



MEMO

TO: Town of Centreville Planning Commission Members

FROM: Carter Farm Agrihood Development - Ernie Sota / Rebecca Flora
408 Chesterfield Avenue, Centreville, MD

DATE: May 13, 2022

**RE: Carter Farm PUD Preliminary Site Plan Submission: Supplemental 02 - Commercial Area
RESPONSE TO PC QUESTIONS FROM APRIL 20, 2022 MEETING REGARDING CODE COMPLIANCE**

We would like to thank the Planning Commission for your positive recommendation on April 20, 2022 of the Growth Allocation to Town Council for public hearing and action. As you are aware, Town Council will begin their approval process with a public hearing scheduled for May 19, 2022.

The Planning Commission discussion on April 20, also included items specific to the new PUD Preliminary Site Plan package that was submitted to the Town on March 29, 2022. While this package has not yet been formally presented to Planning Commission and discussed, we would like to provide this memo as a supplemental submission to the PUD package in advance of Planning Commission review of the full submission.

The areas of Code compliance included here are based on notes we compiled while at the meeting and do not have the benefit of the full April 20, 2022 meeting minutes. Many of our responses below refer to Exhibit 1: Ordinance NO. 12-2021 which we have attached for reference and highlighted the sections noted. As you may recall, the amendments to Sections 170-28 Planned Unit Development District (PUD), Section 170-29 Traditional Neighborhood Development (TND) and 170-70 Definitions were reviewed in depth by the Planning Commission in 2021 and approved by Town Council on November 4, 2021, along with amendments to Section 138 Subdivision Regulations. These sections of the Code are very robust and include multiple metrics beyond those included below. Our entire project team has reviewed the Code carefully and we are confident our submission meets all Code requirements including those referenced below.

In addition to the attached Exhibit 1: Ordinance NO.12-2021, please refer to Exhibit 2: Context & Design and Exhibit 3: Commercial Aerial View; and, at the end of this memo - Table 1: Data Summary of Commercial Buildings; Figure 1: Commercial Area Buildings that are all referenced throughout.

USES

Types. We understand the concerns of the Planning Commission as to the types of businesses that will eventually occupy this proposed commercial portion of the site. The PUD and TND both restrict the types of uses that are allowed in these districts.

- PUD Section 170-28(B) (1) Permitted Uses
- TND Section 170-29.1 C. Permitted Uses

Users. The revisions approved by the Planning Commission and Town Council in section 1, language limiting commercial strictly to the residents of the PUD was eliminated.

- PUD Section 170-28(B)(1) Permitted Uses

Timing. The quality of the commercial area and the users that are recruited will be a significant amenity, along with the farm, to attract home buyers we will be targeting for the site and to fulfill the ultimate vision for Carter Farm. The timing of construction and occupancy of the commercial area will be influenced by market demands.

Table 1 provides a summary of area for each building which are shown on Figure 1. We have included assumptions for use types for purposes of parking calculations and to determine footprints required for the type of users we will be recruiting.

SCALE AND MASSING

The area of buildings, individually and as a whole, is another important consideration for the commercial structures within a residential area. The PUD and TND sections of the Code provide excellent metrics to ensure that any development in these types of Districts is compatible and consistent with the surrounding neighborhood. The following topics were also noted from the April 20, meeting and the Carter Farm’s compliance are summarized below with references to Exhibits, Table 1 and Figure 1.

Total Area. The total amount of commercial area is regulated by a formula that allows 350 sf of building area for every acre of the PUD area. The Carter Farm PUD has a total 44.757 acres that would equate to the following formula: $44.757 \text{ acres} \times 350 \text{ sf/acre} = 15,665 \text{ sf allowed}$. Carter Farm Site Plan Commercial Area (including reuse of the Carter Farmhouse) = 14,070 sf proposed.

- TND 170-29(F)(2) Density and dimensional standards

Building Footprint. All retail and commercial service buildings are required to have a footprint of not more than 3,000 sf for each retail or service business. The connector roof shown between buildings 2 and 3 is an open-air structure and not an enclosed building – so these buildings are independent of each other. All Carter Farm commercial buildings meet the standard—the largest footprint is 3,000 sf. Table 1 that is also included on the submission document 12.a. Preliminary Site Plan- Commercial_2022.03.28 (Sheet L204) includes a breakout of each building as part of the parking calculations as per submission requirements. Additionally, Exhibit 2 – Context Study, includes photos of buildings in the vicinity as a comparative to the footprints of the Carter Farm commercial area. Please note for reference that the Commerce St. “Creamery” building is about 3,200 sf in its estimated ground floor business footprint.

- TND 170-29.1(F)(3) Density and dimensional standards

Scale and Massing. Another aspect of density and dimension is local context. Exhibit 2 – Context Study depicts residences in the area as a comparative to the proposed scale of the Carter Farm buildings. The structures proposed are also a scale and form appropriate for the rural Maryland farm structures on which they are based. This further demonstrates the contextual consistency of Carter Farm commercial buildings with the surrounding area.

- TND 170-28(F)(3) Density and dimensional standards

Layout. The configuration of the commercial buildings has been revised in response to Planning Commission comments from their December 13, 2021 meeting for review of the PUD Preliminary Application that was positively referred to Town Council. While the original approach presented in December responded more directly to the code with the “clustering around a plaza” and “closer orientation with the street”. The revised version that responds to Planning Commission comments, orients Buildings 2 and 3 to the street with larger setbacks and Building 4 creates a clustered area with the Farmhouse and Farmstand and is in context with the Farm.

- TND 170-28(G)(6) [1] and [2] Building Design and Location

HEIGHT AND SETBACK

Another consideration for ensuring the proposed development blends into the surrounding neighborhood are aspects of height of buildings and setback from streets. Carter Farm’s compliance is summarized below.

Height. All buildings within the PUD must be no more than 35 feet in height, which Carter Farm buildings all meet. In addition to our previous PUD Submittal Document 12.b. – Commercial Massing, we have provided, Attachment 2 – Context Study, that illustrates how the buildings related to other structures in the vicinity. Many of the homes along Chesterfield Avenue are quite grand and taller than our indicated building heights.

- PUD Section 170-28(B)(9) – Schedule of Zoning Regulations

Setbacks. The setback of our proposed structures along Chesterfield is congruent with the home immediately to the left of Parcel 4-1. It is also greater than that required under the adjacent R-1 district of 35’. The Carter Farm site is located along a significant transition area of Chesterfield Avenue. After turning the big corner at the southern edge of the property and proceed north the homes scales and setbacks dramatically vary.

- PUD Section 170-28(F)(4) – (note the amendment to this section provides for the setting of “bulk standards” by Town Council. These standards will be prepared by the developer for inclusion in the ultimate PUD Ordinance for the Project. Current setbacks are consistent with context as noted in Exhibit 2.)

We look forward to further discussion with the Planning Commission, once the Town Council acts on the Growth Allocation, to garner your feedback on any other elements of the project’s design on which the Planning Commission may have comments to ensure compliance with the Town Code’s metrics and intent. Thank you.

cc:

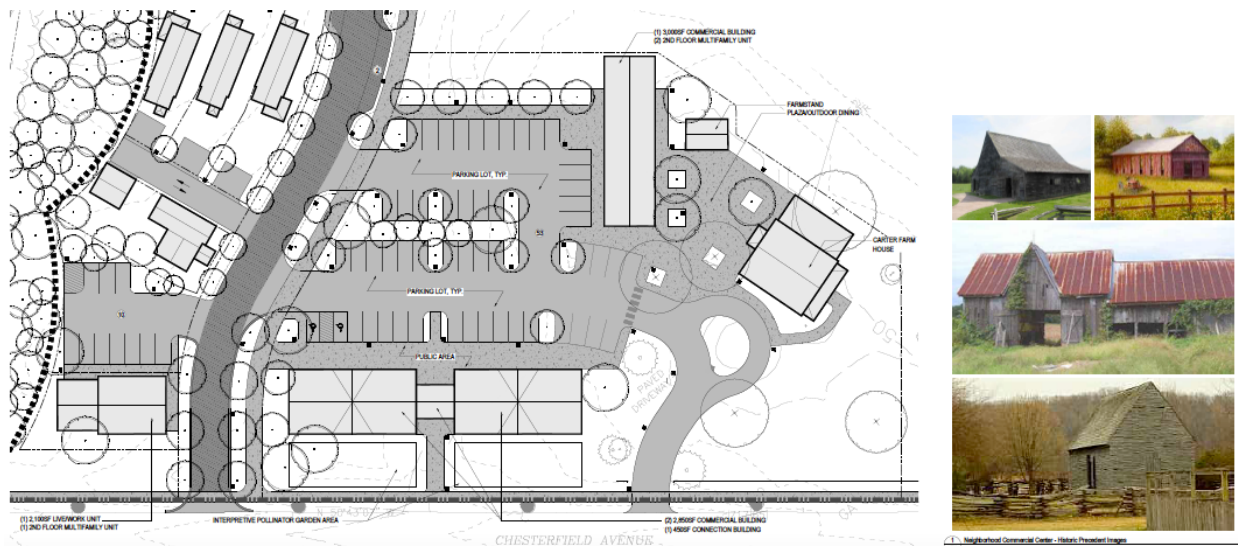
Chip Koogle
Chris Jakubiak
Sharon VanEmburch
Michael Whitehill
Carolyn Brinkley
Clifford Matthews
Betty Jean Hall
Ryan Showalter

TABLE 1: Carter Farm Data Summary of Commercial Buildings
 (also included on PUD Submittal 12.a. / Sheet L204)

COMMERCIAL PARKING COUNT:

| LOCATION | PROPOSED USE | REQUIREMENT | SF COMMERCIAL | COMMENTS | SPACES REQUIRED |
|--|---|-------------|---------------|--|-----------------|
| BUILDING 1 ALONG CHESTERFIELD AVENUE AT NORTH ENTRY | LIVE / WORK (OFFICE W/ (1) CONDO ABOVE) | 1 / 300 SF | 2,100 | TOTAL REQUIRED INCLUDING SPACES FOR 1 UPPER FLOOR RESIDENTIAL UNIT | 10 |
| BUILDINGS 2 & 3 ALONG CHESTERFIELD AVENUE | RETAIL | 1 / 250 SF | 6,150 | (2) 2,850 SF BUILDINGS + 450 SF CONNECTOR BUILDING | 25 |
| BUILDING 4 RETAIL AT EAST SIDE OF PARCEL 4.2 PARKING LOT | RETAIL W/ (2) CONDOS ABOVE | 1 / 250 SF | 3,000 | INCLUDES (4) SPACES FOR UPPER FLOOR RESIDENTIAL UNITS ((2) SPACES EACH FOR 2 CONDOS IN (1) BUILDING) | 16 |
| SUBTOTAL | | | 11,250 | | 51 |
| CARTER FARM HOUSE | RESTAURANT | 1 / 100 SF | 2,800 | 18 SF / PERSON ASSUMES 100 SEATS | 28 |
| TOTAL | | | 14,050 | | 79 |
| SPACES PROVIDED | | | | | |
| STREET PARKING NORTH ENTRY | | | | | 9 |
| STREET PARKING SOUTH ENTRY | | | | | 9 |
| PARKING AT LIVE / WORK (PARCEL 4.1) | | | | | 10 |
| PARKING AT MAIN LOT (PARCEL 4.2) | | | | | 53 |
| TOTAL | | | | | 81 |

FIGURE 2: Carter Farm Commercial Area Buildings (also included on PUD Submittal 12.a./Sheet L204)



**TOWN COUNCIL OF CENTREVILLE
ORDINANCE NO. 12-2021**

AN ORDINANCE OF THE TOWN COUNCIL OF CENTREVILLE TO AMEND THE TOWN'S ZONING ORDINANCE CODIFIED AS CHAPTER 170 OF THE TOWN CODE TO ALLOW THE PLANNED UNIT DEVELOPMENT DISTRICT AS AN OVERLAY ZONING DISTRICT IN THE TRADITIONAL NEIGHBORHOOD DISTRICT, TO AMEND THE TRADITIONAL NEIGHBORHOOD DISTRICT PROVISIONS, AND ALL REGULATIONS THAT ACCOMPANY IN ORDER TO ADMINISTER AND ENFORCE THE TOWN'S ZONING ORDINANCE MORE EFFECTIVELY

WHEREAS, Section 5-213 of the Local Government Article of the Annotated Code of Maryland enable the Town Council to enact zoning regulations;

WHEREAS, Section 4-201 *et seq.* of Land Use Article of the Annotated Code of Maryland enables the Town Council to divide the Town into districts and zones;

WHEREAS, Article III, Section 301(54) of the Charter of the Town Centreville authorizes the Town to exercise the powers of Planning and Zoning; and

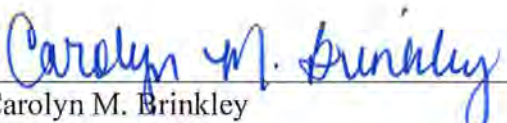
WHEREAS, the Town Council believes that it is in the best interests of the citizens of Centreville to amend Chapter 170 of the Town Code to amend Section 170-28 Planned Unit Development District (PUD), Section 170-29 Traditional Neighborhood Development District (TND) Regulations, and Section 170-70 Definitions.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Centreville:

1. That Chapter 170 is hereby amended to include the text of which is attached hereto as Exhibit "A" with new material shown in **bold underlined** and deleted language shown with **bold strikeout**.
2. This Ordinance shall become effective on the twenty-first day after its enactment.

ATTEST:

THE TOWN COUNCIL OF CENTREVILLE



Carolyn M. Brinkley
Town Clerk




Steven K. Kline, President

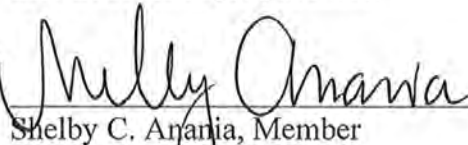
First Reading: September 2, 2021
Second Reading: September 16, 2021
Enacted: November 4, 2021
Effective: November 25, 2021
(21st calendar day after enactment)

OPPOSED

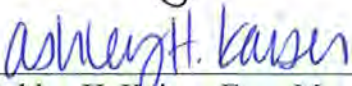
Jeffrey D. Kiel, Vice President



Eric B. Johnson, Jr., Member



Shelby C. Arania, Member



Ashley H. Kaiser, Esq., Member

Section 170-28 Planned Unit Development District Regulations

§ 170-28(A) Planned Unit Development District (PUD).

A. Planned unit development in general.

- (1) It is the intent of the PUD Zone to control the placement, design, use, and density of well-planned, residential developments which will offer a variety of building types and a more efficient overall use of land, and within these limits, permit the optimum amount of freedom and variety in the design and management of such varying types of residential structures, including one- and two-family units, townhouses and garden apartments. Within the intention of these regulations, the following objectives are sought to provide for the planned unit development:
 - (a) To provide a more attractive and varied living environment than would be possible through the strict application of R-1, R-2, and R-3, and TND District requirements.
 - (b) To encourage a more intimate, efficient and aesthetic use of open space.
 - (c) To encourage developers to use a more creative approach in the development of land.
 - (d) To encourage variety in the physical development pattern of residential areas.
 - (e) To encourage significant innovations in the development of land to bring about sustainable patterns of development in environmentally sensitive areas, including within the Critical Area.
- (2) The Council shall follow the procedures set forth in this section for the approval of a floating zone for PUDs proposed in the R-1 or R-2 Districts.
- (3) PUDs shall be permitted in the R-3 Zone and mapped TND Zone in accordance with the conditions and requirements contained in this section.

§ 170-28(B) PUD Requirements.

- (1) Permitted uses. Planned unit developments PUDs are contemplated to be primarily residential in nature. However, they planned unit developments of sufficient size and appropriate character may have incorporate certain limited non-residential and specifically commercial development which is permitted in the underlying zoning district and as provided for below: which is incidental to the planned unit development and is intended primarily for the use of the residents of the planned unit development. Specifically permitted uses are:
 - (a) All uses permitted in the underlying zoning district.
 - ~~(a)~~(b) Single-family detached dwellings.
 - ~~(b)~~(c) Multifamily dwellings attached or detached (including but not limited to one- and two-family units, townhouses and garden-type apartments).
 - ~~(e)~~(d) Apartments.
 - ~~(d)~~(e) An office, temporary or permanent, belonging to the developer and clearly incidental to management and sales operations of the planned unit development.
 - ~~(e)~~(f) Temporary structures incidental to construction.
 - ~~(f)~~(g) Applicable only to PUDs in the R-1, R-2, or R-3 Districts: In planned unit developments, commercial establishments of a convenience and service nature for PUD residents may be permitted. This subsection (g) is intended to not limit commercial uses and development in PUDs located within the TND District. Such commercial establishments shall be an integral part of the plan for the PUD. The total aggregate area of all the commercial establishments and their parking areas shall not occupy more than 5% of the gross area of the PUD. Commercial areas may include one or more stores and may be of the following types:

- [1] Small neighborhood convenience centers may include laundry establishments, beauty and barber shops, and retail food establishments of less than 3,500 square feet. No commercial establishments shall be constructed until 25% of the total planned residential units are completed. Centers may include one or more stores.
- [2] Planned commercial centers shall be a group of commercial uses compatible with the residential nature of the PUD. These may include, but are not limited to, medical and professional offices, general retail stores and food stores. Planned commercial centers shall be permitted only in a PUD of 200 acres or more. No construction on the planned commercial center shall begin until 50% of the total planned residential units are completed.
- (g)(h) The Town Council may approve and/or require land and places for public assembly, recreational buildings, public buildings and accessory buildings, or may require the reservation of lands for such uses if it is deemed, they are advantageous or necessary for the purpose of serving the planned unit development and the local community.
- (2) Where permitted, planned unit developments are permitted in the R-1, R-2, ~~and R-3, and TND~~ Districts. In general, a planned unit development is contemplated in residential ~~and TND~~ zones where tracts of suitable location, size, and character exist. The uses/structures proposed are to be planned and developed according to the requirements and procedures of this chapter. Planned unit development shall be approximately located with respect to the general pattern of urban development, existing or proposed, and to existing public and private facilities and services.
- (3) Computation of dwelling units permitted. The total density in the ~~planned unit development (PUD)~~ PUD will not be greater than if ~~conventionally~~ developed under the terms of the underlying zoning district. The total permitted dwelling units may be averaged over the entire PUD or clustered in various groupings.
- (4) Density. The Planning and Zoning Commission may set the required mix of one-bedroom, two-bedroom, or three-or-more bedroom units that can be built within a planned unit development or its stages.
- (5) Land coverage. The maximum amount of land that may be built over (covered) by parking lots, roads, sidewalks, plazas, buildings or other structures shall be 35% of the gross land of the PUD.
- (6) Area. Parcels developed as residential planned developments shall not be of less than sufficient area [as determined in accordance with Subsection B(3) of this section] to establish ten dwelling units in the R-1 Zoning District or five dwelling units in the R-2 and R-3 Zoning Districts. The minimum aggregate parcel size in the TND District shall be forty (40) acres. There is no minimum parcel size for other planned developments.
- (7) Open space. Common open space shall comprise not less than 25% of the gross area except in the TND District, where the required open space and recreation provisions applicable to the TND District shall be applied (i.e., Section 170-29.1J). Those lands designated as an integral part of the PUD in an underlying TND District, even if used for agriculture and not available for use by the public, shall be considered "common open space" provided other open space areas are reasonably distributed throughout the community. All open space in PUDs located in the R-1, R-2, or R-3 Districts shall be designated for the common use of all occupants of the PUD and at least 70% of such space shall be developed as recreational areas.
- (8) Sanitary facilities. No PUD plan shall be approved unless the proposed development will be served by public water and sewer disposal systems which shall be existing at the time the plan receives final approval. Satisfactory evidence must be furnished to the Town Council that the existing Town sewer and water systems can handle the increased demands placed upon them by the proposed PUD and meet current Health Department requirements for standards of operation.
- (9) Height requirements. The requirements shall be those set in the Schedule of Zone Regulations.
- (10) Parking. At least two usable off-street parking spaces meeting the standards in this chapter shall be provided for each dwelling unit ~~either, either~~ on the lot it occupies, or (ii) a majority of which is

~~provided within 31150 feet of such an apartment dwelling unit, or (iii) in woonerf communities, dwelling units shall have vehicular access and temporary parking shall be provided on woonerfs with spacing not greater than 150'. The Planning Commission may approve deviations from this standard for a PUD in the TND District.~~

(11) Administrative procedures.

- (a) Preliminary application shall be made to the Town Council and referred to the Planning and Zoning Commission for stage one consideration of the PUD Zone and shall include, but not be limited to:
 - [1] A general diagram showing the PUDs relation to the Town of Centreville and major public access to the PUD (10 copies).
 - [2] A general plan setting forth preliminary information (10 copies). Such information shall include, but not be limited to the following:
 - [a] Proposed housing types, the total number of units, percentage of each type, general location of each type, elevations of each type.
 - [b] Proposed planned commercial centers and/or neighborhood convenience centers, location, types of business(es), size of area(s), and elevations of each building type.
 - [c] Proposed open spaces, their size, their location, their uses, and their proposed ownership (Town and/or association).
 - [d] General statement concerning provision of utilities (public works agreement).
 - [e] Statement of expected Town responsibilities.
 - [f] Cost/benefit ratio of the proposed PUD for the Town.
 - [g] Tentative time-table and staging of development (schedule of construction).
 - [3] Applicant shall pay an application fee as previously established by the Town.
 - [4] After the Planning and Zoning Commission makes its findings, the application will be forwarded to the Town Council for consideration. If the Council finds that the proposal has merit, it will be conditionally approved.
- (b) Preliminary site plan. The developer shall submit the following to the Planning and Zoning Commission for its review after receiving conditional approval from the Town Council:
 - [1] The 10 copies of a preliminary site plan shall be filed with the Town. The preliminary site plan shall comply with the requirements of this section and be accompanied by such other written or graphic material as may be necessary or desirable in aiding the decisions of the Town Council and the Planning and Zoning Commission.
 - [2] The Zoning Administrator shall review the site plan for compliance with the requirements of this chapter. Before returning the preliminary site plan to the Planning and Zoning Commission and Town Council, the Zoning Administrator shall consult with such Town officials as may be appropriate, and may offer such comments as may be appropriate.
 - [3] Preliminary site plan shall show:
 - [a] The proposed title of the project and name of the engineer, architect, designer or landscape architect, planner and developer.
 - [b] The North point, scale, and date. The scale of the site plan shall be as follows:

- [i] For projects containing more than 10 acres but less than 50 acres: not more than 50 feet to one inch.
 - [ii] For projects containing 10 acres or less: not more than 20 feet to one inch.
 - [iii] For projects containing 50 acres to 200 acres: not more than 100 feet to one inch.
 - [iv] For projects containing more than 200 acres: not more than 200 feet to one inch.
- [4] The boundaries of the property involved, county and municipal boundaries, the general location of all existing easements, property lines, existing streets, buildings or waterways, and other existing physical features in or adjoining the project.
 - [5] The approximate location and sizes of sanitary and storm sewers, water mains, culverts, and other underground structures in or near the project.
 - [6] The general location and character of construction of proposed streets, alleys, driveways, curb cuts, entrances and exits, parking and loading areas (including number of parking and loading spaces) and outdoor lighting systems.
 - [7] The general location of proposed lots, setback lines and easements, and proposed reservations for parks, parkways, walkways, cycleways, playgrounds, school sites, and open spaces.
 - [8] The location of buildings with respect to each other, to lot lines, and to major excavations, drawn to scale, but full dimensioning is not required on the preliminary plan.
 - [9] The approximate height of proposed buildings and structures (accessory and main).
 - [10] Preliminary plans and elevations of the several dwelling types and other buildings, as may be necessary.
 - [11] General location, height, and material of all fences, walls, screen planting, and landscaping and management thereof.
 - [12] Proposed location and character of nonresidential uses or commercial uses, accessory or main.
 - [13] General location, character, size, height and orientation of proposed signs, and management thereof.
 - [14] A tabulation of the total number of acres in the project (gross or net as required in the zone regulations) and the percentage thereof proposed to be devoted to the several dwelling types, commercial uses, other nonresidential uses, off-street parking, streets, parks, schools, and other reservations.
 - [15] A tabulation of the total number of dwelling units of various types in the project and the overall project density in dwelling units per acre (gross or net as required by zone regulations).
 - [16] Schedule of construction or timetable (acceptable to the Town Council and Planning and Zoning Commission).
 - [17] The developer shall provide a statement detailing the means by which the PUD and all its various aspects shall be managed. This shall include deed restrictions and covenants designed to ensure perpetuity of agreements.
 - [18] The developer shall provide a complete topographic drawing of the proposed plan acceptable to the Soil Conservation Service. (Specific requirements will be obtained from the Soil Conservation Service Office). The developer, after consultation with

the Soil Conservation Services, will develop a complete sediment and stormwater plan to be reviewed and approved by the Soil Conservation District.

- [19] The preliminary site plan shall also include a management statement governing the construction, operation, and maintenance of:
 - [a] Sanitary and storm sewers, water mains, culverts, and other underground structures.
 - [b] Streets, alleys, driveways, curb cuts, entrances and exits, parking and loading area, and outdoor lighting systems.
 - [c] Parks, parkways, cycleways, playgrounds, open spaces, fences, walls, screen planting, and landscaping and signs.
- [20] The Planning and Zoning Commission and/or Town Council may establish additional requirements for preliminary site plans.
- [21] After review and a public hearing on the proposed zoning, the Planning and Zoning Commission shall return the site plan, together with comments and recommendations to the Town Council for appropriate action.

- (12) Accessory uses and structures. The following accessory uses and structures shall be located in the rear yard, unless otherwise provided herein or attached to or part of the main building:
 - (a) Small cell facility, provided it complies with the standards set forth in § 170-50.
 - (b) Other accessory uses and structures clearly incidental and customary to and associated with the permitted uses.

C. Final review and approval procedure.

- (1) The Town Council shall review the final preliminary site plan and other documents.
- (2) The Town Council shall hold a public hearing in the manner required in § 170-62 of this chapter.
- (3) The Town Council may approve or disapprove the proposed PUD zoning. In granting approval, the Council shall secure:
 - (a) A surety bond or equivalent to be filed for or deposited in escrow with the Town Council in an amount sufficient to ensure completion of all requirements established by the Town Council. Such surety to be reviewed annually and adjusted to reflect current costs.
 - (b) A final site plan in the form of a final plat shall be prepared, filed, and recorded. The final plat shall comply with the specifications of the Town Council, and the requirements of this section and applicable laws, regulations, and ordinances governing the subdivision of land.^[2]
 - (c) Permits for building shall be issued in accordance with the schedule for construction approved by the Town Council as part of the final approval.
 - (d) When a PUD is to be developed in stages, each stage shall be processed as a separate development after first submitting and receiving approval of the PUD Zone for the entire project.
 - (e) As part of the final approval, the Town Council shall approve dates for initiation and completion of the PUD and/or its phases. Any departure from these dates shall constitute material breach of contract, and outstanding bonds can be called in. The Town Council can waive for cause.

(4) Conflict with other provisions.

- (a) Provisions of the PUD Zone when found to be in conflict with other provisions of this chapter shall supersede those other provisions with which they conflict.

- (b) Provisions of the PUD Zone when found to be in conflict with other provisions of Chapter 138, Subdivision Regulations, shall supersede those other provisions with which they conflict.

D. Amendments to Approved PUD Applications

A property owner of a site subject to a PUD District may request an amendment to the terms and conditions of the District. Any request for an amendment shall be in writing and shall include the information specified in §170-28(B)(11)(b). If the Town-Planner Zoning Administrator determines that the proposed amendment (1) does not involve a material change to the design approved by the Town Council and (2) otherwise complies with the terms of this Chapter, the amendment request shall be approved by the Town-Planner Zoning Administrator. Any other amendment shall be subject to review by the Planning and Zoning Commission and Town Council according to the procedures set forth in Section 104-28(C).

Material changes shall include the following:

- Proposed increase in residential density,
- Proposed increase of non-residential floor area (less than 5% increase above existing total approved for the building in question, as specified in the original PUD, may be considered non-material),
- Changes of use that are determined to be more intense,
- Elimination of an approved project amenity,
- Any proposed change which alters a condition of the PUD approval,
- Substitution of an amenity with a non-comparable amenity,
- Other changes of a similar scope or magnitude.

Non-material changes may include the following:

- Proposed substitution of species provided for landscaping (provided the new species serves the same function the original species was intended to serve).
- Relocation of residential units provided there are no environmental, traffic, etc., impacts as a result of such action.
- Relocation of site infrastructure (e.g. utilities, stormwater management) provided said relocation creates no adverse impact.
- Proposed change in architectural style or type from that which was indicated on approved PUD plans, subject to Planning Commission approval of said change (unless the PUD approval specifies a condition(s) concerning such architectural style or feature, in which case such a revision would constitute a material change).
- Addition of a park, open space or recreational amenity.
- Substitution of one project amenity with a comparable amenity.
- Substitution of a commercial use for another commercial use permitted in the PUD district (by right or by special exception, provided the special exception is approved by the Board of Appeals)
- Other changes of a similar scope or magnitude.

If the Town-Planner-Zoning Administrator determines that a proposed amendment is a non-material change, he/she shall retain the right to have said amendment reviewed and approved/denied by the Planning and Zoning Commission.

§ 170-29.1 Traditional Neighborhood Development District - TND

The TND District is intended to allow development consistent with design principles of a traditional neighborhood. A traditional neighborhood is compact; is designed for the human and pedestrian scale; provides a mix of residential uses including civic, small scale retail and open space uses in close proximity to one another in the neighborhood; is architecturally integrated; provides a mix of housing styles, types and sizes to accommodate a variety of households; is integrated into the surrounding communities; incorporates interconnected streets with sidewalks and bikeways and transit that offer multiple routes for motorists, pedestrians and bicyclists and provide for the connections of those streets to existing and future developments and incorporates significant environmental features into the design.

A. Minimum criteria.

- (1) TND developments shall only be permitted on parcels of 40 acres or greater. Parcels less than the minimum acreage may be developed as TND if they are contiguous to an existing TND zoned area and development on said parcels or tracts can be harmoniously integrated consistent with the requirements and purposes of this zone.
- (2) The TND development shall have access to an existing or planned arterial or collector road;
- (3) The TND development shall be served by adequate existing or planned infrastructure; and
- (4) No land shall be classified as TND District unless it is so designated in the Town Comprehensive Plan.

B. Review procedures and guidelines.

- (1) TND developments shall be submitted in accordance with the Town Subdivision Regulations and Zoning Ordinance.
- (2) A tentative sketch plan for the entire TND development shall be submitted to the Planning Commission in accordance with the Town Subdivision Regulations. In addition to the information required of the subdivision regulations, the tentative sketch plan shall be accompanied by architectural renderings, a street hierarchy, conceptual street cross-sections and other such information as may be required by the Planning Commission to determine consistency with these regulations and the Comprehensive Plan.
- (3) A preliminary plat for the entire TND development shall be submitted to the Planning Commission in accordance with the Town Subdivision Regulations. In addition to the information required of the subdivision regulations, the preliminary plat shall be accompanied by preliminary architectural elevations, preliminary street cross-sections and other such information as may be required by the Planning Commission to determine consistency with these regulations and the Comprehensive Plan. The preliminary plat for the TND shall include site specific topography and the surveyed location of adjacent streets, sidewalks and water and sewer facilities.
- (4) If the preliminary plat is approved by the Planning Commission, a site plan shall be submitted to the Planning Commission in accordance with the Town Zoning Ordinance. The site plan shall include the final construction drawings and final architectural plans.
- (5) A TND may be developed in phases. If developed in phases, the Planning Commission shall require such information and mechanisms as they deem necessary to assure that the entire development is developed in accordance with the TND principles as indicated on the preliminary plat and tentative sketch plan. Said information and mechanisms may include, but are not limited to, deed restrictions, easements, financial sureties and a "palette book" that provides a range of building choices consistent with the TND principles approved by the Planning Commission.
- (6) The requirements of this section apply to all proposed development within the TND zoning district. The Planning Commission may approve minor variations to the standards in this section as deemed appropriate, provided that the Planning Commission finds that the minor variations will still produce a development that complies with the intent of this zoning district, the development design standards and the Comprehensive Plan.

- (7) When the provisions of these regulations conflict with other standards found in the Code of the Town of Centreville and/or the Development Design Standards, the more restrictive regulation shall apply except when specifically modified through the PUD approval process.

C. **Permitted uses. Permitted uses shall be as follows:**

- (1) Single-family detached dwellings.
- (2) Single-family attached:
 - (a) Two-family dwellings.
 - (b) Semi-attached dwellings.
 - (c) Townhouses.
- (3) Multi-family dwellings.
- (4) Secondary dwelling units in conjunction with single-family detached dwellings.
- (5) Churches and parish halls, temples, convents and monasteries.
- (6) Small-scale retail and service uses located on the ground floor.
- (7) Residential above retail and service uses.
- ~~(8)~~ **Only within a PUD, Value Added Light-Agricultural Processing, except that where incorporated into a PUD it which shall be permitted by-right and limited by the terms of the approved PUD, if any.**
- ~~(9)~~ Customary, incidental home occupations
- ~~(9+0)~~ **Only within a PUD, Agricultural production oriented to human consumption and retail sales, such as truck crops, orchards, vineyards, flowers and cutting gardens, apiaries, and appropriately-scaled livestock and poultry husbandry, which shall be limited by the terms of the approved PUD, if any. Hemp, cannabis, fox, mink, and hog production shall be prohibited.**
- ~~(140)~~ **Restaurant, not including fast food**
- ~~(112)~~ **Businesses such as grocery, arts and crafts, artisan shops, bakeries, boutiques, and specialty shops, and other retail.**
- ~~(123)~~ **Personal service and wellness businesses dealing directly with customers such as, spas, yoga studios, fitness studios, and similar service establishments.**
- ~~(134)~~ **Offices.**
- ~~(145)~~ **Solar Array, subject to the provisions of § 170-20(C)(11).**
- ~~(16)~~ **Private noncommercial parks and recreation areas, including clubs, parks and swimming pools.**
- ~~(175)~~ **Assisted living facilities.**
- ~~(186)~~ **Private schools with footprint smaller than 7,000 square feet.**
- ~~(197)~~ **Bed-and-breakfasts as defined by Section 170-70, except that such use may include with up to 15 guest rooms or fewer.**
- ~~(1820)~~ **Private clubs with clubhouses having a building footprint smaller than 5,000 square feet and accessory swimming pools.**
- ~~(219)~~ **Day care centers with footprint smaller than 5,000 square feet.**

D. Accessory uses shall be as permitted in the **R-2 TND** District.

E. Special exceptions shall be as follows:

- (1) Special needs housing, such as community living arrangements and assisted living facilities.

- (2) Colleges and schools, public or private, having a curriculum and conditions under which teaching is conducted equivalent to a public school, and institutions of higher learning, subject to plan review.
- (3) ~~Boutique hHotel or inn Bed and breakfasts.~~
- (4) Public, and private ~~non~~commercial, parks and recreation areas, including clubs, parks and swimming pools where the building footprint exceeds the limitation of C(1820).
- (5) Institutional buildings.
- (6) Micro Distillery.
- (7) Nano Brewery.

F. Density and dimensional standards.

- (1) Number of dwelling units permitted. The number of residential dwelling units and the amount of nonresidential development (excluding open spaces) shall be determined as follows:
 - (a) The maximum residential density for a development tract shall not exceed five dwelling units per acre.
 - (b) Secondary dwelling units shall be permissible in addition to the number of dwelling units authorized under this section. However, the total number of secondary dwelling units shall not be more than 10% of the total number of single-family attached and detached units.
 - (c) A maximum of one secondary dwelling unit shall be permitted per lot.
 - (d) Dwelling units constructed above retail and service uses shall be permissible in addition to the number of dwelling units authorized under this section. However, the total number of dwelling units constructed above retail and service uses shall not be more than 10% of the total number of single-family attached and detached units.
- (2) The total floor area of non-residential retail, commercial, and service buildings (excluding: (i) buildings and amenities permitted by C(18) or E(4) above and principally intended for the use of the residents of the TND, and (ii) greenhouses, hoop houses, pack & wash, equipment storage, and other structures associated with uses permitted by C(8) or C(9) above necessary to the agricultural use (as limited by the terms of the approved PUD) shall not exceed 50350 square feet per acre of the development tract approved residential dwelling unit. For example, if 150 dwelling units are proposed, the area of the development tract is 40 acres, then a maximum of 7,50014,000 square feet of retail, commercial, and service uses shall be permitted.
- (3) Retail and service buildings shall be of similar scale and massing as residential structures and shall not exceed 3,000 square feet ground floor area for each retail or service business. The scale and massing of an institutional or office building permitted by special exception shall be reviewed and approved by the Planning Commission on a case-by-case basis.
- (4) See Schedule of Zone Regulations for presumptive minimum lot size, lot widths, required yards, etc. Specific setback, lot size, lot coverage, minimum frontage, yard requirements and other bulk standards may be established for each individual project by the Town Council in the ordinance granting the application or through the PUD approval process.
- (5) Special regulations for two-family dwellings and townhouses shall be as regulated in the R-3 District.
- (6) No more than 12 16 dwelling units in one multi-family building are permitted, except in multi-story buildings serviced by an elevator.

G. Design requirements.

- (1) General design requirements.
 - (a) A mix of residential dwelling types is required within a TND; however, not less than 50% of the total dwelling units must be single-family detached dwellings. No more than 50% of

the single-family detached dwellings provided shall be cottage dwellings **unless included in PUD plan approval.**

- (b) A minimum of at least three of the following permitted housing types must be provided: single-family dwellings; **cottage dwellings;** two-family dwellings; townhouses and multi-family dwellings.
 - (c) The Planning Commission may, through the development review process, require the reasonable provision of screening in order to shield adjacent residential uses from **non-residential commercial, office, civic and institutional** uses or structures.
- (2) Lot and block standards.
- (a) All lots shall have frontage on a street or square. All buildings, except accessory structures, shall have their main entrance onto a street or square.
 - (b) **Non-residential Commercial, office, civic, institutional and mixed-use** structures should abut sidewalks, **except agricultural structures or agricultural accessory structures.**
 - (c) Lot and building widths should create a relatively symmetrical street cross section that reinforces the public space of the street as a simple, unified public space.
 - (d) **In TNDs with rectilinear street layouts, the design** Street layouts shall provide for perimeter blocks that are generally in the range of 200 to 400 feet deep by 400 to 800 feet long.
 - (e) A variety of lot sizes shall be provided to facilitate housing diversity and choice and meet the projected requirements of people with different housing needs.
- (3) Circulation standards. The circulation system shall provide adequate traffic capacity, provide connected pedestrian and bicycle routes, control but not prohibit through traffic, limit lot access to streets of lower traffic volumes, provide secondary access to parking and service areas with alleys **except PUDs that incorporate woonerfs,** and promote safe and efficient mobility through the Traditional Neighborhood Development.
- (a) Pedestrian circulation. Convenient pedestrian circulation systems that minimize pedestrian-motor vehicle conflicts shall be provided continuously throughout the Traditional Neighborhood Development. Where feasible, any existing pedestrian routes through the site shall be preserved, extended and enhanced. All streets, except for alleys, **and woonerfs,** shall be bordered by sidewalks on both sides in accordance with the Subdivision Regulations, **unless otherwise approved through the PUD approval process.**
 - (b) Motor vehicle circulation.
 - [1] Motor vehicle circulation shall be designed to minimize conflicts with pedestrians and bicycles. Traffic calming features such as "queuing streets," curb extensions, traffic circles, and medians may be used to encourage slow traffic speeds.
 - [2] A street hierarchy shall be established for the TND development and shall be indicated on the tentative sketch plan. **Except as authorized by [4] below,** Each street shall be classified and designed according to the Centreville street specifications as provided in § 138-39 of the Town Subdivision Regulations. Only Collector (minor), Secondary, ~~and alley,~~ **and woonerf** street types are permitted in the TND District, as approved by the Town Engineer.
 - [3] The use of alleys **and woonerfs** is encouraged. Alleys **and woonerfs** provide secondary access to residential properties where street frontages are narrow, where the street is designed with a narrow width to provide limited on-street parking, or where alley access development is desired to increase residential densities. Alleys **or woonerfs** may also provide delivery access or alternate parking access to nonresidential properties.

[4] Private streets in a TND shall be discouraged, unless otherwise approved by the Town Council through the PUD approval process.

[5][4] For any street in a TND, alternative right-of-way and pavement widths ~~and improvement standards~~ from those that required by the Subdivision Regulations may be approved by the Planning Commission with prior approval by the Town Council or by the Town Council through the PUD approval process.

[6] Alternative subdivision improvement standards may be approved by the Town Council through the PUD approval process.

(4) Street layout standards. The TND should extend the existing street grid, where present, and restore any disrupted street grid where feasible. In addition:

- (a) Corner radii. The roadway edge at street intersections shall be rounded by a tangential arc with a maximum radius of 15 feet for secondary streets and 20 feet for intersections involving collector streets. The intersection of a local street and an access lane or alley shall be rounded by a tangential arc with a maximum radius of 10 feet.
- (b) Curb cuts for driveways to individual residential lots shall be discouraged along collector streets. Curb cuts shall be limited to intersections with other streets or access drives to parking lots for commercial, civic or multifamily residential uses.
- (c) The orientation of streets should enhance the visual impact of common open spaces and prominent buildings, create lots that facilitate passive solar design, and minimize street gradients. All streets shall terminate at other streets or at public land, except secondary streets may terminate in stub streets when such streets act as connections to future phases of the development. Secondary streets may terminate other than at other streets or public land when there is a connection to the pedestrian and bicycle path network at the terminus.

(5) Parking. Off-street parking lots in a TND shall comply with the subdivision regulations and the development design standards and subsections (a) through (o) below, except as such standards may be specifically modified by the Town Council through the PUD approval process. In addition:

- (a) Adjacent on-street parking may apply toward the minimum parking requirements.
- (b) A parking lot or garage may not be adjacent to or opposite a street intersection.
- (c) One off-street parking space with unrestricted ingress and egress shall be provided for each secondary dwelling unit.
- (d) The maximum number of parking spaces provided shall not exceed the minimum number required by more than 10%. Reduction of impervious surfaces through the use of interlocking pavers is strongly encouraged for areas such as remote parking lots and overflow parking areas for developments that have only periodic parking demand.
- (e) Access for service vehicles should provide a direct route to service and loading dock areas while avoiding movement through parking lots.
- (f) Parking shall be accessed by woonerf, alley or rear lane, when available.
- (g) Pedestrian entrances to all parking lots and parking structures shall be directly from a frontage line ~~unless otherwise approved through the PUD approval process.~~
- (h) The vehicular entrance of a parking lot or garage from a public street shall be no wider than 30 feet.
- (i) Parking lots shall have direct pedestrian connection to the building entry points especially if the parking is located along the side and/or behind the buildings. Designated pedestrian access shall be provided from all parking lots to the primary building entrances.
- (j) Parking lots shall be designed to avoid dead-end aisles ~~unless otherwise approved through the PUD approval process.~~

- (k) Parking lots shall be separated from buildings by a landscaped strip, whenever possible, or a raised concrete walkway or pedestrian plaza.
 - (l) The maximum length of any row of parking shall be 10 parking spaces.
 - (m) Shared parking is encouraged between different uses with staggered peak parking demand in order to reduce the total number of spaces within the development. **Parking requirements for community facilities intended for the use of residents in a TND shall be deemed satisfied by the parking provided for residences in the TND.**
 - (n) Parking lot screening and landscaping standards shall be provided in accordance with the Development Design Standards.
 - (o) Fifty-five-plus multi-family units shall be provided with two spaces per unit.
- (6) Building location and orientation.
- (a) The front facade of the principal building on any lot in a Traditional Neighborhood Development shall face a **public**-street or square.
 - (b) The front facade of any building shall not be oriented to face directly toward a parking lot, **unless specifically approved by the Planning Commission.**
 - (c) Nonresidential development:
 - [1] **Multiple buildings in a single project shall create a positive functional relationship to one another. Where possible, multiple buildings shall be clustered to achieve a "village" scale. This creates opportunities for plazas and pedestrian areas while preventing long "barracks-like" rows of buildings.** When clustering is impractical, a visual link shall be established between buildings with the use of an arcade system, trellis, colonnade, covered walkways, landscaping, enhanced paving, building articulation and detailing, or similar features.
 - [2] **Orienting buildings closer to the street** to screen parking in the interior of the site and providing strong pedestrian connections to buildings is encouraged where appropriate (e.g., where it does not negatively impact any abutting residential areas).
- H. Architectural standards. A variety of architectural features and building materials is encouraged to give each building or group of buildings a distinct character. Site and building design standards are set forth in the Town of Centreville Development Design Standards. In addition:
- (1) Entries, facades, scale and form.
 - (a) The architectural features, materials, and the articulation of a facade of a building shall be continued on all sides visible from a public street or square.
 - (b) Porches, pentroofs, roof overhangs, hooded front doors or other similar architectural elements shall define the front entrance to all residences.
 - (2) Residential garages.
 - (a) Front loading and garages attached to the front of the main structure are prohibited.
 - (b) Permitted garage access locations on a single-family housing lot include:
 - [1] A detached rear garage accessed from a local street, ~~or~~ alley, **or woonerf**;
 - [2] An attached side garage accessed from the local street, ~~or~~ alley, **or woonerf**;
 - [3] An attached rear garage accessed from the local street, ~~or~~ alley, **or woonerf**;
 - [4] A detached rear garage, behind the house, accessed from the local street, ~~or~~ alley, **or woonerf**.
 - (3) Signage. A comprehensive sign program is required for the entire Traditional Neighborhood Development, which establishes a uniform sign theme. Such sign program shall include architectural design standards for all signs and provisions regarding the permissible number of signs, sign types,

sizes, locations, and illumination. The comprehensive sign program shall be submitted with the site plan and is subject to the review and approval of the Planning and Zoning Commission.

(4) Lighting.

- (a) Street lighting shall be provided on both sides of all streets at intervals of no greater than 75 feet **or as otherwise provided upon the Planning Commission's finding that the proposed design meets the general intent of the Town Code and design standards. Lighting should be dark sky compliant. Lighting controls regulated by timers and motion sensors may be utilized as approved by the Town.**
- (b) Parking lot poles should be located in medians or perimeter buffer areas wherever possible. Landscaping improvements should not conflict with the location of poles.
- (c) Lighting should be provided to highlight entrances, art, terraces, and special landscape features; however, fixtures should be concealed to prevent glare.

(5) Storage, loading, and service areas.

- (a) Loading docks, storage and service areas shall be located away from any public street in areas of low visibility such as the rear of buildings.
- (b) Loading docks and service areas shall be combined to the extent feasible between multiple sites.
- (c) Service entrances shall be clearly marked with signs to discourage the use of main entrances for deliveries.

I. Buffers, street trees, and landscaping standards.

- (1) All uses are subject to the Buffer and screening provisions of the Zoning Ordinance.
- (2) Street trees shall be planted in accordance with the Subdivision Regulations.

J. Open space and recreation.

- (1) Purpose. To ensure that open space and recreation areas are provided as an integral design element within TND developments and that such areas and facilities are of an adequate scale in relation to the size of the TND development and which provide residents a variety of active recreational pursuits and passive open space benefits.
- (2) Area required. At least 20% of the gross acreage of the Traditional Neighborhood Development must be common open space. At least 25% of the minimum required common open space shall be dedicated as active open space.
 - (a) The following are illustrative of the types of civic/recreation areas and subsequent facilities that shall be deemed to serve active recreational needs and therefore count towards satisfaction of the active open space area requirements of the TND: village greens, plazas, squares, community gardens, play fields, ball courts, swings, pocket parks, playgrounds/tot lots, developed walking, jogging or biking trails, and similar
 - (b) Permanent amenities in active open space areas include, but are not limited to, benches, picnic tables, amphitheaters, kiosks, fountains, monuments, bike racks, trash receptacles, and similar fixtures may be included.
 - (c) The areas used for stormwater management ponds, drainage swales, rain gardens or other BMPs for the retention, water quality improvement or release of stormwater shall not be considered active recreation areas; however, the Town encourages attractive integration of such BMPs into the TND design.
- (3) Design requirements.
 - (a) The open space shall be consistent with the Town's plans for its park and open space system as set forth in the Comprehensive Plan, including the establishment of greenways.

- (b) All residential lots shall be within 1/4 mile (an approximate five-minute walk) from common active open space.
- (c) Active open space areas shall be designed as a public gathering place and shall be located in a manner which affords reasonable access to all residents within the development. Active open space areas can be dispersed throughout the development, provided that each location is accessible.
- (d) Active open space should be integrated with passive open space and natural areas whenever practical.
- (e) Open space and recreation areas shall be pedestrian oriented and designed with linkages to existing and planned public walkways and with other planned recreation areas.
- (f) Features that may be used to create open space areas acceptable to the Planning Commission may include, but are not limited to, fixed benches, fixed tables, fountains, pathways, bikeways, bicycle racks, period lighting, shade trees, perennial gardens, and/or picnic areas.
- (g) Recreation facilities shall be designed and installed using National Recreation and Park Association (NRPA) standards, and in accordance with Accessible Recreation Facilities Guidelines.

§ 170-70 Definitions.

...

COMMON OPEN SPACE

Open areas set aside for public use or for private agricultural use as part of an approved PUD as part of a coordinated site development process.

A. ACTIVE OPEN SPACE

Land set aside as a part of a development project that is intended and designed to be used for active recreational activities. Active open space must be free of wetlands or other site constraints that would restrict the use and enjoyment of the open space by the community. Active open space is often improved with playground equipment, playing fields, walkways and the like.

B. PASSIVE OPEN SPACE

Land set aside as part of a development project that is intended to be left in its natural state, and enjoyed for its aesthetic and ecological values. Any public use of the passive open space should be consistent with the preservation of ecological functions of the open space.

...

VALUE ADDED LIGHT-AGRICULTURAL PROCESSING

Activities for the after harvest packaging or processing of agricultural products, primarily grown on site, to prepare them for marketing, sales, or further packaging or processing, including cleaning, milling, pulping, shelling, drying, roasting, hulling, storing, canning, packing; and similar activities such as dairying, processing and packaging of milk, cheese, yogurt, preserving; honey production; and production of crop by-products such as cider, soy milk, and spices in a manner such that the impacts of site operations will not be detectable off site and the transport of commodities and finished products will not adversely impact adjoining properties.



EXHIBIT 2

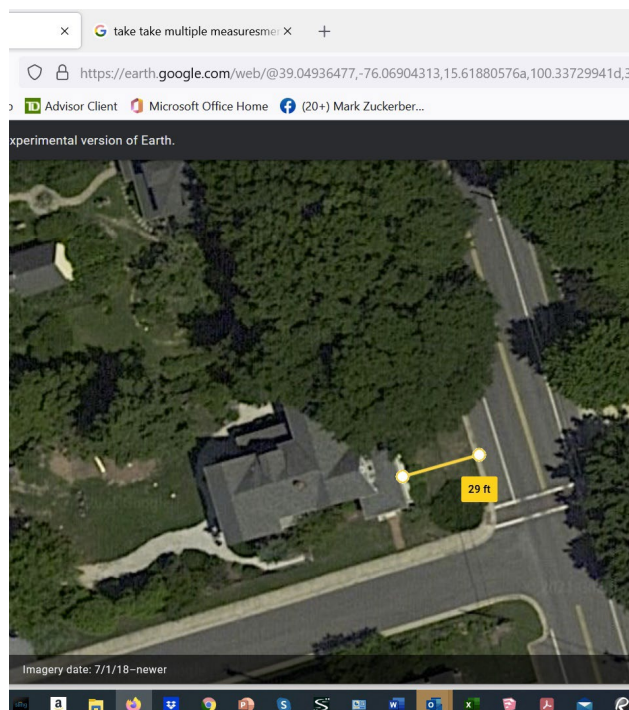
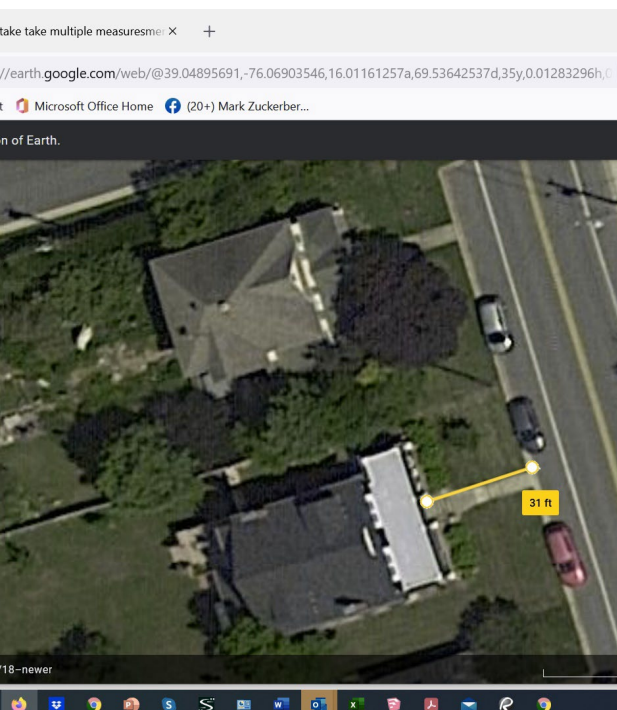
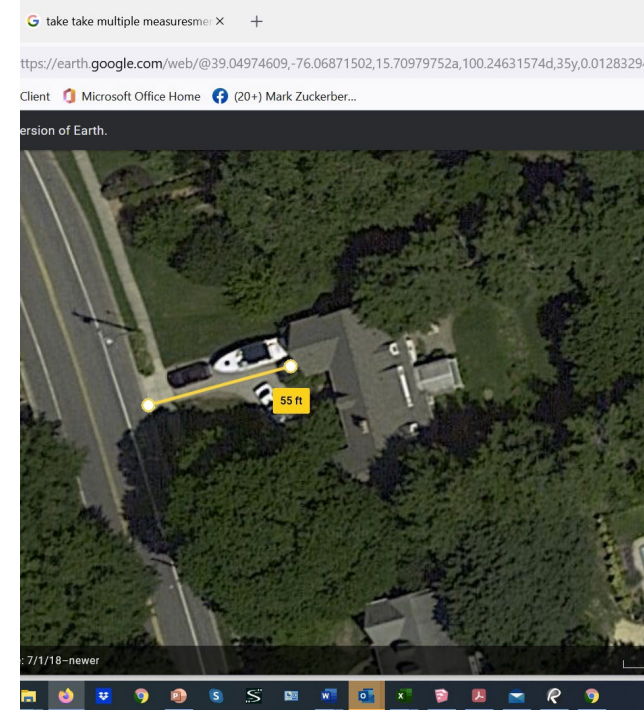
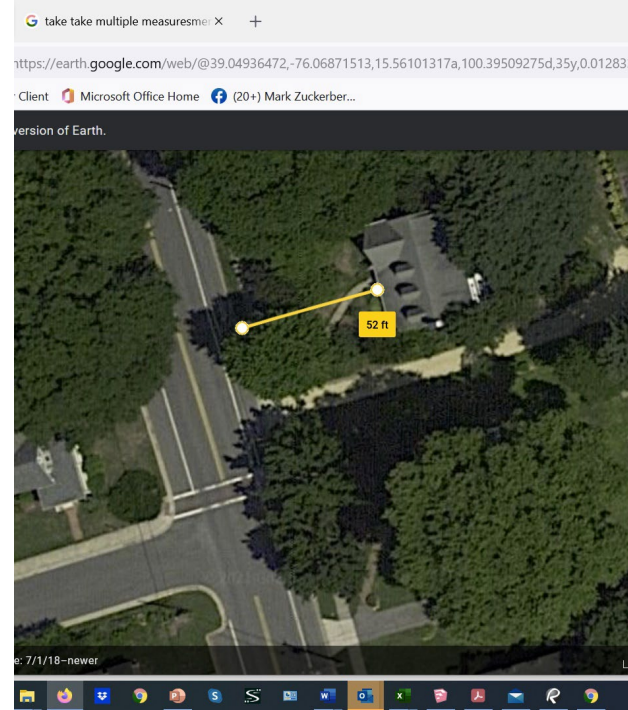
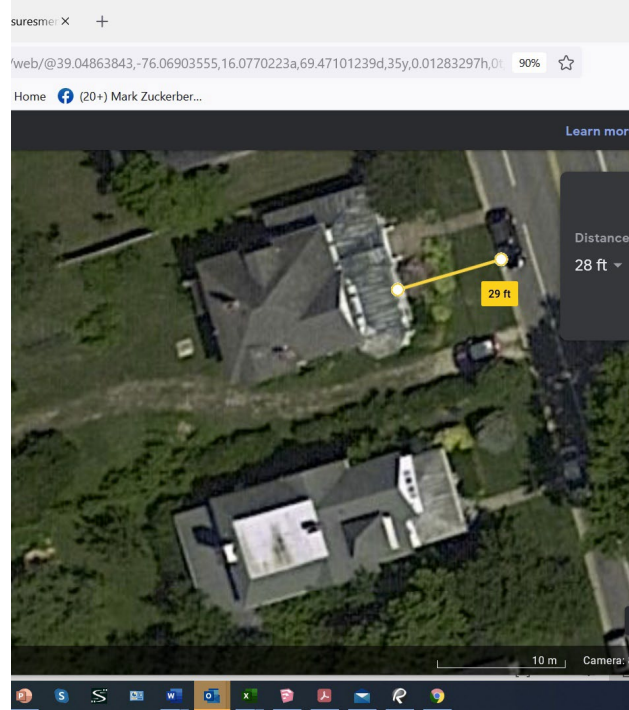
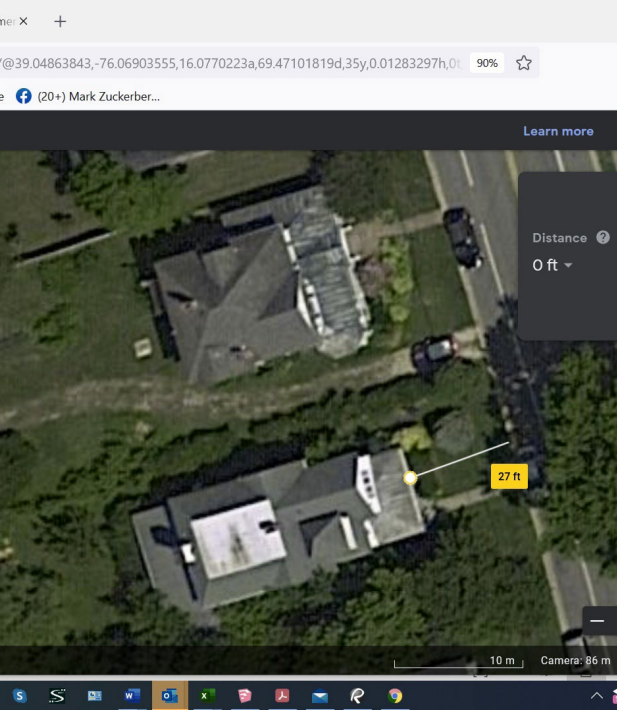
Carter Farm Neighborhood Commercial

Context and Design



Existing Streetscape

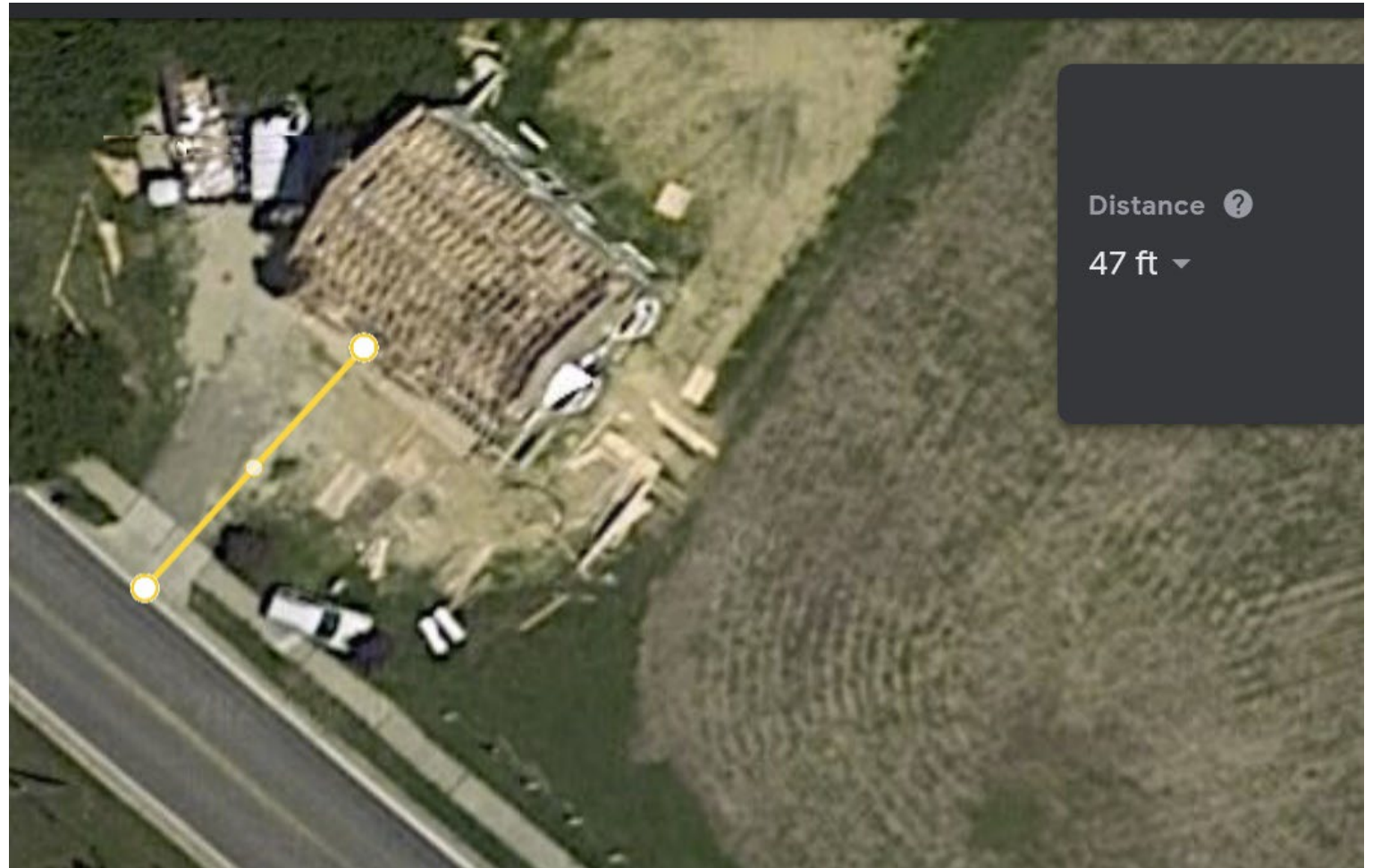
- Existing Residential Height varies from 25' to 35' tall and setback from home to curb varies from 15' to 185'



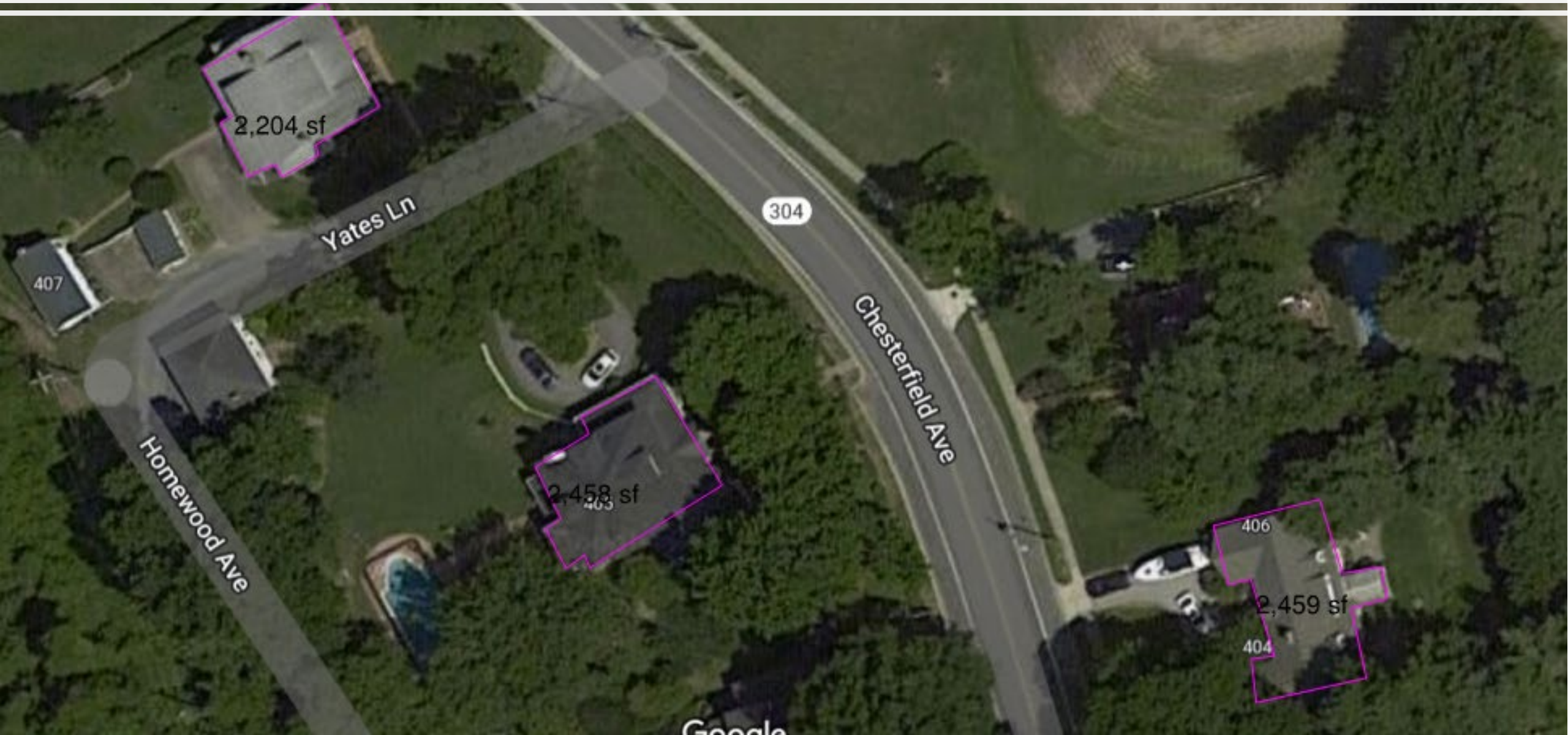
Setbacks along Chesterfield Ave

- Approximately 50' on east side and 30' on the west side

Adjacent Home at 426 Chesterfield Ave



Nearby existing homes range in size of 2,200 sf – 2,450 sf





Historical Images Context – Carter Farm Building Groupings



EXHIBIT 2: Commercial Aerial View with Carter Farmhouse on Far Right to show scale of proposed buildings.