



# Wildwood Town Center Development Manual

# Acknowledgments

This document is the result of many hours of work by consultants, Department of Planning staff, City Boards and Commissions, and interested parties of Wildwood, primarily its residents. Although not comprehensive in recognizing all individuals, this page is intended to acknowledge some of the key participants in the planning process that resulted in this manual. The City would also like to acknowledge the East-West Gateway Council of Governments for partial funding of this manual.

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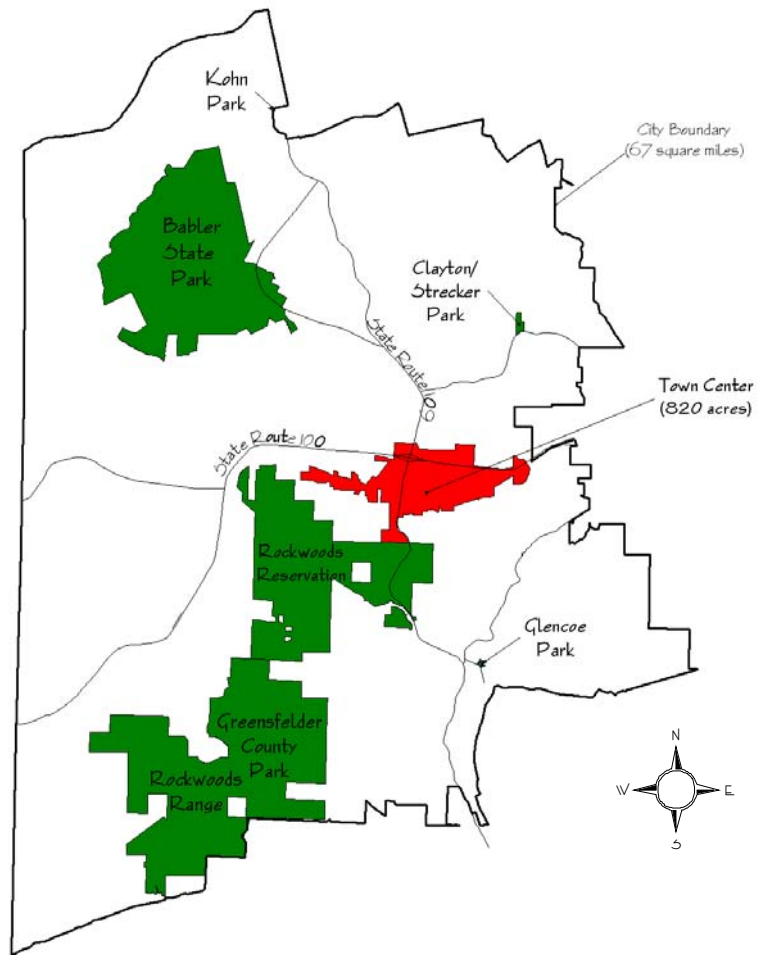
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# History of Planning the Town Center

## Planning for the Town Center

In 1996, the City of Wildwood adopted a comprehensive Master Plan to provide a roadmap for the future growth of the entire community. A key element of that plan was the designation of a new Town Center. The intent of this designation was to provide the community with a dynamic mixed-use environment where people could live, work and play, and the entire City with a focal point and stronger sense of community identity. As a result of this action, and later that year, the City engaged the firm of Duany Plater-Zyberk to prepare a Town Center Plan for an 820-acre study area centered at the intersection of State Routes 100 and 109 (see site location Map at right). Following a planning process that culminated with a planning "charrette" (intensive multi-day planning session), the consultants presented the Town Center Plan in early 1996. Because of concerns expressed by property owners in the selected area for this new concept, the City next established a Phase II planning process to address the concerns raised and modify the plan accordingly. Phase II included the creation of a Citizen Advisory Committee to work with the existing Town Center participants, and numerous public meetings were held. The key results of Phase II included a modified "regulating plan" identifying use designations, and the determination of specific permitted activities within each Land Use Category. This Development Manual is an outgrowth of this Phase II process and intended to add a necessary level of specificity in order to help implement the Town Center's planned outcome. It should be noted this manual is based upon the Town Center Master Plan developed by Duany Plater-Zyberk & Company, including much of the language defined by the design standards.



City of Wildwood



1996 Town Center  
Master Plan  
Charrette Participants





# Purpose and Use

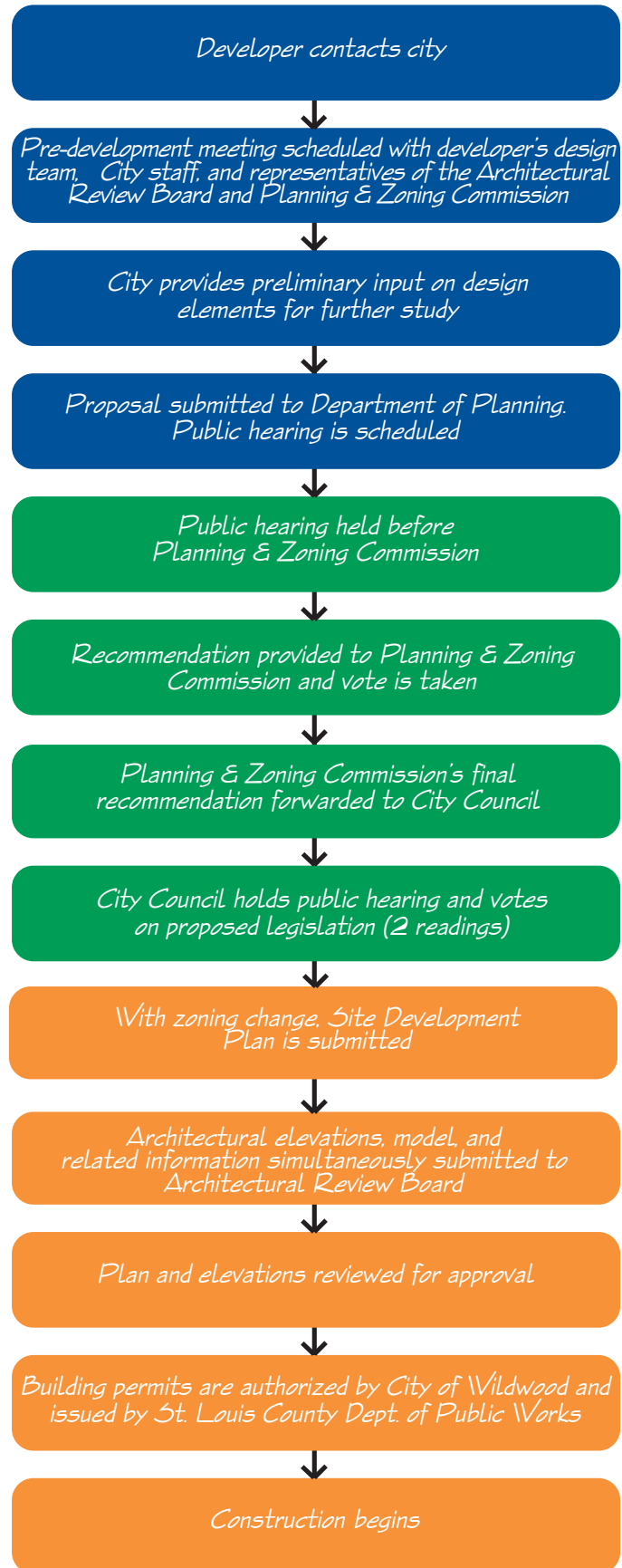
## Purpose of the Development Manual

The purpose of this manual is to provide a clear and user-friendly document to lend guidance to anyone interested in development within Wildwood's Town Center. The manual is intended for a variety of people and entities that are part of the development process, including property owners, developers, builders, planners, urban designers, architects, landscape architects, engineers and those working in related fields. It is also intended for the general public's use in gaining a better understanding of the Town Center concept. In particular, the City's Department of Planning and Parks will utilize this manual when reviewing all development applications within the Town Center for compliance purposes.

## Using this Manual

This manual is organized by first providing a general background on the study area's existing conditions (pgs. 3-4), and then summarizing the "direction" for the Town Center (pg. 5). Next, the manual defines and identifies the various land use districts, provides definitions, and lists permitted building types (pgs. 6-13). The core portion of the manual is the design standards for each land use district, using both text and graphics to represent concepts (pgs. 16-47), as well as general architectural standards applicable to all districts (pgs. 50-62). **Photographs contained herein are for illustration purposes only and do not necessarily represent compliance with all applicable requirements of this Development Manual.** The balance of the manual consists of an Appendices Section, with selected excerpts from the Town Center Plan to provide supplementary background information for those interested parties. This section also includes standards for design elements, such as streetscapes, signs, and colors.

This manual will serve as the key regulatory document for any development that occurs within the Town Center and supplements the zoning, subdivision, and other development requirements established by City ordinance. The City's review and approval process for such development is summarized in the chart at right (certain steps may or may not be required or vary depending on site or design characteristics of the proposal):





## Existing Conditions: Aerial View

As reflected in this aerial map of the Town Center taken in March 2000, the area (delineated with a white line) has an extremely diverse set of existing physical conditions. The road system ranges from a four-lane highway (Route 100) to two-lane roads, such as Manchester Road and Route 109, to several low-traffic "local" roads. Some portions of the study area are relatively dense in their development patterns, especially along Manchester Road, while other areas consist of undeveloped farm fields.

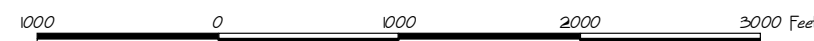
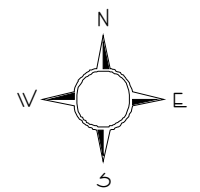
Likewise, the variety of land uses is broad, including residences, retail, services, offices, churches, schools and other public facilities. Retail development ranges from pre-WWII small scaled buildings fronting onto abutting roads to larger and more suburban style retail centers. Similarly, housing ranges from isolated individual farmhouses, dating from the early 1900s, to more cohesive and expansive suburban subdivisions.



Wildwood City Hall



Wells' "Garden to Kitchen" Store



Aerial photograph taken in March 2000



## Existing Conditions: Blocks, Lots & Streets

Reflective of the diverse conditions illustrated in the aerial map on the previous page, the existing block, lot and street patterns are equally diverse. Many of the existing blocks are excessively large, precluding efficient driving patterns and discouraging pedestrian activity. The largest lots are located near the intersection of Routes 100 and 109, while the smallest lots are associated with residential development.

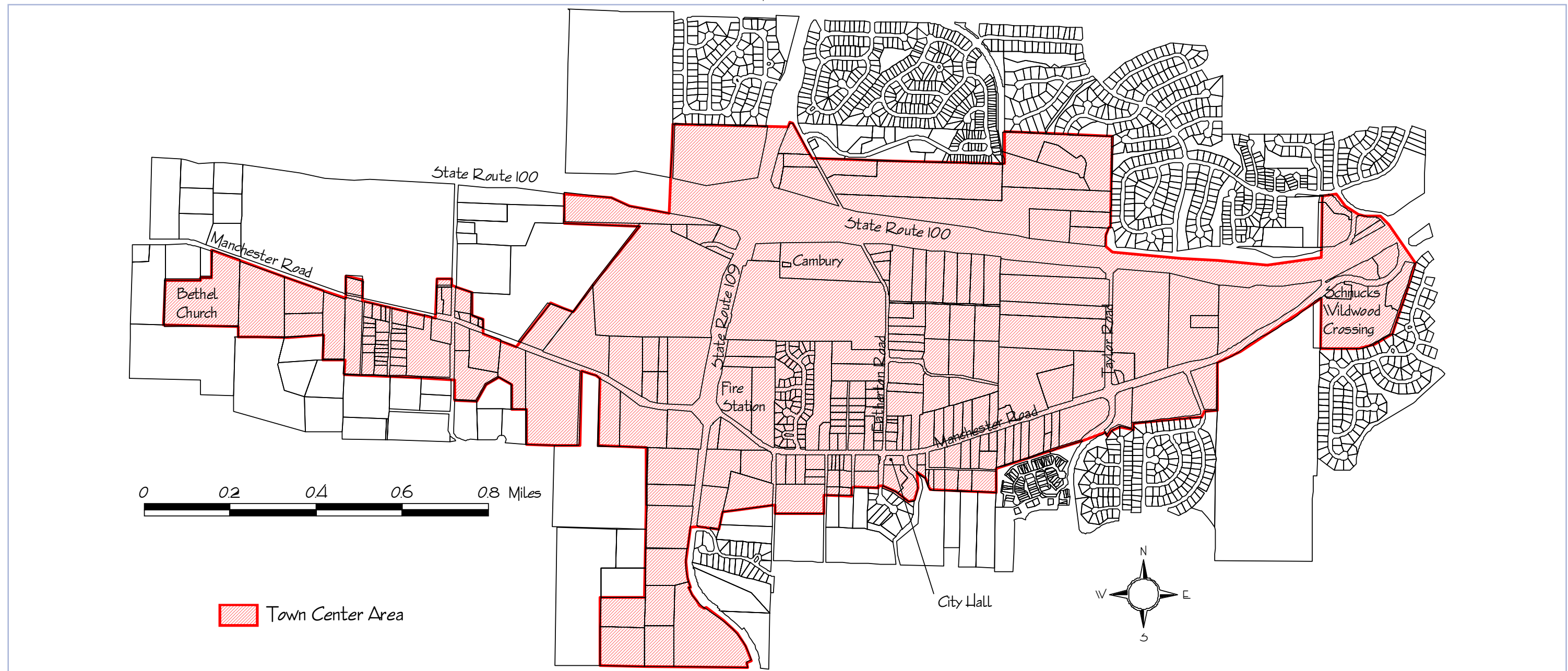
Routes 100 and 109 carry relatively high volumes of traffic, but they have limited access points and result in both physical and psychological barriers to access within the Town Center. The only cul-de-sac roads within the Town Center are associated with a suburban residential subdivision located on the north side of Manchester Road, within the Old Grover Estates Subdivision.



Old Grover Estates



Eatherton Road



Map Source: City of Wildwood



## The Town Center Direction

For a bold plan to be implemented, such as Wildwood's Town Center Plan, it is important that a common "direction" be shared by its many stakeholders. The foundation of that direction was created in 1996, when the concept of the Town Center was adopted as part of the City's Master Plan. Below and at right are some of the more informative statements within the Town Center Plan:



Source: Duany Plater-Zyberk & Company

*"The Town Center in the Wildwood Master Plan envisions a very different concept about how development should take place in the heart of this community."*

*"The Plan promotes special uses, such as congregate care living arrangements for senior citizens who prefer being in or near a community center; parks that serve the young and old alike; and residential neighborhoods that permit higher densities that are appropriate in less centralized locations."*

*"The Town Center is intended to be a place that safeguards the historic core of the community and, at the same time, permits the development of the commercial services residents of the city need."*



Source: Duany Plater-Zyberk & Company

*"The Town Center Plan establishes a long-term development philosophy that promotes the establishment of mixed-use communities consistent with the concepts of "Town Center Planning."*

*"With these higher densities, the need for a public/open space and a comprehensive infrastructure network is essential to the quality of life in the Town Center."*

*"The design of the Town Center area will provide a sense of identity, town pride, and unique character."*

*"Building proximity to the street will further strengthen the vertical element, which will provide a visual rhythm throughout the Town Center."*



Source: Duany Plater-Zyberk & Company

*"The design of the streetscape, as part of the Town Center Plan, links the buildings and structures located along the streets with the public open space created by their platting. Adding to their appeal is trees, wide sidewalks which favor pedestrians, accessible parking, and consistency in lighting and signage. All these improvements work to present an atmosphere along the roadway that is inviting and an extension of the livable area loosely termed the "outdoor room."*



# Land Use Map: District Descriptions

A key component of the 1997 Town Center Plan is the "Regulating Plan" that creates the districts for defining land use and design. The City's Phase II Plan made minor adjustments to the original version, and the resulting Land Use Map is provided below. A description of each district, borrowing partly from the Town Center Plan, follows.

## Commercial (C) Workplace (W)

Commercial and Workplace districts have the same general intent and standards, but are separated into two districts because their permitted land uses differ. These two districts are the most urban within the Town Center and feature a mixture of commercial uses. Residential uses are not allowed, but physical connections with adjacent neighborhoods encourage transportation options beyond automobiles, like buses and bicycles. Transit service to these districts would be beneficial, since most users live beyond them. Open space is organized into plazas and landscaped streetscapes.

## Neighborhood Center (NC)

This designation applies to mixed-use areas within walking distance of surrounding neighborhoods. Housing is limited to apartments, townhouses, and live/work buildings and these units typically front onto streets without front yards, often combining upper floor residences with groundfloor commercial uses. Commercial buildings have groundfloor storefronts fronting directly onto streets. Thoroughfares typically consist of streets and avenues, with parallel parking on both sides. Buildings are served by rear alleys, and open space consists of parks and squares.

## Neighborhood General (NG)

This district allows a diverse mix of attached and detached housing and limited non-residential uses, such as civic buildings, churches, and home occupations. Housing ranges from buildings with shallow front setbacks to those with deep front yards. The thoroughfares consist of streets or roads, with curbs and parallel parking.

## Neighborhood Edge (NE)

This district is the lowest density residential area in the Town Center, and permitted dwellings consist of single-family houses and cottages. Non-residential uses are limited to civic buildings, churches, child care, and similar activities. Thoroughfares consist of roads, with one driving lane and one parking lane in each direction. The district's open space consists of parkways.

## Open Space (OS)

The open space designated within the Town Center varies in purpose, including scenic enhancements, buffering, environmental protection, passive focal points, and active recreation. The final Land Use Map differs slightly from the original Town Center Plan.

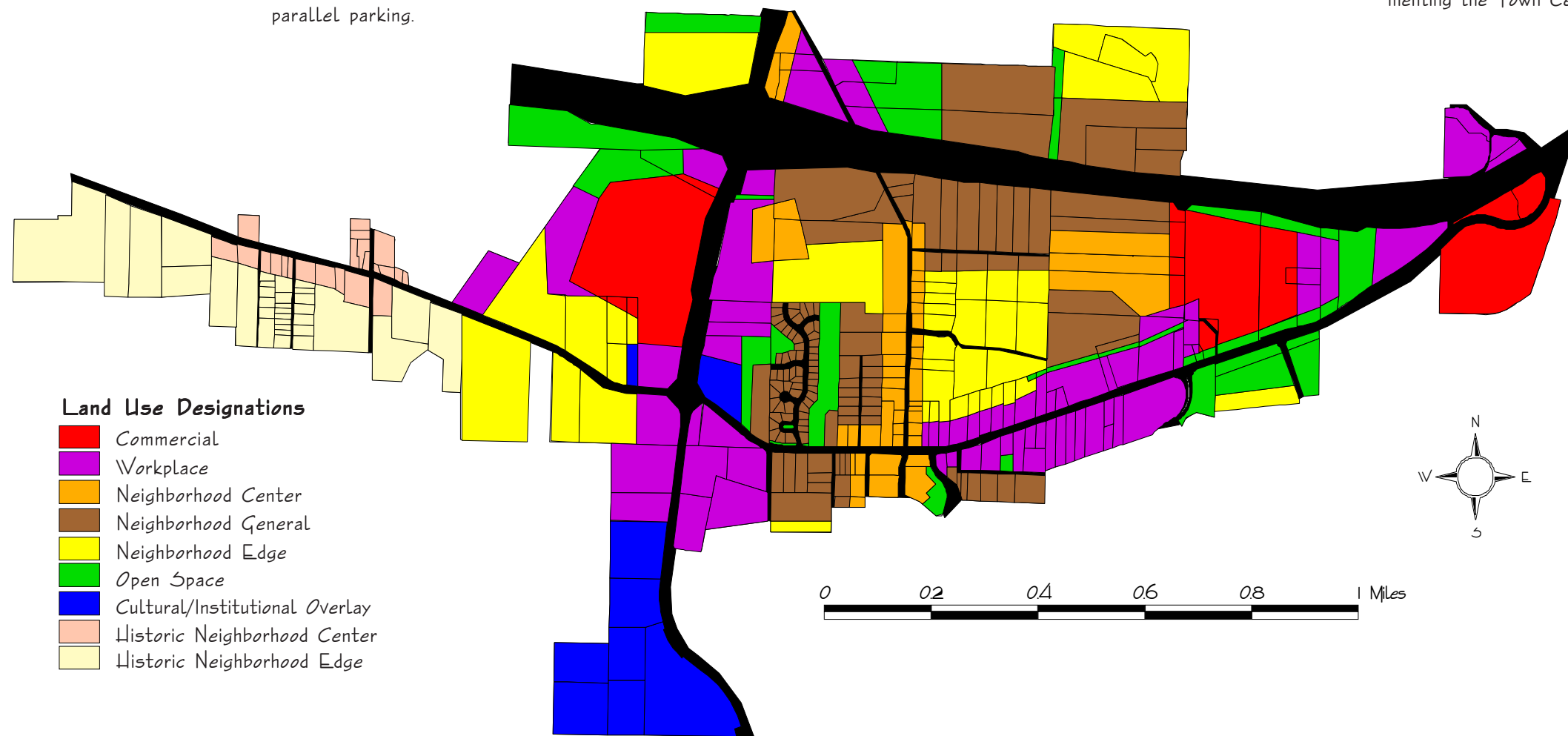
## Historic Neighborhood Center (HNC)

## Historic Neighborhood Edge (HNE)

These two districts are limited to the Pond Historic District. Because they have their own design standards as designated historic districts, only permitted land uses are addressed within this manual. See Ordinance 547 for the historic district regulations.

## Cultural/Institutional Overlay (C/I)

This district applies to the Town Center's institutional uses, such as schools and houses of worship, to the extent that they comprise a relatively extensive land area or a new proposed use. It is not intended for the several individual and isolated institutional uses already existing in the Town Center. The intent is to provide these typical large land uses a level of flexibility that such unique activities need, while still complementing the Town Center concept.



- Land Use Designations**
- Commercial
  - Workplace
  - Neighborhood Center
  - Neighborhood General
  - Neighborhood Edge
  - Open Space
  - Cultural/Institutional Overlay
  - Historic Neighborhood Center
  - Historic Neighborhood Edge

Map Source: City of Wildwood





*Regulating Plan - Land Use Categories*

# Permitted Land Use Chart

Permitted uses and specific site requirements shall be subject to further definition or qualification as provided by ordinance.

Land Use Activities	Land Use Classifications								
Commercial	C**	W*	NC	NG	NE	C/I	OS	HNC	HNE
Animal Hospitals and Veterinary Clinics									
Art or Photo Studio or Galleries									
Bakeries									
Barber and Beauty Shops									
Cleaning, Pickup Stations									
Coffee Shops									
Department or Discount Stores									
Filling Stations for Automobiles									
Financial Institutions w/ Drive-Thru Facilities									
Financial Institutions w/o Drive-Thru Facilities									
Flower or Plant Stores									
Hotels									
Music or Dancing Academies									
Office/Warehouse Facilities									
Parking Areas									
Parking Garages									
Professional Offices including Medical and Dental									
Professional Offices, not medical or dental									
Recreational Facilities, including indoor theaters and outdoor activities									
Recreational Facilities (no indoor theater or outdoor activities)									
Research Laboratories and Facilities									
Restaurants, including fast food, w/ Drive-Thru facilities*									
Restaurants, including fast food, but w/o Drive-Thru facilities									
Restaurants, no fast food									
Sewage Treatment Facilities									
Shops for Artists and Similar Specialties									
Stores and Shops for Retail Purposes									
Stores, Shops, and Open-Air Markets for Retail Purposes									
Taverns, Cocktail Lounges, Night Clubs, or Micro-Breweries									
Vehicle Service Centers									

Note: Authorized uses in the Workplace District may also be permitted in the Commercial District. Determinations are made on a case-by-case basis.

### Zoning Abbreviations Key

C - Commercial

NG - Neighborhood General

OS - Open Space

W - Workplace

NE - Neighborhood Edge

HNC - Historic Neighborhood Center

NC - Neighborhood Center

C/I - Cultural/Institutional Overlay

HNE - Historic Neighborhood Edge

# Permitted Land Use Chart

<i>Land Use Activities</i>	<i>Land Use Classifications</i>								
<i>Cultural/Institutional</i>	C**	W*	NC	NG	NE	C/I	OS	HNC	HNE
Cemeteries, Mausoleums									
Child Care Centers									
Churches									
Civic Buildings (government)									
Colleges, Universities									
Libraries									
Museums									
Nursing Homes									
Park and Open spaces; Public and Private Areas									
Philanthropic Institutions									
Post Offices									
Public and Other Utility Facilities									
Recreational Fields									
Scenic Areas									
Schools									
Wildlife Refuges									
<i>Land Use Activities</i>	<i>Land Use Classifications</i>								
<i>Housing</i>	C**	W*	NC	NG	NE	C/I	OS	HNC	HNE
Multi-Family Residential (live/work, rowhouses, and apartments)									
Single-Family Attached									
Single-Family Detached									
<i>Other Housing</i>	C**	W*	NC	NG	NE	C/I	OS	HNC	HNE
Accessory Dwelling Units									
Bed and Breakfasts									
Group Shelters									
Home for the Aged									
Home Occupations									

Permitted uses and specific site requirements shall be subject to further definition or qualification as provided by ordinance.

*Note: Authorized uses in the Workplace District may also be permitted in the Commercial District. Determinations are made on a case-by-case basis.*

\*Any building footprints within the Workplace districts exceeding 10,000 sq. ft. require conditional approval.  
 \*\*Any building footprints within the Commercial districts exceeding 40,000 sq. ft. require conditional approval.

Uses permitted by right  
 Uses requiring conditional use permit

### Zoning Abbreviations Key

C - Commercial	NG - Neighborhood General	OS - Open Space
W - Workplace	NE - Neighborhood Edge	HNC - Historic Neighborhood Center
NC - Neighborhood Center	C/I - Cultural/Institutional Overlay	HNE - Historic Neighborhood Edge

# Definition of Terms

**Ancillary Roof:** A roof that covers a subordinate, auxiliary segment of the building.

**Arcade:** A series of arches supporting a roof structure in which the arches provide openings. Within the context of a Town Center, arcades are typically formed by the groundfloor facade of a structure to provide a canopied sidewalk along the street right-of-way.

**Bay Window:** A window forming a recess in a room and projecting outward from the wall.

**Balcony:** A projected platform on a building, cantilevered or supported from below.

**Belvedere:** A roofed structure situated to command a wide view, especially a small pavilion or tower on top of a building.

**Canopy:** A covered area, which extends from the wall of a building, protecting an entrance.

**Column:** A relatively long, slender structural compression member, which supports a load, usually vertically.

**Cornice:** The exterior trim of a structure at the meeting of the roof and wall, consisting of bed molding, soffit, fascia, and crown molding.

**Dormer:** A structure projecting from a sloping roof, housing a window or operating louver.

**Eave:** The projecting overhang at the lower edge of a roof.

**Facade:** The exterior face of a building. The term often refers to the wall facing a street, but can be applied to the sides and rear of a building.

**Fascia (board):** A board that is nailed to the end of rafters, sometimes supporting a gutter.

**Flashing:** A thin impervious material placed in construction to prevent water penetration or to provide water drainage between a roof and wall and at exterior door and window openings.

**Frontage Line:** The front lot line of a parcel of ground. The frontage line is commonly the same as the right-of-way line.

**Gable:** The entire triangular end of a building above the level of the eaves, the top of which conforms to the slope of the roof, which butts against it.

**Gable Roof:** A roof consisting of two surfaces sloping downward in opposite directions from a central ridge.

**Garage:** An outbuilding or accessory structure for parking a small number of automobiles. A garage is typically located in the rear of a residential lot.

**Home Occupation:** A business operation conducted within a dwelling that is not a retail, wholesale or manufacturing operation, and that employs no employees not living on the premises and generates no visiting traffic.

**Lane:** Sometimes referred to as an alley, a lane is an access way located as a central spine to a block for the purposes of providing rear access to a lot.

**Muntin:** A secondary wood or metal framing member, separating and holding panes of glass within a window.

**Outbuilding / Accessory Structure:** A structure that is secondary to the primary use of the property. Such structures are most commonly associated with residential buildings, such as storage sheds, garages, pool houses, and accessory dwellings.

**Parapet:** A low protective wall along the edge of a terrace, roof, balcony and above cornices.

**Parking Garage:** A structure for parking numerous automobiles. Parking garages are typically multi-level and are associated with either housing developments, offices, public facilities, or mixed uses.

**Pilaster:** A partial pier or column, often with a base, shaft and capital, that is embedded in a flat wall and projects slightly.

**Porch:** A structure attached to a building to shelter an entrance, usually roofed and generally open-sided.

**Primary Building:** The principal building on a lot. The primary building is commonly the largest in scale and floor area and/or its use is more significant and/or more intensive than that of other buildings on the lot.

**Primary Street:** Within the context of this document, the primary street is always relative to a secondary street. The primary street is greater in magnitude than a secondary street with regard to the number of driving lanes, the volume of traffic, the width of sidewalks, the right-of-way width, or other similar characteristics.

**Purlins:** Horizontal timbers supporting the rafters of a roof.

**Rake:** A board or molding along the sloping edge of a gable.

**Secondary Street:** Within the context of this document, the secondary street is always relative to a primary street. The secondary street is lesser in magnitude than a primary street with regard to the number of driving lanes, the volume of traffic, the width of sidewalks, the right-of-way width, or other similar characteristics.

**Shed Roof:** A roof shape having only one sloping plane.

**Skylight:** In a roof, an opening, which is glazed with a transparent or translucent material, used to admit light to the space below.

**Soffit:** The exposed underside of any overhead component of a building, commonly beneath the eave.

**Stoop:** A platform or small porch, usually up several steps, at the entrance to a house.

**Transom:** An opening over a door or window, usually for ventilation containing a glazed or solid sash.

**Vertical Bay:** A vertical bay is a vertically-oriented plane of a building facade. The exterior edges of the bay are commonly defined by elements, such as facade projections, recesses, and/or pilasters. Vertical bays are helpful in breaking up the massing of a large building's facade.



# Definition of Terms

## Residential



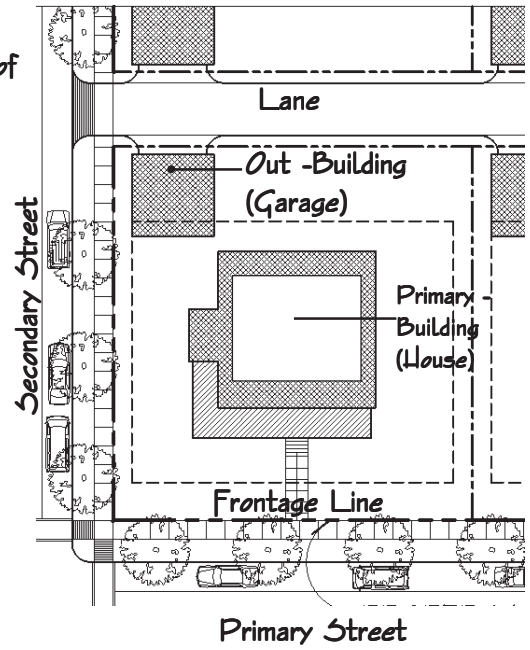
Gable Roof

Gable

Muntin

Pilaster

Frontage Line



Lane

Out -Building  
(Garage)

Primary  
Building  
(House)

Frontage Line

Primary Street

## Commercial



Exterior Lighting of  
Signage

Parapet

Facade

Vertical Bay  
Divisions



# Building Types

A variety of building types are permitted in the Town Center, but only certain varieties are permitted within any given district. The following are descriptions:

## Live/Work

A Live/Work building is a flexible structure located at the street (0' from the frontage line) and having one or more residential units above ground floor commercial space. They may share common walls along side lot lines, and they are only permitted in the Neighborhood Center District. They are typically accessed by service lanes and/or rear parking lots.

## Rowhouse

A Rowhouse is a building type that is located in close proximity to the street (5' to 15' from the frontage line). It is technically a single-family dwelling, with common walls along the side lot lines. Although the facades of adjoining units combine to give the general appearance of a single continuous streetwall, the individual units are often distinguishable through the use of various vertical architectural elements (façade projections and/or recesses, entrances, stoops, dormers, roof line variations, etc.). They are accessed by service lanes, as individual driveways on such narrow lots typically detract from the streetscape and the pedestrian experience. Rowhouses are permitted in the Neighborhood Center, Neighborhood General, Cultural/Institutional, and Historic Neighborhood Center Districts.

## Apartment

An Apartment is a residential building type accommodating multiple dwellings above and beside each other, and they typically share one or more common entries. Apartment buildings show variations and can be designed either by placing the building in close proximity to the street for their full frontage (5' to 15' from the frontage line) or featuring courtyards serving as a common front yard. Apartment buildings may provide private outdoor space to dwellings through the use of balconies, stoops, and decks, and they often provide common green spaces for the use of residents. Apartment buildings are usually accessed by service lanes and/or rear parking lots. They are permitted in the Neighborhood Center, Neighborhood General, Cultural/Institutional, and Historic Neighborhood Center Districts.

## Commercial

A Commercial building is limited to the Commercial and Workplace Districts. Heights range from 1 to 3.5 stories, and they are placed on the lot's frontage line. Commercial buildings are used for retail, services, and office uses and should have ground floor storefronts along their street frontage. They are typically accessed by service lanes and/or rear parking lots.

## House

A House is a single-family dwelling featuring front, side and rear yards on an individual lot, possibly with an outbuilding in the rear yard. Within the context of the Town Center, a house requires a lot width of 55' or greater, and it can include a driveway accessed from a service lane or street. They are permitted in the Neighborhood General, Neighborhood Edge, and Historic Neighborhood Edge Districts.

## Cottage

A Cottage is a single-family dwelling on an individual lot, possibly with an outbuilding to the rear yard. Within the context of the Town Center, a cottage has a lot width less than 55' and has no street-accessed driveway. They are permitted in the Neighborhood General, Neighborhood Edge, and Historic Neighborhood Edge Districts.

# Building Types



*Live/Work*



*Commercial*



*Rowhouse*



*House*



*Apartment*



*Cottage*







*Regulating Plan - Land Use Categories*

*"Commercial & Workplace Districts"*







# Commercial & Workplace Districts

## Permitted Land Uses

These two districts permit a variety of commercial and institutional uses, while residential uses are prohibited. The design standards below apply to both districts. See the Permitted Land Use Chart on pages 8-9 for details.

## Building Types

**Permitted Buildings:** Commercial Facilities and Parking Garages

## Lot Size (unless otherwise site-specific)

**Lot Width:** 30' minimum / 250' maximum

**Lot Depth:** 80' minimum / 250' maximum

## Building Standards

**Front Setback:** Facades shall be placed at the lot's frontage line, which is 10' from the edge of public right-of-way, except that recesses can occur for outdoor dining and to create vertical bays. Corner buildings shall accommodate a clear view triangle defined by two points 30' from the intersection of the sidewalk curbs extended

**Side & Rear Setbacks:** 5' minimum

**Max. Building Height:** 3.5 stories or 40' measured from the average grade level at the front facade to the eave or top of parapet. Exception: vertical elements (towers, belvederes, etc.) no greater than 240 sq. ft. (footprint) may be up to 50' high measured at the eave.

**Building Footprints:** Footprints exceeding 40,000 sq. ft. in the Commercial District or 10,000 sq. ft. in the Workplace District require a conditional use permit.

## Facade Standards

**Elevation:** The first story shall be at sidewalk grade.

**Interior Height:** The first story interior clear ceiling height shall be at least 12', unless the building size dictates otherwise.

**Vertical Bays:** Facades visible from a street shall be broken into vertical bays not exceeding 30' in width through the use of one or more of the following: facade recesses, facade projections, or pilasters. Supplemental elements might include canopies, roofline changes, and parapet changes.

**Arcades:** If provided, shall have a minimum depth of 10'.

**Ground Floor:** Ground floor facades shall have continuous storefront windows along the primary street frontage. This requirement does not preclude vertical elements typically used to separate window units.

**Large Spaces:** Users requiring over 15,000 sq. ft. shall line the building frontage with separate retail space, having a primary entrance at the street.

**Entrance:** Each ground floor space shall have at least one primary entrance having direct access to the applicable primary street.

## Site Standards

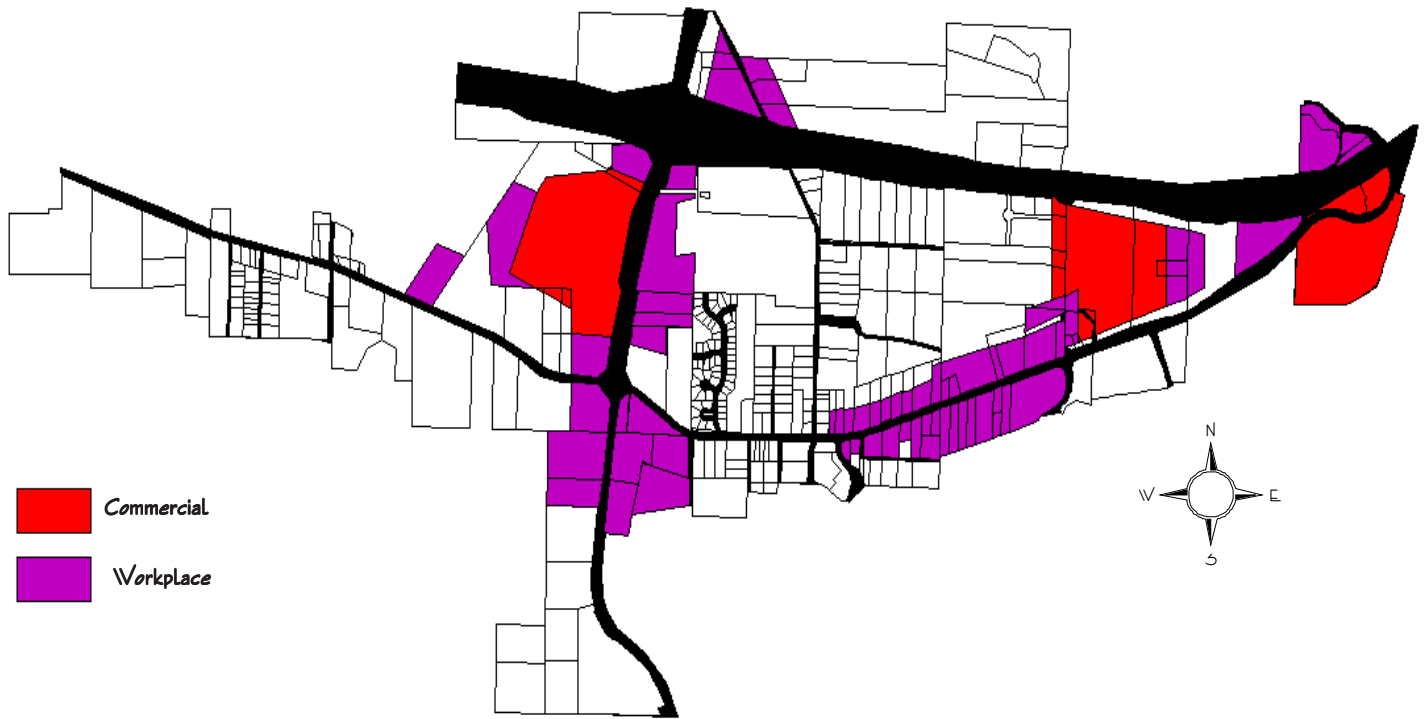
**Parking Requirements:** Parking shall be provided at a ratio of 3 spaces per 1,000 sq. ft. of gross floor area, although reductions should be considered for shared parking proposals. Directly adjacent on-street parking shall also count towards requirements.

**Parking Locations:** Off-street parking shall be located behind buildings.

**Access:** Off-street parking shall only be accessed by a secondary street or service lane.

**Walls:** In the absence of buildings, garden style walls shall be placed on the frontage line (edge of sidewalk furthest from street) and shall be 32" to 42" in height. Walls shall be brick, stone, or acceptable alternative and have a masonry cap, where consistent.

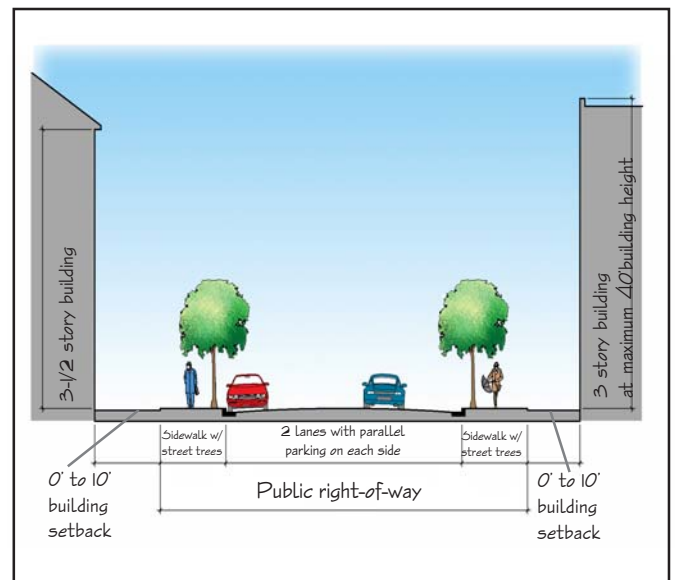
# Commercial & Workplace Districts



Town Center areas shown in red and purple represent Commercial and Workplace Districts



Depiction of what above view may look like within the Commercial and Workplace Districts.



Note: Appropriate design within the right-of-way must be based upon the particular street classification.

## INAPPROPRIATE



*The unbroken, horizontally proportioned facade of this building along with off street parking at its front make it inappropriate.*



*The large front setback of this building, no pedestrian connection to the street, and discontinuous storefront windows make this building inappropriate.*

## APPROPRIATE



*Examples of Commercial & Workplace District*



*Above examples show buildings forming a continuous wall along the street. These building facades help to form an outdoor public room. The ground level retail area opens to the street/sidewalk below, with a greater percentage of glass area than the second level. Building styles may vary, but the general scale and massing relates from one building to the next and can be unified through architectural elements.*



APPROPRIATE

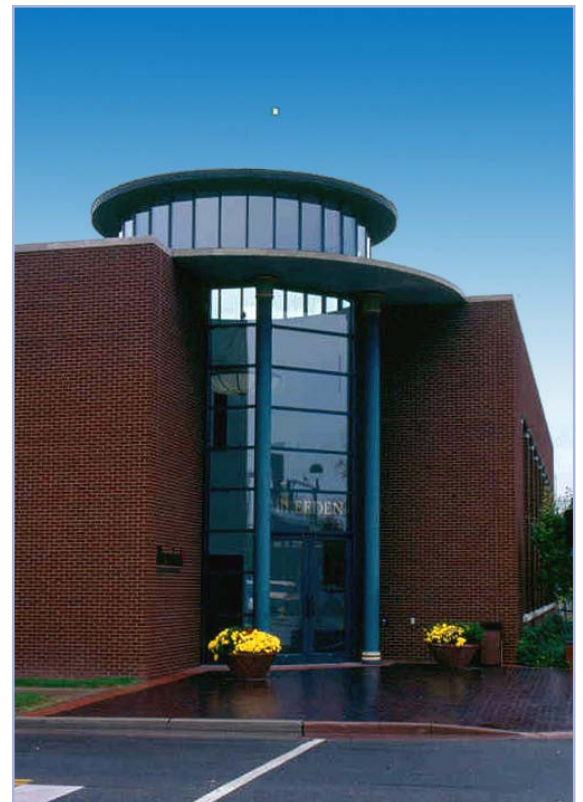


*Towers are features in this landscape that can provide a logical terminus for a major street or identify a significant public space area for residents and visitors.*



*Outdoor public spaces are a primary component of these types of buildings, as seen here with the second story balcony, and encouraged in Wildwood's Town Center.*

*Contemporary architecture has its place in the Town Center. In these examples, brick and glass, and glass and concrete are used to create 'Workplace' type buildings, with distinctive results.*





*Regulating Plan - Land Use Category*

*"Neighborhood Center District"*





# Neighborhood Center District

## **Permitted Land Uses**

This district permits apartment buildings and rowhouses, low-intensity commercial uses, and institutional uses. Live/Work buildings can have residential or commercial ground floors. See the Permitted Land Use Chart on pages 8-9 for details.

## **Building Types**

***Permitted Buildings:*** Live/Work Buildings, Rowhouses, Apartment Buildings, Parking Garages, and Outbuildings. Garage and outbuilding footprints may not exceed 650 sq. ft. Residential lots may include a secondary residential unit (not to exceed 650 sq. ft.) over the garage or in a detached accessory structure.

## **Lot Size (unless otherwise site-specific)**

***Lot Width:*** 20' minimum / 250' maximum

***Lot Depth:*** 80' minimum / 250' maximum

## **Building Standards**

***Front Setback:*** Facades shall be placed on the lot's frontage line. Corner buildings shall accommodate a clear view triangle defined by two points 30' from the intersection of the sidewalk curbs extended (see sample site plan on next page).

***Front Setback Exceptions:*** Stoops, balconies, porches, and bay windows may encroach within front setbacks, but not within the public right-of-way, between grade and a 10' clearance height. Also, central courtyard recesses are permitted.

***Side Setbacks:*** Buildings shall be 5' to 10' off the side property line.

***Min. Rear Setback:*** 5'

***Max. Height for Primary Buildings:*** 3.5 stories or 40' measured from the average grade level at the front facade to the eave or top of parapet (or as permitted by site specific ordinance approved by the City Council). Exception: vertical elements (towers, belvederes, etc.) no greater than 240 sq. ft. (footprint) may be up to 50' high measured at the eave.

***Max. Height for Accessory Structures:*** 2 stories or 22' measured at the eave or parapet.

***Ground Floor:*** Where ground floor uses are commercial, the ground floor facade along the primary street shall have continuous storefront windows with the exception of necessary piers, columns, pilasters, etc.

***Building Height Calculations:*** Basements with ceilings 3' or less above grade shall not count as a story. Habitable attics with floors 3' or less below the eaves shall count as 1/2 story.

***Large Spaces:*** Users requiring over 15,000 sq. ft. shall line the building frontage with separate retail space having a primary entrance at the street.

## **Facade Standards**

***Elevation:*** Live/Work building ground floors shall be at sidewalk grade, while Rowhouse and Apartment Building ground floors shall be at least 1.5' above grade at the front and at the street side of corner lots.

***Interior Height:*** Min. 10' for ground floor clear heights of primary buildings.

***Vertical Bays:*** Facades visible from a street shall be broken into vertical bays not exceeding 30' in width through the use of one or more of the following: facade recesses, facade projections, or pilasters. Supplemental elements might include canopies, roofline changes, and parapet changes.

***Entrance:*** Each building and ground floor Rowhouse unit shall have its primary entrance with direct access to the applicable primary street. Corner units or units with wrap around porches may have a secondary street entrance.

## **Site Standards**

***Parking Requirements:*** Live/Work and Rowhouse: 2 spaces/unit, plus 2.5 spaces/1,000 sq.ft. of non-residential gross habitable building space. Apartment: 1.5 spaces/unit. On-street parking adjacent to the site's frontage line(s) shall also count.

***Parking Locations:*** Off-street parking shall be located behind buildings.

***Access:*** Off-street parking shall only be accessed by a secondary street or service lane.

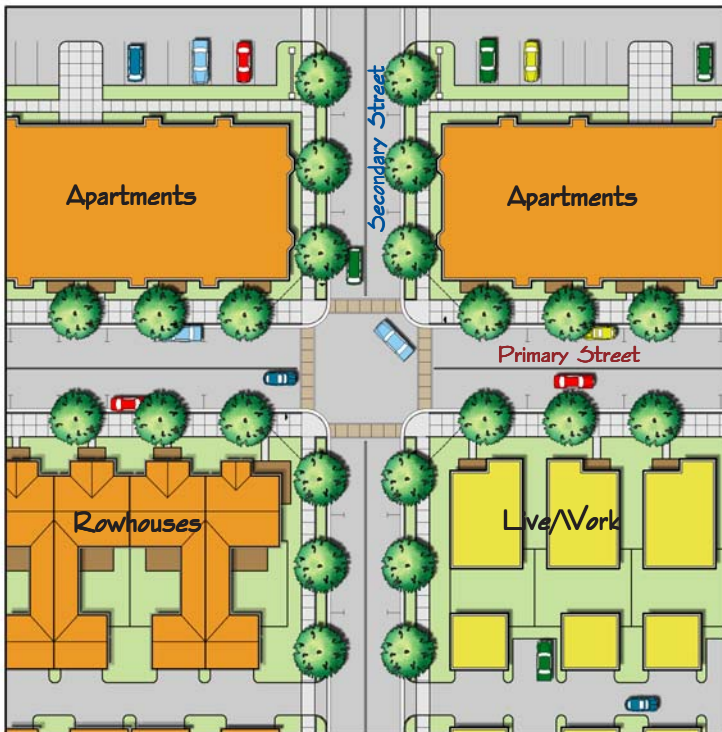
***Walls & Fences:*** Where voids exist, walls (brick or stone with masonry cap) or picket fences shall be on the frontage line and shall be 32" to 42" in height.



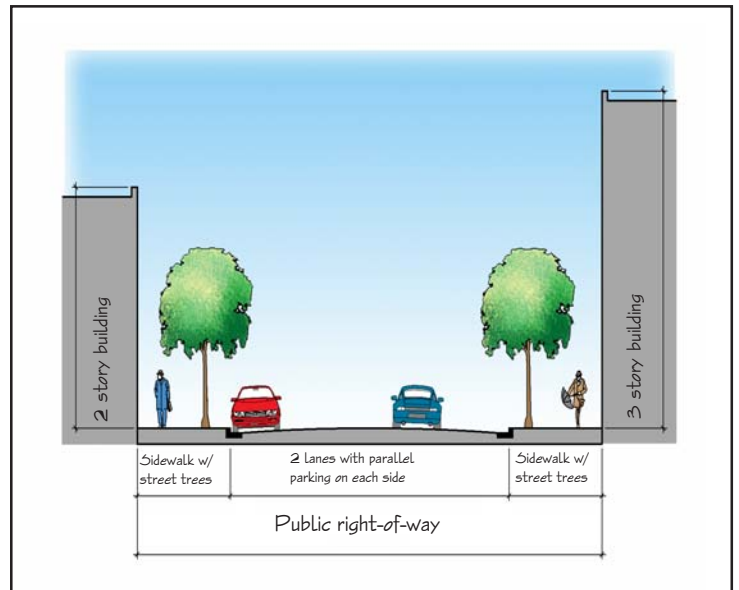
# Neighborhood Center District



*Town Center areas shown in orange represent the Neighborhood Center District*



*Depiction of what above view may look like within the Neighborhood Center District.*



*Note: Appropriate design within the right-of-way must be based upon the particular street classification.*



**INAPPROPRIATE**



*This building's facades are not broken into vertical bays.*



*This apartment building has no sidewalk connection to the street and is set back too far.*

**APPROPRIATE**



*Examples of Neighborhood Center District buildings*



*Examples above show how facades of live/work buildings and rowhouses are placed on the lot's frontage line. Sidewalks are easily accessible from the streets, as well as the buildings. Vertical bays distinguish one building to the next.*







*Regulating Plan - Land Use Category*

*"Neighborhood General District"*

# Neighborhood General District

## Permitted Land Uses

This district permits a wide variety of residential uses. A very limited range of low-intensity commercial uses are allowed, such as Bed & Breakfasts, as well as compatible institutional uses. See the Permitted Land Use Chart on pages 8-9 for more details.

## Building Types

**Permitted Buildings:** Rowhouses, Apartment Buildings, Houses, Cottages, Garages, and associated Outbuildings. Garage and outbuilding footprints may not exceed 650 sq. ft. Residential lots may include a secondary residential unit (not to exceed 650 sq. ft.) over the garage or in a detached accessory structure.

## Lot Size (unless otherwise site-specific)

### Rowhouse and Apartment Buildings

**Lot Width:** 20' minimum / 250' maximum

**Lot Depth:** 80' minimum / 250' maximum

### Houses and Cottages

**Lot Width:** Houses - 55' minimum / 100' maximum, Cottages - 30' minimum / 55' maximum.

**Lot Depth:** 80' minimum / 150' maximum, if service lane accessed / 250' maximum, if front driveway accessed.

## Building Standards

### Rowhouse and Apartment Buildings

**Front Setback:** Facades must be 5' to 15' from the frontage line.

**Front Setback Exceptions:** Stoops, balconies, porches, and bay windows may encroach within front setbacks, but not within the public right-of-way between grade and a 10' clearance height. Also, central courtyard recesses are permitted.

**Side Setbacks:** 5' to 15' (no setback between attached Rowhouse units).

**Min. Rear Setback:** 5'

**Max Building Height for Primary Buildings:** 3.5 stories or 40' measured from the average grade level at the front facade to the eave or top of parapet.

**Max Building Height for Outbuildings:** 2 stories or 22' measured at the eave.

**Building Height Calculations:** Basements with ceilings 3' or less above grade shall not count against the number of stories. Habitable attics with eaves no higher than 3' from the floor shall count as 1/2 story.

### Houses & Cottages

**Front Setback:** Main facades must be placed 10' to 35' from the frontage line (edge of sidewalk furthest from street). Along the same side of the street within any given block, the main facade shall not deviate more than 5' from the setback of the main facade of the adjacent buildings. Garages accessed from the front must be recessed a minimum of 15' from the front facade or porch. The 15' minimum recess applies to side facades on corner lots.

**Front Setback Exceptions:** Stoops, balconies, porches, and bay windows may encroach within front setbacks up to 10'.

**Side Setbacks:** 5' to 15' for Cottages / 10' to 30' for Houses.

**Min. Rear Setback:** 5'

**Max Building Height for Primary Buildings:** 3.5 stories or 40' measured from the average grade level at the front facade to the eave or top of parapet.

**Max Building Height for Outbuildings:** 2 stories or 22' measured at the eave.



## Neighborhood General District (continued)

**Building Height Calculations:** Basements with ceilings 3' or less above grade shall not count against the number of stories. Habitable attics with eaves no higher than 3' from the floor shall count as 1/2 story.

**Outbuilding Max. Size:** 650 sq. ft. building footprint.

**Side Setbacks:** 5' to 15' for Cottages / 10' to 30' for Houses.

### **Facade Standards**

**Elevation:** Ground floors of buildings at the front facade line shall be at least 1.5' above grade at frontage line.

**Interior Heights:** Ground floor interior clear heights of Rowhouse and Apartment buildings shall be no less than 10'.

**Vertical Bays:** Facades visible from the street shall be broken into vertical bays not exceeding 30' in width through the use of one or more of the following: facade recesses, facade projections, or pilasters. Supplemental elements might include canopies, roofline changes, and parapet changes.

### **Site Standards**

**Parking Requirements:** Rowhouses, Houses, and Cottages: 2 spaces/unit, plus 2.5 spaces/1,000 sq. ft. of non-residential gross habitable building space. Apartment: 1.5 spaces/unit. In addition to on-site parking, on-street parking adjacent to the frontage line(s) shall also count towards these requirements for Rowhouses and Apartments.

**Parking Locations:** Off-street parking shall be located behind or at the sides of buildings.

**Access:** Off-street parking for Apartments and Rowhouses shall be accessed from either a secondary street or service lane. Off-street parking for Houses shall be accessed from either a front driveway or a rear alley. Off-street parking for Cottages may only be accessed from a service lane.

**Walls & Fences:** Where voids exist, walls (brick, stone, or comparable material, with masonry cap) or picket fences shall be placed within 24" of the frontage line and be 32" to 42" in height.



*City of Wildwood, City Hall*

*Established 1995*

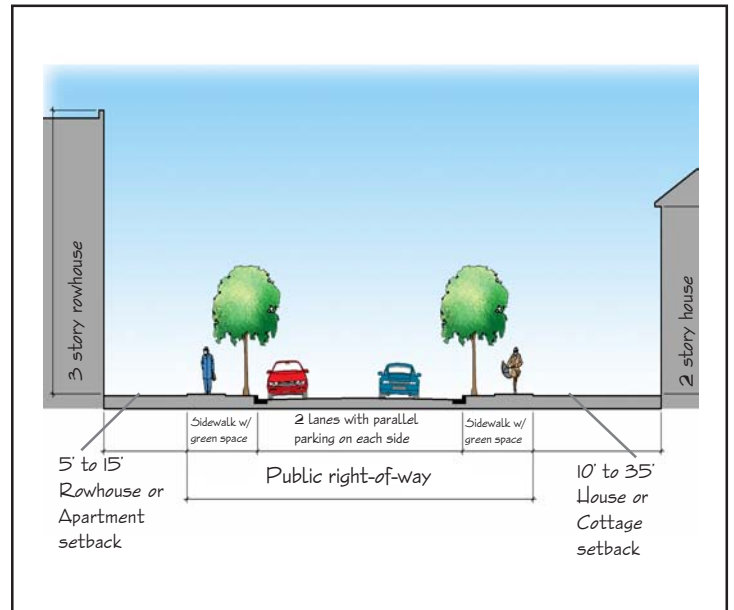
# Neighborhood General District



Town Center areas shown in brown represent the Neighborhood General District



Depiction of what above view may look like within the Neighborhood General District.



Note: Appropriate design within the right-of-way must be based upon the particular street classification.



## INAPPROPRIATE



*Off-street parking in front of buildings is not permitted.*



*The lack of vertical bays and a raised first floor, along with parking at its front, make this building inappropriate.*

## APPROPRIATE



*Examples of Neighborhood General District buildings*



*These examples show the importance of where parking exists; whether in a central or interior location of an apartment building, or in the back of houses, rowhouses or cottages. Buildings shown here form a continuous frontage along the perimeter of the block. Setbacks also range from only 5' to 15' from the frontage line.*





*Additional examples of Neighborhood General District buildings*



*The design of residential units must take into account the delivery of services. Appropriately designed residential units have services delivered via a lane located to the rear of the building.*





*Regulating Plan - Land Use Category*

*"Neighborhood Edge District"*







# Neighborhood Edge District

## Permitted Land Uses

This district permits only single-family residential uses, in addition to a narrow range of potentially compatible non-residential uses, such as parks, churches, schools, child care facilities, and civic buildings. See the Permitted Land Use Chart on pages 8-9 for more details.

## Building Types

**Permitted Buildings:** Houses, Cottages, Garages, Outbuildings, and Secondary Residential Units. Garages and outbuildings may not exceed 650 sq. ft. Residential lots may include a secondary residential unit (not to exceed 650 sq. ft.) or over the garage in a detached accessory structure.

## Lot Size (unless otherwise site-specific)

**Lot Width:** Houses - 55' minimum / 100' maximum, Cottages - 30' minimum / 55' maximum

**Lot Depth:** 80' minimum / 150' maximum, if service drive accessed / 250' maximum, if front driveway accessed

## Building Standards

**Front Setback:** Facades must be placed 10' to 35' from the frontage line. Along the same side of the street within any given block, the average front yard setback shall create a consistent line from which buildings may not deviate more than 5' on either side.

**Front Setback Exceptions:** Stoops, balconies, porches, and bay windows may encroach within front setbacks, but not within the public right-of-way between grade and a 10' clearance height. Also, central courtyard recesses are permitted.

**Side Setbacks:** 5' to 15' for Cottages / 10' to 30' for Houses.

**Rear Setback:** 25' for primary buildings / 3' for outbuildings.

**Max. Building Height for Primary Buildings:** 3.5 stories or 40' measured from the average grade level at the front facade to the eave or top of parapet.

**Max. Building Height for Outbuildings:** 2 stories or 22' measured at the eave.

**Building Height Calculations:** Basements with ceilings 3' or less above grade shall not count as a story. Habitable attics with floors 3' or less below the eaves shall count as 1/2 story.

**Outbuilding Max. Size:** 650 sq. ft. building footprint.

## Facade Standards

**Elevation:** Ground floor of buildings at the front facade shall be at least 1.5' above grade, except that garages be at grade.

## Site Standards

**Parking Requirements:** 2 spaces per House or Cottage unit. Designated on-street parking directly adjacent to property can count towards parking requirements.

**Access:** Off-street parking for Houses shall be accessed from either a front driveway or a rear alley. Off-street parking for Cottages may only be accessed from a service lane.

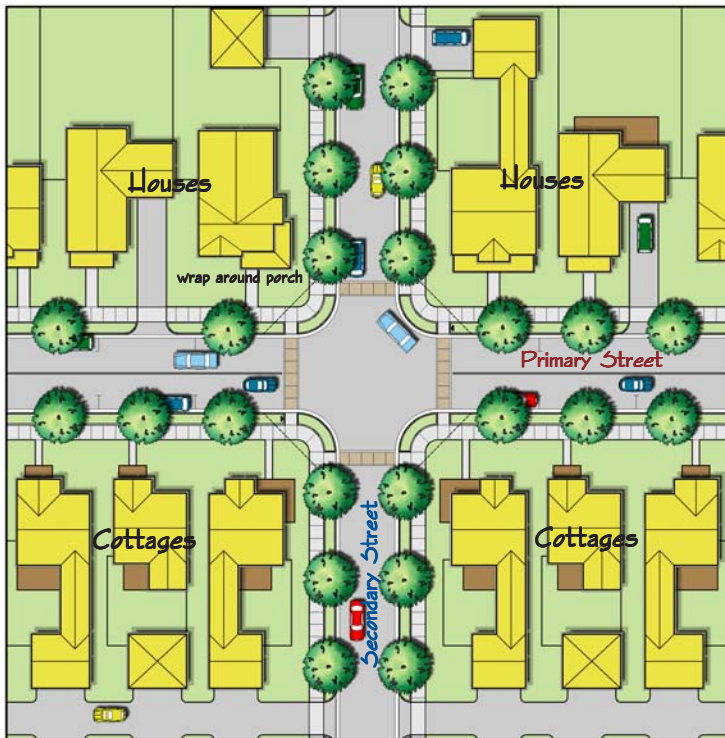
**Garage Location:** Front access garages must be recessed a minimum of 15' from the front facade or porch. The 15' minimum recess applies to side facades on corner lots.

# Neighborhood Edge District

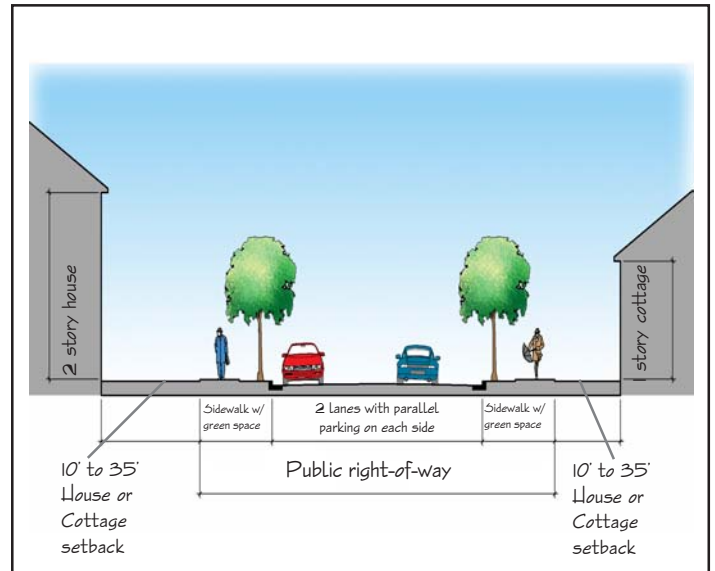


 Neighborhood Edge

*Town Center areas shown in yellow represent the Neighborhood Edge District*



*Depiction of what above view may look like within the Neighborhood Edge District.*



*Note: Appropriate design within the right-of-way must be based upon the particular street classification.*



## INAPPROPRIATE



*Garages must be recessed a minimum of 15' behind the front facade or porch.*



*Excessive setback and absence of required wall height above windows contribute to the inappropriateness of this house.*

## APPROPRIATE



*Examples of Neighborhood Edge District buildings*

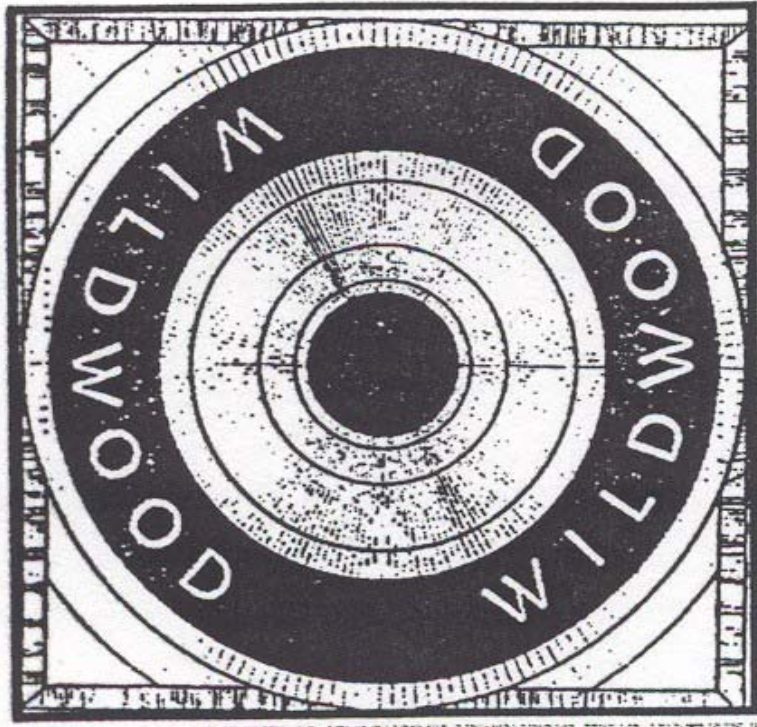


*These examples meet both the required wall height, as well as the setback range of 10' to 35'. Most parking is located in the back of the buildings; however, some residences may have attached garages, which must be recessed a minimum of 15' from the front facade or porch. The residence to the left shows a recessed garage, where architectural elements cast a needed shadow on the garage and landscaping softens the look.*



*The core of the Town Center Area is its residential neighborhoods. Houses in these residential neighborhoods form the traditional fabric and, in this example, reflect key design components, including a useable front porch, appropriate proportions, and a recessed garage.*





*Regulating Plan - Land Use Category*

*"Cultural/Institutional Overlay District"*





# Cultural/Institutional *Overlay District*

## **Permitted Land Uses**

This district permits “as of right” a variety of institutional uses, such as churches, schools, governmental buildings, libraries, museums, and parks. In the case of colleges and universities, the district also permits “conditional” uses that are supportive and ancillary to the functioning of an institution of higher learning. See the Permitted Land Use Chart on pages 8-9 for more details.

## **Design Standards**

It is the goal of the Town Center standards to enable institutional uses to convey their unique and special status. Consequently, such uses are permitted and encouraged to deviate from the more typical standards of the Town Center. The following principles shall apply:

### ***Building Locations***

Within the context of the Town Center, locations at special sites, such as those terminating a street axis, should be sought for individual institutional buildings.

### ***Building Setbacks***

Institutional buildings may have more generous front and side setbacks than those of non-institutional buildings in order to emphasize their significance. Consequently, there are no minimum or maximum front, side, or rear building setbacks within the Cultural/Institutional Overlay District.

### ***Building Height***

No building within the Cultural/Institutional Overlay District may exceed a height of 50', although vertical architectural elements such as steeples and cupolas may extend up to 25' feet beyond that height limit.

### ***Architectural Character***

Institutional buildings should have a civic character, which can include classical architectural design elements (symmetry, pediments, columns, etc.), although no specific architectural style is required. Main entrances should be clearly articulated through their prominent location, size, and design. Roof forms might also include cupolas, steeples, and similar vertical architectural elements intended to give the building prominence.

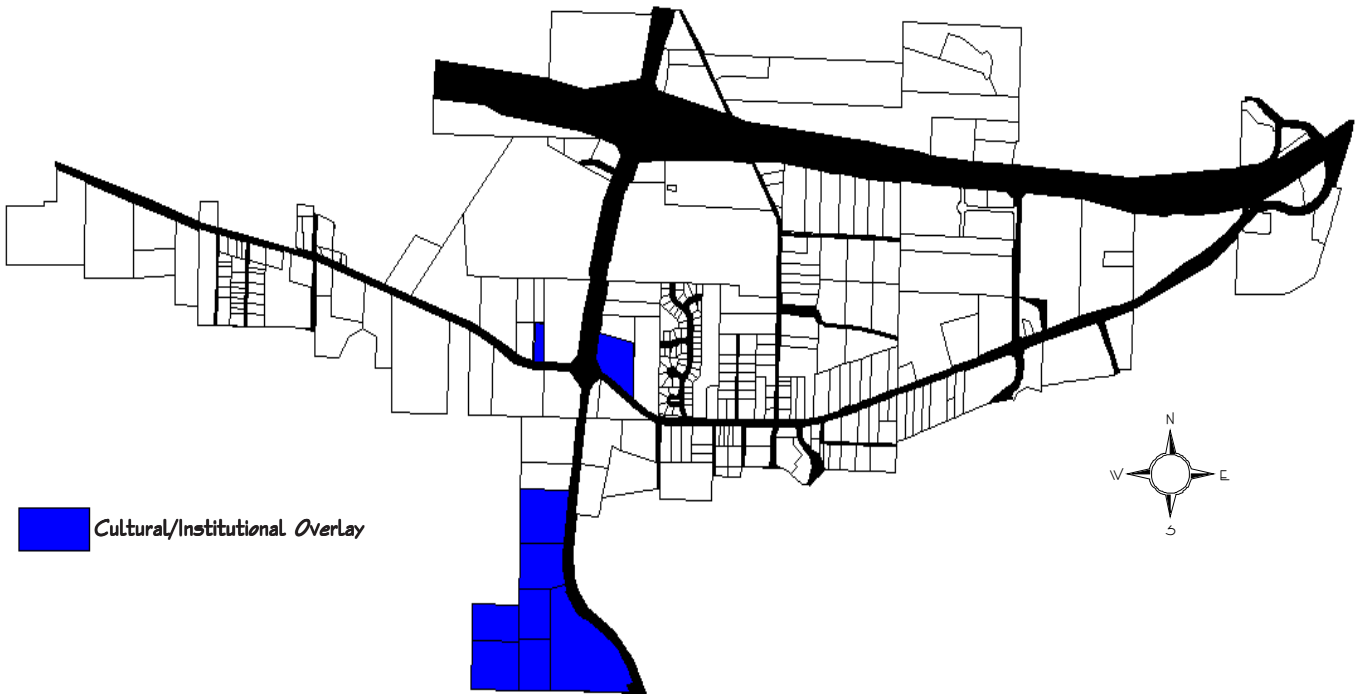
### ***Parking***

Parking requirements and location shall be determined on a case-by-case basis, depending upon the specific use and projected peak-hour demands. Parking should be located and designed so as to be minimal in appearance when viewed from the street. Arrangements for shared parking are also encouraged.

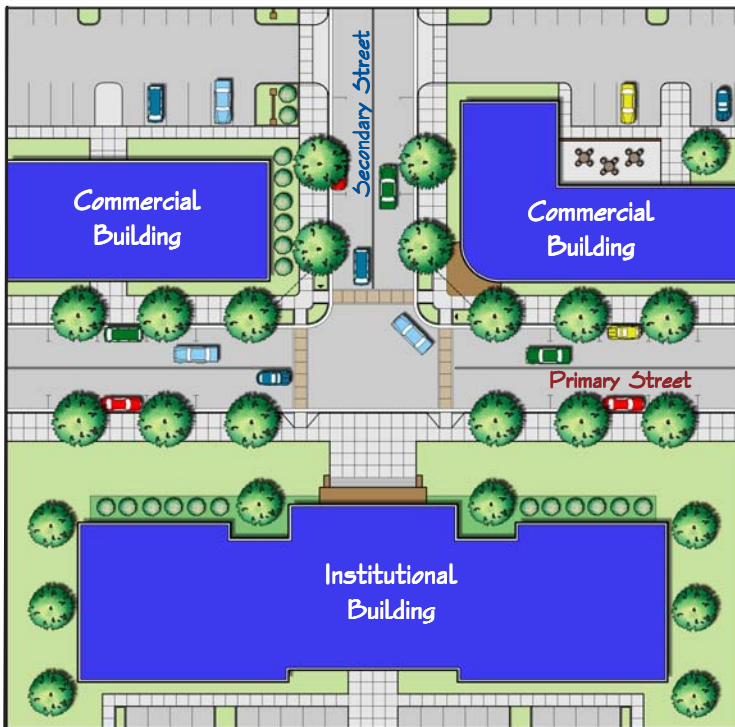


***Wildwood Family YMCA***

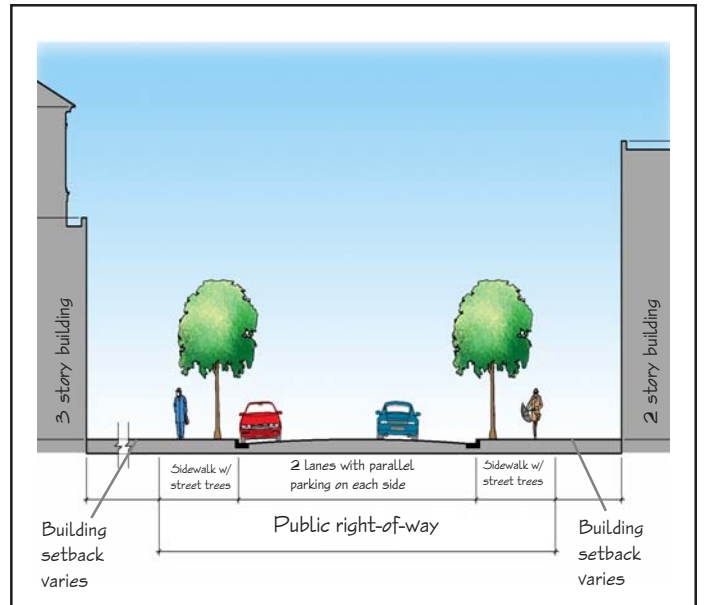
# Cultural/Institutional Overlay District



Town Center areas shown in blue represent the Cultural/Institutional Overlay District



Depiction of what above view may look like within the Cultural/Institutional Overlay District.



Note: Appropriate design within the right-of-way must be based upon the particular street classification.





*Examples of Cultural/Institutional Overlay District buildings*



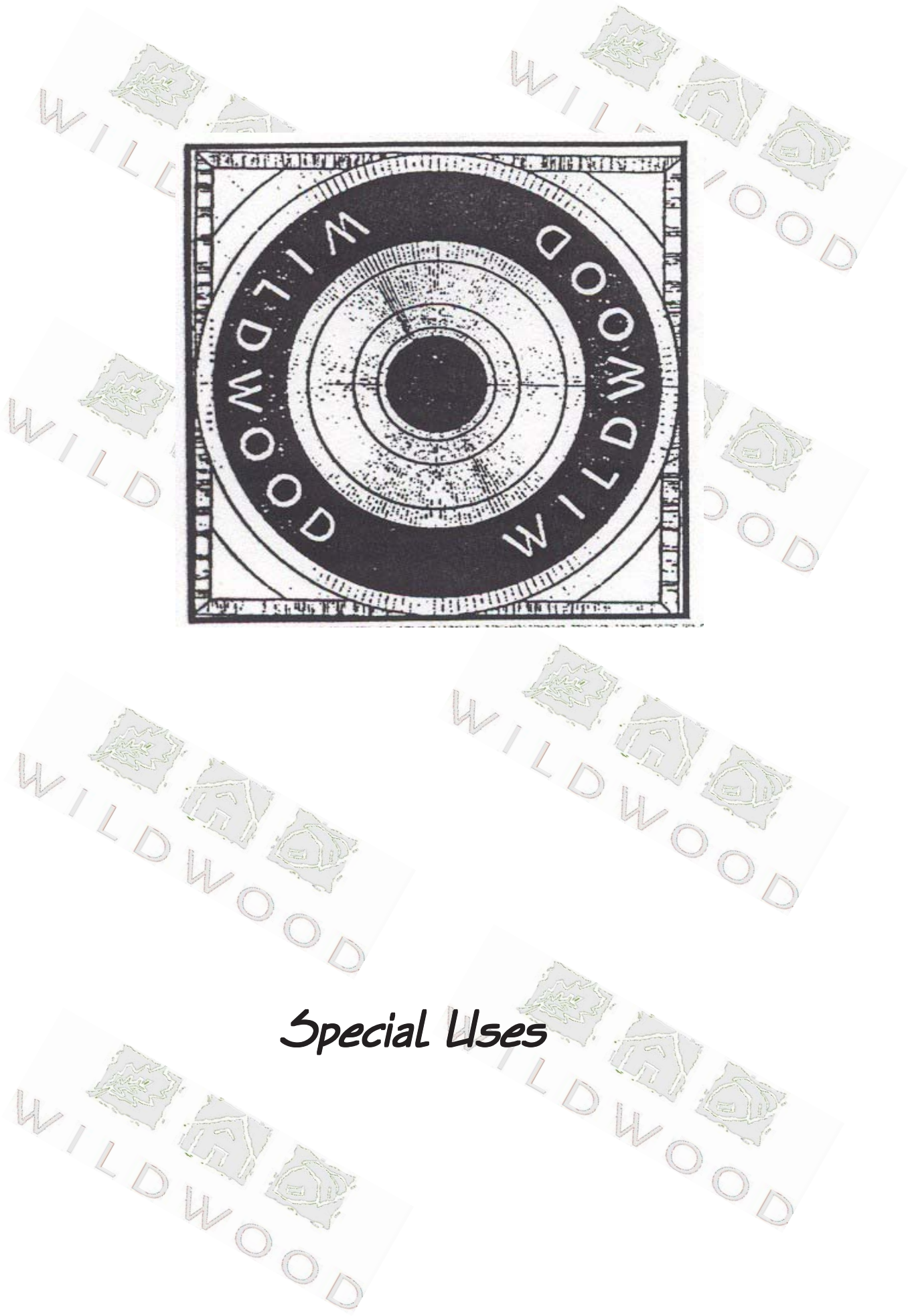
*This civic building is used as a focal point and terminates the vista of the street.*







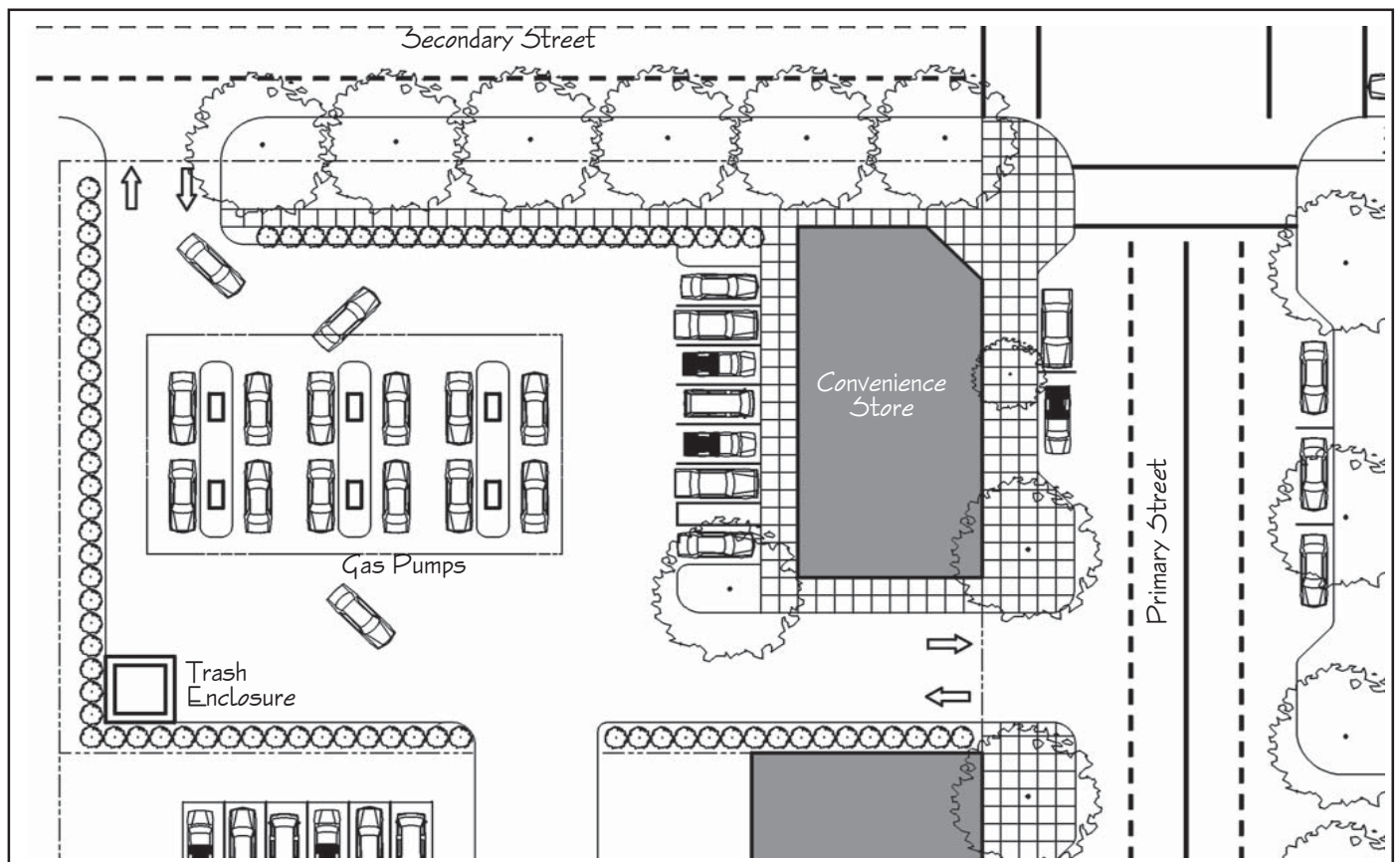
*Special Uses*



## Service Stations

The following standards shall apply to any commercial properties providing gasoline pumps:

- Provide a single automobile entry to the site from the primary street. If on a corner lot, an additional entry from the secondary street is permitted.
- The preferred site configuration is to locate the building so it fronts onto the street with the gasoline pumps, canopies, and associated service areas sited behind the building.
- Design the architecture of the building fully on all four sides.
- Provide windows facing the street.
- Pedestrian entrances should be provided on the street side of the building. Pedestrian connections to surrounding properties and the street should be provided, where practical.
- The canopy should be designed to be compatible in architectural character and materials with the associated building.
- The height of the canopy should be in scale with its associated building. The canopy bandwidth minimum clearance should not be less than 14'6".
- Trash dumpsters should be located in a screened enclosure. The enclosure should be of materials and design compatible with the primary structure.
- Parking areas should be visually screened through the use of walls, fences, and/or landscaping, with an emphasis on any portions fronting a street. The method of screening should be determined by a site's context. The higher density portions of the Town Center should emphasize masonry walls and fences, while less dense residential and mixed use areas might emphasize landscape screening. If landscaping is used, it should generally consist of evergreen shrubs planted in an intertwined pattern with a minimum height and spread of 24" at the time of planting in order to provide year-round screening.
- Freestanding signage should be designed as a monument type at a human scale, not to exceed 6' in height.
- Lighting should not glare onto surrounding properties or the street, and should be recessed into the canopy.





## INAPPROPRIATE



*The canopy is out of scale with its associated building and the pumps front directly onto the primary street.*



*The columns of this canopy are inappropriate for the height and scale of the roof.*

## APPROPRIATE



*Material (brick) for this building is used on all four sides. Appropriate fascia details are also implemented.*



*The canopy fascia on this building is minimal, with recessed lighting located under the canopy.*



*This building illustrates how a convenience store can successfully address the street corner and the sidewalk. (See photo at right)*



*The back of the convenience store (photo to left) shows how pumps can be hidden from the street.*



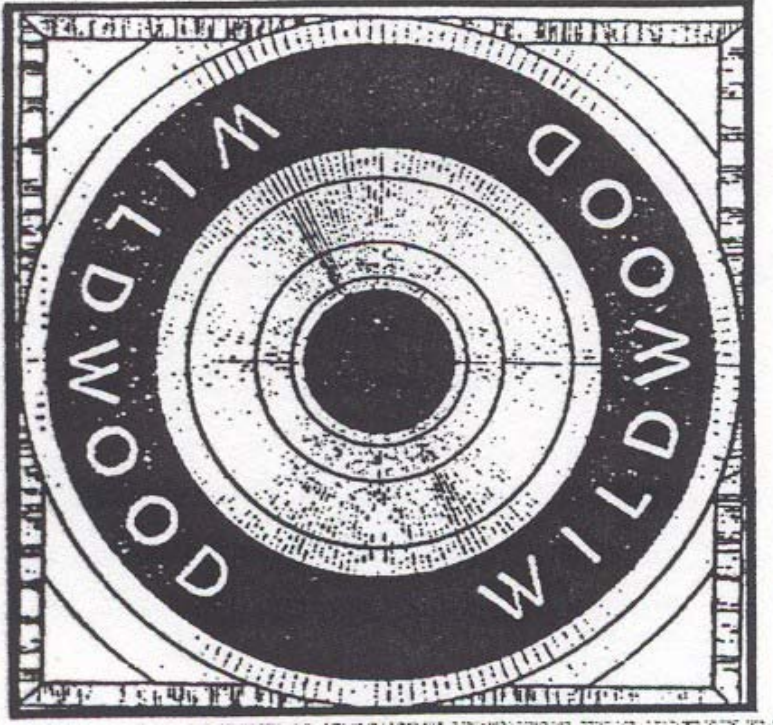
*A monument sign for a convenience store is scaled for both automobiles and pedestrians.*



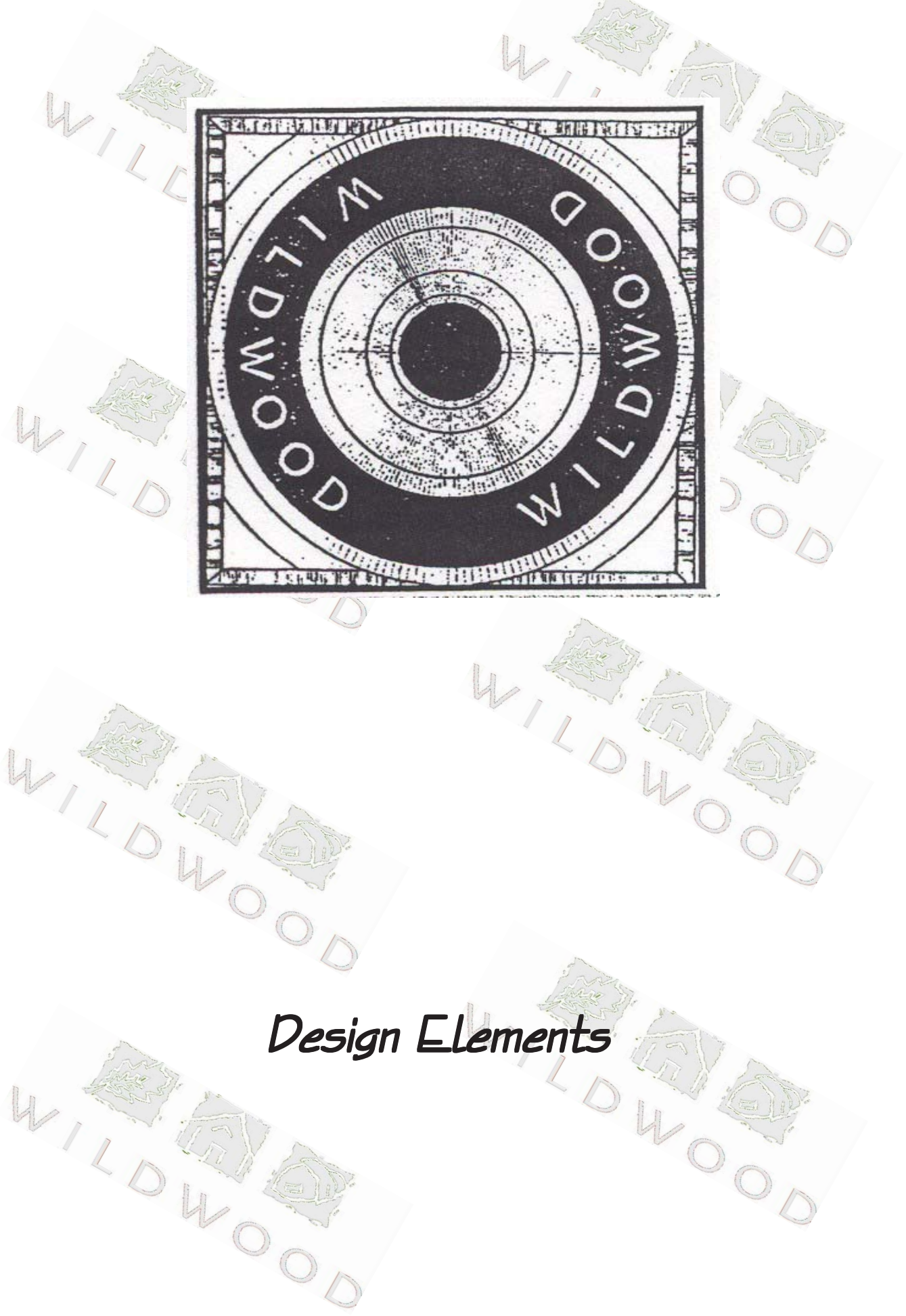
*This convenience store has dual entrances, both on the street and toward the service side at the rear, where the gas pumps are located.*







*Design Elements*



# Parking, Loading, Refuse, Lighting, and Mechanical Systems

## Parking Lots

- **Location** - Parking lots should be located to the side or rear of buildings and, where possible, be accessed from secondary streets or service lanes. Parking lots should run parallel with contours of the surrounding landscape in attempts to save any and all trees. Off-street parking should not occur in front of the primary facade or on corner locations.
- **Design** - Parking areas should be organized into a series of small bays delineated by landscape islands consisting of trees and shrubs. In general, no more than 8 contiguous parking spaces should be allowed. Landscape islands should have a minimum width of 8' or provide an adequate design to accommodate at least one large-maturing shade tree. Driveways to parking areas should be no more than 24' wide.
- **Screening** - The perimeter of all parking lots should be visually screened through the use of walls, fences, and/or landscaping, with an emphasis on any portions fronting a street. The method of screening should be determined by a site's context. The higher density portions of the study area should emphasize masonry walls and fences, while less dense residential areas might emphasize landscape screening. In all cases, parking shall comply with the setback requirements of the underlying zoning district designation. If landscaping is used, it should generally consist of evergreens with a minimum height and spread of 24" at the time of planting to provide year-round screening.

## Parking Garages

- Exterior walls of parking garages visible from public streets should have an architectural cladding and flat floor plates facing the primary street.
- Parking garages with street frontage shall comply with all other design standards for buildings within this document.
- Parking garages are encouraged to be designed with ground floor uses compatible with neighboring areas in order to blend with surrounding structures and continue the rhythm of storefronts along the street.
- The treatment of parking garage facades facing streets should give the appearance of an occupied Workplace or Commercial building.

## Loading & Refuse

- Loading docks, solid waste facilities, recycling facilities, and other service elements should be placed to the rear or side yard of the building in visually unobtrusive locations with minimum impacts on view.
- Screening should be achieved through the use of walls, fences, and/or landscaping.
- Refuse containers and facilities should be hidden by an opaque wall or fence of sufficient height to screen the bin and any appurtenances, but not less than 6 feet in height. Walls and fences should be constructed to match the architectural detail of the principal structure and contain a securable gate to minimize blowing refuse. Trash containers serving non-residential uses should not be located abutting residential property.
- Recesses in the building and/or depressed access ramps should also be used for service areas.
- Businesses are encouraged to consolidate and share refuse areas and equipment.

## Site Lighting

- Site lighting should be pedestrian-scaled and architecturally compatible with lighting installed in adjoining area.
- Lighting should be limited to the amount and intensity necessary for safety, security and to complement architectural character. Lighting is not permitted which would spill onto, or interfere with the character of, the surrounding neighborhood. Compliance with the City's lighting code is required.
- Lighting which is visible from adjacent properties or roads must be indirect or incorporate full shield cut-offs.
- Service area lighting should be designed to avoid spill-over onto adjacent areas.
- No wallpacks are permitted.

## Mechanical Systems

- Mechanical equipment (including air conditioning units, pipes, ducts, vents, access doors, meters, transformers, and other building system equipment) should be positioned away from pedestrian ways and residential structures to minimize noise, exhaust, and visual unsightliness.
- Additional screening of such equipment from public view at ground and roof levels is appropriate to preserve the character of the building architecture and the surrounding district.



## INAPPROPRIATE



*Perimeter screening should have been used to prevent direct views of this parking lot from the street.*



*This poorly designed parking garage does not use a building-like exterior or provide trees at the street level. As a result, it does not enhance the built environment.*



*Service entrances and loading docks should not face streets.*



*Unscreened dumpsters are visually obtrusive and inappropriate for the Wildwood Town Center.*

## APPROPRIATE



*This parking lot follows the existing contours of the site. Islands are formed to save existing mature trees.*



*The scale of openings, the materials, and the architectural treatment of the exterior should be compatible with the adjacent buildings.*



*Locating dumpsters behind buildings and screening them with a material compatible with the adjacent building greatly minimizes the visual impact and blends in with the associated building.*



*Screening elements such as this wooden fence can effectively minimize the view of the service area from public view.*

# Roofs

## **Configurations**

**Principal Roofs** - Basic roof components shall consist of a symmetrical gable or hip with a slope from 6:12 to 12:12 appropriate to the style of the home. Configurations such as cross gables, "L" shapes, and other variations may occur.

**Ancillary Roofs** - Ancillary roofs may be shed roofs with a slope range from 2:12 to 3:12.

**Tower Roofs** - Roofs located on towers shall have a slope greater than 6:12.

**Roof Trusses** - Roof trusses shall have integral eave returns allowing room for either expressed lintels or a frieze board above top story openings.

**Flat Roofs** - Flat roofs shall have a parapet wall as high as the City Building Code allows. Flat roofs shall be permitted in commercial buildings only and prohibited on residential buildings.

**Purlins** - If exposed, shall be a minimum width of 1 1/2 square inches.

**Eaves** - Shall be continuous; however, eaves which overhang more than 16" shall have exposed rafters.

**Drainage** - Gutters shall be square or half-round, and all downspouts shall be round.

**Roof Penetrations** - Shall be placed on the rear slope of the roof and painted to match the color of the roof, except those of metal which may be left unpainted. Plumbing stacks and vents shall not be placed on the front slope of any roof or any visible portion of it from the street.

**Skylights** - Shall be flat and mounted on the rear slope of the roof. No plastic bubble units shall be authorized in the Town Center.

**Dormers** - If provided, shall be habitable and placed a minimum of 36" from side building walls and have gable or hipped roofs with a slope of 10:12, or shed roofs with a slope of 3:12.

## **Materials**

**Roofs** - Shall be clad with copper, concrete, clay tiles, wood shingles, fiberglass asphalt shingles, or standing seam sheet metal (pre-painted or natural). Colors and types shall be selected from the Architectural Review Board Master List.

**Metal Treatment** - Exposed copper or tin roofs, flashing, gutters, and downspouts shall be allowed to age naturally (not painted or sealed).

**Drainage** - Gutters and downspouts, when used, shall be made of galvanized steel, copper (not copper coated), vinyl, or anodized aluminum. Metal chains may be used in lieu of downspouts. Splash blocks shall be brick, gravel, or concrete. In the absence of gutters, brick or gravel shall be placed at the drip line.

**Flashing** - All flashing shall be copper, tin, vinyl, or anodized aluminum.

**Canopies** - Canopies shall be constructed of materials and style compatible with the materials, and of the same style as the primary structure.



APPROPRIATE RESIDENTIAL ROOFS



*Lipped roof*



*Gabled roof*



*Gabled roof with classical side pediments and dormers*

APPROPRIATE COMMERCIAL ROOFS



*Parapet roofs with varying architectural styles*



*Parapet roof*



*Gable and parapet with appropriate awnings*

# Dormers

Dormers will generally be composed as a secondary architectural element or form used in a functional fashion to complement the primary form of the main structure. The mass and composition should maintain the character and style of the building. Overly complex or contrived forms, offsets, projections and the resulting roof forms are unacceptable.

Rafter bearing heights, overhang dimensions, cornice and rake details should be carefully studied and crafted to comply with the appropriate style. Typically, dormer roofs will be hipped, gabled, shed, or arched depending on the characteristics of the main building style. In general, dormers will be vertically scaled and proportioned and should tightly frame an appropriately sized and styled window. Dormer overhangs and rakes should be tight to the main body of the dormer.

## INAPPROPRIATE



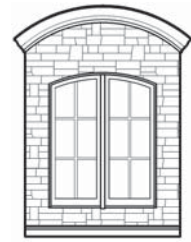
The deep overhang and lack of detail at the base of this dormer makes it inappropriate.



Scale, proportion, details, roof pitch, cornice, windows, and materials are all inappropriate.

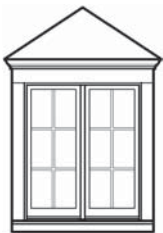


This shed dormer has oversized overhangs and oversized jambs. The proportion of the window to the dormer is inappropriate.

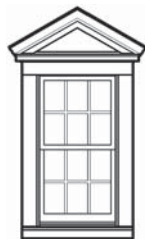


This arched top dormer with extensive space between window head and cornice is inappropriately proportioned and detailed.

## APPROPRIATE



This hipped roof dormer is appropriately detailed with tight head, jamb and sill details.



Appropriately detailed dormers have very minimum trim material to the sides of the window and the window head and cornice/trim are tight to each other.



This simply stated shed dormer is appropriate in many house designs.



An elegantly proportioned detailed dormer.

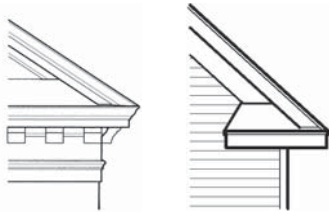


# Cornices & Rakes

The use of and appropriate selection, detailing, and implementation of cornices and rakes is critical in obtaining approval for an appropriate design.

The construction documents must contain details and sections which clearly illustrate the style, components, sizes, and location of any cornice and rake. Care should be taken to assure the details proposed are appropriate for the style, materials, and overall design.

## INAPPROPRIATE



Steep or visible roof pitches above cornice returns are inappropriate.



Inappropriately scaled and detailed cornices. Do not terminate deep overhangs with an oversized "box" cornice detail or large cornice return.

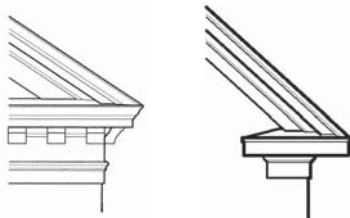


This steep gable with inappropriate rake details and oversized cornice returns is inappropriate.

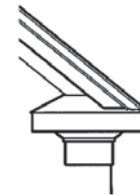


Examples of inappropriate details.

## APPROPRIATE



Where appropriate to the style, gable ends will have cornice returns.



Traditionally scaled and detailed cornices will follow time-tested scale and proportions.



Classic cornice and rake detailing with cornice returns provide a timeless quality to this rather generic gable form. Crown mould is used at edge of roof, frieze board at wall is properly scaled and the flashing above the cornice returns is not obviously visible.



Examples of appropriate cornice details, with traditional scale and detail. Each of these details are appropriate to the overall architectural character and style.

## **Configurations**

**Material Transitions** - Walls may be built of no more than two materials and shall only change material along a horizontal line, i.e. wood may be combined with stucco when the material change occurs horizontally, typically at a floor line or a gable end, with the heavier material below the lighter, i.e. brick or stone below stucco. Building additions must be made of the same materials as the main building, except when the main building is made of brick, the addition may be wood.

**Siding** - Siding shall be horizontal with a minimum of 4" exposed to the weather. Boards with more than 8" to the weather shall show a 1" variation from one board to the next. Vertical board and batten may be used. Material changes shall occur at a continuous horizontal line or vertically along an inside corner or at building lines. When horizontal changes occur, the heavier material should generally be placed below the lighter material (i.e. brick/stone below stucco or siding).

**Shingles** - Shall be a minimum of 8" and a maximum of 10" exposed. Decorative shingles shall not be permitted. Shingles shall be hand-split or machine cut with bottom edges aligned.

**Foundation Walls** - Shall be exposed 18" to 36" above grade, except for situations where the grade may be flush with the adjacent sidewalk, such as for buildings having ground floor commercial space.

**Trims** - Shall be minimum grade "B" wood and shall not exceed 1" in thickness. The width at the corners shall be 6". The width around openings shall be 4", except at the front door, which may be any size or configuration. Trim may be painted in any color.

**Brick** - Shall be horizontal running bond or flemish bond pattern with mortar joints of grapevine pattern, with a maximum 1/2" in height. Construction shall be limited to a maximum three (3) courses of brick, not to exceed 8 1/2" in width.

**Stucco** - Stucco treatment around openings shall not protrude in excess of 1" from the finished wall face.

**Garden Walls & Fences** - Garden walls shall be a minimum of 8" thick, capped with a similar material and with a minimum 1" overhang. Within front yards, walls and fences shall be placed within 24" of, or at the frontage line (outside edge of sidewalk), and they shall be 32" to 42" in height.

## **Materials**

**Building Walls** - Shall be clad in local brick, native stone, wood shingles, wood clapboard, drop siding, vinyl siding, wood board and batten, or smooth stucco. Clapboard and siding shall be painted except as noted. Brick may be painted or left unpainted. Wood shingles and siding shall be finished in paint or opaque stain.

**Foundation Walls & Piers** - Foundation walls and piers may be exposed, smooth-finished, poured concrete, parged block or brick veneer.

**Garden Walls** - Shall be finished in stone, brick, or stucco matching the principal building. Material composition shall be replicated on both sides of the wall. Gates shall be wood or wrought iron.

**Fences** - Fences fronting the street shall be made of wood pickets painted white. All other fences shall be made of wood boards with a rectangular section. If painted, fences shall be white. Wood fences may have brick piers. Vinyl materials may be used as a substitute in building walls and fences, but shall be selected from the Master List (see Appendix) to ensure acceptable quality.



## APPROPRIATE RESIDENTIAL WALLS



*Horizontal siding with wood trim*



*Horizontal material transitions*



*Combination of stone and wood shingles*

## APPROPRIATE COMMERCIAL WALLS



*Vertical material transitions may occur along inside corners*



*Vertical material transitions are allowed at building defining lines*



*Stucco*

# Openings

## **Configurations**

**Opening Locations** - In upper stories, generally should be centered above ground floor openings. Gable end openings must be centered. All openings shall be a minimum of 2' from building corners.

**Glazed Areas** - Glazed areas on frontage facades of residential buildings shall not exceed 20% of the total surface. Single panes shall be no larger than 100 square inches and shall be historically correct, where applicable. Ground floor retail shall have a minimum of 70% glazed surface area (measured between grade and the interior ceiling level). All sides of residential buildings shall have windows. Glazed areas shall be proportional to the total facade size, and windows in groupings shall be proportionate within their frames.

**Windows** - Shall be single-hung, double-hung, or triple-hung or operable casement types, with a vertical proportion of at least 1:1.5 (width to height). Windows shall be operable, unless exempted by the Architectural Review Board.

**Transoms** - May be oriented horizontally with panes of vertical proportions. Multiple windows in the "y" post should be proportionate. Separation for multiple windows is required. Windows on the ground floor shall be slightly larger than those on the upper floors. Windows must represent the use of the floor.

**Window Muntins & Lights** - Muntins shall be true divided lights or fixed on the exterior surface, thereby creating panels that are square or vertical. All windows shall have equally proportioned lights. Muntins shall be located on the outside of the window, unless varied by the Architectural Review Board.

**Porch and Arcade Openings** - Shall be vertical and proportional.

**Doors** - Shall be hinged and have raised panels (not flush with applied trim). Sliding doors are permitted only at residential rear yards. Lights in doors must be rectangular and vertical within the frame. Commercial entrances shall be of "full glass" type where exit doors or service doors front the public right-of-way.

**Garage Doors** - If facing a street, doors shall be a maximum width of 9', no more than two adjoining doors may exist, and they shall be recessed a minimum of 15' behind the associated building facade plane. Garage doors shall be painted.

**Shutters** - Shall be sized and shaped to match the opening, when used.

**Awnings** - Shall be installed so as not to be taut, while rectangular. The use of rolled-up signage shall not be authorized.

## **Materials**

**Residential Windows** - Shall be painted or clad wood, and shall be glazed with clear glass in residential areas of the Town Center. Window selection shall be appropriate to the building. The color of window screen frames should match the color of the window muntins and frames. Heavily tinted and reflective glass is prohibited for both residential and non-residential uses.

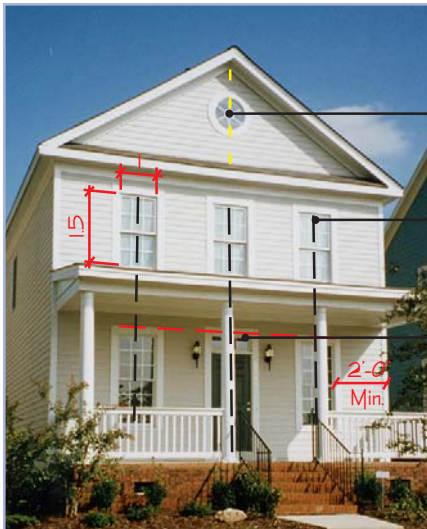
**Doors** - Shall be wood, embossed steel, or fiberglass, and shall be painted. If glazed, doors shall have clear glass.

**Storm Doors** - Shall be painted wood or anodized aluminum and match entry doors.

**Security Features** - Security features, such as window grilles and rolling shutters, must be submitted for approval.



## APPROPRIATE RESIDENTIAL OPENINGS

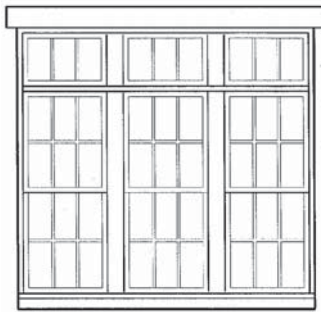


- Opening centered in gable end
- Upper story window centered above ground floor
- Transom aligned horizontally with windows

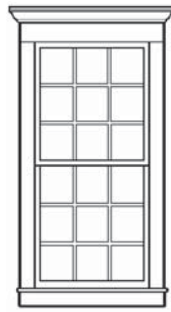
Appropriate opening configurations



Appropriate double garage door recess with a minimum setback distance of 15'.



On a divided light window, transom height matches height of light below. Minimum glass height of the transom is 12" (16" preferred).



Muntins shall be true divided light or fixed on the exterior surface.



Where used, shutters shall be sized to match the actual window width and height and installed to appear operable.

## APPROPRIATE COMMERCIAL OPENINGS



Appropriate opening configurations



Appropriate commercial opening in that the lower floor exhibits larger area of window space than the upper floor.

# Elements

## **Configurations**

**Chimneys** - When chimneys are used, they shall be a minimum of 2:1 proportion in plan and capped to conceal spark arresters. Flues shall be no taller than required by The Building Code. Chimneys are optional within the Town Center.

**Arches** - Shall be no less than 12" in depth.

**Keystones** - Shall be functional and not decorative, but must be proportional, if used.

**Porches** - Shall be a minimum of 8' in depth and 18" above grade. Surface mounted light fixtures shall be decorative. Other illumination sources shall be authorized based upon architectural merit. Screened porches shall have wood-framed screens. (Crawl space under porches and decks shall be either brick or skirted with framed wood or vinyl lattice installed between supports with no more than 1½" spaces between boards.)

**Posts** - Shall be no less than 6" x 6" in thickness.

**Railings** - Shall include top and bottom rails and shall be centered on the pickets. Wood top rails shall be eased at edges and bottom rails shall have a rectangular section. Spindles and balusters on railings shall not exceed 4" on the center if made of wood or metal.

**Bay Windows** - When at frontages, bay windows shall have a minimum of 3 sides and shall be habitable, extending from the height of the interior floor to the appropriate grade at street level.

**Balconies** - Balconies shall not exceed 4' in depth. Cantilevers, including balconies and second story bay windows, shall be supported by brackets.

## **Materials**

**Columns, Piers, Arches and Chimneys** - Shall be stone, wood, brick, or stucco. Interior chimney flues shall be metal or clay flue tile. Spacing and form shall be proportional.

**Porches, Posts, Spindles and Balusters** - Shall be wood or fiberglass, except railings attached to concrete or brick, which may be steel or wrought iron and painted a black gloss finish. Porches may be enclosed with glass or screens, but glass enclosures are prohibited at frontages. Porch ceilings may be enclosed with painted wood or beaded vinyl. Exposed joists shall be painted.

**Stoops** - Shall be wood, brick, or concrete. If concrete, stoops shall have brick or stucco cheek walls. Accessible facilities for commercial uses shall comply with the requirements of this code, where applicable. The Architectural Review Board shall approve accessible facilities for commercial uses based upon merit and code compliance.

**Decks** - Shall be located in rear yards and where not easily visible from streets or paths. Decks shall be made of polymer lumber or wood and painted or stained (except walking surfaces which shall be unpainted).

**Bay Windows** - If at frontages, bay windows shall be made of trim lumber.

**Storefronts** - Shall be made of wood. In Commercial/Workplace areas, alternative materials incorporating approved colors can be considered (aluminum, steel, etc.).

**Wood Elements** - Must be painted or stained with an opaque stain, but walking surfaces may be left natural.



APPROPRIATE RESIDENTIAL ELEMENTS



*3-sided bay window*



*Appropriate chimney*



*Porch with appropriate depth, posts, railings, and skirting*

APPROPRIATE COMMERCIAL ELEMENTS



*Appropriate awnings*



*Appropriate storefronts and awnings*



*Appropriate storefronts and awnings*

## Miscellaneous

### **Colors**

**Master List** - Colors of most materials shall be selected from the Master List. The only exceptions are columns, posts, balconies, shutters, and porches.

**Walls** - Shall be one color for each material used. Wall colors shall be painted or stained in local earth tones, and shall complement trim colors.

**Trim** - Shall be a single color that compliments the wall color, but may differ from the wall color. Trim color shall complement those used on walls.

**Storefronts** - Shall be painted a color selected from the Master List.

**Accent Colors** - May be used for items such as front doors, window sashes, and shutters, subject to approval from the Architectural Review Board.

**Columns, Posts, Balconies, Shutters and Porches** - Shall be any color. Window sashes and doors shall be painted or stained with a color from the Master List.

**Mortar** - Natural color mortars shall be used.

**Masonry, Smooth Siding & Trim** - Shall generally be a color from the Master List, but alternatives with merit can be considered.

**Rough Siding** - Shall be a color selected from the Master List.

**Exterior Surfaces** - All exterior wood shall be painted or stained, except wood roof shingles which may be left to age naturally.

### **Other Design Components**

**Permitted Rear Yard Components** - If not easily visible from streets, they include: HVAC equipment, utility meters, satellite dishes (18" or less), permanent grills, permanent play equipment, and hot tubs (those at ground level must be covered).

**Prohibited Components** - Visible panelized materials, window air-conditioning units, above-ground pools (unless inflatable), antennas, solar panels, and signs (on private residential property).

**Flagpoles** - If attached to a building, must be no more than 6' long and wall-mounted at a 45 degree angle. If freestanding, shall not exceed 20' in height. (Exception: commercial and institutional buildings.)

**Security Signs** - Must be affixed to walls.

**Light Fixtures** - Shall be mounted to walls or recessed, have incandescent or metal halide bulbs, and may not produce glare on adjacent properties.

**Signs** - Shall be made of wood, cast aluminum, or thickly-enameled steel. Signs shall be attached to buildings, integral with the storefronts, no larger than 24" in height, externally lit, and painted colors from the Master List.

**Picket Fences** - Shall be 3.5' high at front yards. In rear yards where there is a swimming pool, the minimum height of a fence shall be 4'. Picket fences shall have no more than a 2" gap between pickets.

**Board Fences** - May be as high as 6', but can only be used in side and rear yards. Chain link fences are not permitted anywhere.

**Decks** - Shall be located in rear yards where not easily visible from streets.