

ATTACHMENT D

DESIGN GUIDELINES

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Overview & Application Process

These Design Guidelines, which by reference are part of the Ledyard Zoning Regulations, are to provide a path for the design of future development projects in the Ledyard Center Village Districts (LCVD-1, LCVD-2, LCVD-3, MFVD) and the Gales Ferry Design Districts (GFDD-1, GFDD-2). This section provides a general overview of the Design Guidelines framework, including a description of how and when to utilize the Design Guideline.

In the event of conflict, the Zoning Regulations take precedence.

Ledyard Center Village District Goals

Support the growth and development of Ledyard Center as a traditional “New England village” with an attractive Town Green to build upon social traditions while encouraging appropriate businesses; future development implies an intensification and mixture of commercial, residential, and civic uses consistent with the Town’s Zoning Regulations to establish an identifiable community center. Support and develop a “sense of place” for Ledyard Center through appropriately scaled commercial and mixed-use development, harmonious streetscapes, walkways, and plantings. Promote infill and redevelopment in Ledyard Center to create a destination for shopping and services, a home for diverse age groups, and a convenient gathering place for the broader community.

Gales Ferry Design District Goals

Support the growth and development of the Gales Ferry Design District as a pedestrian friendly commercial, civic, and residential center. Promote infill and redevelopment within the Gales Ferry Design District with a specific emphasis on the former Gales Ferry School and the “Ocean State Job Lot” shopping center to encourage higher density pedestrian-friendly development, and to prevent traffic congestion along State Route 12.

What are Design Guidelines?

Design Guidelines convey general policies about new construction, site work, and design within the Ledyard Center Village Districts and the Gales Ferry Design Districts. The Design Guidelines define a range of appropriate responses to a variety of specific design issues.

The purpose of these guidelines is to establish clear and easily understood design criteria to guide applicants towards the desired development pattern, architectural scale and massing.

Why have Design Guidelines?

The Design Guidelines will act as a guide for new construction within the Ledyard Center Village Districts and the Gales Ferry Design Districts. The guidelines establish a foundation of good urban design in a unique setting. They are imperative, as they ensure new infill is designed to be an integral part of the continued success of the immediate area and larger community. These guidelines will implement policies that will help the Town in achieving the goals identified and outlined in its adopted Plan of Conservation and Development (POCD).

Who uses the Design Guidelines?

The Design Guidelines have been written primarily for use by the appropriate review authority. The Town of Ledyard Design Guidelines shall serve as a manual. The Architectural Review Board (ARB) is responsible for reviewing all applicable projects and functions in an advisory capacity to the Commission and the Town Council. The ARB shall provide commentary with regard to scale, massing, colors and proportions of buildings, landscaping, public spaces, lighting, and signage.

When to use the Design Guidelines?

These Design Guidelines apply to all proposed development, new construction, and substantial reconstruction, or rehabilitation. If an existing building is increased in size by more than 25% within a 3 year period (including partial demolition, building additions, and replacement of the exterior façade or structure), the addition or rehabilitation must adhere to the Design Guidelines. Additional items required for design review include the expansion of parking lots by more than 10 spaces, replacement/addition of signage, replacement/addition of outdoor lighting, improvements to more than 25% of existing landscaping, installation of solar panels if they can be viewed from a public area, and changes in roofing and siding materials and colors.

Where do the Design Guidelines Apply?

Ledyard Center Village Districts

The Design Guidelines shall apply to all properties within:

- Ledyard Center Village District-1 (LCVD-1)
- Ledyard Center Village District-2 (LCVD-2)
- Ledyard Center Village District-3 (LCVD-3)
- Multi-Family Village District (MFVD)

Gales Ferry Design District

The Design Guidelines may be applied to all properties within:

- Gales Ferry Design District-1 (GFDD-1)
- Gales Ferry Design District-2 (GFDD-2)

The goals established for the Ledyard Center Village Districts and the Gales Ferry Design Districts are consistent with the Town's adopted Plan of Conservation and Development. In addition to these goals, the Design Guidelines shall serve as an illustrated guide for the Commission to review all other proposed development in the Town of Ledyard. The Commission should reference the specific design standards and criteria established in these guidelines to promote and encourage both residential and commercial development that enhance the community's overall character. All future design in Ledyard should consider the human scale, architectural heritage, and the character of the Town. See the official **Town of Ledyard Zoning District Map** for the location of the Ledyard Center Village Districts (LCVDs) and the Gales Ferry Design Districts (GFDDs) within the Town of Ledyard.

What is the Design Review Process?

The design review process shall include:

- Planning Department staff will serve as initial contact and liaison, providing the applicant with the ARB Application Form and corresponding materials.
- Upon a completed submission of the ARB Application Form and materials, development projects shall be referred to the ARB for design review. The ARB will provide written recommendations to the Commission or the Town Council regarding items addressed in the Design Guidelines within thirty-five (35) days of receipt of an application.
- The Commission will review the ARB's recommendations, and subsequently consult with the applicant and Planning Department staff. Upon review the Commission will decide whether to hold its own public hearing in accordance with the Town of Ledyard Zoning regulations prior to rendering a final decision.

Required Submission Materials

The ARB requires applicants to submit materials and adhere to the process as outlined in the Town of Ledyard Zoning Regulations, Section 7 "Special Permits." In addition, the applicant shall submit drawings, models, renderings, and/or perspectives that illustrate the 3-dimensional massing and architectural character of proposed new buildings and/or substantial renovation of existing buildings, including adjacent buildings that are adequate for the ARB to properly assess the application.

Waivers

The ARB may, by majority vote, waive one or more of the submission materials identified upon a written request by the applicant during the design review process. Waiver requests must describe in sufficient detail why such information is not relevant to the ARB's review. Applicants should be advised that a waiver from the ARB does not qualify as a waiver from any part of the Zoning Regulations and/or the Commission's review process.

Written Report

The ARB shall submit a written report of recommendations to the Commission for each application received within thirty-five (35) days of receipt of an application. The cost, if any, shall be the responsibility of the applicant.

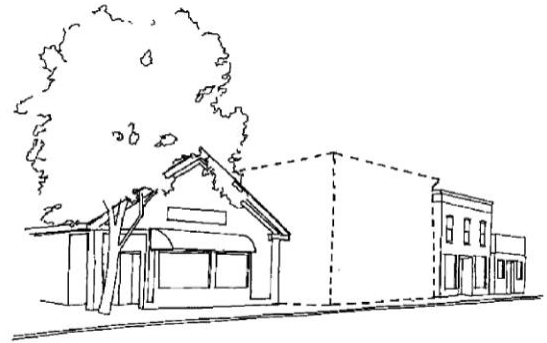
The written report shall include only those items addressed in the Design Guidelines, and the ARB shall not attempt to interpret the Zoning Regulations that govern use of a property, granting of variances, inland wetlands, or watercourses, or building code compliance. In addition, the ARB's recommendations shall be considered advisory and do not imply or guarantee subsequent approval of an application by the Commission.

I. General Site Design

A. Façade & Building Design

All spaces, structures, and related site improvements visible to the public from public roadways shall be designed to add to the visual amenities of the surrounding area in relationship to the proposed development.

The color, size, height, location, roof treatments, building materials, landscaping, and proportion of openings of any proposed new construction, re-construction, or substantial rehabilitation, as well as proposed signage and lighting, shall be evaluated for compatibility with the area's surrounding architecture. The color, size, height, and architectural style of the building shall complement and not compete with other architecturally distinguished buildings in the district. These details shall be reviewed by the ARB.



New buildings should be sensitive to adjacent buildings. (Illustration Credit: *Design Guidelines for Manchester's Commercial and Historic Districts*, prepared by Land Works and Smith & Vansant, Architects, 2001.)

Color

Primary colors should not be used for building walls unless muted in tone. Neon colors are not allowed. Trim colors for windows, soffits, cornices, moldings, etc. should be whites or dark saturated cool colors (for example, greens, blues, bronze). Brick and stone may be left their natural color. Roof colors should be natural colors. Entry doors may have greater color latitude.



Buildings should complement the character of the surrounding area, provide a street facing façade, and incorporate key architectural features. (Picture Credit: www.jkscanlan.com, 2009.)

Design Standards

Wherever possible and where site conditions allow, the front building plane should be oriented towards the street. Accessory buildings may be exempt. The street elevation of buildings shall have at least one entrance oriented towards the street. Façade materials should be finished with brick, cedar shakes, wood, cement board siding and appropriate stucco or concrete masonry units. Where architecturally appropriate, facades shall include wall bases, finished with brick, stone, or cement. Building numbers shall be located over the primary entrance to the building and shall be visible from the street for both design and emergency services purposes. Awnings or similar weather protection along sidewalks of non-residential or mixed use structures are encouraged.

Many of the design standards apply only in conditions where clearly visible from the street or public areas. The architectural and façade controls concentrate on the public realm. Awnings or similar weather protection along sidewalks of non-residential or mixed-use structures should be encouraged.

Utility boxes and machinery, including but not limited to, backflow devices, electric meters and air conditioning units, are prohibited where visible from parks, squares, and public streets. Blank walls should not be visible from a public street. The applicant shall propose a site plan that minimizes the view of parking lots, driveways, or garage doors from public view.



New development should be well designed on all sides that are visible from the street or public access, placing all mechanical features and blank walls out of public view. (Picture Credit: www.cyburbia.org, 2009.)

B. Site Design

Landscaping

Developers shall prepare a landscape plan that enhances the overall aesthetics of the project through strategically placed plants and vegetation, retaining as much existing natural landscape and habitat of the site as possible. All future landscaping shall be designed to complement the character of the surrounding area, as well as the planned building design and layout. Landscape design should integrate the natural and built environments, conserving natural areas while restoring damaged habitats and promoting biodiversity.

The landscape plan shall include a description of the natural resources located on the parcel and clearly delineate construction boundaries to minimize disturbance of the site's existing vegetative features. All buildings should be carefully sited to minimize the amount of impervious surfaces and disturbance to the existing habitat. All landscape plans must attempt to preserve and retain the natural landscape (topography, soil, trees, and plant life) on the site. Landscape plans should include street tree installation to improve the overall character of the district and provide shade.

Parking lots shall be appropriately landscaped. The purpose of adding vegetation to parking areas is to reduce the amount of impervious surfaces, develop bio-retention areas/rain gardens that capture storm water and encourage habitat restoration, clearly define pedestrian and vehicular areas, reduce heat island effects, and capture carbon emissions. Parking areas should incorporate landscaping elements at curb cut locations, between parking rows, access lanes, transition areas, and pedestrian pathways. Invasive plants and noxious weed species are prohibited. Recommended plantings should require limited maintenance, such as fertilizers, pesticides, or herbicides, and should promote biodiversity.



Parking lots should be enhanced with landscaping.
(Picture Credit: www.cyburbia.org, 2009.)



Rain gardens are bio-retention areas designed to absorb stormwater runoff. (Picture Credit: www.urbanwaterquality.org, 2009.)

Stormwater Management

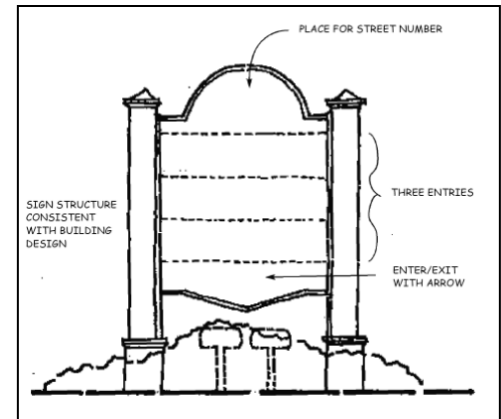
Storm water control measures shall be provided for impervious surfaces within the site in accordance with the Town's ordinances, regulations and/or as deemed appropriate by the Commission. All storm water control structures shall be reviewed, approved, and inspected by the Director of Public Works or the Town Engineer.

C. Signage

Exterior and freestanding signs shall be designed to reflect the overall design purpose of the LCVDs and the GFDDs, while providing reasonable exposure, and fair competition, to advertise the products or services available at each location. Creativity is encouraged in signage and graphic design. Signs can be expressive in form and lighting. Standard, metal frame and plastic signs are discouraged. Internally lit signs are prohibited. Signs painted on the awnings are allowed, but awnings cannot be internally illuminated.

All exterior signs shall compliment, rather than monopolize, the overall landscaping and architectural themes of the district, and shall not create unreasonable distraction, or clutter. All signs shall be in conformance with the following provisions and the Zoning Regulations:

- Creative designs for signs and support structures, including 3-dimensional themes, will be considered on a case-by-case basis. The scale, proportion, and overall design shall relate harmoniously to the architecture of the building and/or the service or product offered, and shall not mask architectural details of the building, nor obscure the view of adjacent signs and buildings.
- Design themes that compliment early New England architecture are encouraged.
- Franchise symbols and insignia convey a message, are universally recognizable, and should not exceed the gross area of the permitted “sign face” as defined in the Zoning Regulations.
- Sign structures may project from the face of the building (overhanging signs) provided they do not obscure adjacent signs or architectural details of buildings.
- Stone and brick planters around freestanding sign structures are encouraged and may be credited toward front or side yard landscaping requirements as appropriate.
- Larger building mounted “Identification Signs” may be considered if the “Freestanding Sign” size is proportionally reduced or eliminated and the balance better serves the goals of the district.
- All external lighting of signs shall be low level, shielded, and directed away from traffic and abutting residential properties.
- Sign graphics shall be simple and use a minimum of words.
- No outdoor advertising shall take place on any part of a site unless said advertising is related to the services provided on the premises.
- Internal illumination of the sign face is prohibited.
- “Prohibited Signs” as identified in the Town of Ledyard Zoning Regulations shall also apply.



Signs should be consistent with the architectural features of the building.

(Illustration Credit: *Design Guidelines for Manchester's Commercial and Historic Districts*, prepared by Land Works and Smith & Vasant, Architects, 2001.)

- Signs affixed to buildings shall be architecturally compatible with the style, composition, materials, colors, and details of the building, as well as with other signs used on the building or its vicinity. Wherever possible, Signs located on buildings within the same block face shall be placed at the same height in order to create a unified sign band.
- Wood and painted materials are encouraged for sign construction. Flat signs should be framed with raised edges.

Freestanding Signs

One freestanding sign, permanently secured to the ground, shall be allowed per lot. Such sign shall not exceed 12 square feet in sign area, shall not extend higher than 8 feet above ground level at its highest point, and shall not be less than 10 feet from a public roadway. The sign shall not contain moving or illuminating elements or components. Only exterior lighting (see lighting design section) may be used to illuminate the sign. Such illumination shall use only soft white light no greater than 1,800 lumens of constant intensity, and shall be downwardly directed and contained on the premises, the sole purpose being to make a sign visible in the dark.

Hanging Signs

Each commercial use within a structure is permitted one hanging sign no larger than 4 square feet in sign area. Hanging signs shall protrude perpendicularly from the front of the building. No portion of any such sign shall interfere with pedestrian traffic. In the case of a structure that faces more than one public roadway or entrance, one additional sign for each such circumstance may be permitted.



Hanging signs should be simple, creative, and unique. (Picture Credit: www.hotdiggity.com, 2009.)

Wall Signs

Wall signs shall be permitted, provided they are parallel to the face of the building (roofs and overhangs not included), and no part thereof (including any illuminating devices) shall protrude more than 12 inches beyond the face of the building nor be higher than the wall upon which it is located. The aggregate area of any wall sign shall not exceed 2 square feet for every 1 foot in length of such building upon which it is attached. Signage placement shall be centered over tenant storefronts or offices and shall not exceed 24 square feet in total area for each storefront.

Additional Signs

One additional temporary sign may be permitted for each lot for the purpose of displaying a changeable message to allow a business use to identify special products, events, or sales. This sign may not be internally illuminated. The sign shall not be permanently affixed to the ground and must be removed from public view during non-business hours. In the case of a structure that faces more than one public roadway or entrance, one additional sign for each such circumstance may be permitted. The height of such sign shall not exceed 4.5 feet, and the sign area shall not be greater than 9 square feet.

D. Lighting

Outdoor lighting is used to illuminate roadways, parking lots, yards, sidewalks, public spaces, signs, work sites, and buildings. It increases the safety of a site by providing better pedestrian, bicyclist, and vehicular visibility. Lighting also presents an opportunity to accent and enhance architectural features, facades, landscaping, and surrounding areas. The lighting fixtures chosen can add to the character of the building, improve the business image, and enliven the street. The fixtures chosen and their illumination qualities should complement and enhance the architectural character of the building and district.

Lighting Design

Outdoor lighting design will be used to enhance the buildings character, while providing safety for patrons and residents. Applicants shall submit a lighting plan that incorporates the following:

- Full cutoff luminaries or recessed lighting fixtures; the source of illumination should not be visible.
- Luminaries shall be aimed away from, and/or include shields that prevent the light source from being visible from adjacent properties or roadways.
- All wiring for new site lighting should be underground.
- The mounting heights for luminaries installed on poles or on buildings should be kept lower to the ground to avoid additional unnecessary glare, and provide a welcoming environment for pedestrians.
- Luminaries are not permitted in buffer areas between adjacent properties and in buffer areas adjacent to roads.
- Floodlights and spotlights are not permitted for general lighting purposes.

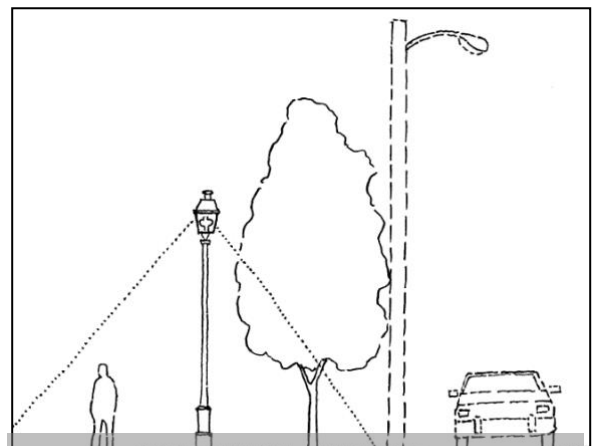
All lighting shall minimize light trespass, reduce sky-glow to increase night sky access, improve nighttime visibility through glare reduction, and reduce adverse impacts on wildlife environments.



Lighting should provide safety and enhance architectural features. (Picture Credit: QT Luong, 2009.)



Full cutoff luminaries reduce unnecessary glare. (Picture Credit: www.lightfair.com, 2009.)



Street lighting should be lower to the ground to increase pedestrian visibility. (Illustration Credit: *Design Guidelines for Manchester's Commercial and Historic Districts*, prepared by Land Works and Smith & Vansant, Architects, 2001.)

Exterior lighting shall be off when sufficient daylight is available and when the lighting is not required during nighttime hours.

Street Lighting

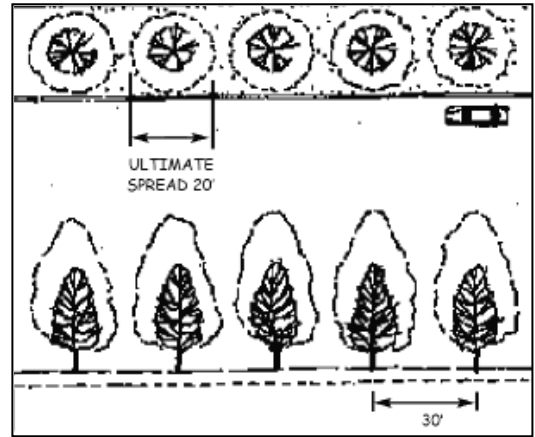
Street lighting shall be provided on all streets. Street light fixtures should be located within 3 feet of the curb and should be provided at consistent regular intervals. Street light fixtures shall be chosen in consultation with the ARB. Design shall be consistent in color, style, and architectural details. Street lighting shall be well integrated with landscaping and building design.

E. Streetscape

Street Trees

Trees provide shade when planted alongside sidewalks. In addition, street trees provide a more pedestrian friendly environment, reduce heat island effects, improve air quality, reduce cooling loads in buildings, and increase evapotranspiration rates.

Shade from trees is estimated by the crown diameter (the width of the shade if the sun is directly above the tree), which is used to calculate the total shaded area. Streets shall be planted with regularly spaced street trees (no more than 40 feet apart) to provide maximum shade for pedestrians. Street trees should be at least 3 inch in caliper at chest height to achieve maximum shade and coverage. Trees shall be indigenous to the region and selected in consultation with the ARB.



Street trees provide shade for pedestrians.
(Illustration Credit: *Design Guidelines for Manchester's Commercial and Historic Districts*, prepared by Land Works and Smith & Vasant, Architects, 2001.)

All new projects must submit a street tree plan as part of the required landscape plan. The plan should detail appropriate species of trees, root mediums, and width and soil volume of planter strips or wells. The plan will also address whether the tree species are considered invasive to the Town of Ledyard, according to the United States Department of Agriculture (USDA) or the state agricultural extension service. New and existing developments may choose to develop “tree lawns.” Tree lawns are strips of land between the road and the sidewalk and should be a minimum of 5 feet wide. Grass should be established continuously for the full length of the tree lawn with mulch rings or planting beds around new and existing plants or trees. Tree-lined streets provide an attractive neighborhood and commercial setting.

Street Furniture

The ARB may require streetscapes, which includes well-designed street furniture and infrastructure. These items include but are not limited to the following: benches, trash receptacles, street signs, and traffic lights. Street furniture shall be chosen in consultation with the ARB. Benches and trash receptacles shall be provided on all streets at consistent regular intervals. Street furniture shall be located so as to maintain a clear



pedestrian path. Street furniture should be consistent in color and style along both sides of any street. All new utilities shall be placed underground in all public streets and in rear service alleys.

Sidewalks

The ARB may require that a system of sidewalks and pedestrian pathways within a site and between adjacent sites, linking all buildings, parking areas and green spaces should be provided. This network should also connect adjacent sidewalks and pedestrian pathways when applicable.



A minimum of a 5-foot wide sidewalk shall be provided, and thus represents a good dimension where pedestrian traffic is light, street furniture is limited, and buildings are set back from the sidewalk. Wider sidewalks (8 feet) are warranted in areas of high pedestrian traffic and commercial activity.

Sidewalks should be constructed of reinforced concrete or other durable low maintenance surface materials (pavers, bricks, etc.) acceptable to the ARB. Sidewalk material should be consistent throughout the district and enhance the architectural character of the building design. Where possible, reduce impervious surfaces by integrating sustainable design materials and features (open-grid pavers, porous pavers, etc.) as long as they are consistent with the overall design of the district.



F Sidewalks provide connections between buildings and provide alternative transportation options. (Picture Credit: www.pps.org, 2009.)

Parks & Recreation Space

The ARB may require parks and/or recreation space for public gathering, including Town Green, plazas, parks, and squares. New development should provide an amount of park and/or recreational space dependent upon the size and use of the parcel. Parks encourage a variety of functions, facilities, and features, such as playground equipment, seating areas, performance venues, information kiosks, street trees, plant materials, interpretative signage, landmarks, and trail linkages.

Design

Ensure parks are at a similar grade to the public street. Provide enhanced perimeter street tree planting along street frontage. Encourage double row street tree planting to reinforce street edge. Ensure all park spaces include appropriate signage visible from surrounding streets. Locate playground structures with clear visibility to public streets.

Provide a balance of hard and soft landscape materials at street corners. Encourage a decorative hardscape surface to accommodate street furniture such as bike racks, kiosks, and signage at park and trail entrances. Incorporate seating areas into all areas with waste/recycling receptacles and trees for shade. Consider backless benches in areas with multiple functions and backed benches with areas of individual focus/activity.



A “Town Green” provides open space and community gathering opportunities. (Picture Credit:

<http://graphics8.nytimes.com/images/2009/05/17/nyregion/17colct.span.jpg>, 2009.)

Encourage architectural structures in active park spaces associated with other neighborhood uses. Encourage sheltered facilities and amphitheaters in active park spaces. Provide pathways through parks that reflect desire lines particularly at street intersection locations. Landscape details should be increased at major pedestrian areas.

G. Screening

Commercial Screening

Walls built adjacent to any street frontage should be between 4 feet and 6 feet above the ground. Street-level landscaping shall not interfere with visibility and safety of vehicles. The better side of a street wall shall face the street. Walls shall be constructed of natural materials, such as stone, brick or any other materials that the ARB approves. All fences or walls 50 feet in length or longer should be designed to minimize visual monotony by changing plane, height, material, or material texture, or significant landscape massing. Screening may also be accomplished through the use of street trees, landscaping, and other natural features identified in the required landscaping plan.

Where parking lots and drives abut the landscaped strip along the street right-of-way, evergreen shrubs, and/or a 3 foot stone wall should be provided for screening. The screening should be an indigenous plant species that is a minimum of 3 feet high and a maximum of 6 feet high and extend along the entire street frontage of the parking



Fences should be constructed of natural materials.

(Picture Credit: www.troweltradesupply.com, 2009.)

lot, exclusive of driveways and visibility lines.

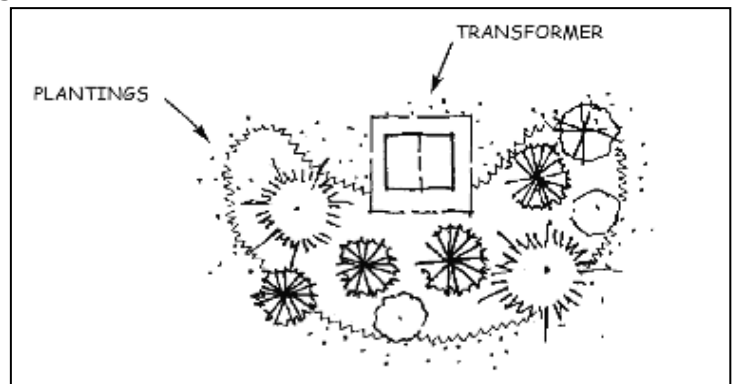
Residential Screening

The rear lot line of a residential property should have a 3 to 6 foot-tall privacy screen of fence, wall, or shrubs. The side lot line of a residential property should have a 5 to 7 foot privacy wall or fence on shared side property lines. Adequate measures shall be taken to ensure privacy between residences. Residential uses allowed on the first story should have a finished floor height raised a minimum of 2 feet above sidewalk grade. Privacy walls should be constructed of natural materials, such as wood, stone, or brick.

It is the intent of these guidelines to provide a welcoming transition zone between the private realm (housing, lawns, porches, etc.) and the public realm (sidewalks, street trees, etc.). Fences should not exceed 4 feet in height and have a transparent character, allowing views into yards and providing interest for pedestrians. Solid fences made of dense materials and design are inappropriate, and do not engage the pedestrian or passerby.

Service Areas & Mechanical Equipment Screening

Commercial and residential buildings often require mechanical equipment (plumbing, vents, stacks, transformers, fans, cooling towers, etc.) and service areas (loading docks, exterior storage areas, dumpsters, etc.) that can detract from the overall building design and architectural character of the development. Mechanical equipment, garbage containers, dumpsters, and electrical transformers should be concealed from public view on all sides by architectural or natural elements satisfactory to the ARB's approval. Shared loading and delivery areas should be encouraged between nearby uses where feasible. Roof penetrations should not be visible from public areas.



Natural screening for mechanical equipment adds to the overall design of the project. (Illustration Credit: *Design Guidelines for Manchester's Commercial and Historic Districts*, prepared by Land Works and Smith & Vansant, Architects, 2001.)

Utilities

When site conditions allow, all service and utility areas should be located either underground or away from the street and concealed from building entrances, pedestrian areas, and adjacent buildings.

II. Ledyard Center Village Districts

A. Façade & Building Design

LCVD-1 & LCVD-2

There is no minimum lot size and lot width for buildings in the LCVD-1 and LCVD-2. Lot coverage by all impervious surfaces including buildings, structures, parking areas, and access roads shall not exceed 85% of the total lot area. Residential units, which are optional, shall not be on the ground floor, and shall not exceed two bedrooms each.

Non-residential and mixed-use structures shall be built to the sidewalk line. Appropriate exceptions include relief for commercial hardscapes and/or public green space. Residential structures may have a greater front setback to allow for landscape treatments, porches, bay windows, and other architectural embellishments; however, the setback should not exceed 10 feet from the sidewalk line.



Buildings should be concentrated to create walkable clusters of businesses. (Illustration Credit: *Design Guidelines for Manchester's Commercial and Historic Districts*, prepared by Land Works and Smith & Vansant, Architects, 2001.)

Garages, carports, and other accessory structures shall have a front setback of 60 feet from the front boundary line of the parcel. There are no side or rear setback requirements. Building height may exceed 35 feet. The lowest point of an egress shall not exceed 35 feet without approval from the Fire Marshal. One structure may share no more than one party wall with another structure on a separate lot. The front or side of every building shall face the street. Loading docks, overhead doors and service entries are prohibited from facing the street.

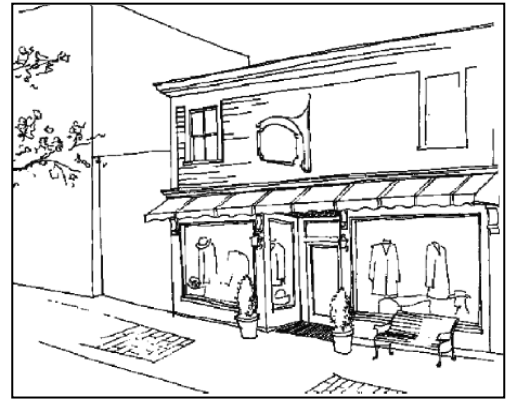
Accessory structures are permitted in accordance with the Town of Ledyard Zoning Regulations. Accessory structures shall not be greater than 660 square feet in footprint and shall not exceed two (2) stories in height.

LCVD-2

The LCVD-2 District, in addition to all of the uses and constraints of the LCVD-1 District, permits multi-family structures and condominiums on up to 75% of the lot or of the building usage provided that the balance of the lot or building usage is developed as a commercial use, or alternatively, another equivalent area of a parcel in the LCVD-1 or LCVD-2 districts is developed commercially.

LCVD-3

The minimum lot size shall be 20,000 square feet for buildings in LCVD-3. The front yard setback shall be at least 30 feet and the rear yard setback shall be at least 20 feet from the centerline of the road for buildings in LCVD-3. The side yard setback shall be minimum of 12 feet, and maximum of 25 feet or larger if approved. Garages, carports, and other accessory structures shall have a front setback of 60 feet from the centerline of the road.



Façade treatments. (Illustration Credit: *Design Guidelines for Manchester's Commercial and Historic Districts*, prepared by Land Works and Smith & Vansant, Architects, 2001.)

If public water and public sewer are available, the density shall not exceed one residential unit per 7,500 square feet of lot area.

If there are septic systems, the density shall be determined by the public health code not to exceed one residential unit per 7,500 square feet of lot area.

Single-family homes are permitted in the LCVD-3 district if on an interior lot 20,000 square feet or larger.

LCVD-1, LCVD-2, & LCVD-3

Gas stations are permitted in the LCVD-1, LCVD-2, and LCVD-3 districts provided the fuel pumps are not visible from the street.

Two bedroom apartments or condominiums are permitted if not on the ground floor in in the LCVD-1, LCVD-2, and LCVD-3 districts.

Prohibited uses include those with a high potential to contaminate ground or surface water; uses incompatible with the purpose of the Village District; uses that will generate noise; uses that create risk to personal safety; uses that produce vibration, smoke, fumes or odors that may be offensive or detrimental to nearby property owners or property users; correctional facilities; alternate incarceration centers; methadone clinics; halfway houses; rooming houses; adult entertainment stores; tattoo or body piercing studios; pawnshops, and standalone parking lots including recreational vehicle parking lots.

MFVD

This area permits only multi-family, condominiums, cooperatives, and townhouses. There are no limits on the number of bedrooms. The density shall not exceed 1 unit per 7,500 square feet of lot area, and a minimum lot size of 20,000 square feet, normally a 30-foot setback from the center of the roadway, and other conventional bulk requirements. Five (5) foot wide sidewalks are required.

Large Footprint Buildings

Two or three-story buildings are required in the LCVDs. Single use facilities may be permitted to construct one-story, provided a two-story facade is maintained for all building sides. Churches and civic buildings are exempt from this requirement.



Big box developments should replicate historical Village character by creating individual storefronts. (Photo Credit: *Laberge Group.*)

Civic Buildings

Civic buildings may be set farther back from the street than non-civic buildings in the district. Civic buildings include, but are not limited to, municipal buildings, churches, libraries, schools, recreation facilities, and places of assembly. Civic buildings do not include retail buildings, residential buildings, or privately owned office buildings.

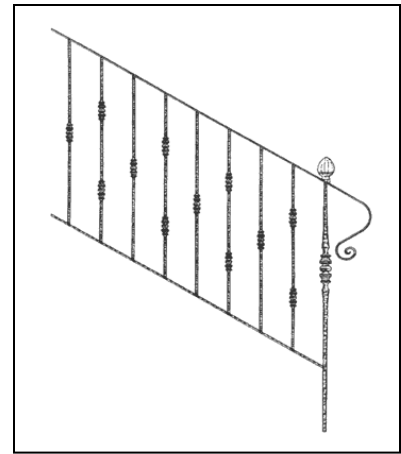
B. Architectural Detail

The requirements and materials described in this section are intended to provide guidance to applicants on the types of syntax the ARB expects to find on new or improved structures. Alternative materials may be proposed by the applicant, and may be supported by the ARB, if they meet the purpose and intent of the district.

Columns, Arches, Piers, Railings & Balustrades

Columns and piers shall be spaced no farther apart than they are tall. Suggested finish materials include the following:

- **Columns:** Wood (painted or natural), cast iron, concrete with smooth finish.
- **Arches:** Concrete masonry units with stucco (C.B.S.), reinforced concrete with stucco, brick, wood.
- **Piers:** Concrete masonry units with stucco (C.B.S.), reinforced concrete with stucco, brick, wood.
- **Railings & Balustrades:** Wood (termite resistant), painted or natural, wrought iron, balustrades shall not be farther apart than 3 inch minimum or 4 inch maximum



Balustrades should replicate historical design of surrounding area.

(Illustration Credit: www.lockit.co.uk, 2009.)

Suggested configurations include the following:

- **Columns:** Square (6 inch minimum, with or without capitals and bases), round (6 inch minimum outer diameter, with or without capitals and bases), classical orders.
- **Arches:** Semi-circular & segmental.
- **Piers:** 8-inch minimum dimension.
- **Porches:** Railings 2-3/4 inch minimum diameter. Balustrades shall not be farther apart than 3 inch minimum or 4 inch maximum

Windows & Doors

Window openings facing streets shall be oriented vertically. Storefront windows shall be single panes of glass, with window grids, not larger than 6 feet in height x 4 feet in width. For retail uses, windows shall cover 75% of the street frontage on the ground



Windows should be consistent in size, color, and rhythm. (Illustration Credit: *Design Guidelines for Manchester's Commercial and Historic Districts*, prepared by Land Works and Smith & Vansant, Architects, 2001.)

floor facing the street. Storefront windows shall begin a maximum of three feet height above the sidewalk.

Suggested accessories include the following:

Shutters (standard), wooden window boxes, muntins and mullions, fabric awnings (no backlighting; no glossy-finish fabrics)

Suggested finish materials include the following:

- Wood, aluminum, copper, steel, cement board siding, doors, wood or metal, fiberglass.

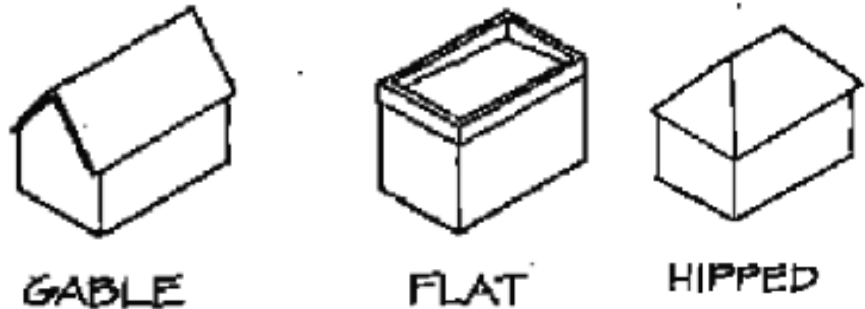
Suggested configurations include the following:

- **Windows:** Rectangular, square, round (18 inch maximum outer diameter), semi-circular.
- **Window Operations:** Casement, single and double-hung, industrial, fixed frame.
- **Door Operations:** Casement, french, sliding.

Roofs & Gutters

Suggested roof types include the following:

- Gabled, hipped, flat, and domed (down spouts are to match gutters in material and finish).
- Flat roofs shall be concealed or screened.



Rooflines enhance the architectural features of buildings. (Illustration Credit: *Design Guidelines for Manchester's Commercial and Historic Districts*, prepared by Land Works and Smith & Vansant, Architects, 2001.)

Suggested finish materials include the following:

- **Metals:** Painted galvanized steel, copper, aluminum, zinc-aluminum.
- **Shingles:** Asphalt or metal, “dimensional” type, slate, cedar shake.
- **Tile:** Clay, terra cotta, concrete.
- **Gutters:** Copper, Aluminum, Painted galvanized steel.

* Rubber panels and sealed membrane roofs are allowed on flat roofs or low-pitched roofs.

Suggested configurations include the following:

- **Metals:** Standing seam, 24-inch maximum spacing, panel ends exposed at overhang.
- **Shingles:** Square, rectangular, fish-scale, shield.
- **Gutters:** Rectangular section, square section, half-round section.

Garden Walls & Fences

Suggested materials include the following:

- Wood (termite resistant, painted white, left natural, or painted/stained with colors approved by the ARB), Concrete masonry units with stucco (C.B.S.), reinforced concrete with stucco, wrought iron, brick, cement board siding, stone

Suggested finish materials include the following:

- Wood: Picket Fences: minimum 30% opaque, with corner posts. Other: to match building walls.
- Stucco: With texture and color to consistent with building walls.
- Wrought Iron: Vertical, 5/8 inch minimum dimension, 3 inch to 4 inch spacing.

* Chain-link fencing is not permitted.



C. Access

The ARB may require the applicant to present a traffic survey conducted by a qualified traffic engineer evaluating the impact of the anticipated traffic on the safety and congestion of traffic flow on the public roadway, and on pedestrian use in front of the property. The ARB may require such measures as are necessary to ensure pedestrian and vehicular safety and ease of travel, including limiting access to and from the parking area to right turns only, and requiring other measures to enhance visibility for persons exiting from the parking area and for drivers and pedestrians on the public roadways. All developments shall locate parking lots behind, below, or between structures, hidden from view of the road by proper screening (see section on screening).



Brick paver crosswalks increase pedestrian safety. (Picture Credit: www.baristanet.com, 2009.)

It is the intent of the ARB is to provide safe access for all pedestrians and bicyclists. This is to be achieved by limiting curb cuts, providing clearly marked and designated crosswalks through the use of brick, stamped asphalt, and bollards. To reduce the speed of passing vehicular traffic, the ARB may require minimum sight line distances depending on present or anticipated traffic conditions and upon posted speed limits and surveyed average vehicular speeds.

The applicant shall demonstrate that the site design makes proper provision for pedestrian access and safety. All site plans shall provide for pedestrian walkways and circulation in and around buildings. Sidewalks shall be constructed parallel to roadways. Pedestrian pathways allowing access from the sidewalk to the primary building entrance are required.

Vehicular entrances shall be a maximum of 25 feet wide and shall be clearly defined. Vehicular entrances shall not exceed 30% of the lot frontage. The total number of entrances that can safely be accommodated along the same road will be a consideration for approval or disapproval of a special permit and/or site plan application. Wherever possible, each development shall be limited to one access point per property on the same road. Shared entrances are allowed and encouraged, as well as use of side entrances that provide access to multiple developments.

On-Street Parking

On-street parking is encouraged throughout the district. Parking need not be contiguous with the building or the use it serves. Minimum parking requirements in the LCVD-1 and LCVD-2 are as follows:

- 2 spaces/dwelling unit
- 1 space/400 sf of retail
- 1 space/300 sf of office

Shared parking solutions are preferred. Required parking minimums can be reduced by up to 50% with a shared parking solution approved by the Commission. The applicant shall provide a parking analysis justifying the proposed shared parking solution.

Minimum parking space dimensions for perpendicular or diagonal parking shall be 9 x 17 with 10-foot drive lanes (20 foot for 2 way traffic) and parallel parking spaces shall be 8 x 20 minimum with 10-foot drive lanes (20 foot for 2 way traffic). Parking shall be provided as necessary to meet the requirements of the Americans with Disabilities Act (ADA). The layout of parking along any roadway shall be determined in consultation with the Public Works Director and Town Planner.

Off-Street Parking

Off-street surface parking lots shall be setback a minimum of 10 feet from the sidewalk line. Surface parking lots may be built up to the property line or sidewalk on all secondary street frontages. All parking lots shall be screened (see screening section). Alleys may be incorporated into lots as standard drive aisles. Access to all properties adjacent to the alley shall be maintained. Access between parking lots across property lines is also encouraged.

Circular drives are prohibited except for civic buildings in LCVD-1 and LCVD-2. Circular drives are permitted in LCVD-3. Where space permits, garage doors shall face the side or the rear, not the front. Off-street parking areas in front of new buildings are discouraged. Off-street parking areas in front of existing buildings are discouraged if alternative parking solutions exist.

III. Gales Ferry Design Districts

A. Façade & Building Design

GFDD-1 & GFDD-2

The minimum lot size shall be 25,000 square feet for buildings in the GFDD-1 and GFDD-2. Lot coverage by all impervious surfaces including buildings, structures, parking areas, and access roads shall not exceed 80% of the total lot area. Building coverage shall not exceed 40%. The rear yard setback shall be at least 20 feet. The side yard setback shall be a minimum of 12 feet, and a minimum of 24 feet combined on both side yards of the building. The minimum lot frontage for a building is 75 feet.

All commercial, mixed-use, and residential developments should be built to the sidewalk line. It is the intent of the ARB and these guidelines to minimize front yard setbacks, and produce a harmonious streetscape and street edge with similarly scaled, massed, and designed buildings. Appropriate exceptions for disruption to a continuous streetscape building setback would be for the placement of commercial hardscapes, plazas, parks, and green space.

Residential structures are allowed a greater front setback (not to exceed 10 feet from the sidewalk line) to create a comfortable transition zone between the public and private realm. The transition zone may include screening (see screening section), front lawns, trees, landscaping (native species), bay windows, porches, and other architectural embellishments.

One structure may share no more than one party wall with another structure on a separate lot. The front or side of every building shall face the street. Loading docks, overhead doors and service entries are prohibited from facing the street. Building height should not exceed 35 feet. The lowest point of an egress shall not exceed 35 feet without approval from the Fire Marshal.



New development should establish a consistent setback. (Illustration Credit: *Design Guidelines for Manchester's Commercial and Historic Districts*, prepared by Land Works and Smith & Vansant, Architects, 2001.)

Ac
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sory structures are permitted, and uses may include parking, accessory dwelling units, storage space, and trash receptacles. Home occupation uses are not allowed unless in a single-family dwelling. Accessory structures shall not be greater than 660 square feet in footprint and shall not exceed two (2) stories in height. Garages, carports, and other accessory structures shall have a front setback of 60 feet from the front boundary line of the parcel.

Civic Buildings

Civic buildings are encouraged in the GFDD-1 and GFDD-2 to add to the character of the district. Civic buildings may be set farther back from the street than other non-civic buildings in the district. Civic buildings include, but are not limited to, municipal buildings, churches, libraries, schools, recreation facilities, and places of assembly. Civic buildings do not include retail buildings, residential buildings, or privately owned office buildings.

B. Architectural Detail

The requirements and materials described in this section are intended to provide direction to applicants on the types of syntax the ARB expects to find on new or improved structures. Alternative materials may be proposed by the applicant and may be approved by the ARB if they meet the purpose and intent of the district.

Columns, Arches, Piers, Railings & Balustrades

Columns and piers should be spaced no farther apart than they are tall. Suggested finish materials include the following:

- **Columns:** Wood (painted or natural), cast iron, concrete with smooth finish.
- **Arches:** Concrete masonry units with stucco (C.B.S.), reinforced concrete with stucco, brick, wood.
- **Piers:** Concrete masonry units with stucco (C.B.S.), reinforced concrete with stucco, brick, wood.
- **Railings & Balustrades:** Wood (termite resistant), painted or natural, wrought iron, balustrades shall not be farther apart than 3-inch minimum or 4 inch maximum.



Stone Arch. (Picture Credit: <http://www.designpov.com/images/RichardsonianArch.jpg>)

Suggested configurations include the following:

- **Columns:** Square (6 inch minimum, with or without capitals and bases), round (6 inch minimum outer diameter, with or without capitals and bases), classical orders.
- **Arches:** Semi-circular & segmental.
- **Piers:** 8-inch minimum dimension.
- **Porches:** Railings 2-3/4 inch minimum diameter, Balustrades shall not be farther apart than 3-inch minimum or 4 inch maximum.



Square Craftsman Column. (Picture Credit: <http://www.pacificcolumns.com/images/columns/composite-columns-ct-main.jpg>)

Windows & Doors

Window openings facing streets shall be oriented vertically. Storefront windows shall be single panes of glass not larger than 6 feet in height x 4 feet in width. For retail uses, windows shall cover 75% of the street frontage on the ground floor facing the street. Storefront windows shall begin a maximum of three feet height above the sidewalk.

Suggested accessories include the following:

- Shutters (standard), wooden window boxes, muntins and mullions, fabric awnings (no backlighting; no glossy-finish fabrics).

Suggested finish materials include the following:

- **Windows & Storefronts:** Wood, aluminum, copper, steel, cement board siding, doors, wood or metal, fiberglass.

Suggested configurations include the following:

- **Windows:** Rectangular, square, round (18 inch maximum outer diameter), semi-circular.
- **Window Operations:** Casement, single and double-hung, industrial, fixed frame.
- **Door Operations:** Casement, french, sliding.

Roofs & Gutters

Suggested roof types include the following:

- Gabled, hipped, flat, and domed (down spouts are to match gutters in material and finish).
- Flat roofs shall be concealed or screened.

Suggested finish materials include the following:

- **Metals:** Painted galvanized steel, copper, aluminum, zinc-aluminum.
- **Shingles:** Asphalt or metal, “dimensional” type, slate, cedar shake.
- **Gutters:** Copper, aluminum, painted galvanized steel.

* Rubber panels and sealed membrane roofs are allowed on flat roofs or low-pitched roofs.

Suggested configurations include the following:

- Metals: Standing seam, 24-inch maximum spacing, panel ends exposed at overhang.
- Shingles: Square, rectangular, fish-scale, shield.
- Gutters: Rectangular section, square section, half-round section.

Garden Walls & Fences

Suggested materials include the following:

- Wood (termite resistant, painted white, left natural, or painted/stained with colors approved by the ARB), concrete masonry units with stucco (C.B.S.), reinforced concrete with stucco, wrought Iron, brick, cement board siding, stone.

Suggested finish materials include the following:

- Wood: Picket fences: minimum 30% opaque, with corner posts.
Other: to match building walls.
- Stucco: With texture and color to match building walls.
- Wrought Iron: Vertical, 5/8 inch minimum dimension, 3 inch to 4 inch spacing.

* Chain link fencing is not permitted.



Picture Credit: www.bejane.com



Picture Credit:
http://www.mainstreetfranklinmi.com/storage/streetscape_fence.png?SQUARESPACE_CACHEVERSION=1279599551415

C. Access

The ARB may require the applicant to present a traffic survey conducted by a qualified professional engineer evaluating the impact of the anticipated traffic on the safety and congestion of traffic flow on the public roadway, and on pedestrian use in front of the property. The ARB may require such measures as are necessary to ensure pedestrian and vehicular safety and ease of travel, including limiting access to and from the parking area to right turns only, and requiring other measures to enhance visibility for persons exiting from the parking area and for drivers and pedestrians on the public roadways. All developments should locate parking lots behind, below, or between structures, hidden from view of the road by proper screening (see section on screening).



It is the intent of the Design Guidelines to provide safe access for all pedestrians, bicyclists, and vehicular drivers. This is to be achieved by limiting and consolidating curb cuts, providing clearly marked and designated crosswalks through the use of brick, stamped asphalt, and bollards. All new developments should provide parking at the rear of the building, accessible through either a shared entrance, alley or side streets. This will consolidate and eliminate the need for multiple entrance and egress points for vehicles, slowing vehicle traffic, and forcing entry towards a single shared entrance.



Pedestrian access should feel safe and inviting.

Vehicular entrances shall be a maximum of 25 feet wide and shall be clearly defined. Vehicular entrances shall not exceed 30% of the lot frontage. The total number of entrances that can safely be accommodated along the same road will be a consideration for approval or disapproval of a special permit and/or site plan application. Wherever possible, each development shall be limited to one access point per property on the same road. Shared entrances are encouraged, as well as use of side entrances that provide access to multiple developments.

The ARB will work with the developer to identify opportunities to convert curb cuts and wide business entrances into four-way intersections with clearly defined crosswalks, landscaped islands, and signage, making access and travel easier for pedestrians and bicyclists. The result of shared access points and rear service alleys is intended to be a solid, unified massing of buildings facing the street, increasing the desirability, need, and use for sidewalks and reducing vehicular traffic.

All site plans shall provide for pedestrian walkways and circulation in and around buildings. Sidewalks should be constructed parallel to roadways. Pedestrian pathways allowing access from the sidewalk to the primary building entrance are required.

On-Street Parking

On-street parking is discouraged in the GFDD-1 and GFDD-2 districts. However, it may be approved by the ARB. Plans must be reviewed by the Public Works Director and Town Planner. If on-street parking is provided, it shall meet the requirements of the Americans with Disabilities Act (ADA).

Off-Street Parking

Off-street surface parking lots shall be set back a minimum of 10 feet from the sidewalk line. Surface parking lots may be built up to the property line or sidewalk on all secondary street frontages. All parking lots must be screened (see screening section) to meet the standards of the ARB. Alleys may be incorporated into lots as standard drive aisles. Access to all properties adjacent to the alley shall be maintained. Access between parking lots across property lines is also encouraged.

Circular drives are prohibited except for civic buildings in GFDD-1 and GFDD-2. Where space permits, garage doors shall face the side or the rear, not the front. Off-street parking areas in front of new buildings are not allowed. Off-street parking areas in front of existing buildings shall be discouraged wherever alternative parking solutions exist.



Streetscape. Source: Design Guidelines for the Village of Watkins Glen prepared by Synthesis.