall be required. Any alternative roofline not utilizing sloping elements must be approved by the Planning Commission.

11. Concealing Rooftop Equipment

Intent- To screen view of rooftop mechanical and communications equipment where visible from the street level.



Required Standards

- Mechanical equipment shall be screened from public areas by extended parapet walls or other roof forms that are integrated with the architecture of the building.
- Communication equipment shall be blended in with the design of the roofs, rather than being merely attached to the roof deck.
- Due to the nature and need for exposure of solar panels it may be difficult to conceal solar panel equipment. Should it not be possible to conceal the panel equipment, the location and placement of such equipment must be approved by the Planning Commission.



Prohibited

- Painting mechanical equipment and erecting fences are not acceptable methods of screening.

12. Expression at Entrances to Large Commercial Developments

Intent-To provide a reference point at the end of a block of facades or to mark intersections or entrances to developments larger than 5 acres by providing visual interest at their entrance to the street. These expressions should be consistent with the character of the Town and not appear as a “gated community” separate from the Town.



Encouraged Guidelines

- Developments at intersections should emphasize this unique aspect with two or more of the following methods:
 - (a) placement of the primary entry
 - (b) articulation
 - (c) towers
 - (d) plazas
 - (e) distinctive roof forms
 - (f) other architectural features
 - (g) landscaping



- All entrance signs will be subject to approval by the Planning Commission.

D. LIGHTING

1. Height

Intent- To permit reasonable use of attractive outdoor lighting for nighttime safety, utility, security, and enjoyment while preserving the ambiance of the night; reduce degradation of the nighttime visual environment and the night sky; minimize light encroachment and glare by shielding and limiting outdoor lighting that is misdirected, excessive, or obtrusive; and to conserve energy and resources to the greatest extent possible.

Exterior lighting shall serve as a security measure and increase general visibility. The lighting of buildings, landscaping, driveways, signs and other exterior uses of lighting shall be designed to minimize the light and glare on adjacent neighborhoods and roadways. Lighting along the main roadways should be geared to pedestrians, to encourage main street activity into the evening hours.

Required Standards

- Pole-mounted fixtures in vehicular use or pedestrian areas shall not exceed a mounting height of 12 feet, and such poles shall be located so as not to be a hazard in the path of travel for pedestrian or vehicular access.
- All lighting shall be glare free and shielded from the sky (full cut-off) and adjacent residential properties and structures, either through exterior shields or through optics within the fixture.
- Safety lighting shall be provided at building entrance and doors sufficient to illuminate the doorway.
- Outdoor lighting may exceed 12 feet in height if it meets one or more of the following criteria:
 - Building mounted lighting directed back at a sign or building facade; or lighting on above-grade decks or balconies which shall be fully shielded.
 - Additional lighting needed for highway or intersection safety as required by State Highway Administration.
 - Approved by the Planning Commission.
 - Lighting levels shall not exceed minimums established by the IESNA Recommended Practices and Design Guidelines Latest Edition edition and/or the American National Standards Institute (ANSI) and as necessary for safety.

Encouraged Standards

- Use lowest lamp wattage and lumen level possible.

- Light fixtures with motion sensors or automatic cutoff controls are encouraged to minimize the duration of nighttime lighting.
- Light fixtures with soft yellow or orange lights instead of harsh white lights are encouraged to protect the view of the night sky.
- Dark Sky Shades and Dark Sky Shields are encouraged for old existing fixtures to protect the view of the night sky, minimize ground reflection and reduce light trespass beyond the property line.
- Use IDA (International Dark-Sky Association) approved lighting fixtures.

2. **Illumination**

Intent- To maintain a safe, secure, and attractive environment using adequate and attractive, and functional lighting.

Required Standards

- All lighting shall be glare-free and shielded from the sky and adjacent residential properties and structures, either through exterior shields or through optics within the fixture.
- Lighting shall not be used to attract attention to a business, but to provide reasonable levels of lighting for safety and identification.
- Lighting levels shall comply with Illuminating Engineering Society of North America's Recommended Practices and Design Guidelines latest edition and/or the American National Standards Institute (ANSI) and as necessary for safety.
- Safety lighting shall be provided at building entrance and doors sufficient to illuminate the doorway.

3. **Design and Compatibility**

Intent- The design of exterior lighting fixtures shall enhance and complement the character of a specific building or space, and must reflect the traditional elements of Centreville.

Required Standards

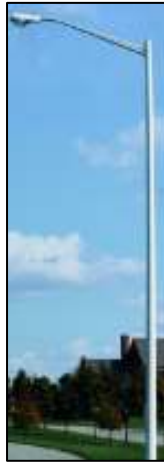
- Lighting styles of both poles and fixtures shall be of a style compatible with the design and architectural style of the buildings and facilities illuminated. Lighting fixtures shall be appropriate for the type of development proposed.
- Pedestrian scale lighting shall also be accomplished with fixtures that are mounted on buildings or located to accent architectural or landscape features. Such fixtures shall be designed to enhance the overall architecture of the building, provide lighting for pedestrians and not damage historic materials.

4. Discouraged Lighting

- The use of up-lighting should be avoided to minimize light pollution of the night sky and to prevent light trespassing onto adjacent properties.

5. Prohibited Lighting

- Flashing lights – Any lights that flash, move, revolve, rotate, scintillate, blink, vary in intensity or color, or use intermittent electrical pulsation.
- Outdoor string of lights, including but not limited to those outlining lot lines, or outdoor display or sales lots as approved by the Planning Commission.
- Luminous colored tube lighting.
- The following lighting fixtures are prohibited in all new or re-development projects:
 - Cobra style fixtures
 - Open bottom fixtures
 - Mongoose fixtures
 - Other non-fully shielded fixtures



Cobra Style



Open Bottom Style



Mongoose Style

- Colored lighting unless specifically approved by the Planning Commission.

6. Exempt Lighting

- The following lighting is exempt from lighting standards:

- (a) Holiday decorations
- (b) Construction or emergency lighting
- (c) Additional lighting needed for highway safety, and state approved traffic control devices
- (d) Industrial lighting shall be exempt from these standards; however, illumination from lighting on site shall not traverse or leave the site.

Note: All lighting shall follow the guidelines as amended by the IESNA-Illuminating Engineering Society of North America and/or the American National Standards Institute (ANSI) and as necessary for safety.

E. SERVICES AREAS

1. Screening of Trash and Service Areas

Intent-To provide a safe and clearly marked area for deliveries as well as trash service pick-up. This area should be clear of vehicular traffic and high pedestrian volume to enable delivery vehicles an area without any obstructions to perform such services. Reduce the impact of service, loading and trash storage areas.

Required Standards

- All service, loading and trash dumpsters areas shall be screened by a combination of masonry, wood, or vinyl walls and planting areas.
- Dumpsters shall be screened by walls, fences, gates and plantings and placed on concrete pad.



- Loading and service areas shall not face any residential district, unless no other location is possible as deemed by the Planning Commission.
- Loading areas shall be connected to the building or immediately adjacent to the building which the loading area services.

Shoulders or right of way areas shall not be used or designated as loading areas.

CHAPTER 5 CONTENTS

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5. SIGNAGE

A. SIGNAGE

Intent-The purpose and intent of this Section is to assure that signage is aesthetically pleasing while allowing the property owner to display the business as well as the preserving the small Town character of Centreville. The Town Zoning Code will state the requirements regarding permitted signs, off-premise signage and allowable dimensions.

1. Definitions

Awning Sign - Sign that is part of or attached to an awning, canopy, or other protective cover over a door, window or entrance.

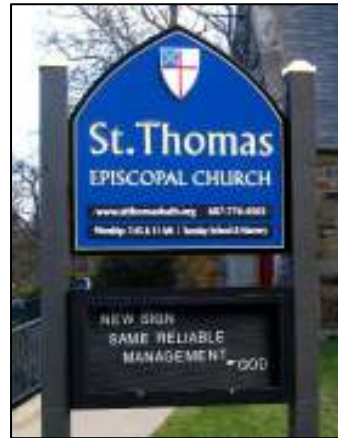


Banner - A sign intended to be hung with or without frames, possessing characters, letters, illustrations or ornamentations applied to paper, plastic, or fabric of any kind. National flags, flags of political subdivision, and other such flags shall not be considered banners.





Bulletin Board- A changeable copy sign, which identifies and announces schedules for churches, schools, or other noncommercial uses or activities.



Directional Sign - A sign, located on premise, directing traffic movement onto or within the premise, including signs marking entrances and exits, parking areas, loading zones, or circulation direction.



Free-Standing Sign- A self-supporting sign resting on or supported by **two or more supporting elements** or any other type of base on the ground (ground **and** monument).



Ground Sign - A sign suspended or supported by one or more uprights or braces anchored in the ground with no more than 30 inches clearance from the bottom of the sign to the ground below. Single support elements must be at least 50% of the width of the sign.



Hanging Sign- A sign parallel to the façade which hangs from the underside of the roof of a porch or covered walkway.



Incidental Sign- A sign whose main purpose is to direct or inform the reader, but not to identify or advertise the primary business, organization, institution, product or service located on the premise. Examples include signs indicating hours of business, entrance, exit, vacancy, office, menus, carry-out window, open house, garage sale, and yard sale. Incidental signs are removed daily.



Monument Sign - A free-standing sign which rests directly on the ground and not on a pole.





Projection Sign - A sign, perpendicular to the façade other than a wall sign, which projects from a structure or building face. An example includes an awning sign.



Roof Sign - A sign located or erected on or attached to a roof and which extends above the ridge or peak of the roof. Also included is any sign which receives partial or total support from a roof by means of girders, wires, etc., attached to, located or erected on a roof. ***Roof Signs are prohibited.***



Wall Sign - A sign painted on or affixed to and mounted parallel to a building facade or wall in such a manner that the facade or wall becomes the supporting structure for the sign.



Window Sign - A sign installed on the inside or outside of a window, which is visible from the sidewalk or street.





2. General Provisions

Intent-To assure that signage is consistent with the architectural features of the buildings on which it is placed allowing the merchant and property owners with a way to effectively communicate without creating sign clutter.

Required Standards

- Only signs specifically permitted in these standards are allowed, and all signs shall comply with these provisions.
- All permitted signs shall be subject to the following regulations:
 - Signs shall not cover significant architectural detail.
 - Signs shall be treated as an architectural element of a building or project and shall be designed to be compatible and complimentary.
 - Signs shall not project above the roof, parapet, or exterior wall.
- Elements of the sign shall create an overall cohesive design, reflect simplicity, avoid visual clutter and ensure legibility. Each sign shall:
 - Be consolidated into a minimum number of elements, whether words, symbols, or graphics,
 - Have appropriate contrast,
 - Be designed with a limited number of, and harmonious use of, colors,
 - Be constructed with a minimum number of materials.



- The message shall be easy to read from the intended vantage point - public street, public sidewalk, or public parking lot - but not be out of scale with the building, site or streetscape.

Encouraged Guidelines

- Signs should be of a coordinated color scheme and materials which reflect the architectural style of the buildings, commercial complex or product service.
- Signage should be on a pedestrian scale and visible by pedestrian at grade/sidewalk level.
- Projecting signs, supported by ornamental brackets and oriented to pedestrians and passing vehicles are strongly encouraged.



3. Calculating Sign Area

*Intent-*To assure that the individual signs placed directly on buildings be designed to be compatible with and complement the appearance of the building and that the size and shape of the sign shall be in proportion to the space the sign is to occupy.

The calculation of sign area shall conform to the requirements of Chapter 170 of the Centreville Code.

4. General Sign Construction and Materials

*Intent-*To ensure the signs is of quality construction and material as well as incorporates good overall design.

Required Standards

- All signs shall be framed, constructed, and erected so as to compliment the overall appearance of the building and site as well as the overall appearance of the sign.
- Sign Graphics. A sign’s graphic elements shall be executed in a professional manner.
- General Sign Construction
 - All signs shall be constructed, and erected in a professional and workmanlike manner.
 - Signs shall be structurally sound, maintained and located to pose no threat to pedestrian or vehicular traffic.

- Materials
 - Signs shall be fabricated on and of materials that are of permanent quality, good durability and are complimentary to the building to which they relate.
 - Materials used shall be those that weather well and reduce maintenance.
- Framing and Supports.
 - Visible frames or supports for freestanding or projecting signs shall be:
 - In scale with the size and character of the building;
 - Designed either as a key element of the sign or minimized so as not to detract from the sign.
 - All signs attached to buildings shall be attached in a manner that preserves the historic integrity of the building.

Encouraged Guidelines

- Signs should have a matte finish, not have a glossy or reflective finish.

5. Integration with Site/Building Design

Intent-To ensure that exterior signage is part of the overall design approach to a project.

Required Standards

- Signs shall be treated as an architectural element of a building or project and shall be designed to be compatible and complimentary.
- The design of buildings and sites shall identify locations and sizes for future signs. Multi-tenant buildings and those which could be multi-tenant buildings must submit a sign plan depicting the method of signage and area allowances. Revisions in the sign plan may be submitted for Planning Commission approval by the management/owner of a building. A part of each sign permit request shall be an explanation of how the sign complies with the sign plan which shall include the building management approval of the proposed sign. As tenants install signs, it is expected that such signs shall be in conformance with an overall sign plan that allows for advertising which fits with the architectural character, proportions, and details of the development.
- All signs shall be reviewed for their impact on the overall building facade.



- The sign and associated lighting fixtures shall complement the architecture of the building on or near which it is placed and should be placed in an appropriate location on the building facade.



- If the building design or architecture does not clearly identify the appropriate placement for a sign panel then individual letters are encouraged unless there is a clear location for adding sign panels, such as establishing one or more repetitive, common architectural features in order to create a repetitive sequence



- Whenever a new or renovated sign is proposed for an existing building:

- It may be determined that building alterations are needed in order for the proposed sign to be properly placed on the building facade.
- Any inappropriate and extraneous elements from past previous signage shall be removed prior to the installation of the proposed sign to improve the clarity and design of the proposed sign and restore the intended character of the building.



Encouraged Guidelines

- A sign should be confined within the facade consistent with signs on adjacent buildings and shall not extend beyond the identified signable area on the building or over the edges of the sign panel.
- In multi-occupant buildings, signs for first floor occupants should not extend above the window sill of the second.

- Colors of the sign and the sign background should be compatible with the building's colors.

6. Prohibited

- Including, but not limited to: portable signs, inflatable signs, kites or other unattended flying device which are meant to advertise or identify a specific business, product, or event.
- Temporary or portable signs with changeable letters and numbers and portable trailer signs with changeable text panels, unless otherwise permitted.
- Digital electronic signs of any kind.
- Revolving signs
- Pole mounted signs
- Roof signs

B. DESIGN STANDARDS FOR PERMITTED SIGNS

Intent-To ensure that exterior signage is part of the overall design approach to a project and must not exceed the allowable size of the applicable zoning regulations.

1. Awning Signs

- Any portion of an awning containing advertising copy shall be treated as a wall or building sign and shall be included in the overall area calculations for such signs. Squared off, text only, symbols or graphics.
- Signs may be attached flat against awnings made of rigid materials, and shall not project above the awning. Awnings of non-rigid materials (e.g. canvas) shall have signs only appliquéd or painted on them.
- There shall be a minimum clearance of at least eight (8) feet between the bottom of the awning and the ground at grade.
- One awning sign, the size of which shall not exceed twenty-five (25) percent of the area of the awning. The location of the sign shall not exceed the limits of the awning.

2. Directional Signs (Instructional)

Directory signs may be provided to identify individual businesses or occupants of the same building or building complex, in accordance with the following:

- The display board shall be of an integrated and uniform design.

- No more than one sign panel not to exceed two (2) square feet in area is permitted per directional sign.
- Directional signs shall be placed in one or more groups nearest the pedestrian entrances adjacent to the building complex only, and may be wall-mounted or freestanding signs. Such signs shall not exceed three (3) feet in height.
- Directional signs shall not contain advertising copy.
- The directional sign shall not be placed in areas that would obstruct motorists' vision of traffic.



3. Freestanding Signs

- All new or replacement freestanding signs shall be as defined herein. Such signs shall be consistent with the architectural character of the site and building, incorporating at least one of the primary materials, colors, or design elements of the associated structure(s).
- The top of the sign shall not be more than fifteen (15) feet in height above ground level and shall not exceed the height of the first floor.
- Berming shall not be used to exceed the maximum allowable height of signs.
- The base or support elements of freestanding signs should be integrated with the surrounding environment. Landscaping may be required to buffer such signs.
- Freestanding signs should be sited so that they integrate with the location of street trees and other site landscaping,
- Freestanding signs shall not be placed where they obscure adjacent signs and important architectural features such as entrances, display windows, or decorative elements when viewed from the public right-of-way.
- Freestanding signs must be designed to relate to and share common design elements with the building and the sign(s) attached to the building, including multi-occupant buildings.
- A freestanding sign that provides a directory of occupants for a multi-occupant building should have simplicity of design to compensate for the additional amount of information provided.



- Approved year-round landscaping shall be used around the base of the sign to screen lighting fixtures and utility sources in compliance with the Landscaping and Parking lot design sections of this document.

4. Monument Signs

- Monument signs shall be designed with consistent design elements, such as a base material, height, and lettering style, to create a visual continuity and quality to development. Monument sign bases and/or signs shall utilize one of the following complementary materials or elements as a primary feature to create visual continuity throughout the Town:



- Sandstone or similar type of stone;
- River cobblestone;
- Brick;
- Color tinted and textured concrete masonry;
- Metal or iron detailing;
- Other materials of similar high-quality as utilized on the primary structures.
- Or other material as approved by the Planning Commission.

Monument-type signs shall be attached to the ground with a base whose width and length are at least as large as the bottom edge of the sign face.

- The top of the sign shall not be more than fifteen (15) feet in height above ground level and shall not exceed the height of the first floor.
- Approved year-round landscaping shall be used around the base of the sign to screen lighting fixtures and utility sources in compliance with the Landscaping and Parking lot design sections of this document.

5. Ground Signs

- The design and placement of ground signs and associated lighting fixtures shall complement the overall visual appearance of the site.

- Approved year-round landscaping shall be used around the base of the sign to screen lighting fixtures and utility sources in compliance with the Landscaping and Parking lot design sections of this document.

6. Projection Signs

- Projecting and suspended signs shall be treated as building signs and shall be included in the overall area calculations for building signs.
- The two sides of a projecting or suspended sign shall be parallel back to back, and shall not exceed six (6) inches in thickness, and ten (10) square feet in area.
- A projecting sign shall be hung at right angles to the building and shall not extend more than thirty (30) inches from a building wall.



- Projecting or suspended signs shall have a minimum clearance of eight (8) feet above grade and shall not project into a vehicular or public way.
- The top of the sign, if suspended, should be in line with whichever is the most successful application of scale, linear continuity or visibility as determined by the Planning Commission.
- The maximum height of any projecting sign may not exceed the height of the building to which it is attached or fifteen (15) feet above grade, whichever is lower.
- Buildings on corner lots may have one projecting sign facing each street.
- The size of the lettering and graphics on a projecting sign must be appropriate for viewing by pedestrians.

7. Wall Mounted Signs

- For each business on a separate property, wall-mounted signage for each street frontage is permitted with a maximum area of one (1) square foot of signage per one lineal foot of street frontage, but in no case measuring an aggregate of more than one hundred (100) square feet.



- Buildings which have multiple businesses accessed by separate entrances shall be permitted one building sign of a maximum of thirty-two (32) square feet per business.
- When two (2) or more businesses occupy one (1) building with common entrances (i.e. without separate entrances) they shall be considered one (1) business for sign computation purposes. This means that for wall or building signs, buildings of this

nature are limited to one building sign per street frontage plus one directory sign per common entrance.

- Structures abutting more than one street may have wall signs, with an aggregate size as described above, for each wall facing a street.
- The depth of wall signs on multi-tenant buildings should be consistent.
- The size and location of wall signs shall be reviewed in terms of their relationship to the building entry, height of sign fascia, or size of wall where the sign is to be installed and the relationship to other signs on a building, as well as visibility from the street, sidewalk or parking lot.
- On multi-tenant buildings wall signs should be evaluated for compatibility as part of a sign program with the building and character of neighboring signs in terms of size, color, lighting materials, sign style, and quality.

8. Window Signs

- Permanent window signs must be comprised of individual letters, logos, or design elements that are not encompassed by a solid opaque background so as not to obscure the view through the window.
- Shall not cumulatively exceed twenty-five (25) percent of the area of the window on which they are placed on the first floor and ten (10) percent on all floors above the first floor.
- Signs of temporary or seasonal nature do not require a sign permit.



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6. UTILITIES/STORM WATER

A. LOCATION AND APPEARANCE

Intent- To ensure storm water and utility locations do not detract from the character of the neighborhood, yet would provide access for maintenance. When possible, located to the rear of the building and screened from public view. Landscaping and fencing are methods most commonly used to camouflage the appearance of any utilities, to include services such as phone, electric, cable, etc.



It is recommended, when possible to ensure deep, wet storm water ponds not be placed in the front yard of any lot. If a pond is placed in the front yard area, it is recommended the storm water pond be wet, aerated and fountained for aesthetics to include any allowable landscaping.





B. MAINTENANCE AND OWNERSHIP

Intent- To ensure the utilities are properly maintained and operational as designed, by the owner of the property. This can be done through separate parcel identification in a major subdivision or one parcel for complete ownership depending on the type of plan. The Town shall not be responsible for any utilities that it does not provide through municipal services.

7. DEFINITIONS

Belt Courses- A course (horizontal layer) of stone or brick, flush with the wall or projecting from an exterior, masonry wall; used to mark a floor line or visually to reduce the height of a building. Generally narrower than the other courses.



Candela (cd): Unit of luminous intensity. One candela is one lumen per steradian. Formerly called the candle.

Clerestory- (1) is the upper part of the wall of a church (above the roofs of the aisles) having windows in it; also, the windows in that wall and/or (2) in contemporary architecture, an upper part of a wall whose windows allow light into the center of a high-ceilinged room.



Cornice- Any molded projection which finishes or crowns the part to which it is attached.



Dormer
Windows-

A small house-like structure that projects from a roof and includes a window. A method of admitting light and air to the attic, which was first used for sleeping space. The roofs of most dormers are miniatures of large roof types, e . g .



Façade-

Front or principal face of a building; any side of a building that faces a street or other open space



Full Cutoff-

A luminaire light distribution where zero candela occurs at or above an angle of 90° above nadir. Additionally, the candela per 1000 lamp lumens does not numerically exceed 100 (10%) at or above a vertical angle of 80° above nadir. This applies to all lateral angles around the luminaire.

Illuminating Engineering Society of North America (IES or IESNA)- The professional society of lighting engineers, including those from manufacturing companies, and others professionally involved in lighting.

International Dark Sky Association (IDA, Inc.)- A non-profit organization whose goals are to build awareness of the value of dark skies, and of the need for quality lighting.

Lumen-

Unit of luminous flux; the flux emitted within a unit solid angle by a point source with a uniform luminous intensity of one candela. One footcandle is one lumen per square foot. One lux is one lumen per square meter.

Luminaire-

The complete lighting unit, including the lamp, the fixture, and other parts.

Mullions- A vertical member separating (and often supporting) window, doors, or panels set in series.



Parapet- A low guarding wall at any point of sudden drop, as at the edge of a terrace, roof, battlement, balcony, etc.



Plinth- (1) A square or rectangular base for column, pilaster, or door framing. (2) When used as a solid monumental base, often inscribed with moldings, bas reliefs, or inscriptions, to support a statue or memorial (3) A recognizable base of an external wall, or the base of courses of a building collectively, if so treated as to give the appearance of a platform



Portico- A porch or covered walk consisting of a roof supported by columns



Window
Walls-

An expanse of glass running from floor to ceiling and wall to wall, sometimes opening by means of sliding metal or wood frames.



8. REVIEW PROCESS

