



# *Town of Glastonbury*

## *Community Development*

**TO:** Town Plan & Zoning Commission

**PREPARED BY:** Shelley Caltagirone, Director of Community Development

**DATE:** July 12, 2024

**RE:** **Draft South Glastonbury Village District**

### Proposal

Town Council has referred a draft text amendment to the Commission to create a South Glastonbury Village District. Village Districts are a zoning tool used to protect the distinctive character, landscape and historic structures and may regulate new construction, substantial reconstruction and rehabilitation of properties within such districts and in view from public roadways. Glastonbury currently has one village district in Town Center.

The existing South Glastonbury zoning (see attached map) was established in 2004 to encourage a diversity of compatible uses that will perpetuate and reinforce the historic and mixed-use characteristics of the Village of South Glastonbury. The zoning is composed of a village residential and a village commercial zone. These are not “village districts” and do not have specific design guidelines. Per BZR Section 4.19, advisory design review is currently required for Multi-Family, Commercial, and Office projects in these zones. If adopted, design review would be compulsory for new construction, substantial reconstruction, and rehabilitation of property within the district.

The Council provided initial feedback on the topic at its June 11<sup>th</sup> and June 25<sup>th</sup> meetings, and staff has prepared the attached draft text amendment in response. Suggested text changes are shown in underline and strikethrough. Please note that, as drafted, this change would only require a text amendment. No zoning map change would be required if the Council chooses to simply modify the existing zoning regulations to include design control in the South Glastonbury Village Commercial and Village Residential zones.

### Considerations

1. Should the village district require design review for all residential properties as well as commercial properties? If so, should some types of work be excluded from design review, such as work that is not visible from the public roadway?
2. Should new design guidelines be adopted that address the area specifically? The current design guidelines only directly address Town Center Village District and the surrounding study areas. The “Other” section of the guidelines, which is currently applied in South Glastonbury for commercial projects, could continue to be used.
3. By creating a new village district, the current requirement in BZR Section 4.19 to provide design review for special permits in the Village Residential (VR) and Village Commercial (VC) district for

**Sec. 8-2j. Village districts. Compatibility objectives with other uses in immediate neighborhood. Applications. Village district consultant.** (a) The zoning commission of each municipality may establish village districts as part of the zoning regulations adopted under section 8-2 or under any special act. Such districts shall be located in areas of distinctive character, landscape or historic value that are specifically identified in the plan of conservation and development of the municipality.

(b) The regulations establishing village districts shall protect the distinctive character, landscape and historic structures within such districts and may regulate, on and after the effective date of such regulations, new construction, substantial reconstruction and rehabilitation of properties within such districts and in view from public roadways, including, but not limited to, (1) the design and placement of buildings, (2) the maintenance of public views, (3) the design, paving materials and placement of public roadways, and (4) other elements that the commission deems appropriate to maintain and protect the character of the village district. In adopting the regulations, the commission shall consider the design, relationship and compatibility of structures, plantings, signs, roadways, street hardware and other objects in public view. The regulations shall establish criteria from which a property owner and the commission may make a reasonable determination of what is permitted within such district. The regulations shall encourage the conversion, conservation and preservation of existing buildings and sites in a manner that maintains the historic or distinctive character of the district. The regulations concerning the exterior of structures or sites shall be consistent with: (A) The “Connecticut Historical Commission - The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings”, revised through 1990, as amended; or (B) the distinctive characteristics of the district identified in the municipal plan of conservation and development. The regulations shall provide (i) that proposed buildings or modifications to existing buildings be harmoniously related to their surroundings, and the terrain in the district and to the use, scale and architecture of existing buildings in the district that have a functional or visual relationship to a proposed building or modification, (ii) that all spaces, structures and related site improvements visible from public roadways be designed to be compatible with the elements of the area of the village district in and around the proposed building or modification, (iii) that the color, size, height, location, proportion of openings, roof treatments, building materials and landscaping of commercial or residential property and any proposed signs and lighting be evaluated for compatibility with the local architectural motif and the maintenance of views, historic buildings, monuments and landscaping, and (iv) that the removal or disruption of historic traditional or significant structures or architectural elements shall be minimized.

(c) All development in the village district shall be designed to achieve the following compatibility objectives: (1) The building and layout of buildings and included site improvements shall reinforce existing buildings and streetscape patterns and the placement of buildings and included site improvements shall assure there is no adverse impact on the district; (2) proposed streets shall be connected to the existing district road network, wherever possible; (3) open spaces within the proposed development shall reinforce open space patterns of the district, in form and siting; (4) locally significant features of the site such as distinctive buildings or sight lines of vistas from within the district, shall be integrated into the site design; (5) the landscape design shall complement the district's landscape patterns; (6) the exterior signs, site lighting and accessory structures shall support a uniform architectural theme if such a theme exists and be compatible

# Building-Zone Regulation Draft Text Amendment

South Glastonbury Village District

July 19, 2024

**Highlighted areas are intended to emphasize areas for consideration, as detailed in the staff memo.**

## 4.16 South Glastonbury Village ~~District Commercial (VC) Zone and South Glastonbury Village Residential (VR) Zone~~

### 4.16.1 Purpose and Intent:

In accordance with CGS § 8-2 and § 8-2j, the Zoning Authority declares that the purpose and intent of the South Glastonbury Village ~~Commercial and Village Residential~~ District Zones (SGVD) is to encourage a diversity of compatible uses that will perpetuate and reinforce the historic and mixed-use characteristics of the Village of South Glastonbury, and to promote, protect and enhance the unique and distinctive character, historic settlement pattern and architecture, and landscape of the Village of South Glastonbury. Land uses which are oriented to and consistent with existing village development and are inviting to visitors to the area are encouraged. Such land uses are vital to the continuation of the village's unique character and place in Glastonbury history and will foster its growth and viability as a neighborhood commercial and residential village.

Future development and expansion of existing development and uses shall emphasize the pedestrian scale, historic quality and natural and human resources of the village. The village shall have an infrastructure of sufficient capacity to support efficient use of land for mixed uses, and a variety of commercial and residential uses. Due to the unique characteristics of the village and the desire to create and perpetuate an attractive environment, these regulations are intended to be flexible in order to encourage development and redevelopment of appropriate scale, safe and convenient pedestrian and vehicular access, attractive building scale and massing, appropriate architectural detailing, proportional signage, shared parking and common entrances, reduced number of curb openings, landscape elements and maintenance of the historic streetscape.

### 4.16.2 Village Zones within the SGVD

The ~~village area-district~~ SGVD shall be divided into two zoning districts, VC and VR.

Development or redevelopment within the VC Zone shall be in accordance with the requirements of Section 4.16.3 and development or redevelopment within the VR zone shall be in accordance with the requirements of Section 4.16.4. Both zones shall be in accordance further be subject to with the requirements of Section 4.16.5, which controls design review for the district SGVD and the VC and VR zones. All existing land uses in both zones as of the effective date of this regulation shall be deemed to be conforming.

### 4.16.3 Village Commercial Zone (VC Zone)

4.16.3.a Uses Permitted by Special Permit in accordance with Section 12 within the VC Zone

vehicular access, attractive building scale and massing, appropriate architectural detailing, proportional signage, shared parking and common entrances, reduced number of curb openings, landscape elements and maintenance of the historic streetscape.

4.16.3.b Land Use Criteria for Development, Redevelopment Projects

4.16.3.b-1 Lot Standards

There shall be no minimum lot area, lot frontage, building setback, side yard, rear yard or lot coverage (green space) requirements, provided however that after the date of adoption of this Regulation no parcel may be divided or subdivided to create parcels less than 20,000 square feet or with less than 100 feet of frontage after division. Nothing herein is intended to limit the number of smaller lots that may be combined and developed under a single Plan of Development. No variance may be granted to reduce the minimum area or frontage requirements as provided herein.

4.16.3.b-2 Building Coverage

No single building shall exceed 20,000 square feet in land coverage. No variance may be granted to permit any building to exceed said limitation.

4.16.3.b-3 Building Height

Two and one-half (2 ½) stories or thirty-five and one-half (35 1/2) feet maximum AMENDED 1/4/21

4.16.3.b-4 Streetscape Preservation

The layout and site design of development shall include the use/reuse and restoration of existing buildings. Accordingly, demolition or relocation of existing buildings shall not be permitted unless a new development or redevelopment project is deemed by the Commission as one that provides enhanced or improved village amenities. Demolition approved by the Commission shall also be subject to the demolition delay ordinance. It is the intention of the above criteria to provide development opportunities that will enhance and improve the village setting.

4.16.3.b-5 Parking

Parking shall meet building use requirements established by Section 9 – parking may be located on adjoining parcels subject to a formal agreement between property owners. As part of a Section 12 Special Permit with Design Review, minimum parking requirements may be reduced not more than 30% to account for pedestrian consumer traffic.

4.16.3.b-6 Changes to Plans

Changes to existing uses and structures shall be approved in accordance with Section 12.9 or Section 12.10 of the Regulations.

4.16.4 Village Residential Zone (VR Zone)

4.16.4.a Uses Permitted by Special Permit in accordance with Section 12 within the VR Zone

Community center

Day care center (family, group)

with Section 13 of the Regulations. No variances to the requirements of the Residence A Zone requirements shall be permitted.

Additions are permitted on existing structures provided the above minimum requirements for existing setbacks are met.

- 4.16.4.e Permitted Accessory Uses
- Customary accessory uses
  - Customary home occupations
  - Garage, parking
  - Guest house
  - Parking area, private

All accessory uses and structures shall conform to the provisions set forth in Section 7 of the Regulations.

All projects requiring a Special Permit with Design Review, in both ~~village~~ the VC and VR zones, with the exception of building additions less than 10% of the existing floor area, shall be designed by a registered architect.

#### 4.16.5 Design Review

4.16.5.a In addition to compliance with the standards and uses in Sections 4.16.3 and 4.16.4 above, as applicable, the SGVD is enacted to protect the distinctive character, landscape and historic structures within the district through a design review process that shall apply to new construction, substantial reconstruction, and rehabilitation of property within the DistrictSGVD and in view from public roadways, including but not limited to:

- 1) The design and placement of new, expanded or altered buildings including materials and colors;
- 2) The maintenance of public views;
- 3) The design, paving materials and placement of public roadways;
- 4) The design and placement of new and modified landscape areas, lighting, fencing and walls;
- 5) The demolition of any structure or part thereof or the elimination of any landscape area; and
- 6) Other elements that the Commission deems appropriate to maintain and protect the character of the SGVD.

This provision shall not apply to repairs to buildings where such repairs involve the replacement of existing building elements with like materials, colors, dimensions, and details; to the construction of decks, patios, additions, or accessory structures that are not visible from public roadways; or, to the installation of new landscaping at single- and two-family properties.

In the case of demolition permit applications not associated with any zoning, site plan or special permit, the ASDRC (see Section 4.19.7) shall provide a report to the Building Official in accordance with the procedures established in Section 4.19.8.

#### 4.16.5.b Objectives

- recommendation in relation to the Design Guidelines of Section 4.16.5.d and other requirements of the SGVD.
- 2) In addition to the information, exhibits, drawings and plans required by a specific permit under these regulations, the ASDRC may also require one or more of the following items where it is reasonably required to adequately evaluate a proposal:
    - i. Cross-section drawings.
    - ii. Perspective drawings.
    - iii. The superimposition of the proposal on a computer created image of the existing area.
    - iv. A streetscape illustrating the new proposal to scale and indicating the dimensional relationship between the project and structures on adjacent parcels.
    - v. Samples of colors and materials.
    - vi. Historical pictures of the subject site and surrounding area, as available.
  - 3) The ASDRC shall review the application and report to the Commission or Building Official within thirty-five (35) days from receipt of the application. Such report and recommendation shall be entered into the public hearing record and considered by the Commission in making its decision.
  - 4) Failure of the ASDRC to report within the specified time shall be construed as approval of the design, and shall not alter or delay any other time limit imposed by these Regulations.
  - 5) A request from the ASDRC for resubmission of the application based on the ASDRC recommendations shall not be considered failure to act.
  - 6) The Commission shall take action on the application upon receipt of the report from the ASDRC. In addition to the report and recommendation of the ASDRC, the Commission may seek the recommendations of any Town agency, regional council, or outside specialist as applicable. All reports or recommendations from such agency, council, or specialist shall be entered into the public hearing record.
  - 7) Notice of the decision shall be published in the newspaper having a substantial circulation in Glastonbury.
  - 8) In accordance with §8-2j(f) and 8-3c of the Connecticut General Statutes, approval of a SGVD Application is effective upon filing in the office of the Town Clerk.

#### **4.19 Town Center Village District Overlay Zone (TCVD)**

##### **4.19.7 Architectural and Site Design Review Committee (ASDRC)**

h. In addition to applications subject to the provisions of this Section, the ASDRC shall review all Special Permits with Design Review for Multi-Family, Commercial, Office and Industrial projects in the F, PBD, PC, PE, PT, TC, TCMU, and RL, VC and VR Zones and applications for all projects in the ARZ, and PAD zones. As set forth in Section 12 of these regulations, the ASDRC shall provide an advisory report with recommendations to the Town Plan and Zoning Commission on the adequacy and design of the project's site layout, architecture, landscaping, screening, signs, and lighting.

