# Chapter 22.5- Overlay Districts

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Section 1: Intent

Thomasville seeks to promote preservation, infill development, and revitalization throughout the city, in its traditional communities, and upon individual blocks and lots. As such, it is the intent of the Victoria Place overlay district to enable, encourage, and qualify the following policies:

1. In General and Throughout the City:
   a. Implement the Comprehensive Plan and the Victoria Place Redevelopment Plan;
   b. Enhance the viability of local businesses and reduce travel demand by focusing growth in existing neighborhoods with infrastructure, services, employment centers, and schools;
   c. Locate workforce housing near job opportunities while avoiding concentrations of poverty;
   d. Establish Thomasville as a city of compact, walkable, mixed-use neighborhoods in which ordinary activities of daily living occur within walking distance of most homes, allowing independence to those who do not drive; and
   e. Create an interconnected network of streets and pathways that are safe and secure for vehicles, bicycles, and pedestrians; and reduce automobile traffic.

2. Within the City's Neighborhoods:
   a. Preserve and extend the historic neighborhood character through the design and placement of building types and public spaces; and
   b. Enable mixed-use corner stores and mainstreets to remain or return as vibrant social and commercial centers.

3. At the Scale of the Block and Building:
   a. Use buildings to frame streets and public spaces, resulting in a high-quality, interesting, and human-scaled environment;
   b. Ensure that landmark buildings are sited at important locations, and that they promote a form that reflects their civic stature;
   c. Provide a measure of predictability to property owners and occupants about what may be built on their land or that of their neighbors;
   d. Promote sustainability by encouraging a range of building types and sizes that can readily adapt to changes in the economy, the surrounding community, or the needs of their owner; and
   e. Ensure that architecture and landscape grow from local climate, history, and building practice.

HOW TO USE THE OVERLAY ORDINANCE

1. Familiarize yourself with the structure of this document, which uses tables and graphics as the primary means of conveying regulations.

2. Review the standards in Sec. 2: General to All Development (pg.3.), including the Victoria Place overlay district map. Identify your parcel and verify that it is part of the overlay district. If so, continue to #3.

3. If you are constructing a building follow steps (a-d). For all other construction proceed to #4 below.
   a. Review Sec. 3 Building Types, specifically the menu of types promoted by this code (pg. 5).
   b. Select your desired building type (Sub-section 3.1 – 3.10; pg.’s 6-15). For a campus or site with multiple buildings review Sub-section 3.11 (pg. 18) as well.
   c. Select an appropriate frontage type from Sec. 4: Frontages and Building Elements (pg. 19).
   d. Comply with Sec. 5: Architecture (pg. 22).

4. Based upon individual need, examine the following standards:
   a. Sec. 6: Fences and Walls (pg.25)
   b. Sec. 7: Parking (pg. 26)
   c. Sec. 8: Lighting (pg.28)
   d. Sec. 9: Uses (pg. 29)

5. Examine Sec. 10: Administration (pg. 32) for an understanding of the review and approval process.

6. Refer to Sec. 11: Definitions (pg. 33) as needed.
Section 2: General to All Development

1. The delineation of the Victoria Place overlay district (VPO) is conveyed below, and is outlined on the official zoning map of the City.

2. The Victoria Place overlay district overlays three (3) current zoning districts that are referred to as “base zoning.”

3. **State and Local Codes.**
   a. Except where specifically addressed herein, the standards of the underlying zoning district shall apply. In the case of conflict, the standards of the VPO shall take precedent.
   b. In the case of conflict between the standards of the VPO and those contained elsewhere in the Thomasville Municipal Code, the standards contained in the VPO shall always prevail.
   c. Development must comply with all state and local building codes.

4. **Creating Streets.** New or improved public or private vehicular rights of way, easements, access-ways, and driveways that:
   a. Will front a building type or civic space type depicted in this Code; or
   b. Are necessary to maintain or establish an uninterrupted and interconnected network of blocks and streets...

5. **Dead-End Streets and Cul-de-Sacs.** Dead-end streets and cul-de-sacs shall not be permitted.

6. **Terminated Vistas.** In order to improve spatial definition and orientation on each street, terminated vistas shall be encouraged using buildings, civic spaces, roundabouts, statues, ornamentation, or natural features.

7. **Traffic Calming.** To the maximum extent practicable on-street parking shall be encouraged as a means of calming traffic.

8. **Lot Frontage.** The primary frontage of a lot shall be along one of the following:
   - A thoroughfare right-of-way;
   - A thoroughfare with development on one side and a civic space on the other (see diagram below, left);
   - Directly upon a civic space in which there is no thoroughfare located between the primary frontage and the civic space (see diagram below, center); or
   - Directly upon a pedestrian passage or rear alley / lane (see diagram below, right).
12. **Reverse Frontage Lots.** Reverse frontage lots shall be prohibited. Arterials, collectors, and local streets shall be incorporated into the structure of all future blocks, with access to the first tier of lots provided directly from the thoroughfare, a perpendicular street, or a rear alley / lane.

13. **Rear Alleys and Lanes.** Rear alleys and lanes shall be provided along the rear property lines of lots intended for new development when the lots are part of a block face with an average lot width of 55 feet or less at the building setback line.

14. **Exceptions from Build-to-lines.** The Supervisory Planner may grant an exception to the required build-to line in order to avoid trees with a caliper greater than 8”; in the case of an irregularly shaped lot; or where existing adjacent buildings are set behind the required build-to-line, a building may be set to align with the façade of the front-most adjacent property. All other standards, including parking location and design shall be adhered to.

14. **Exceptions to Lot Coverage Requirements.** In the R2 zone the required maximum lot coverage shall be 60%. If the design is consistent with the intent of this overlay district (Section 1), the Architectural Review / Zoning Appeals Board may grant a variance permitting a proposal for multi-family residential, mixed use, or commercial structures to exceed this percentage.

15. **Building Height.**
   a. **Determining Overall Building Height.** Building height shall be measured in number of stories from the natural grade or finished grade adjacent to the building exterior to the highest point of coping of a flat roof, the top of a mansard roof, or the highest point of the highest pitched roof.
   b. **Number of Stories Permitted.** The maximum number of stories (floors) is determined by building type. Building Types are found in Section 3.
   c. **Determining the Height of each Story.** All heights are measured finished floor to highest point of the finished ceiling.
   d. **Ground floor Finish Level.** Minimum and maximum ground floor finish level (measured from adjacent finished grade) are established by building type. Where maximum ground floor finish level exceeds the permitted height, the undercroft (basement, crawl space, or storage area) shall count as a story.
   e. **½ Story.** A ½ story is the top floor of a building that has a maximum exterior wall height not to exceed 6 feet, creating a sloped ceiling on the top level of the structure. Dormers may be used to provide egress windows as required by the adopted building code. See diagram at right.
   f. **Appurtenances.** Architectural, Mechanical, and Structural Appurtenances may exceed the allowable building height, as conveyed in Section 5 (Architecture).

16. **Utilities.**
   a. To the maximum extent practicable, all utility connections including, but not limited to, electric, phone, cable, etc., shall be placed underground.
   b. Where a utility easement exists at the front of the lot, the furthest most portion of said easement (from the ROW) shall serve as the lot line for purposes of establishing the front setback.
Section 3: Building Types

Building Types Promoted by this Code

- Small House
- Medium House
- Large House
- Mansion Apartment House
- Duplex
- Townhouse
- Corner Store
- Shopfront Building
- Flex Building
- Landmark Building (Civic)
- Landmark Building (School)
### Section 3.1: Small House

This building type is a compact, detached structure on a small lot that incorporates one unit. This type allows for appropriately-scaled, well-designed higher density housing within a primarily single-family, walkable neighborhood. While residential in form, this building type is also appropriate for low intensity retail, service, and office uses, and is often located near, or even on a neighborhood main street.

<table>
<thead>
<tr>
<th>Lot:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Area</td>
</tr>
<tr>
<td>Lot Width</td>
</tr>
<tr>
<td>Build-to line locations</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Interior lots:</td>
</tr>
<tr>
<td>Side setback</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Rear setback</td>
</tr>
<tr>
<td>Building facade</td>
</tr>
<tr>
<td>Building coverage</td>
</tr>
<tr>
<td>Dwelling area</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Height:</th>
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</thead>
<tbody>
<tr>
<td>Building height</td>
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<tr>
<td></td>
</tr>
<tr>
<td>Story height</td>
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<td></td>
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<td></td>
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<tr>
<td></td>
</tr>
<tr>
<td>First floor elevation</td>
</tr>
<tr>
<td></td>
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<tr>
<td></td>
</tr>
</tbody>
</table>

**Required Frontage:**

Buildings are required to have a front porch (may be waived and replaced by a stoop with Zoning Administrator Approval).

**Use:**

This building type / lot may house all permitted uses in the Victoria Place overlay district as defined in Section 9 (Uses); except: Dwelling, Two-Family and Multi-Family; Personal Care Home, Family and Group; Live Work Townhouse; Corner Store; and uses specific to Landmark Buildings.
Section 3.2: Medium House

This building type is a medium-sized detached structure on a moderate-sized lot that incorporates one unit. It is typically located in a walkable single-family residential neighborhood, potentially near a mainstreet. While primarily used for single-family housing, this type is appropriate for bed and breakfast lodging, as well as low intensity group living, offices, and services.

Lot:

<table>
<thead>
<tr>
<th>Lot Area</th>
<th>No min.</th>
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<tbody>
<tr>
<td>Lot Width</td>
<td>45 ft. min.; 70 ft. max.</td>
</tr>
<tr>
<td>Build-to line locations</td>
<td>Corner lots: 0—10 ft. from front property line. 0—10 ft. from side street property line. Interior lots: 0—15 ft. from front property line.</td>
</tr>
<tr>
<td>Side setback</td>
<td>Primary Structure: 5 feet min. Accessory Structure: 0 feet min.</td>
</tr>
<tr>
<td>Rear setback</td>
<td>None.</td>
</tr>
<tr>
<td>Building facade</td>
<td>30—80 percent of lot frontage.</td>
</tr>
<tr>
<td>Building coverage</td>
<td>50 percent max.</td>
</tr>
<tr>
<td>Dwelling area</td>
<td>900 sq. ft. min.</td>
</tr>
</tbody>
</table>

Height:

| Building height | Main Building: 2 ½ stories max. Accessory Dwelling Unit: 2 stories max. |
| First floor elevation | 2 ft. above grade, min. On the north side of Victoria Place St. (2 ft. – 3 ft. min.) above grade, as determined by the Zoning Administrator. 5 ft. above grade, max. |

Required Frontage:

A front porch is required (may be waived and replaced by a stoop with Zoning Administrator Approval).

Use:

This building type / lot may house all permitted uses in the Victoria Place overlay district as defined in Section 9 (Uses); except: Dwelling, Two-Family and Multi-Family; Personal Care Home (Group); Live Work Townhouse; Corner Store; and uses specific to Landmark Buildings.
## Section 3.3: Large House

This building type is a large detached structure on a large lot that incorporates one unit. It is typically located within a primarily single-family neighborhood in an urban setting. While primarily used for single family housing, this building type is appropriate for bed and breakfast lodging and low intensity group living.

### Lot:

<table>
<thead>
<tr>
<th>Description</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Area</td>
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</tr>
<tr>
<td>Lot Width</td>
<td>65 ft. min.</td>
</tr>
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<td>Build-to line locations</td>
<td></td>
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<tr>
<td>Corner lots:</td>
<td></td>
</tr>
<tr>
<td>0—20 ft. from front property line.</td>
<td></td>
</tr>
<tr>
<td>0—20 ft. from side street property line.</td>
<td></td>
</tr>
<tr>
<td>Interior lots:</td>
<td></td>
</tr>
<tr>
<td>0—25 ft. from front property line.</td>
<td></td>
</tr>
<tr>
<td>Side setback</td>
<td>Primary Structure: 5 feet min.</td>
</tr>
<tr>
<td></td>
<td>Accessory Structure: 0 feet min.</td>
</tr>
<tr>
<td>Rear setback</td>
<td>None.</td>
</tr>
<tr>
<td>Building facade</td>
<td>40—70 percent of lot frontage.</td>
</tr>
<tr>
<td>Building coverage</td>
<td>50 percent max.</td>
</tr>
<tr>
<td>Dwelling area</td>
<td>1200 sq. ft. min.</td>
</tr>
</tbody>
</table>

### Height:

<table>
<thead>
<tr>
<th>Description</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building height</td>
<td></td>
</tr>
<tr>
<td>Main Building</td>
<td>2 ½ stories max.</td>
</tr>
<tr>
<td>Accessory Dwelling Unit</td>
<td>2 stories max.</td>
</tr>
<tr>
<td>Story height</td>
<td></td>
</tr>
<tr>
<td>Ground floor:</td>
<td></td>
</tr>
<tr>
<td>Residential:</td>
<td>14 ft. max.</td>
</tr>
<tr>
<td>Non-residential:</td>
<td>10 ft. min., 14 ft. max.</td>
</tr>
<tr>
<td>Upper story:</td>
<td>8 ft. min., 12 ft. max.</td>
</tr>
<tr>
<td>First floor elevation</td>
<td>2 ft. above grade, min.</td>
</tr>
<tr>
<td></td>
<td>On the north side of Victoria Place St. (2 ft. – 3 ft. min.) above grade, as determined by the Zoning Administrator.</td>
</tr>
<tr>
<td></td>
<td>5 ft. above grade, max.</td>
</tr>
</tbody>
</table>

### Required Frontage:

Buildings are required to have a front porch (may be waived or replaced by a stoop with Zoning Administrator Approval).

### Use:

This building type / lot may house all permitted uses in the Victoria Place overlay district as defined in Section 9 (Uses); except: Dwelling, Two-Family; Dwelling, Multi-Family; Live Work Townhouse; Corner Store; and uses specific to Landmark Buildings.
**Section 3.4: Mansion Apartment House**

This building type consists of three to twelve side-by-side and / or stacked dwelling units, typically with one shared entry or individual entries along the front. This type has the appearance of a large-sized family home and is appropriately scaled to fit within a single-family medium-density neighborhood. This building type is critical to the effort to provide a broad choice of housing that promotes walkability. While residential in form, this building type may be appropriate for group living.

<table>
<thead>
<tr>
<th>Lot:</th>
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<tbody>
<tr>
<td>Lot Area</td>
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<tr>
<td>Lot Width</td>
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<tr>
<td>Build-to line locations</td>
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<tr>
<td>Side setback</td>
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<tr>
<td>Rear setback</td>
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<tr>
<td>Building facade</td>
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<tr>
<td>Building coverage</td>
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<tr>
<td>Dwelling area</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Height:</th>
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</thead>
<tbody>
<tr>
<td>Building height</td>
</tr>
<tr>
<td>Story height</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>First floor elevation</td>
</tr>
</tbody>
</table>

**Required Frontage:**

Buildings are required to have a front porch (may be waived and replaced by a stoop with Zoning Administrator Approval).

**Use:**

This building type / lot may only house Multi-Family units and Personal Care Homes as defined in Section 9 (Uses).
### Section 3.5: Duplex

This building type consists of two side-by-side or two stacked dwelling units, both facing the street. The Duplex is properly scaled, and designed to appear as a moderate to large single-family home, allowing for the introduction of medium density housing within a primarily detached single-family neighborhood. This type is important for providing a broad choice of housing options that promote walkability. While residential in form, this building type is appropriate for low intensity retail, service, and office uses.

<table>
<thead>
<tr>
<th>Lot:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Area</td>
<td>No min.</td>
</tr>
<tr>
<td>Lot Width</td>
<td>35 ft. min.</td>
</tr>
<tr>
<td>Build-to line locations</td>
<td>Corner lots:</td>
</tr>
<tr>
<td></td>
<td>0—10 ft. from front property line.</td>
</tr>
<tr>
<td></td>
<td>0—10 ft. from side street property line.</td>
</tr>
<tr>
<td></td>
<td>Interior lots:</td>
</tr>
<tr>
<td></td>
<td>0—15 feet from front property line.</td>
</tr>
<tr>
<td>Side setback</td>
<td>Primary Structure: 5 feet min.</td>
</tr>
<tr>
<td></td>
<td>Accessory Structure: 0 feet min.</td>
</tr>
<tr>
<td>Rear setback</td>
<td>None.</td>
</tr>
<tr>
<td>Building facade</td>
<td>30—80 percent of lot frontage.</td>
</tr>
<tr>
<td>Building coverage</td>
<td>50 percent max.</td>
</tr>
<tr>
<td>Dwelling area</td>
<td>1200 sq. ft. min.</td>
</tr>
</tbody>
</table>

### Height:

| Building height        | Main Building: 2 ½ stories max. |
|                       | Accessory Dwelling Unit: 2 stories max. |
| Story height           | Ground floor:                     |
|                       | Residential: 14 ft. max.          |
|                       | Non-residential: 10 ft. min., 14 ft. max. |
|                       | Upper story: 8 ft. min., 12 ft. max. |
| First floor elevation  | 2 ft. above grade, min. On the north side of Victoria Place St. (2 ft. – 3 ft. min. above grade), as determined by the Zoning Administrator. |
|                       | 5 ft. above grade, max.           |

### Required Frontage:

Entry frontage for each unit shall have a porch (may be replaced by a stoop with Zoning Administrator Approval).

### Use:

Where the underlying zoning is R2 this building type / lot may only house Two-Family Dwellings as defined in Section 9 (Uses). Otherwise, this building type / lot may house all permitted uses in the Victoria Place overlay district as defined in Section 9 (Uses); except: Dwelling, Single-Family and Multi-Family; Live Work Townhouse; Corner Store; and uses specific to Landmark Buildings.
Section 3.6: Townhouse

This building type is a small to medium-sized attached structure that consists of three to eight dwelling units placed side-by-side. This Type is typically located within medium-density neighborhoods or in a location that transitions from a primarily single-family neighborhood into a neighborhood main street. While primarily residential in form, this Type may be used for live-work and similar medium intensity retail, service, and office uses.

Lot:

<table>
<thead>
<tr>
<th>Lot Area</th>
<th>No min.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Width</td>
<td>50 ft. min., 200 ft. max.; Dwelling width: 16 ft. min.</td>
</tr>
</tbody>
</table>

Build-to line locations

| Corner lots:           | 0—10 ft. from front property line. |
|                       | 0—10 ft. from side street property line. |
| Interior lots:         | 0—15 ft. from front property line. |

Side setback

Primary Structure: 5 feet min.
Accessory Structure: 0 feet min.

Rear setback

None.

Building facade

75—100 percent of lot frontage.

Building coverage

85 percent max.

Dwelling area

600 sq. ft. min.

Height:

Building height

Main Building: 2 stories min., 3 stories max.
Accessory Dwelling Unit: 2 stories max.

Story height

Ground floor:
Residential: 14 ft. max.
Non-residential: 10 ft. min., 14 ft. max.
Upper story: 8 ft. min., 12 ft. max.

First floor elevation

1st Floor Residential: 3 ft. above grade, min. (4 ft. encouraged).
1st Floor Non-Residential: 0” – 6” above grade, max.

Required Frontage:

Buildings are required to have either a front porch or stoop.

Use:

Where the underlying zoning is R2 this building type / lot may only house Multi-Family Dwellings and Live Work Townhouses as defined in Section 9 (Uses). Otherwise, this building type / lot may house all permitted uses in the Victoria Place overlay district as defined in Section 9 (Uses); except: Dwelling, Single Family and Two-Family, Corner Store, and uses specific to Landmark Buildings. NOTES: Mixed-use with upper-story residential is encouraged. Personal Care Homes shall be limited to 2 residents per individual unit (dwelling).
Section 3.7: Corner Store

This building type is a small to medium-sized retail structure that sits on a corner facing lot at a prominent intersection or neighborhood center. The building contains a ground floor shopfront located along the sidewalk at the street level. It is typically located within a residential neighborhood in a walkable urban setting. If more than one story, this building type may be mixed-use with either a residence or office space on the upper floor.

Lot:

<table>
<thead>
<tr>
<th>Lot Area</th>
<th>No min.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Width</td>
<td>35 ft. min., 70 ft. max.</td>
</tr>
</tbody>
</table>

Build-to line locations

<table>
<thead>
<tr>
<th>Corner lots:</th>
<th>0 ft. from front property line.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0 ft. from side street property line.</td>
</tr>
</tbody>
</table>

Side setback

| Primary Structure: 5 feet min. |
| Accessory Structure: 0 feet min. |

Rear setback

| None. |

Building facade

| 70—100 percent of lot frontage. |

Building coverage

| 80 percent max. |

Dwelling area

| 600 sq. ft. min. |

Height:

<table>
<thead>
<tr>
<th>Building height</th>
<th>Main Building: 2 stories min., 3 stories max.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accessory Dwelling Unit: 2 stories max.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Story height</th>
<th>Ground floor: 10 ft. min., 14 ft. max.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upper story: 8 ft. min., 12 ft. max.</td>
<td></td>
</tr>
</tbody>
</table>

First floor elevation

| Commercial form: 0” – 6” above grade, max. |
| Residential form: 2 ft. – 3 ft. above grade, min. The Corner Store shall be commercial in form, except where approved by the Zoning Administrator. |
| 5 ft. above grade, max. |

Required Frontage:

Building fronts are required to have at least one of the following: gallery, colonnade, arcade, terrace, second floor balcony, canopy, awning, or porch (residential character only).

Use:

**First Floor:** This building type / lot may only house a Corner Store use on the first floor as defined in Section 9 (Uses).

**Upper Stories:** On upper stories, this building type may house all permitted uses in the Victoria Place overlay district as defined in Section 9 (Uses), except: Live Work Townhouse and Personal Care Home (Group). In an effort to create mixed-use residential buildings; single-family, two-family, and multi-family dwellings shall be encouraged on upper floors.
### Section 3.8: Shopfront Building

This building type is a small to medium-sized detached structure of one to two stories with a storefront treatment that most often accommodates commercial uses. The front façade is typically flat, often with a canopy or awning frontage. The entry may be recessed. This type is a primary component of a mixed-use mainstreet.

<table>
<thead>
<tr>
<th>Lot:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Area</td>
</tr>
<tr>
<td>Lot Width</td>
</tr>
<tr>
<td>Build-to line locations</td>
</tr>
<tr>
<td>Corner lots:</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Interior lots:</td>
</tr>
<tr>
<td>Side setback</td>
</tr>
<tr>
<td>Rear setback</td>
</tr>
<tr>
<td>Building facade</td>
</tr>
<tr>
<td>Building coverage</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Height:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building height</td>
</tr>
<tr>
<td>Story height</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>First floor elevation</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Glazing / Transparency</th>
</tr>
</thead>
<tbody>
<tr>
<td>In order to provide clear views of merchandise in stores and to provide natural surveillance of exterior street spaces, the ground-floor along the building frontage shall have un-tinted transparent shopfront windows and / or doors covering no less than 75% of the wall area of principal façade. Corner lots: no less than 50% of the wall area of the secondary façade.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Required Frontage:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building fronts are required to have at least one of the following: gallery, colonnade, arcade, terrace, second floor balcony, canopy, or awning.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Use:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Floor:</strong> This building type / lot may only house non-residential uses on the first floor as defined in Section 9 (Uses); except: Corner Store.</td>
</tr>
<tr>
<td><strong>Upper Stories:</strong> On upper stories, this building type may house all permitted uses in the Victoria Place overlay district as defined in Section 9 (Uses). In an effort to create mixed-use residential buildings; single-family, two-family, and multi-family dwellings shall be encouraged on upper floors.</td>
</tr>
</tbody>
</table>
Section 3.9: Flex Building

This building type is a small to large-sized detached structure of one to two stories with a storefront or workshop treatment that most often accommodates commercial, recreational entertainment, and light industrial uses that are too large or too intense to be appropriately housed in a Shopfront building type. This building is inspired by the local vernacular, including the city's railroad sheds, warehouses, and retail and service establishments on Stephens St. and E. Clay St. The front façade is typically flat, often with a canopy or awning frontage. This type is a primary component of a flexible urban neighborhood that provides a mix of buildings.

Lot:

<table>
<thead>
<tr>
<th>Lot Area</th>
<th>No min.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Width</td>
<td>35 ft. min., 250 ft. max.</td>
</tr>
<tr>
<td>Build-to line locations</td>
<td>Corner lots:</td>
</tr>
<tr>
<td></td>
<td>0 – 10 ft. from front property line.</td>
</tr>
<tr>
<td></td>
<td>0 – 10 ft. from side street property line.</td>
</tr>
<tr>
<td></td>
<td>Interior lots:</td>
</tr>
<tr>
<td></td>
<td>0 – 15 ft. from front property line.</td>
</tr>
<tr>
<td>Side setback</td>
<td>None</td>
</tr>
<tr>
<td>Rear setback</td>
<td>None</td>
</tr>
<tr>
<td>Building facade</td>
<td>80—100 percent of lot frontage.</td>
</tr>
<tr>
<td>Building coverage</td>
<td>80 percent max.</td>
</tr>
</tbody>
</table>

Height:

<table>
<thead>
<tr>
<th>Building height</th>
<th>Main Building: 1 story min., 3 stories max. Accessory Dwelling Unit: 2 stories max.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Story height</td>
<td>Ground floor: 10 ft. min., 20 ft. max. Upper story: 8 ft. min., 12 ft. max.</td>
</tr>
<tr>
<td>First floor elevation</td>
<td>0” – 6” above grade, max.</td>
</tr>
</tbody>
</table>

Required Frontage:

Building fronts are required to have at least one of the following: gallery, colonnade, arcade, terrace, second floor balcony, canopy, or awning.

Use:

**First Floor:** This building type / lot may only house non-residential uses on the first floor as defined in Section 9 (Uses); except: Corner Store.

**Upper Stories:** On upper stories, this building type may house all permitted uses in the Victoria Place overlay district as defined in Section 9 (Uses). In an effort to create mixed-use residential buildings; single-family, two-family, and multi-family dwellings shall be encouraged on upper floors.
## Section 3.10: Landmark Building

Landmark Buildings are designed for occupancy by public or commercial uses that provide important services to the community, including recreation, education, safety, assembly, and related functions. They contribute significantly to the quality of the neighborhood and often serve as the focal point of a civic space, terminate a vista, or are placed at a prominent location. The architectural quality and construction of a Landmark Building shall be of the highest level and exceed that of nearby buildings.

### Review Process:

| Design and Disposition (Dimensional Requirements) | All Landmark Buildings shall be negotiated on a case-by case basis with the supervising planner prior to application. |

### Building Location:

The following criteria should be considered when determining the location of a Landmark Building within the community, on the block, and on the lot:

1. **Primary function**;
2. **Perceived level of importance to the community**;
3. **Desired level of formality**; and
4. **Sense of permanence**.

### Location within the Community and Block

Buildings shall be sited at prominent locations and oriented toward a public street or public space in a manner that:

1. Provides a corner or midblock terminating vista;
2. Anchors a civic space; or
3. Fronts a street and civic space.

### Location on the Lot (Setback)

Landmark Buildings often benefit from being set back from the adjacent build-to lines of private development, thereby:

1. Allowing the scale of the building to have more visual emphasis; and
2. Creating a public space in the foreground.

The amount of this setback should be carefully determined based on programming and the urban design objectives of the particular site.

### Multiple Buildings / Campus

Facilities with multiple buildings or a campus-like setting shall comply with the standards of Sub-section 3.11 (Multi-building & Campus Development).

### Building Type and Character

The following facilities may be designed to an existing building type:

1. Private and quasi-public Clubs or Lodges;
2. Small scaled Cultural Facilities such as museums;
3. Public Recreation Centers and Similar Facilities that are minor or secondary in nature; and
4. Small to medium-sized Bus Passenger Stations in which passenger boarding occurs outside the building.

Structures that draw inspiration from an existing building type may be integrated into the urban fabric or streetscape with little to no additional emphasis. All other Landmark Buildings shall be designed as freestanding, “monumental” structures that evoke pride in one’s community and convey a sense of timelessness.
Vehicle Access and Parking

To the maximum extent practicable:
1. Parking shall not be located between a principal or secondary façade and a primary or secondary street;
2. Parking requirements for the site shall be met with on-street parallel and angled parking spaces, or via a remote parking lot or structure;
3. Parking shall be accessed from a side street or alley;
4. Parking drives and access shall be shared with adjacent lots; and
5. Drop-off, pick-up, and stacking for the site shall occur on or along a public street (may be privately owned). If the building is sited in a public space, vehicular access shall be limited to service and emergency vehicles utilizing pedestrian walkways of sufficient width and construction.

Building Design

| Facades and Entrances | A façade that fronts a primary street shall be considered to be the building’s principal façade, and a façade that fronts a secondary street shall be considered to be the building’s secondary façade.  
1. The principal façade shall be designed to be the most prominent façade of the building.  
2. Building entrances shall always take access from the most prominent façades.  
   Additional entrances may be provided along secondary and axillary facades. |
| Required Frontages | Building fronts shall have at least one of the following: porch, stoop, gallery, colonnade, arcade, terrace, balcony, marquee, canopy, or awning. |
| Massing | 1. Symmetrical in form.  
2. The appearance of a balanced design increases the level of formality, and shall be encouraged.  
3. Massing, while often larger as a whole, should be divided into visually distinct sections.  
4. Massing divisions should provide visual order to the building and create vertical proportions within individual elements.  
5. On corner lots Landmark Buildings shall be designed with two façades of equal, though not identical architectural quality.  
6. Landmark Buildings located in a civic space shall be designed with four façades of equal, though not identical architectural quality. |

Scale:

| Size | In order to be more visually prominent across greater distances, the scale of the building should be larger than that of nearby buildings. |
| Building height | 3 stories max. 48 ft. above grade, max. (excluding appurtenances). |
| Story height | Floor-to-ceiling heights and architectural details should be proportionately larger than those of nearby private buildings. |
Spires, steeples, towers, cupolas, and belfries can visually extend the height of the building, and shall be incorporated when practicable.

**Materials:**

Buildings shall use durable, high quality materials that convey a sense of permanence. These include, but are not limited to brick, stone, and cast concrete. Wood construction is appropriate, but should only be executed with the highest quality framing and cladding materials. Generally, stucco should be avoided as a material that lacks scale and texture. If used, stucco should be traditional, have integral pigment, and be scored to define human-scaled dimensions on the façade.

**Specific to Churches and Places of Worship**

In addition to the above standards, Churches and Places of Worship shall:

1. **Traditional Design.** A church should be easily identifiable with timeless features such as bell towers, steeples, clearstory windows, and stained glass integrated into the design. Traditionally designed buildings can be navigated easily based on intuition without much signage. For example, if a sign or large symbol (e.g. cross) is needed to identify the sanctuary then the design can be improved.

2. **Vertical Massing.** The scale of the sanctuary building should not overwhelm the block. Building features such as arches, columns, pilasters, rooflines (including dormers), and masonry patterns shall divide and create a vertical orientation on larger surfaces. Once these proportions have been established, windows (including clearstory) and doors shall reinforce the vertical orientation of the composition.

3. **Be Transparent.** Being able to see and hear a little bit of what’s going on inside makes a church seem less intimidating and peeks the interest of those passing by. This is the same principal as “window-shopping,” only adapted to a church. It is not uncommon for people to join a service after hearing music wafting through the doors of a church.

4. **Define Entrances.** The church’s buildings should be open and inviting, with a clear sense of where to enter. In no case shall a church’s side doors function as a primary entry point.

5. **Entrances Close to Pedestrians.** Use frontage elements such as porches, stoops, galleries, arcades, and canopies to bring the church up to the street or public space, while still providing an area for people to gather.

6. **Doors.** Church doors should be prominent and inviting.

7. **Parking.** Parking lots disrupt the neighborhood fabric and discourage members from walking to and from church, resulting in less patronage of local shops and cafes. Parking should be on-street, or shared with other commercial or institutional buildings in the vicinity.

8. **Create a Community Focal Point.** Add neighborhood- friendly features such as athletic fields, tennis or basketball courts, a playground, an outdoor amphitheater, etc.

9. **Permeable Campus.** Churches that span more than one block shall ensure that their campus is permeable, allowing people to walk through the property using multiple routes.

**Use:**

This building type / lot may only house Churches or Other Place of Worship; Public Owned Recreation Centers, YMCA’s and Institutions of a Similar Nature; Schools (Public or Private); Business Schools; Clubs or Lodges (Private); Colleges or Universities; Cultural Facilities; Railroad or Bus Passenger Stations; and Municipal Structures as defined in Section 9 (Uses).
Section 3.11: Multi-building and Campus Development

The following standards apply to all multi-building developments, regardless of function, except:
2. Mini-Storage Buildings. Only the preceding building types found in this code shall be utilized when assembling a multi-building and campus development.

Site Planning:
To the maximum extent practicable a campus or site with multiple buildings shall:
1. Maintain or establish an uninterrupted and interconnected network of blocks, streets, and alleys as conveyed in Section 2 (General to All Development);
2. Design all public or private vehicular rights of way, easements, access-ways, and driveways that are internal to a site as complete (multi-modal) thoroughfares that incorporate on-street parking, sidewalks, lighting, plantings, streetscape elements (furniture, wayfinding signage, etc.), terminated vistas, and where appropriate, bicycle lanes.
3. Configure and locate buildings to define street edges, development entry points, and spaces for gathering between buildings;
4. Frame and enclose parking areas, public spaces, and site amenities on at least three sides; and
5. Locate public gathering spaces at prominent corners.

Building Orientation:
The building façade containing the primary entrance shall be considered as the principal façade. To the maximum extent practicable:
1. Perimeter and interior buildings shall be oriented so that the principal facade faces a public street or public space (street or space may be privately owned); and
2. Tenet buildings or outparcel buildings shall “wrap” the overall site, establishing a walkable street frontage. Generally, and where applicable, buildings shall be sited at prominent corners first.

Parking:
There shall be no parking between a building and the street it fronts, except:
1. On-street parallel or angled parking; or
2. Conventional “front-loaded” parking lots are permitted for buildings with footprints >35,000 sf. provided:
   - The building and parking is sited internal to the lot / block;
   - The building and parking is constructed as part of a larger, multi-building project as conveyed and depicted above;
   - The facility and parking is “wrapped” by perimeter buildings as conveyed and depicted above; and
   - The “front-loaded” parking area abuts a “rear” or “side-loaded” parking area for one or more perimeter buildings on the site (See Diagram above). If possible, this parking shall be shared.

Street Trees:
All internal streets shall contain regularly spaced street trees planted a min. of 30 ft. o.c. avg.

Pedestrian Walkways:
Pedestrian walkways internal to a multi-building site shall:
1. Connect the site and all buildings with the larger pedestrian network that surrounds;
2. Be provided along the full length of building facades with an entryway or facing off-street parking areas; and
3. Provide crosswalks at all intersections and other street crossings (both internal and external to the site) where a high-level of pedestrian movement is anticipated.
## Section 4: Frontages and Building Elements

### Porches and Stoops

Porches and stoops provide outdoor living space. Often, they provide protection from the sun, while still permitting breezes to infiltrate the body of the building. They provide architectural interest and delineate the building’s entrance. This type is appropriate for residential building types with small setbacks. Typically, the porch or stoop is located in the build-to-zone as close to the sidewalk as possible. It is elevated to ensure privacy within the building from those passing by. Stairs may lead directly to the sidewalk or may be side-loaded.

<table>
<thead>
<tr>
<th>Porch</th>
<th>Porch with Veranda</th>
<th>Stoop</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depth</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Porch = 8 ft. min.;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stoop = 4 ft. min.; 8 ft. max.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Length</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Porch = 25% to 100% of building front; 10 ft. min.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stoop = 5 ft. min.; 8 ft. max.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Height, Clear = 8 ft. min.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Height = 2 stories max.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Porches and stoops may have multi-story verandas and / or balconies above.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Finish Level Above Grade = 2 ft. min.; 5 ft. max. (no more than 8” below the first interior finished floor level).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Porches and stoops may occur forward of the build-to line, but shall not extend into the right-of-way. They may extend into the ROW upon the approval of an easement by the Architectural Review / Zoning Appeals Board.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stairs may extend forward of the build-to line into the right-of-way, or upon a utility easement if constructed of non-masonry, breakaway materials. Full sidewalk clearance shall be maintained.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Porches and stoops are un-airconditioned. Screens on front porches are prohibited.</td>
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</tr>
</tbody>
</table>

### Galleries, Colonnades, Arcades, and Terraces

This frontage is associated with commercial uses, and is permitted to encroach upon the setback, or even into the right of way over the sidewalk. The space allows one to window-shop or dine in a shaded environment that also captures breezes. The frontage provides architectural interest and delineates the building’s entrance. Upper stories may be enclosed, providing livable bonus space for occupants.

<table>
<thead>
<tr>
<th>Gallery</th>
<th>2 story Gallery</th>
<th>Colonnade / Arcade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depth</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gallery = 8 ft. min. from front wall of bldg. to the inside column face.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Colonnade / Arcade = 10 ft. min. from front wall of the building to the inside column face.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Length = 75% to 100% of building front. On corners, may wrap around the side of the building facing the side street.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Height, Clear = 10 ft. min.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Height = 2 stories max. Additional stories may be permitted by the supervising planner. Colonnades and Arcades have 2 or more stories, with upper stories enclosed as habitable space.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Finish Level Above Grade = 0” – 6” max.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Galleries, Colonnades, Arcades, and Terraces may occur forward of the build-to line, but may only extend into the right-of-way (to within 2 ft. of curb) upon the approval of an easement by the Arch. Rev. / Zoning Appeals Board.

In order to address changes in grade, and upon approval of the Supervisory Planner, a Terrace may be utilized in lieu of a Gallery at a min. depth = 10 ft., min. length = 75% to 100% of the bldg. front (may wrap bldg. on street side).

### Balconies

A balcony is connected to a building’s upper stories and is supported by either a cantilever or by columns on one side. This type is appropriate for residential and commercial buildings with small setbacks. Typically, the balcony is located forward of the build-to zone over the sidewalk. It allows occupants of the building to experience the activities of the street while also providing significant privacy from those passing by.

**Depth**
- 2nd Story = 5 ft. min.
- Upper Story = 3 ft. min.

**Length** = 25% to 100% of building front; 5 ft. min.

**Height, Clear** =
- 1st floor residential = 9 ft. min.
- 1st floor non-residential = 10 ft. min.; 8 ft. min with suspended signage. Supporting brackets are exempt.

Balconies shall occur forward of the build-to line and may encroach over the right-of-way to within 2 ft. of the curb.

Balconies shall be made of wood or metal and may have roofs, but are required to be open, un-airconditioned spaces. Balconies in the rear of the building may have screens.

Ideally, balconies should be supported from below by visible brackets, scaled as if they are supporting the weight of the mass, or from above by suspension cables or chains.

On corners, balconies may wrap around the side of the building facing the side street.

### Marquees, Canopies, and Awnings

A permanently roofed architectural projection whose sides are either vertical or horizontal and are supported entirely from an exterior wall of a building. This frontage is typically used for the display of signs. Horizontal marquees, canopies, and awnings provide shade from the sun, as well as enhanced weather protection for both the building and the passerby.

**Depth** = 5 ft. min.

**Length** = 25% to 100% of building front.

**Height, Clear** = 8 ft. min. (including suspended signage).

The above requirements apply to the 1st floor only. There are no dimensional requirements for marquees, canopies, and awnings above the 1st floor.

Sign copy on marquees, canopies, and awnings on 2nd story windows is not permitted.

Marquees, canopies, and awnings shall occur forward of the build-to line and may encroach over the right-of-way to within 2 ft. of the curb.

Marquees and canopies must be visually supported from below by brackets, or from above by suspension cables or ns.

The top of each awning shall be at the same height as the top of each opening below.

Awnings shall be made of fabric. Vinyl and high-gloss or plasticized fabrics are prohibited.

Backlit awnings are prohibited.
Drive-Through Facilities

Retail, Restaurant, and Service uses with a drive-through facility shall comply with the following standards:

1. **Building Location and Circulation.** The dimensional and design standards established in this overlay code for building types and parking shall apply. In no case shall a vehicular accessway / driveway or off-street parking area be permitted between the front façade of the building and the frontage street; or in the case of a corner lot, between the side façade of the building and the side street. **Exception:** buildings with a footprint in excess of 35,000 sf. that comprise a multi-building or campus development (See Section 3.11).

2. **Access.** Drive-through access may only occur from the front if there is no adjacent side street or alleyway.

3. **Configuration.** Drive-throughs shall be located to the side or at the rear of the building and shall be designed so that pedestrian safety is ensured.

4. **Corner Lot.** Drive-throughs serving a building located on a corner lot shall be located to the rear or interior side. In no case shall the drive-through be located on the side of a building facing a street.

5. **Types.** Both remote drive-through technology (in which objects are placed in a capsule and delivered to the drive-through via a tube) and attached drive-throughs are permitted.

6. **Roof.** If covered, the roof over the drive-through shall be of a complementary architectural design as the design covering the primary portion of the structure. The roof on a multi-lane attached drive-through that is visible from the street may be designed as a porte cochere.

7. **Talk Boxes.** Talk boxes at drive-through facilities shall be screened by a sound barrier such as landscaping, a fence or a masonry wall.
### Section 5: Architecture

**Description:**

**General**

Within the overlay district, commercial, multi-family, and residential buildings should reflect a combination of vernacular and more formal architecture. This includes residential building types that are utilized for either residential or commercial purposes, and commercial building types that are used for a mix of non-residential purposes. Essential characteristics include:

1. Raised or at-grade foundations.
2. A clearly discernable base (e.g. foundation / water table), middle, and top (e.g. roof) on each building.
3. The use of permanent and durable materials.
4. Buildings are typically simple combinations of one or more rectangular forms.
5. Simple, 2 to 2.5 story massing, with predominantly gabled or hipped roof forms, and some parapeted roofs.
6. Both enclosed eaves with simplified classical detailing and exposed rafter ends.
7. Porches with simplified classical detailing.
8. Mixed architectural vocabulary, utilizing wood, stucco, and masonry.

**Residential Buildings**

Residential structures find precedent in the vernacular one and one-half-story cottages, two-story houses with porches, and larger estates of downtown Thomasville.

**Multi-family Buildings**

Multi-family buildings find precedent in the mansion apartment houses and rowhouses of downtown Thomasville and are configured to resemble a large single-family house, or row of three or more attached townhouses.

**Commercial Buildings**

Commercial buildings are typically commercial in character, appearing as detached, single-use structures with parapetted or gabled, pedimented roof forms, and formal shopfronts or workshops.

**Mixed-use Buildings**

Mixed-use structures are modest in scale, and appear as detached, multi-story commercial buildings.

### Massing:

**General**

1. Buildings shall incorporate variations in wall heights, façade articulations, and varied roof planes and pitches.
2. Wall planes shall be divided into visually distinct sections that provide visual order and create vertical proportions by the arrangement of windows and features such as columns, pilasters, canopies, and clearly-articulated entrances.
3. The main entrance to a building shall be clearly identifiable and shall be oriented to face a public street or space with direct sidewalk access. Entrances shall incorporate design features such as canopies, porticos, arcades, raised cornice parapets or peaked roof forms over the doorways, arches, and display windows.
4. Buildings in the overlay district shall be articulated and finished on all sides. Sides of commercial or mixed-use buildings that do not face (or will not likely face) a residential building or public street or space are exempt.

**Roofs**

1. Roofs are typically gabled, or hipped, with some flat.
2. Half stories are typically articulated utilizing gable ends and dormers.
3. Commercial and multi-family buildings shall have relatively steep slopes, ranging from 8 in 12 to 10 in 12. Larger commercial buildings may have slopes from 4 in 12 to 8 in 12 or have flat roofs.
4. Porch roofs may have a lower pitch with a minimum slope of 3 in 12.
5. Roof penetrations and equipment (except chimneys) shall be screened by parapet, located on the rear slope, or otherwise configured to have as minimal visual impact as practicable from the public street or space.
6. Shed (monopitch) roofs shall only be attached to the principal building walls, with a minimum slope of 2 in 12.
7. Applied Mansard roofs shall not be permitted.
8. Architectural (cupolas, towers, steeples, chimneys, etc.) and mechanical (heat and air, elevator enclosure, etc.) appurtenances may exceed the allowable building height as follows:
   - Roof Area (combined) = 25% max.; Height = 18’ max.
Roof-Wall Connections
1. Eaves may utilize exposed rafter tails with minimal fascia depth or an enclosed cornice and entablature with simplified classical detailing. Box eaves (porkchops) shall be prohibited.
2. Roof overhangs shall have a minimum 8” overhang at eave and rake.

Primary Walls
1. Primary walls may be clad in wood, cement fiber siding, brick, concrete masonry units with stucco (C.B.S.), reinforced concrete with stucco, shingle, and / or vertical board and batten.
2. Siding may be mitered at building corners or clad with a minimum 4” trim board. Trim board is typically 6”.
3. Exposed wood shall be unpainted, painted, or stained.
4. Brick mortar joints shall be struck.
5. Stucco shall be smooth and sand finish only.
6. Two or more wall materials may be combined on one facade only with the lighter material above the more substantial material (e.g. wood above stucco or masonry, or stucco above masonry).
7. Decorative moldings, cornices, or an applied ornament of stone or cast concrete may be used to express the vertical division between the base, body, and the top.
8. Cantilevers shall be supported by visible brackets scaled as if they’re supporting the weight of the mass above.

Base
1. Exposed foundation walls (below first floor) shall be: brick, painted brick, or stucco over block or concrete.
2. Primary walls, when set on a raised crawlspace foundation, should rest on a drip edge and water table or sill and fascia (wood or cementitious) over foundation piers.
3. Foundation piers shall be no less than 12” square. If the foundation is taller than 4’ above grade, than the foundation piers shall be no less than 16” square.
4. Crawlspace openings and the undercroft of foundations, decks, and porches shall be framed in lattice, vertical pickets, and / or hogs pen pattern (wood or similar).

Openings:

Facade Composition
Simple and regular rhythm of openings, often divided into equal bays of three, five, or seven.

Windows and Doors
1. Windows may be double or single hung, or casement; w/ 1st story windows taller than upper story windows.
2. When utilized with wood cladding materials, windows and doors shall be framed with a minimum 3.5” wood or fiber cement trim or similar composite trim. When utilized with stucco or masonry cladding materials, windows and doors shall be framed with a minimum 2.5” brick mould.
3. All windows shall have a sill. The sill should not be integrated into a “picture frame” surround.
4. Windows shall be vertically- or square- proportioned and multi-paned with exterior true or simulated muntins.
5. Window panes may be in a 1-over-1, 2-over-2, 6-over-6, or 6-over-9 divided light pattern.
6. When windows are ganged together, a 3” minimum mullion shall be between each individual window.
7. All glass shall be clear and non-reflective. If glass incorporates tinting, it should be transparent enough for those outside the building to see building occupants.
8. Shutters, when used, shall be sized equal to ½ the width and the same height as the window; and be operable.
9. Panels and windows on doors should be simple and rectilinear. Transom and side panel windows are allowed.

Shopfronts (see Section 10: Definitions)
1. All regulations regarding windows and doors described above shall apply to a shopfront assembly.
2. The top of shopfront window sills shall be between 1 and 3 feet above the adjacent sidewalk.
3. Shopfront windows shall extend uninterrupted at least 8 feet above the adjacent sidewalk.
4. Shopfront assemblies shall be made of painted or varnished wood, aluminum-clad wood, or painted metal.
5. In multi-story buildings, there shall be a horizontal band, articulated fascia, and / or entablature to separate the ground level shopfront from the upper floors. This band may be incorporated into the shopfront design.
6. Frontage treatments (e.g. Porches, Galleries, Awnings, etc.) may be incorporated into shopfront designs.
7. Shopfront edges should integrate heavier piers or pilasters to visually carry the weight of the building above.
8. Lighting shall be mounted on the store front wall, preferably centered on the piers between windows / doors or centered above the windows / doors of the shopfront. Where projected shed roofs are used over entries the lighting may be mounted in the shed underside. Lighting shall comply with Section 8 (Lighting).
Frontage Elements:

**Porches**
1. Bay spacing on porches shall remain vertically proportioned or square.
2. Columns should utilize architecturally correct capitals and bases. Columns shall be:
   - Width = 6” min.; Shape = Round or Square (may be fluted, paneled, or tapered).
4. Porches shall be made predominantly of wood.
5. Railing spindles and pickets on porches shall not exceed 4” on center, or as required by the Building Code, whichever is less. Standard pipe rails are prohibited.

**Galleries, Colonnades**
1. Bay spacing on galleries shall be vertically proportioned or square.
2. Columns should utilize architecturally correct capitals and bases.
   - Width = 6” min.; Shape = Square or Round

**Balconies**
Spindles and balusters on balconies shall not exceed 4” on center, or as required by the Building Code.

**Accessibility**
ADA ramps may be incorporated into the architecture of the building, ideally along the side or rear facade. Such ramps may occur forward of the build-to line, but shall not extend into the right-of-way. They may encroach upon the side setback by 5 ft. max.

Permitted Materials:

**Cladding**
1. Siding in:
   - Wood (termite resistant, 50-year siding product).
   - Composition board.
   - Cement fiber siding (50-year siding product).
   - Vertical board and batten (using materials above).
2. Concrete masonry units with stucco (C.B.S.).
4. Brick, with struck mortar joints.
5. Scored stucco imitation brick is prohibited.
   - EIFS, Styrofoam, and other foam-based products are prohibited on building exteriors.
6. Vinyl and / or T-111 siding are not allowed.

**Foundations**
1. Brick.
2. Concrete.
3. Stucco.

**Roofing**
1. Narrow standing seam metal.
2. Galvanized or painted metal roof panels.
3. Rolled asphalt with ice and water shield.
4. Fiberglass, wood, or slate shingles.

**Windows**
1. Wood or Clad Wood.
2. Metal.
3. Steel.
4. Vinyl.
5. Fiberglass.
6. Extruded PVC.

**Doors**
1. Wood or Clad Wood.
2. Metal or Steel.
3. Fiberglass.

(continued above right)
### Section 7: Fence and Fence Wall Design

<table>
<thead>
<tr>
<th>Permitted Fences and Walls</th>
<th>Permitted Height</th>
<th>Materials (Primary)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Front Yard ¹</td>
<td>Side and Rear Yard ²</td>
</tr>
<tr>
<td>FENCE TYPES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. “Living” Fence</td>
<td>Min 24” Max 48”</td>
<td>PERMITTED</td>
</tr>
<tr>
<td>2. Lattice Fence or similar pattern</td>
<td>Max 72”</td>
<td>• Treated or rot-resistant wood</td>
</tr>
<tr>
<td>3. Picket or Baluster Fence with Corner Posts</td>
<td>Min 36” Max 48”</td>
<td>• Plants and vines</td>
</tr>
<tr>
<td>4. Wrought Iron Fence</td>
<td></td>
<td>• Wrought Iron (Aluminum w/ approval)</td>
</tr>
<tr>
<td>5. Wrought Iron Fence with Brick Posts</td>
<td></td>
<td>• Brick</td>
</tr>
<tr>
<td>6. Privacy Fence</td>
<td></td>
<td>• Stone</td>
</tr>
<tr>
<td>WALL TYPES</td>
<td></td>
<td>• Concrete Masonry Units with Stucco (C.B.S. – if primary structure is masonry).</td>
</tr>
<tr>
<td>1. Hedge Wall</td>
<td></td>
<td>• Reinforced Concrete with Stucco (if primary structure is masonry).</td>
</tr>
<tr>
<td>2. Hedge Wall with Brick Posts</td>
<td></td>
<td>PROHIBITED</td>
</tr>
<tr>
<td>4. Garden Wall with Wrought Iron Fence</td>
<td></td>
<td>• Barbed Wire and Concertina Wire not associated with an approved security plan. See (General Remarks) to the right.</td>
</tr>
</tbody>
</table>

*On single and two-family lots, aluminum may be used as a substitute for Wrought Iron fencing if approved by the Zoning Administrator)*

**GENERAL REMARKS**

1. Fences and Walls are strongly encouraged and if built, should be constructed along all un-built rights-of-ways that abuts streets and alleys, as conveyed in the above diagram and this Section.

2. Fences and Walls shall be a min. of 25% opaque.

3. The more “finished” side of a fence or wall shall face the perimeter of the lot.

4. The name assigned to each fence or wall type is based on common industry terminology.

5. Differing fence and wall types may be integrated so long as they comply with this Section (e.g. Hedge Wall with a picketed gate).

6. Pillars and posts may extend up to six (6) inches above the height limitations provided such pillars and posts average no more than ten (10) feet apart.

7. Major utilities and industrial or govt. facilities may submit a “security plan” to the Zoning Administrator requesting to increase the max. fence or wall height to 8’ and / or use Barbed or Concertina Wire.

**SPECIFIC TO FENCES**

1. Fence Types may be finished in various “styles” (e.g. “Gothic” or “Dog Ear” Picket Fence).

2. Chain Link shall not be permitted in the Front Yard, or Side and Rear Yard adjacent to a ROW. “Living Fences” shall be encouraged in place of Chain Link.

3. A “Living Fence” consists of wood posts with “hog wire” infill and a board rail on top.

4. Wood pickets or balusters shall be rectangular or round. Spacing shall not exceed 1 ½ inches.

5. Vertical posts on Wrought Iron fences shall be a min. of 5/8” thick and spaced between 4 and 6 inches.

**SPECIFIC TO WALLS**

1. Hedge Walls shall be a minimum of 8” thick.

**Notes:**

¹ Area in front of the primary façade, often incorporating the frontage or other building elements.

² Side and Rear Yard (behind the front plane of the primary façade).

³ Side and Rear Yard (behind the front plane of the primary façade) that abuts a side street Right of Way.
Section 8: Parking

PARKING LOCATION AND DESIGN
1. Wherever possible parking shall be placed along streets and in small, strategically located on-site lots (see diagram at left).
2. Parking lots shall be located behind buildings, such that the buildings separate parking areas from the street.
3. In cases where this is not possible, and upon approval of the Zoning Administrator, parking may be located to the side of a building. In no case shall the side parking area be wider than fifty (50) percent of the lot frontage.
4. In no case shall parking be located between the front façade of the building and the frontage street; or in the case of a corner lot, between the side façade of the building and a side street.
5. Parking lots shall be setback as depicted at left.
6. Perimeter parking lot landscaping is required as depicted at left, and described below (On-site Parking Lot Landscaping).
7. On-street parking shall be encouraged as a means of promoting safety by calming traffic and separating moving vehicles from pedestrians using the sidewalk.

ACCESS TO OFF-STREET PARKING
1. Buildings that have both rear and side access shall access parking through the rear (see diagram at left).
2. Front driveways to rear parking areas are permitted only where rear or side street access is unavailable (see diagram at left).
3. Curb cut or driveway width:
   Front, 20 spaces or less: 14 ft. max.
   Front, more than 20 spaces: 18 ft. max.
   Side or Rear Alley, 18 ft. max.
4. The minimum effective curb radius shall be utilized.
5. Ribbon driveways with permeable center strips shall be encouraged for single and two-family residential lots.
6. Circular drives shall be permitted on a case by case basis by the Zoning Administrator where necessary for drop-off and pick-up only (day care, church, etc.).

LINKAGES BETWEEN OFF-STREET PARKING
1. Linkages between parking areas within the perimeter of the block (and half block) should be encouraged when a rear alley or lane is present, and shall be provided when there is no rear alley or lane present (see diagram at left).
2. In no case shall a vehicular accessway / driveway be permitted between the front façade of the building and the frontage street; or in the case of a corner lot, between the side façade of the building and the side street.

HEAVY & RECREATIONAL VEHICLE PARKING
Storage or parking of heavy trucks (over 20,000 GVW), trailers, rec. vehicles, boats, campers, etc. on or about a single-family, duplex, or townhouse lot shall be prohibited. Exceptions: Vehicles associated with an approved home occupation, and rec. vehicles utilized for personal use that are parked in the rear or interior side setback behind the front of the building or garage out of site from the street.
Residential:  
1. Garage door(s) shall be positioned on the back half of the lot and no closer than twenty (20) feet behind the principal plane of the building front (see diagrams at left).  
2. If possible, garage doors shall face the side or rear of the lot, not the frontage street.

ON-SITE PARKING LOT LANDSCAPING  
1. A 36-42” fence, wall, or hedge with a min. opacity of 75% shall be provided wherever a perimeter landscape strip abuts a street or first floor residential use. Single-family and two-family (duplex) lots shall be exempt.  
2. Landscape islands are required in parking areas at the following intervals for head-in or diagonal parking stalls:  
   - No more than eight (8) consecutive parking stalls are permitted without a landscape break of at least six (6) feet in width and extending the entire length of the parking stall.  
   - Each landscape break shall have at least one (1) overstory shade tree for every one-hundred eighty (180) square feet of area, or portion thereof, and be covered with grass, shrubs, or living ground cover.  
   - To minimize water consumption, the use of low-water vegetative ground cover other than turf is encouraged.  
3. In lieu of landscaped islands, landscape strips, of at least six (6) feet in width, can be provided between parking isles. Landscape strips shall have the same landscape requirements as landscape islands.

NUMBER OF PARKING SPACES REQUIRED  
1. The number of parking spaces provided shall be based on use as provided at left.  
2. On-street parking provided adjacent to the site may count as part of the required parking supply, provided the design is deemed acceptable by the Zoning Administrator.  
3. Off-site parking that is located off-street and within 500 ft. of the site may count as part of the required parking supply for non-residential uses, provided the design is deemed acceptable by the Zoning Administrator.  
4. For two uses, shared parking shall be calculated as follows. The sum of the required parking for the two uses shall be divided by the factor listed in the table at left. The required number of parking spaces shall be rounded up to the closest whole number.  
5. When three or more uses share parking or a use is not listed, the amount of required parking may be reduced if the Zoning Administrator determines that the uses:  
   - Seek to share parking with distinct and differing peak parking usage periods (e.g., bank and theater); or  
   - The special nature of a certain development (e.g., housing inhabited by persons with low or no automobile ownership) does not require the amount of parking listed.  
   The reduction shall be based on a parking demand study.

<table>
<thead>
<tr>
<th>SHARED PARKING FACTOR FOR TWO USES</th>
<th>Residential</th>
<th>Lodging</th>
<th>Office</th>
<th>Retail and Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>1.0</td>
<td>1.1</td>
<td>1.4</td>
<td>1.2</td>
</tr>
<tr>
<td>Lodging</td>
<td>1.1</td>
<td>1.0</td>
<td>1.7</td>
<td>1.3</td>
</tr>
<tr>
<td>Office</td>
<td>1.4</td>
<td>1.7</td>
<td>1.0</td>
<td>1.2</td>
</tr>
<tr>
<td>Retail and Service</td>
<td>1.2</td>
<td>1.3</td>
<td>1.2</td>
<td>1.0</td>
</tr>
</tbody>
</table>
Section 9: Lighting

**GENERAL**

1. **Fully Shielded.** All exterior illuminating devices shall be fully shielded. “Fully shielded” shall mean that those fixtures so designated shall be shielded in such a manner that light rays emitted by the fixture, either directly from the lamp or indirectly from the fixture, are projected below a horizontal plane running through the lowest point of the fixture where light is emitted.

2. Continuous light spillage onto neighboring properties shall not exceed (1) footcandle as measured at the lot line (see diagram at top left).

3. **Illumination Types.** Only those types of lighting listed at left shall be allowed. The same type of lighting must be utilized for all fixtures and light sources on the site.

4. **Natural Gas Lamps** are permitted and do not require any type of shielding.

5. Other sources of Illumination that minimize undesirable light into the night sky, demonstrate architectural merit, or are energy efficient may be approved by the Zoning Administrator.

6. **Sign Lighting.** If a sign is to be externally illuminated, a stationary light directed solely at the sign shall be used.
   - Monument signs may be illuminated with reverse channel/halo lighting or one up-light per side.
   - Wall signs may be illuminated with reverse channel/halo lighting or down lighting using a “fully shielded” fixture.
   - Goose neck lighting fixtures are strongly encouraged.
   - Neon, Krypton, Argon and other noble gas-filled tube lighting shall be limited to retail and restaurants.
   - The use of colored lights to illuminate signage is prohibited.

1. **Streets, Paths, and Parking Lots.** New lighting for streets, paths, and off-street parking lots shall be of a general type illustrated at left. New light poles shall range from 10 – 16 ft. in height and be spaced a maximum of 75 ft. on center.

2. **Cobra Head Fixtures.** Except where required for industrial uses, new cobra head light fixtures shall be prohibited.

3. Light poles should be placed 2 ft. from the back of the curb or street surface and may include brackets for decorative or graphic attachments.

4. **Wall Packs.** Wall packs shall be prohibited as a means of general building and site lighting, and may only be used at auxiliary entrances to a building if “fully shielded” with limited to no visibility from the street.

**PERMITTED ILLUMINATION TYPES**

<table>
<thead>
<tr>
<th>Incandescent</th>
<th>Color Corrected High Pressure Sodium</th>
<th>Metal Halide</th>
<th>Fluorescent</th>
<th>LED</th>
<th>Quartz</th>
<th>Noble Gas Tube</th>
</tr>
</thead>
</table>

**LIGHTING FOR STREETS, PATHS, and PARKING LOTS**

<table>
<thead>
<tr>
<th>Fixture</th>
<th>Pipe</th>
<th>Post</th>
<th>Column</th>
</tr>
</thead>
<tbody>
<tr>
<td>Illustration</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Section 10: Uses

GENERAL TO THE OVERLAY DISTRICT

1. In addition to those uses permitted by the underlying zoning district, those uses identified below and in this Section shall be permitted within the Victoria Place Overlay District.

2. Any use permitted “by-right” (x) or as a “conditional use” (CU) in the table of permitted uses (Section 22-106) for the R2 zoning district shall be allowed “by-right” throughout the entire overlay district as conveyed in the aforementioned table.

3. Exceptions:
   - Where the underlying zoning district is Manufacturing, only those uses listed below and in this Section shall be permitted per this Section.
   - If a use is specifically defined below, the definition in this Section shall supersede that which is applicable to the underlying zoning district.
   - If the use below is accompanied by “conditional use standards” the standards of this Section must be met and shall supersede any conditional use standards found elsewhere in the ordinance.

4. In case of conflict, the standards of this Section and the overlay district in general shall always prevail.

RESIDENTIAL

Accessory Dwelling Unit (ADU)

An auxiliary dwelling unit located on the same lot as the principal building that may be attached by a backbuilding or contained within a stand-alone outbuilding. Examples include, but are not limited to: a dwelling unit in a guest house, pool house, and above or beside a garage. This use shall be used as a substitute, and in place of the Garage Apartment.

<table>
<thead>
<tr>
<th>An Accessory Dwelling Unit (ADU) shall comply with the following Conditional Use Standards:</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. <strong>Number of Units.</strong> One ADU shall be permitted per lot.</td>
</tr>
<tr>
<td>b. <strong>Ownership.</strong> Both the principal dwelling and the accessory dwelling will be in the same ownership.</td>
</tr>
<tr>
<td>c. <strong>Size.</strong> The max. footprint for an ADU shall not exceed 720 sq. ft.</td>
</tr>
<tr>
<td>d. <strong>ADU in an Existing Structure.</strong> If the ADU is to be located in an existing accessory structure, the accessory structure shall meet all setback requirements for the district.</td>
</tr>
<tr>
<td>e. <strong>Residential Form.</strong> The structure shall appear residential in form.</td>
</tr>
<tr>
<td>f. <strong>Compatible with Principal Building.</strong> To the maximum extent practicable the exterior color, siding, roof pitch, window detailing, roofing materials, and foundation of the accessory dwelling unit shall be compatible to that which is found on the principal building.</td>
</tr>
<tr>
<td>g. <strong>Outside Entrance:</strong> For an attached ADU, additional entrances will be located in the side or the rear of the ADU.</td>
</tr>
<tr>
<td>h. <strong>Parking.</strong> There will be one on-site, off-street parking space for each ADU in addition to the spaces required for the primary dwelling.</td>
</tr>
<tr>
<td>i. <strong>Resale.</strong> An ADU shall not be sold apart from the principal dwelling upon the same lot where they are located.</td>
</tr>
<tr>
<td>j. <strong>Rental.</strong> An ADU may be used as a Short Term Rental or guest room(s) for a Bed and Breakfast.</td>
</tr>
</tbody>
</table>

Dwelling: Single Family

Dwelling: Two Family

Dwelling: Multi-Family

A structure containing three or more dwelling units on a single lot or series of adjacent and / or shared lots. Examples include, but are not limited to: triplexes, condominiums, rowhouses or townhouses, apartments, etc.

Boarding or Rooming House

This use shall be prohibited in the Overlay District.

Personal Care Home: Group

Limited to not more than 16 persons in a residential zoning district.

Home Occupation

A principal or accessory dwelling unit that contains a space devoted to a non-retail business activity belonging to the resident thereof and allowing up to 2 outside employees.

<table>
<thead>
<tr>
<th>A Home Occupation shall comply with the following standards:</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. <strong>Exclusions to Home Occupations.</strong> No home occupation shall be permitted that does any of the following:</td>
</tr>
<tr>
<td>(1) Internal or external alterations inconsistent with the residential use of the building;</td>
</tr>
<tr>
<td>(2) Is visible from the street;</td>
</tr>
<tr>
<td>(3) Generates traffic, parking, sewerage, or water use in excess of what is normal in the neighborhood;</td>
</tr>
</tbody>
</table>
Live Work Townhouse
Specific to the Townhouse building type, these dwellings provide flexible space at the street level for retail, service, or office uses; and a complete living unit above that is occupied by the same resident. First floor uses must adhere to all legal requirements of the business. Such uses allow nearby residents to meet their daily needs without leaving the neighborhood, providing a limited variety of low-intensity activities currently associated with the following uses: Art Studio; Barber or Beauty Shop; Bookbinding, Printing, Engraving (etc.) Shop; Flower Shop; Music Teaching Studio; Personal Service Shops; Photograph Studio; Professional Offices; Food Catering Service; Tailor; and Taxidermist. Additional uses include, but are not limited to: home medical office (doctor, dentist, counsel, counseling, therapeutic massage), framing, locksmiths, shoe repair, tanning salons, etc.

Art Studio
Boarding or Rooming House
This use shall be prohibited in the Overlay District.

Day Care
A state-licensed facility that provides non-medical care and supervision for adults or children, typically for periods of less than 24 hours per day for any client. Examples include, but are not limited to: nursery schools, preschools, after-school care facilities, daycare centers, etc.

A Day Care shall comply with the following Conditional Use Standards:

a. Parking. Provide the required minimum of 2 off-street parking spaces per 1000 sf, as well as one off-street passenger drop off/pick-up space per 10 clients/students.

b. Vehicular Circulation and Drop-Off and Pick-Up. Parking areas and vehicular circulation shall be designed to provide a designated pickup and delivery area that is located in such a way that clients/students do not have to cross vehicular travel ways to enter or exit the center.

c. Outdoor Spaces. Facilities shall provide functional outdoor spaces and play areas that are safely segregated from parking, loading, and service areas.

d. Screening. A landscaped hedge or solid fence shall be provided along any rear or side property line adjoining a residential lot. The hedge or fence shall be designed and/planted to be at least four feet in height at maturity.

Gas Station (Service Station)
An establishment where petroleum products are dispensed for retail sale. Accessory Uses may include a retail convenience store and/or a single bay carwash. Does Not Include: towing, vehicle body or engine repair, or overnight vehicle storage.

Gas Stations shall comply with the following Conditional Use Standards:

a. Location. This use shall be limited to sites in which the underlying zoning is CU2. Only one Gas Station is permitted per block along a street. Additionally, no more than one Gas Station may occupy an intersection.

b. Site. The site is comprised of a main building (typically a convenience store) that is located close to the street with gas pumps sited to the rear or side. (continued)
In no case shall a vehicular accessway / driveway or off-street parking area be permitted between the façade of the building and the primary street or secondary street (corner lot). Facilities that contain a cashier’s booth or kiosk only are prohibited.

c. **Building.** To the maximum extent practicable, the Main Building or “convenience store” shall utilize and comply with the standards for the Shopfront building type.

d. **Pump Location.** Gas pumps shall be located to the rear or side of the building.
   - Gas pumps may be located to the side of the building if the canopy and pumps do not project further toward the street than the front plane of the principal façade of the building; and
   - On corner lots, the canopy and pumps are located on the interior side. In no case shall the canopy and pumps be located on the side of the lot that abuts the corner.

e. **Wall.** A min. 4 ft. wall or garden wall shall be provided along the length of any lot line adjacent to a street.

f. **Canopy Lighting.** Canopy lights shall be located inside the canopy, and shall not be visible from the street.

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**RETAIL and RESTAURANT**

**Corner Store**

Specific to the Corner Store building type, this ground floor establishment customarily services the local neighborhood, providing a limited variety of everyday items currently associated with the following uses: Art Studios, Bakery, Barber or Beauty Shops, Clothing and Dry Goods Stores, Drug Stores, Flower Shops, Food Stores, Retail Candy and Ice Cream Stores, and Specialty Shops. **Additional uses include, but are not limited to:** delicatessens, over-the-counter dining, cafes, small-scale restaurants, hardware sales, etc.

**Group Development Projects**

Such development shall conform to the standards contained in Sub-section 3.11 (Multi-Building and Campus Development).

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**RECREATION, EDUCATION, PUBLIC ASSEMBLY**

**Church or Other Place of Worship**

A facility for public or private worship. **Examples include, but are not limited to:** religious facilities such as churches, mosques, synagogues, etc.

**Clubs or Lodges**

**Cultural facilities**

Libraries, museums, and similar facilities. This definition shall include cinemas, performance theaters and auditoriums currently deemed to be Amusement or Recreational Activities (Commercial).

**Dance School or Studio.**

**Recreation Vehicle Parks**

This use shall be prohibited in the Overlay District.

**School: Public or Private.** A public or private academic institution that provides the state-mandated educational curriculum. **Examples include:** elementary schools (kindergarten through 6th grade), middle and junior high schools (7th and 8th grades), secondary and high schools (9th through 12th grades), and facilities that provide any combination of those levels. This use also includes schools that provide room and board.

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**INDUSTRIAL**

Specific to a Shopfront building type, this ground floor facility is engaged in low intensity manufacturing, processing, assembly, and packaging of goods in which the operational characteristics of the production process and materials used are unlikely to cause significant impacts on the surrounding community. Natural, man-made, raw, secondary, or partially completed materials may be used. Products may be finished or semi-finished and are generally made for the wholesale market, for transfer to other plants, or for order for firms or consumers. Goods are generally not displayed or sold on site, but if so, they are a subordinate part of sales. **Examples include, but are not limited to:** artisan / craft product manufacturing; clothing and fabric product manufacturing; furniture and fixtures manufacturing, cabinet shop, media production, photo/film processing lab not accessible to a retail business, printing & publishing, food preparation and packaging, winery, micro-brewery.

**Shopfront Manufacturing**

Shopfront Manufacturing shall comply with the following Conditional Use Standards:

a. **Location.** This use shall be limited to those sites in which the underlying zoning is Manufacturing or CU2.

b. **Operations.** All operations related to this use shall be conducted completely within a building, except limited daily outdoor operations and storage may occur behind the building and at least 50 feet from any property line. No impacts or byproducts of the use, including noise, dust, or odor shall be discernible from the lot line.

c. **Parking.** If the administrator determines that the use functions much like a traditional retail or service establishment(s)he may require a minimum of 2 off-street parking spaces per 1000 sf.
Section 11: Administration

1. Review Process
   a. Review Responsibility. Interpretation of these standards shall be the responsibility of the City’s Planning and Zoning Department. The Victoria Place Conceptual Master Plan shall serve as guidance to the Planning and Zoning Department regarding the city’s intent for land development in the overlay area.
   b. Map. As the code changes from time to time, so shall the map. The current boundary map is available from the Zoning Administrator.
   c. Development Review Threshold. All new development or modifications to existing development in which:
      (1) The impervious surface of the lot is disturbed or altered; or
      (2) The structure is sixty (60) square feet or greater in size; or
      (3) The applicant is required to obtain a building permit.
         .....shall be reviewed per the standards of this overlay district.
   d. Scope of Review. The Zoning Administrator and Supervising Planner shall have approval authority for all aspects of site planning and exterior architecture, including aesthetic appropriateness, fit with historic context, environmental implications, traffic impacts, and any other site-specific matters not delineated herein. The Supervising Planner shall have authority to waive architectural guidelines in specific instances where compliance would create undue hardship such as:
      (1) Additions in which new portions would be incompatible with the existing structure, or
      (2) In the application of roofing materials that are consistent with the goals of preservation, but are not expressly permitted.
   e. Conformance. Lots with an owner-occupied, single-family residential building that existed at the time of adoption of the Victoria Place Overlay Code (insert date) shall not be required to comply with the overlay district standards, except when making renovations, repairs, or otherwise improving the principal structure by more than 50% of its current square footage or current replacement value (at the time of alteration). In such case, the principal structure shall be brought into conformance with the standards of the overlay district. Otherwise, to the maximum extent practicable, all lots, structures, uses, and associated architectural elements (signs, fences, etc.) shall comply with the standards of this overlay code.
   c. Mandatory Pre-Application Meeting. Those wishing to develop in the Victoria Place overlay district shall meet with the Zoning Administrator and / or Supervisory Planner to discuss the project prior to submitting a formal application. Only the Zoning Administrator shall have the authority to waive this meeting.
   d. Final Approval. Applicants shall submit the items described below for final approval. Except where expressed herein, existing development review procedures shall be maintained and implemented.

2. Review Requirements. The following items are required for review, unless deemed not applicable by the Zoning Administrator:
   a. A current site survey, no more than two (2) years old.
   b. A current tree survey, no more than one (1) year old.
   c. A site plan, drawn to scale, which shall indicate:
      (1) Building locations;
      (2) Parking locations and number of spaces;
      (3) Paved surfaces, materials and location(s);
      (4) Site location diagram and legal description; and
      (5) Any and all exposures, as defined by NFPA, within 150 feet of the proposed building on or off site.
   d. Building elevations illustrating all sides of all structures.
   e. Other reasonable supporting documents to indicate intentions and / or any other items required by the Zoning Administrator.

3. Denial and Appeals.
   a. The Zoning Administrator will include a paragraph in any "rejection" letter stating that an appeal is possible and the notification requirements.
      (1) Appeals of a submittal denied by the Zoning Administrator shall be taken to the Architectural Review and Zoning Appeals Board (ARZA) for review within 45 days of the decision.
      (2) Appeals of a submittal denied by the Architectural Review and Zoning Appeals Board (ARZA) shall be taken to the appropriate court of jurisdiction within 30 days of the decision.
   b. Appeal may be brought by the applicant, City of Thomasville or interested citizens.
### Section 12: Definitions

**Accessory structure**  
A building or structure subordinate to the principal building that is under roof and enclosed, and used for purposes customarily incidental to the main or principal building on the lot. Accessory structures are permitted with all building types and typically include Accessory Dwelling Units (ADU’s), private garages, storage buildings, garden sheds, and the like. Accessory Structures shall convey a similar character (form and color) as the principal building and comply with the standards for setbacks, building coverage, and Permitted Materials in Section 5 (Architecture).  

**Alley**  
A secondary way which affords access to the side or rear of abutting property.  

**Appurtenances**  
Architectural features not used for human occupancy consisting of spires, belfries, cupolas or dormers, silos, parapet walls, cornices without windows, chimneys, ventilators, antennas, etc.  

**Build-to line**  
A line parallel to the property line, along which a building shall be built. Porches and handicap ramps shall be exempt from build-to requirements, and shall occur behind the property line. Build-to line locations for specific sites shall be established by the design review board at the time of application.  

**Building coverage**  
The horizontal area within the outer perimeter of the building walls, dividers, or columns at ground level including porches, stoops, and steps; but excluding driveways, parking, uncovered decks, patios, stairways, and the like.  

**Building frontage**  
The side of a building which faces the frontage street.  

**Dwelling area**  
The total internal useable space on all floors of a structure, not including porches, stoops, balconies, or patios.  

**Easement**  
A legal instrument, recorded in the county records, that allows access through real property of the conveyor.  

**Elevation**  
An exterior wall of a building.  

**Encroachment**  
Any architectural feature, structure or structural element, such as a fence, stoop, balcony, bay window, or deck that breaks the plane of a horizontal regulatory limit extending into a setback or beyond the build-to-line.  

**Entrance, Principal**  
The main point of access of pedestrians into a building, most often from the primary street.  

**Entrance, Secondary**  
The secondary point of access of pedestrians into a building, most often from a secondary street or parking area (rear or side).  

**Expression Line**  
A line prescribed at a certain level of a building for the major part of the width of a facade, expressed by a variation in material or by a limited projection such as a molding or balcony.  

**Fascia**  
A wide band of material covering the ends of roof rafters, sometimes supporting a gutter in steep-slope roofing, but typically it is a border or trim in low-slope roofing.  

**Footcandle**  
A unit of measure of the intensity of light falling on a surface, equal to one lumen per square foot and originally defined with reference to a standardized candle burning at one foot from a given surface.  

**Frontage Line**  
The property line(s) of a lot fronting a thoroughfare or other public way, or a civic space.  

**Frontage street**  
The public right-of-way which serves as primary access to a property.  

**Frontage Type**  
The way in which a building engages the public realm.
**Garden Wall**
A freestanding wall made of masonry, typically used as a screen or enclosure for a yard or open space, or as a divider along a street, alley, or lot line.

**Live / Work Unit**
An integrated housing unit and working space in a structure that has been designed or structurally modified to accommodate joint residential occupancy and work activity with a commercial component that may accommodate employees and walk-in trade. The residential component may be located above or behind the commercial space.

**Lot frontage**
The property line adjacent to the frontage street.

**Mixed Use**
The development of a single building containing more than one type of land use or a single development of more than one building and use including, but not limited to, residential, office, retail, recreation, public, or entertainment, where the different land use types are in close proximity, and shared pedestrian and vehicular access and parking areas are functionally integrated.

**Parapet**
A low wall along the edge of a roof or the portion of a wall that extends above the roof line.

**Pedestrian Passage**
An open or roofed access passing between buildings. These passageways frequently connect rear parking areas and alleys to frontages, streets, plazas, and other public use spaces. A pedestrian passage provides a shortcut through long blocks and is often restricted to pedestrian use and limited vehicular access.

**Private Frontage**
The privately held space between the front plane of the principal building and the front parcel line / ROW.

**Public Frontage**
The area between the vehicular lanes and the front parcel line that contains the curb assembly, walkway type, planter type, landscaping, lighting, signage, and civic elements (benches, bus stops, etc.).

**Public Realm**
The physical and social domain of the public that is held in common either by their physical presence or by visual association. This includes, but is not limited to plazas, squares, parks, thoroughfares, public frontages, private frontages, civic buildings and civic spaces.

**Rear Alley**
A vehicular way located to the rear of lots providing a location for utility easements and access to service areas, parking, and accessory structures.

**Right of Way (ROW)**
A right-of-way is the actual land area acquired for a specific purpose such as a utility line or roadway.

**Setback**
The mandatory clear distance between a property line and a structure.

**Shared Parking**
Any parking spaces assigned to more than one user, where different persons utilizing the spaces are unlikely to need the spaces at the same time of day.

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

**Shopfront**
A private frontage type where the main facade of the building is at or near the frontage line with an at-grade entrance along the public way. This Type is intended for retail use. It has substantial glazing at the sidewalk level and may include a canopy or awning that overlaps the sidewalk.

**Suspended Signs**
Suspended signs mount to the underside of beams or ceilings of a porch, gallery, arcade, breezeway or similar covered area. They are typically hung in a manner that allows them to swing slightly. These signs are small, pedestrian scaled, and easily read from both sides.

**Thoroughfare**
A street. This ordinance mandates that all vehicular rights of way, easements, and parking access-ways be designed as thoroughfares that both resemble and function as a traditional street would.