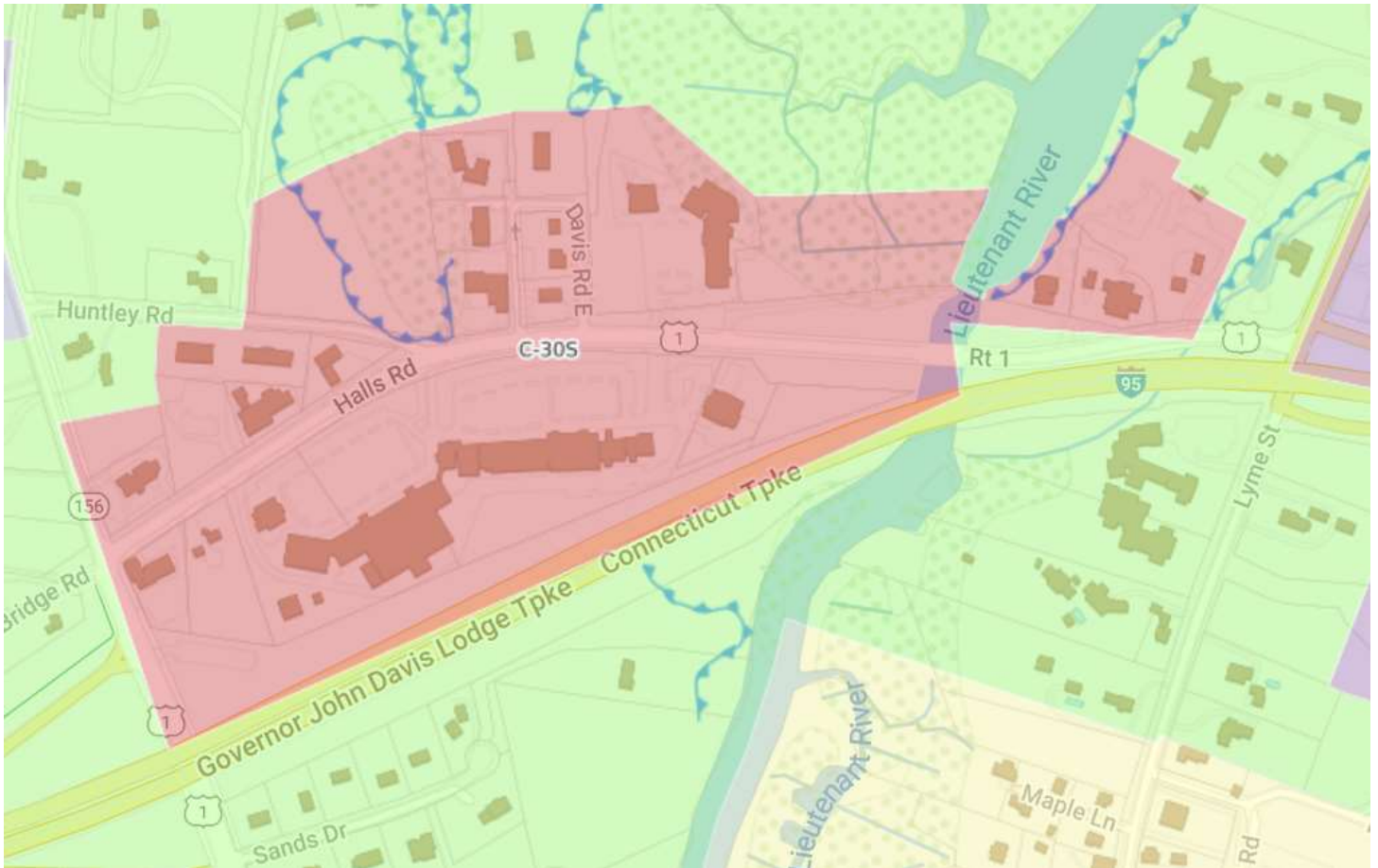


Town of Old Lyme

Halls Road Overlay District Proposal

November 18, 2024



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PRINT OR TYPE

Please read Old Lyme Zoning Regulations
Before completing this form.

FOR OFFICIAL USE ONLY

Application No. _____

Received by ZEO

Date _____

Fee \$380.00 _____

TOWN OF OLD LYME
Zoning Commission
52 Lyme Street
Old Lyme, CT 06371

PETITION FOR AMENDMENT OF OLD LYME ZONING REGULATIONS

Name of Petitioner(s) Town of Old Lyme

Address(es) 52 Lyme St, Old Lyme CT 06371

The undersigned request(s) an Amendment of the Old Lyme Zoning Regulations.

_____ This Petition requests an amendment to the Zoning Map or to boundaries of certain Zoning Districts, and there is attached:

- (a) A map clearly showing the area to be reclassified and specifying the present classification and proposed new classification with existing and proposed boundaries; **SEE MAP 21**
- (b) A list, keyed to the map of the names and addresses of the record owners of land within, and within 500 feet outside, the area to be affected by such reclassification; **SEE MAPS 21, 22, & 57. SEE PAGES A,B,C**
- (c) Area computations, by record owner, for all parcels or portions of parcels within, and within 500 feet outside, the area to be affected by such reclassification; **SEE MAPS 21, 22, & 57. SEE PAGES A,B,C**
- (d) A complete written description, by metes and bounds or courses and distances, of the location of any new District boundary or boundaries proposed. **SEE MAP 21**

_____ This Petition requests an amendment to the text of the Regulations and there is attached:

- (a) A full text of the proposed change in the Regulations, clearly indicating existing provisions to be repealed and new provisions to be enacted.

A complete and comprehensive statement of the reasons for any proposed change, including any special interest the Petitioner(s) may have in such change, is also attached.

Dated: 11/26/2024

Martha Shoemaker, First Selectman
Petitioner(s)

Martha H Shoemaker

Dear Board of Selectmen,

The Halls Road Improvements Committee (HRIC) is pleased to submit to the Board of Selectmen for their approval and subsequent submission to the Old Lyme Zoning Commission this application for new zoning creating a Halls Road Overlay District (HROD). This application is the result of years of work by the HRIC in consultation with local businesses, residents, town and civic groups, and professionals in relevant fields.

In the early 1960's new Town zoning moved most retail and commercial uses away from the centuries-old mixed-use town center on Lyme Street, to new strip centers in the open fields on nearby Halls Road (US Route 1). These were built in the typical manner of the time, with multi-tenant buildings set well back and vast parking lots fronting the roadway. This move deliberately separated shopping from working and living and placed the automobile first, which was then the 'modern' way.

In the Internet era each shop faces global competition on anything trucks can deliver, and retail scrambles to adjust. Retail does better today in living, mixed-use neighborhoods, in part because they supply one crucial thing the Internet cannot: human, face-to-face contact. In responding to such challenges, it seemed to many residents that creating a mixed-use shopping district along Halls Road could provide a stronger future environment for local businesses and ease the shortage of smaller-scale housing types in Old Lyme. The town created a Master Plan for Halls Road to bring that about.

The proposed HROD zoning is a vital part of the Halls Road Master Plan. The aim of the Plan is to secure the long-term viability of the town's main retail district by a combination of improvements in the public realm, and the proposed new options in zoning.

The proposed zoning creates an overlay district having the same boundaries as the existing C-30S district along Halls Road. Property owners and developers will have the option to continue to be regulated by the existing C-30S zoning, or to take advantage of new opportunities and different regulations in the new HROD. Multi-family residential is allowed under the proposed HROD when the majority of a parcel's Halls Road frontage is developed with customer-facing commercial uses on the first-floor front.

Old Lyme needs new housing types and an improved climate for retail trade on Halls Road. We need each one for its own sake, but the combination of the two increases the value of both. Retail does better in mixed-use neighborhoods, and the likeliest customers for smaller-scale residential view easy access to shops and public amenities as a plus.

HROD allows and promotes the creation of a new walkable, bike-able, mixed-use town center along Halls Road, in keeping with the Halls Road Master Plan. Customer-facing retail along the Halls Road right-of-way is an essential element in realizing that aim. We want a village feel, and browsable shops and restaurants along that new main street are a key part of the future we are trying to build.

In order to take advantage of residential development and other opportunities in the HROD, owners and developers must first build what we call a "Qualifying Project" (QP) along the bulk of their parcel's Halls Road frontage. The first floor front of a QP must be customer-facing retail or commercial businesses that

serve walk-in trade. Retail benefits greatly from a critical mass of potential customers walking by. Each business attracts potential customers to its neighbors. A private residence or a commercial office closed to the general public is dead space on a pedestrian shopping street. Those uses are allowed elsewhere in the HROD (on upper floors of the QP, or in the back, or on the first floor of buildings not directly on Halls Road) but they cannot be on the first-floor front of the QP.

This is the HROD's value proposition to owners and developers: Build a small amount of retail along Halls Road. In exchange, you may build multi-family residential, commercial, retail, or a mix of those; above that, behind that, or in buildings further back from Halls Road. Using HROD can significantly increase the return from an acre of ground in the Halls Road district—and the tax revenues.

Many developers want only residential projects. It's what they know, and the current demand is high. That will not serve Old Lyme's interests. We must have retail as well—and directly on Halls Road. Retail in mixed-use neighborhoods is more resilient in the face of Internet competition. This makes it more attractive than strip malls or big-box retail in the current market. This change in market conditions is creating a new breed of developers who are expressly interested in building communities: a mix of retail and residential that work together to improve the value of both.

Design Guidelines

In town-wide surveys with excellent response rates and in multiple public meetings over the course of years, more than 80% of residents and business owners in Old Lyme said any new development should “look like Old Lyme.” No other issue showed such uniform agreement. Appearances have always been an issue in judging new development, but that concern has never been made formal and explicit. Developers must guess what will help their project gain approval, and that makes their task more difficult.

The HROD Design Guidelines are intended to make this sensitive aspect of new development explicit with a formal process. Doing so gives potential builders good information about what is acceptable and what is not, well in advance of beginning their design process. Transparency and predictability make doing business in Old Lyme more attractive.

The Guidelines ask for conformance with well-established architectural standards of proportionality in design, scale, and massing. They take Lyme Street as it was when it was lined with businesses as their model, not to send us back to 1950, but to take account of the variety of styles and the easy integration of businesses, homes, and public buildings.

The buildings on Lyme Street represent a wide range of styles that have come and gone over the centuries. They all have one thing in common: they are proportional and tasteful expressions of their particular kind. This is what the Design Guidelines ask of new development on Halls Road.

Thank you for taking the time to review this application.

Halls Road Improvements Committee of the Town of Old Lyme

OLD LYME ZONING REGULATIONS
PROPOSED ZONING REGULATIONS CHANGES
MIXED-USE HALLS ROAD OVERLAY DISTRICT

5.14 **Mixed-Use Halls Road Overlay District (HROD)**

5.14.1 Statement of Purpose. The main commercial and retail area of Old Lyme stretches along Halls Road from Lyme Street to Route 156. The underlying zoning of this Halls Road Area is C-30S. The Mixed-Use Halls Road Overlay District (HROD) overlays the whole C-30S District as shown on the Zoning Map. The HROD is intended as an alternative set of zoning requirements providing an incentive to property owners to develop customer-facing retail and commercial businesses directly fronting Halls Road (a *Qualifying Project*, Section 5.14.4) in return for the ability to develop multi-family residential and other Uses on their property. These Regulations encourage the redevelopment of this older strip-retail corridor in a manner more in harmony with the town's former mixed-use town center on Lyme Street by allowing a mix of residential and commercial uses. The aim is to create, over time, an inviting pedestrian- friendly shopping street in a living, mixed-use neighborhood along Halls Road.

- a. Individual properties in the C-30S District and the HROD will continue to be subject to all of the regulations, responsibilities, and controls of the underlying C-30S District unless and until the property owner applies for and receives approval of a Special Permit allowing them to make use of the additional opportunities of the HROD while following its different requirements.
- b. All development proposed in the HROD shall be designed to achieve the following objectives:
 - i. To make Halls Road an attractive, pedestrian-friendly shopping street;
 - ii. to make the area a safe, convenient, and pleasant mixed-use residential neighborhood;
 - iii. to foster a mix of businesses focused on the needs of Old Lyme residents in preference to those of through-travelers on the highway;
 - iv. to create a mixed-use neighborhood whose form and function are appropriate to a small rural town on the Connecticut shoreline, taking the former mixed-use town center on Lyme Street as a model; and
 - v. to promote by these actions the continued vitality of the town's main shopping area.

5.14.2 District Boundaries. The Mixed-Use Halls Road Overlay District is shown on the "Zoning Map of the Town of Old Lyme, Connecticut", originally adopted effective

as of May 31, 1991. Its boundaries are contiguous with those of the C- 30S district.

5.14.3 Applicability and Process: All Uses and development applications within and taking advantage of the HROD shall be subject to the provisions of this HROD regulation, and not the provisions of the C-30S District, and if there are conflicts with other sections and provisions of these Zoning Regulations, the provisions of the HROD shall supersede those other provisions. In no event shall the HROD supersede the additional requirements of Sections 4.2 (Coastal Boundary), 4.3 (Tidal Waters Protection), 4.4 (Flood Hazard Regulations) or 4.10 (Conservation Zone)

5.14.4 Qualifying Project: The principle aim of the HROD is to encourage the creation of a new, mixed-use town center along Halls Road. To that end, any new development in the HROD must include a project meeting the requirements of Section 5.14.4.3 below. This is the “Qualifying Project” (QP), which requires a Special Permit.

5.14.4.1 The QP is required for any development in the HROD, and takes precedence over other construction on a Lot. Permitted Buildings or Structures on the Lot other than the QP can 1) start construction and 2) get their Certificate of Occupancy only AFTER the specified stage is achieved by the QP on that Lot. For any Lot existing as of November 1, 2022 which has frontage on Halls Road but does not meet the minimum Halls Road frontage requirement of Section 5.14.4.3(a)(vi), no QP shall be required and the applicant may fully utilize all other provisions of this HROD regulation.

5.14.4.2 If a completed QP, compliant with the requirements of Section 5.14.4.3, and with its Certificate of Occupancy issued already exists on a Lot, then the QP requirement for that Lot is satisfied. Nothing in this HROD regulation shall be construed to require the demolition or interruption of any pre-existing Building, Structure or Use during the construction of a QP or prior to a completed QP obtaining its Certificate of Occupancy.

5.14.4.3 The requirements for the QP are the same as those for any project elsewhere in the HROD, as described elsewhere in Section 5.14, with the following exceptions or conditions:

- a. Lot and Bulk Standards for QP
 - i. QP Setback from Halls Road Street Line: Minimum 0', Maximum 15'.
 - ii. QP Minimum depth of Building or Structure: Sufficient to provide a 40' depth of usable space for customer-facing uses (retail, commercial, or public) on the first-floor front.
 - iii. Extent of QP Building(s) along Halls Road Lot Frontage: The length of the QP Building (or combined length of QP Buildings) on Halls Road must occupy at least 75% of the length of Lot's Halls Road

- Lot Frontage, but no single Building shall exceed 200' in length or contain a footprint in excess of 20,000 square feet.
- iv. Max height: 3 stories, with allowance for a pitched roof to a maximum height of 35' at peak.
- v. Minimum height: no more than 25% of the length of the Building(s) fronting Halls Road may be one story and no one-story Building or portion of a Building may exceed 80 feet in length.
- vi. Minimum Halls Road Lot Frontage: 150'
- vii. Ratio of Lot Frontage to Lot Area: No Qualifying Project can be approved on a Lot whose Minimum Area of Buildable Land is greater than five times the square of its Halls Road frontage.
- b. Uses allowed in the first-floor front of a Building of the Qualifying Project are slightly different from those allowed elsewhere in the HROD (that is: in other Buildings or Structures not fronting Halls Road, or in the upper floors and rear of the Qualifying Project Building itself). To promote foot traffic and ensure safety along this pedestrian shopping corridor, the following Uses are not allowed in the first-floor front of a Building of the Qualifying Project in the HROD.
 - i. Multi-Family Residential
 - ii. Bed & Breakfast
 - iii. Electric vehicle charging station
 - iv. Veterinary outpatient clinic
 - v. Day Care Center
 - vi. Drive-up window services of any kind
 - vii. Business or professional offices that are closed to public customers
 - viii. Outdoor Recreation (tennis, swim, etc.)
 - ix. Public Utility substation, transformer, or other facility
 - x. Parking garages as a stand-alone Use
- c. On the second or third floors of the QP, or at the rear of the Building, the above restrictions (5.14.4.3.b) do not apply, and the permitted Uses are as stated for the rest of the HROD in Section 5.14.6.

5.14.5 Design Guidelines - In addition to the standards and criteria of Sections 13A and 13B for Special Permit Uses, the site design, architectural design, scale and massing of Buildings and other Structures shall be substantially consistent with the explicit physical standards for site work, Buildings and Structures expressly articulated in the Halls Road Overlay District Design Guidelines which shall apply to all Uses in the HROD and shall help govern the Commission's determination of the acceptability of a proposed Use, Building or Structure.

5.14.5.1 Except for Uses permitted by Sections 5.14.6.1 and 5.14.6.2, all new Uses and changes of Use, as well as Buildings and Structures to be constructed, reconstructed, altered or exteriorly renovated or substantially improved in the HROD shall require the submission of a Special Permit application to the Zoning Commission under these regulations and shall be referred for design review and an

advisory recommendation as to consistency with the Halls Road Overlay District Design Guidelines which are included herein by reference. The design review process and subsequent advisory recommendation shall be provided by the Halls Road Overlay District Design Review Committee. This Committee shall consist of three residents of Old Lyme. While not required, it is preferable that at least one member of the Committee shall be a professional architect or other design professional licensed to practice in the State of Connecticut. If such professional architect or other design professional is not available on the Committee, the Committee may hire a professional architect or other design professional to assist with the design review, and the cost of this peer review shall be paid by the applicant. The Committee may incorporate any peer review comments into their report. Applicants are encouraged to meet with the Zoning Enforcement Officer and Design Review Committee informally to review preliminary designs prior to a formal application being filed.

5.14.5.2 The Committee's report shall be delivered to the Commission no later than thirty-five days from receipt of the application by the Commission. In the event no such report is provided within this timeframe, the report shall be deemed favorable by the Commission. Such report and any advisory recommendation shall be entered into the public hearing record and considered by the Commission in making its decision.

5.14.5.3 The following objectives are applicable to all development in the HROD:

- a. The Buildings, layout of Buildings and included site improvements shall create a walkable village center and streetscape environment along the frontage of Halls Road through the placement of Buildings and surrounding site improvements in relationship to the Street Line;
- b. the scale, proportions, massing and detailing of any proposed Building shall be in proportion to the proposed scale, proportion, massing and detailing encouraged in the district as per the Design Guidelines;
- c. proposed open spaces shall reinforce new open space patterns of the district in form and siting;
- d. landscape design shall complement the district's landscape patterns;
- e. locally significant features of the area, such as natural resources or sight lines of vistas from within the district, shall be integrated into the site design;
- f. exterior signs, site lighting, and accessory Buildings and Structures shall support a uniform architectural theme; and
- g. any existing and proposed streets, driveways, and parking areas shall be inter-connected where possible.

5.14.6 Uses.

5.14.6.1 Permitted Uses, Certificate of Zoning Compliance only.

The following Uses require the approval of a Certificate of Zoning Compliance, issued by the Zoning Enforcement Officer, in addition to any other applicable provisions of these Regulations:

- a. Minor modification of any Use, Building, or Structure after obtaining a Special Permit pursuant to Section 5.14.6.3, provided that such modification does not materially impact the character, quality, density, intensity, amenities, traffic generation, parking facilities or other major features of the previous approval. The Zoning Enforcement Officer may refer any such request for minor modification to the Commission for final approval.

5.14.6.2 Permitted Uses, Subject to Site Development Plan Review

The following Uses require the approval of a Site Development Plan in accordance with Section 13A of these Regulations, in addition to any other applicable provisions of these Regulations:

- a. Accessory Uses which are customary and incidental to any Use after obtaining a Special Permit pursuant to Section 5.14.6.3, provided that such Accessory Use does not materially impact the character, quality, density, intensity, amenities, traffic generation, parking facilities or other major features of the Special Permit Use, subject further to the standards of Section 7 of these Regulations.

5.14.6.3 Special Permit Uses, Per Section 13B. The following Uses require the issuance of a Special Permit in accordance with Section 13B of these Regulations, in addition to any other applicable provisions of these Regulations:

- a. Multi-family housing, provided that no dwelling unit on the ground floor level shall directly front or face onto Halls Road.

The Minimum Lot Area for a multi-dwelling Building shall be 10,000 square feet. The HROD dimensional requirements shall determine the number of dwelling units that can be placed on one Lot, provided that no more than 40 dwelling units shall be built per one acre of land. At least ten percent (10%) of the dwelling units shall be rented or conveyed subject to an affordability restriction. Such restriction shall require that, for a least thirty (30) years after initial occupancy, the dwelling units will be sold or rented at, or below, prices that will preserve the units as housing for which persons pay thirty percent (30%) or less of their annual income, where the income is less than or equal to eighty percent (80%) or less of the area median income. Certification of compliance with said restriction shall be provided to the Commission upon request.

- b. General Retail Business or retail service occupation for the sale of merchandise containing no more than 10,000 square feet of Total Floor

Area per Use on any Lot, subject to Section 14 and also including the manufacture or processing of materials accessory to a permitted retail business or retail service occupation.

- c. Food and Beverage
 - i. Full-service restaurants, including the accessory service of alcoholic beverages, and including entertainment
 - ii. Take-out restaurants, provided no drive-thru facilities are included.
 - iii. Food sale markets
 - iv. Bakery (retail)
 - v. Brewery with on-site retail sales as a brew pub
 - vi. Artisan Food
- d. Arts and Entertainment
 - i. Assembly halls, bowling alleys, and indoor and outdoor recreational facilities (including tennis, handball, paddleball, squash, swimming, skating and similar such activities)
 - ii. Theaters for indoor motion pictures or for dramatic or musical productions
 - iii. Artist studio and sales space
- e. Services
 - i. Banks
 - ii. Boat Rental – non-motorized boats only
 - iii. Pet Services
 - iv. Inn
 - v. Bed and Breakfast
 - vi. Day Spa
 - vii. Day Care Center
 - viii. Veterinary Outpatient Clinic
 - ix. Philanthropic, educational, recreational, or religious non-residential use by a duly organized non-profit organization, non-profit corporation or governmental unit excluding correctional institutions and institutions for the insane.
 - x. Electrical Vehicle Charging Stations, provided such charging stations are set back a minimum of 60 feet from the Halls Road Street Line.
- f. Business or Professional Office - Professional and Business Office shall include, for example, the offices of doctors, dentists, lawyers, architects, accountants, engineers, psychotherapists, real estate and insurance agents, and other recognized professionals for whom a license to practice is required by applicable laws of the State of Connecticut. Compared to “Home Occupation, Customary.” Such Uses include:
 - i. Professional or business office of a resident of a dwelling unit
 - ii. Customary home occupation, home industry and service occupations within a dwelling unit
 - iii. Business Service Establishment, except for landscaping service

- iv. Medical office
- v. Governmental services
- g. Other
 - i. Public Utility substation, transformer, or other facility
 - ii. Park, playground, or open space operated by the Town of Old Lyme.
 - iii. Green space in private property or operated by a non-profit organization
 - iv. Tennis, swim, recreation
 - v. Parking Garages either as a stand-alone Use or an Accessory Use
- h. Drive-in Windows

Drive-in windows for banks, pharmacies or out-patient clinics only are allowed provided the drive-up window is located on the side of the Building which is not visible from Halls Road and vehicle queuing areas leading up to the drive-thru window are screened from view from Halls Road to the extent possible.

5.14.6.4 Multiple Uses. Multiple principal Uses may be proposed for any Lot provided the Commission finds the following:

- a. The proposed Uses are compatible with each other as designed into the existing or proposed site and Building(s);
- b. The site can meet the parking requirements of Section 5.14.9 of the HROD Regulations;
- c. For any mixed-use Building fronting Halls Road, the ground floor shall be occupied by a commercial use to a minimum depth of 40 feet from the front façade of the Building to encourage interaction with pedestrians. Commercial uses allowed on the first floor of a Building facing Halls Road shall include public access as part of normal business operations.
- d. For any mixed-use Building fronting Halls Road, no dwelling unit shall directly front or face at the ground floor level onto Halls Road.
- e. The mix of multiple Uses contributes to the purposes of the HROD as set forth in Section 5.14.1 of these Regulations.

5.14.6.5 Prohibited Uses. Any Use not listed or designated as a permitted Use, Special Permit Use, or Accessory Use in this District is expressly prohibited. The following Uses which are allowed in the underlying C30-S zoning district are not allowed in the HROD.

- a. Single-family home
- b. Adult entertainment
- c. Cemetery
- d. Mortuary
- e. Marine facility
- f. Commercial livery stables, riding academies
- g. Motel, hotel

- h. Public laundry
- i. Retail dealer's station for sale of motor vehicle fuels as a primary or Accessory Use (Gas station)
- j. Motor vehicle service facility or repairs' garage
- k. Rental or leasing of automobiles, including trucks, trailers, buses
- l. Warehousing or self-storage

5.14.6.6 Spacing between Alcoholic Beverage Uses. The spacing requirements between alcoholic beverage Uses of Section 14.5 of these Regulations shall not apply to such Uses within the HROD.

5.14.7 Lot and Bulk Standards. All Uses, Buildings and Structures in the Halls Road Overlay District shall comply with the following table:

**TABLE 5.14-A
BULK STANDARDS IN THE HALLS ROAD OVERLAY DISTRICT (HROD)**

1.	Minimum Lot Area (in square feet)	30,000 s.f.
2.	Minimum Halls Road frontage	150'
3.	Wetlands/watercourse restriction (8.2.1(a) and 8.1.4)	20%
3.	Minimum height of Buildings in stories - no more that 25% of the Building(s) fronting Halls Road may be one story.	1 for 25% as noted
4.	Maximum height in stories (all Buildings and Structures)	3
5.	Maximum height of a Building (at peak), including allowance for a peaked roof*	35'
6.	Maximum setback from the street line for new Buildings and Structures in the Qualifying Project	15'
7.	Minimum setback from rear property line	15'
8.	Minimum setback from other property line	7.5'
9.	Maximum Lot Coverage by Buildings & Structures	40%
10.	Maximum total ground coverage as percent of Lot Area	75%

* Spires, cupolas, towers, flagpoles, and other similar architectural features occupying not more than ten (10) percent of the building footprint and not designed or used for human occupancy may be constructed, reconstructed, enlarged, extended, moved or structurally altered to a reasonable and necessary height upon the granting of a special permit.

5.14.8 Parking Requirements. Required loading spaces shall be governed by the requirements of Section 18 of the Zoning Regulations. Parking spaces within the HROD shall be governed as provided herein. The following provisions shall apply to parking requirements in the HROD:

- a. Parking required for all residential uses, including parking provisions for visitors, shall be accommodated on-site, i.e., on the Lot where the Use is located.
- b. Parking required for the owners and employees of non-residential uses shall be accommodated off-street, i.e., on-site, or off-site. "Off-site" parking shall be defined as off-street parking that is not located on the subject Lot but is on private or public property upon which the proposed Use has the exclusive right by lease, easement, ownership, or otherwise, to utilize for parking.
- c. Parking required for the customers and patrons of non-residential uses may be met through a combination of on-street, off-site and on-site parking.
- d. In the case of parking required for non-residential uses, an applicant will be required to demonstrate to the Commission's satisfaction, the existence of sufficient parking through any combination of the following:
 - i. The Commission, with the advice of the Selectmen or their authorized agent, may determine that the required parking can be accommodated through on- street parking during the proposed hours of operation. This provision does not apply to parking required for owners and employees.
 - ii. Through a combination of on-street and off-site parking, including parking formally dedicated to the Use in parking lots within or abutting the HROD and on other Lots of non-residential property within the HROD
 - iii. In evaluating off-site parking, the Commission shall consider the proximity of such parking to the proposed Use and the existence of sidewalks or other pedestrian walkways to provide safe passage between the off-site parking area and the proposed Use.
 - iv. Parking Garages may be permitted when they are part of a Building or Structure with an approved HROD Use; or as a stand-alone Building or Structure, provided the Building or Structure is located a minimum of 120 feet from the Halls Road Street Line and screened to minimize its visual presence from Halls Road. The parking garage may not exceed 3 stories in height.
- e. Number of Parking Spaces. It is the purpose and intent of this section to assure that sufficient but not excessive Off-Street Parking Spaces are provided to accommodate the automobiles of all persons normally using or visiting a Use, Building or Structure at any one time. Within the HROD, an applicant must justify the need for the number of spaces being proposed. However, the number of Off-Street Parking Spaces proposed by the Special Permit applicant shall not exceed the following Standards:

TABLE 5.14-B – PARKING REQUIREMENTS

	<u>Use Classification</u>	<u>Standards</u>
i	Multi-Family Dwellings	maximum two spaces per dwelling unit, minimum one space per dwelling unit.
ii	Professional, business office or customary home occupation in a dwelling unit	2 spaces maximum in addition to those required (above) for home occupation
iii	Retail businesses, retail stores, business and professional offices, banks and financial institutions, medical and dental clinics, and veterinary hospitals	1 space maximum for each 200 square feet of gross floor area
iv	Office Buildings not serving the public on the premises	3 spaces max. for each 1,000 square feet of gross floor area
v	Restaurants and other food and beverage service establishments	1 space max. for each 3 seats plus 1 space max. for each 2 employees
vi	Theaters and assembly halls having fixed seats	1 space max. for each 4 seats
vii	Places of public assembly or public recreation including clubs, libraries, museums, art galleries	1 space for each 4 legal occupants per Fire Safety Code
viii	Bed and Breakfast	1 space for each room plus one space for each employee

Other Uses: Sufficient parking spaces shall be provided in connection with any Use or variation thereof not explicitly listed in Section 5.14.9 to preserve the purpose and intent of the HROD.

- f. Where appropriate, the Commission shall encourage the use of low-impact, passive stormwater designs in all parking areas.
- g. To the extent practical, the Commission will require that the access for delivery and service vehicles and loading for both residential and non-residential uses shall be from side streets and parking areas. In making their determination, the Commission will consider the potential impact that these vehicles will have on neighborhoods abutting the HROD.
- h. The Commission may require the use of reciprocal cross-easements to encourage vehicular and pedestrian access between Lots and to avoid unnecessary traffic on public streets.

5.14.9 Sidewalks.

5.14.9.1 If no public sidewalk currently exists along the frontage of the property, all new development or expansion of existing development shall include the installation or reconstruction of a sidewalk along any frontage on a public roadway meeting the design guidelines and construction standards of the Town. No sidewalk shall be required if the Commission, with the advice of the Selectmen, determines that the addition of a sidewalk is not feasible because of environmental or physical constraints or creates a public safety hazard.

5.14.9.2 For all non-residential uses, sidewalks shall also be provided from the frontage sidewalk to the primary Building entrance and from all parking areas to the primary entrance and all other entrances.

5.14.9.3 All sidewalks must be kept clear of parked vehicles and other materials which block the public right-of-way.

5.14.10 Front Yard Use.

5.14.10.1 Establishments fronting on Halls Road may provide seating for customers in and public use of front yards with prior Commission approval, provided that pedestrian circulation and access to Building entrances is not impaired. To allow for pedestrian circulation, a minimum width of five feet of accessible and clear walkway shall be provided between the sidewalk and the Building entrance. Establishments with outdoor seating shall be required to provide additional trash receptacles. Tables, chairs, planters, trash receptacles, and other street furniture shall be compatible with the architectural character of the Building where the establishment is located.

5.14.10.2 Extended awnings, canopies or large umbrellas may be permitted in connection with an application or modification thereof at the discretion of the Commission and shall be located to provide shade for patrons.

5.14.10.3 In connection with an application, the Commission may approve front yard displays directly in front of an establishment, provided that at least five feet of clearance is maintained along the entire length of the sidewalk and at the storefront entrance for pedestrian access. Front yard displays of retail products shall be permitted only during normal business hours and shall be completely removed at the end of the business day, unless otherwise approved by the Commission. Failure to maintain a front yard display in a clean, litter-free condition at all times shall be grounds for revocation of Commission approval of the display.

5.14.11 Noise and Hours of Operation. No activities within the HROD shall result in noise of such volume or duration as to interfere with normal use and enjoyment of property within the HROD. In connection with an application or modification thereof, the Commission may require reasonable hours of operation for non-residential uses to preserve the enjoyment of nearby residential uses.

- 5.14.12 Variances: The HROD establishes an area of the Town where special land use and design guidelines can be invoked by way of the Special Permit process from the Zoning Commission. Where the flexibility and accommodations provided under this regulation are insufficient to address unique physical hardships of particular properties, bulk and dimensional variances remain available as provided under these Zoning Regulations. However, *Use variances* are strictly prohibited within the HROD.

HALLS ROAD OVERLAY DISTRICT DESIGN REVIEW GUIDELINES

1. Introduction

Old Lyme is a traditional New England coastal town in New London County, located at the mouth of the Connecticut River where it meets Long Island Sound. It has a rich history of farming, fishing, shipbuilding, light industry, and trade. It occupies about 27 square miles with a mix of shoreline, tidal marsh, inland wetlands, fields, and forested hills. The Connecticut River is the only major river in the northeastern United States without a major port or harbor at its mouth, and the lower Connecticut is relatively undisturbed by development. Old Lyme has several beaches, and waterfronts along both the Connecticut River and Long Island Sound. The town has a strong sense of place, with numerous small and cohesive neighborhoods and a historic main thoroughfare on Lyme Street. In its day Old Lyme has played important roles in the political and cultural history of Connecticut and the nation.

In the years-long discussions leading to the Master Plan for Halls Road, the single most widely-shared concern among residents was that any new development should “look like Old Lyme.” These Design Guidelines address that shared concern. The Guidelines take Lyme Street, the town’s mixed-use main shopping district until 1960, as the model for Halls Road. The HROD zoning promotes the creation of a walk-able, bike-able, mixed-use town center along Halls Road; one that is an attractive place to live, work, browse, meet, and do business. The Design Review Process is an important part of creating a new town center that is integrated, visually and functionally, with the historic town center on Lyme Street.

2. Purpose

The purpose of these HROD Design Review Guidelines (“Guidelines”) is to establish clear standards for site work and structures to guide recommendations for new or renovated buildings within the HROD that will:

- provide a framework for design that draws inspiration from the traditions of Old Lyme and similarly situated Connecticut communities,
- promote the safe, functional, and attractive development of the HROD,
- enhance the public experience, and
- reinforce the enhancement of the distinctive landscape and architectural character within the Town of Old Lyme.

Images on the following pages reflect the character, style, design elements, scale, form, details, articulation, etc. that shall be reflected in the design of new or rehabilitated structures in the HROD.

A Halls Road Overlay District Design Review Committee shall have the responsibility of reviewing, in accordance with these Guidelines, the plans for any structure to be constructed, reconstructed, or exteriorly renovated or substantially changed in the District. The Design Review Committee shall consist of three residents of Old Lyme. While not required, it is preferable that at least one member of the Committee shall be a professional architect or other design professional licensed to practice in the State of Connecticut. If such professional architect or other design professional is not available on the Committee, the Committee shall hire a professional architect or other design professional to assist with the design review, and the cost of this peer review shall be paid by the applicant. The Committee may incorporate any peer review comments into their report.

3. Architectural Design

No Special Permit required under the Halls Road Overlay District zoning regulations shall be approved nor shall any building or structure be constructed, reconstructed, or exteriorly renovated or substantially improved in the District until the Zoning Commission considers the timely report of the Halls Road Overlay District Design Review Committee (“Committee”) which shall provide recommendations regarding the overall architectural style of the proposed site and building design in accordance with these Guidelines. The Committee will review a project to determine if it is in harmony with these Guidelines, the District or sub-sections of the District in which such activity is taking place; protects property values in the District and preserves and enhances the beauty of the community, its historical integrity and architecture. In making the determination regarding architectural integrity and overall architectural style, the Committee shall take into consideration the architectural style of historic Lyme Street structures as depicted in these Guidelines.

In addition to reflecting the intent of these Guidelines, new buildings and renovations should be designed to fit the specific characteristics of their particular site. The architecture should be influenced by traditional New England building forms and town-making patterns, the specific needs of the intended users, the nature of the intended use and other site-specific factors. All buildings shall follow fundamental architectural principles of scale, massing and appropriate detail commensurate with the Design Criteria included in these Guidelines, and special attention will be paid to the essential elements of building design. These elements include, but are not limited to: foundations; windows, doors and shutters; porches, stoops, entries and railings; siding and trim; roofs and dormers; and appurtenances such as: chimneys, gutters and downspouts, columns, vents, exterior lighting and building identification.

Human Scale

Buildings and site elements should be designed to human scale. The forms, massing and openings of buildings should be proportional to the size of a human figure; average height of an adult male (5’9”) or female (5’ 4”). Many architectural elements can add scale to a building – such as water features, planters, doorways and recessed openings, divided pane windows, building mounted light fixtures, dormers, cupolas, projecting rooflines, covered walkways, colonnades, and similar features – provided they are designed as integral parts of the overall structure. Long straight walls exceeding 40’ should use architectural features to give the appearance of smaller, individual buildings. Such features might include bays, projections, recesses, balconies, material variations, parapet heights, window patterns, and other architectural details.

Freestanding Accessory Structures

Where freestanding non-habitable structures are allowed (e.g., ATMs, garages, canopies, storage units, recycling sheds, trash enclosures, cart corrals, utility buildings) they should meet the same design standards as the principal building through repetition of architectural forms, materials, colors, and detailing.

Inappropriate Materials and Façade Treatment

Certain materials are not considered appropriate for use in the HROD. Such materials include but are not limited to: vinyl or aluminum siding; a faux brick or stone treatment; synthetic stucco (Dryvit) or Exterior Insulation & Finish Systems (EIFS) concrete or similar manufactured exterior block materials; blank walls exceeding ten feet (10’) in length before there is a door, window, set-back, bump-outs or application of other architectural style that add interest and articulation to the façade; chain link fence;

PVC screening fence or panels. This list may be expanded when deemed appropriate by a recommendation by the Committee and final approval by the Commission.

4. Approving Authority

The final approving authority shall be the Old Lyme Zoning Commission.

5. Submission Requirements

The applicant shall provide adequate information to enable the Committee to make a determination if the project conforms to these Design Guidelines.

All applications under this section shall demonstrate how the appearance of the proposed structure conforms to the criteria in Section 7 of these Guidelines, and, if applicable, the criteria in the Zoning Regulations. Architectural Plans

For new construction and major alterations, an application shall include architectural plans of all buildings, other structures, site improvements and signs. Such plans shall include preliminary floor plans and exterior elevations showing height and bulk, roof lines, door and window details, exterior building materials, color and all exterior lighting and be stamped and signed by an architect licensed in the State of Connecticut.

Site Development Plans

Site Development Plans shall show paving materials, landscaping, fencing, lighting design and other features of the site and buildings which are visible from the exterior of any building on the site or from adjacent properties or streets and which may impact on the character or quality of life on adjoining properties and throughout the HROD. Design review requirements shall apply to all structures, exterior renovations, and substantial improvements within the HROD.

Streetscape Plans

In cases of new construction or major modifications to existing buildings, a scaled streetscape colored rendering showing the proposed structure(s) in relation to the context of the surrounding area, particularly regarding the criteria set forth in Section 7, shall be provided.

Said streetscape plan shall include the following:

- Building elevations.
- Streetscape materials and furniture.
- Other appurtenances (i.e., light fixtures/poles, utilities, signage, landscaping, street signs, etc.).

6. Design Criteria

The following criteria shall be considered in all designs. Designs shall be in keeping with the new architectural fabric of the District, which shall reflect the architectural style of Old Lyme as found along Lyme Street and the precedent images included in these Guidelines.

7. Criteria

Any new building or structure or exterior renovation or substantial improvement of a building or structure visible from a public street or water body should adhere to the following criteria.

- New construction and renovations should generally be compatible with the architectural style proposed for the District through these Guidelines.
- New construction and renovations to existing structures or buildings onsite that have no historical character, and which seek to create an incompatible appearance are discouraged.
- The removal or alteration of any historic material or distinctive architectural features should be avoided unless the alteration is necessary and unavoidable to the renovation.
- Distinctive stylistic features or examples of skilled craftsmanship which characterizes a building, structure, or site and are consistent with these Guidelines should be treated with sensitivity.
- Deteriorated architectural features desired by these guidelines should be repaired or replaced to the extent possible.
- Renovations and additions which destroy significant historical, architectural, or cultural characteristics as encouraged by these Guidelines are discouraged.
- Significant landscape features shall be designed by landscape architect licensed in the State of Connecticut.

8. Design Review Procedure

Application for Design Review Committee Recommendation

Each application for design review by the Committee shall accompany its associated Special Permit Application to the Commission and shall include ten (10) hard copies and one electronic file of the drawings and application materials, which shall meet the requirements of these Guidelines. Applications that are determined to be incomplete shall not be accepted.

All applicants are encouraged to participate in a pre-application development meeting with the Town's Zoning Enforcement Officer and/or the Committee itself to review the application and submission package.

Receipt and Review of Application

Upon receipt of the accompanying Special Permit Application by the Commission, the application for design review shall be referred to the Committee for a report and advisory recommendation. The Committee's report shall be delivered to the Commission no later than thirty-five days from receipt of the application by the Commission. In the event no such report is provided within this timeframe, the report shall be deemed favorable by the Commission. Such report and any advisory recommendation shall be entered into the public hearing record and considered by the Commission in making its decision.

Glossary of Architectural Terms

- Arcade: A range of arches supported on piers or columns attached to or detached from the wall.
- Architectural style: the set of features that make a building or other structure notable and identifiable, such as the form, massing, historical elements, façade articulation, trim, details, fenestration, materials, and other elements contributing to an identifiable style.
- Awning: A roof-like cover extending over or in front of a storefront (as over the deck or in front of a door and/or window) as a shelter.

- Bay: A main division of a structure. A regularly repeated unit on a building elevation defined by columns, pilasters, or other vertical elements, or defined by a given number of windows or openings.
- Bay window: A window or series of windows forming a bay in a room and projecting outward from the wall.
- Blank Wall: An exterior building wall with no openings and generally constructed of a single material, uniform texture, and on a single plane.
- Brackets: Ornamental pieces placed under eaves, cornices, windowsills, etc., which appear to provide structural support.
- Bulkhead: A vertical partition separating compartments.
- Canopy: An ornamental projection, over a door, window, niche, etc.
- Clerestory: An outside wall of a room or building that rises above an adjoining roof and contains windows.
- Column: A supporting post--often round in shape--found on storefronts, porches, and balconies; may be fluted or smooth.
- Corner block: A square, relatively flat block of wood, often decoratively carved, placed at the upper corners on each side of the wood framing around a door.
- Cornice: The projecting uppermost portion of a wall, sometimes treated in a decorative manner with brackets.
- Cupola: A small roof tower, usually rising from the roof ridge.
- Dormer: A window set vertically in a structure projecting from a sloping roof.
- Eave: The part of the roof which extends beyond the side wall.
- Façade: The face of a building, especially the principal face.
- Fascia: Any relatively broad, flat, horizontal surface, as the outer edge of a cornice, a stringcourse, etc.
- Fenestration: The arrangement of windows and other openings in a wall.
- Frieze: The portion of the facade found just below the point where the wall surface meets the building's cornice or roof overhang.
- Front Lot-Line: On a regular lot, the front lot line is the shared line between the lot and a sidewalk/public right-of-way.
- Gambrel: A roof having two slopes on each side of the peak, the lower slope usually steeper than the upper one.
- Gable: The vertical triangular wall between the sloping ends of gable roof.
- Gable Roof: A roof that consists of two sloping planes that meet at the ridge or peak. The planes are supported at their ends by triangular, upward extensions of walls known as gables.
- Hipped Roof: A roof with four sloped sides.
- Mansard Roof: A roof that has two slopes on all four sides.
- Massing of the Building(s): The combined effect of the arrangement, volume, and shape of a building or group of buildings. Also called bulk.
- Muntin (or Window Bar) – A short bar used to separate glass in a sash into multiple lights. Also called a windowpane divider or a grille.
- Parapet: The portion of an exterior wall that rises entirely above the roof, usually in the form of a low retaining wall, the parapet may be shaped or stepped.
- Pediment: A low triangular gable above a cornice, topped by raking cornices and ornamented.
- Pilaster: A column partially embedded in a wall, usually non-structural and often decorated to resemble a classical column.

- **Public Right-of-Way:** Includes the street, curb and sidewalk area in front of private property at the front lot line.
- **Quoin:** Corner treatment for exterior walls, either in masonry or frame buildings.
- **Roof:** Flat or Pitched. Pitched roofs can be: Hip, Mansard, Gambrel, Gable, and more.
- **Sash:** (Window Sash) Framework of stiles and rails in which the lights of a window are set.
- **Scale:** A relative level or degree; to make in accordance with a particular proportion or scale with the surrounding architecture.
- **Setback:** An architectural expedient in which the upper stories of a tall building are stepped back from the lower stories, designed to permit more light to reach the street.
- **Shingles:** Thin pieces of wood or other material set in overlapping rows to form a roof or wall cladding.
- **Side light:** A framed area of fixed glass alongside a door or window opening.
- **Storefront:** The front side of a store or store building facing a street
- **Substantial building or site renovation/rehabilitation:** Any physical upgrades to a building, or structure with a value of labor and materials that is equal to or exceeds thirty percent (30%) of the assessed value of the building or structure. Any physical upgrades to a site with a value of labor and materials that is equal to or exceeds thirty percent (30%) of the assessed value of the parcel. The assessed value shall be the most current assessed value as determined by the Town of Old Lyme Assessors Department.
- **Substantial Use change:** Change of use within a Building or Structure or on a Lot, that may alter the overall character, quality, density, intensity, uses, amenities, traffic generation, parking facilities or other major features of the Building or Site, the permitting agency may determine that the modifications are so substantial as to be classified as substantial.
- **Texture:** The visual or tactile surface characteristics and appearance of a building
- **Transom:** A small-hinged window above a door or another window.
- **Transparent Glass:** Degree of Tinting: Capable of transmitting light so that objects may be easily seen on the other side.
- **Turrets:** A small tower that projects from the wall of a building, such as a medieval castle or baronial house. A building may have both towers and turrets; turrets might be smaller or higher, but the difference is generally considered to be that a turret projects from the edge of the building, rather than continuing to the ground.
- **Valance:** A short drapery, decorative board, or metal strip mounted across the top of an entry or window to conceal structural fixtures.

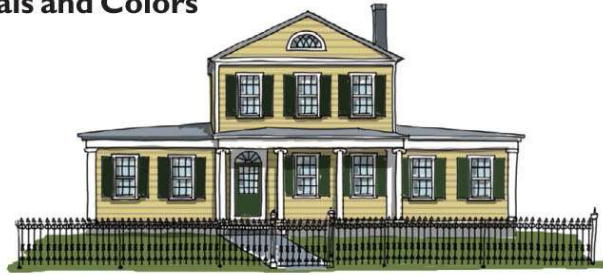
Examples of Acceptable Retail Storefronts from Lyme Street



Examples of Acceptable Architectural Styles



Examples of Acceptable Building Materials and Colors



Examples of Acceptable Building Design with First Floor Retail





**Examples Showing
Acceptable Building
Relationship to
Streetscape**



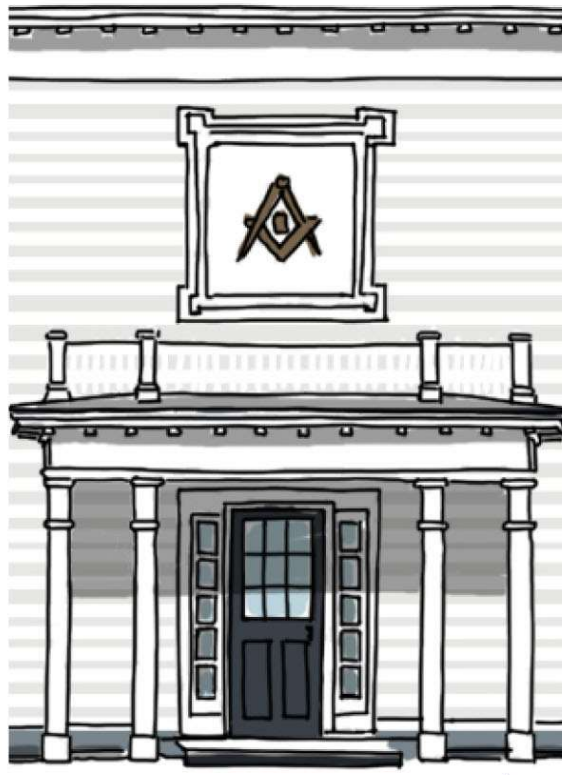
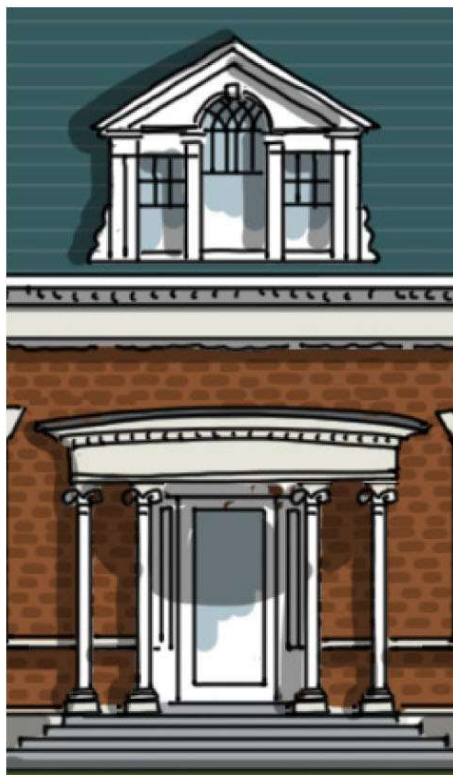
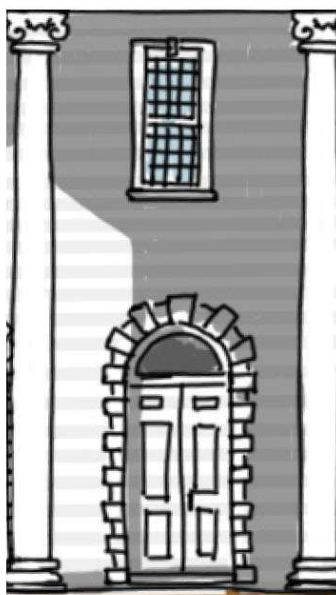
Acceptable Shop Windows, New England Character and Scale



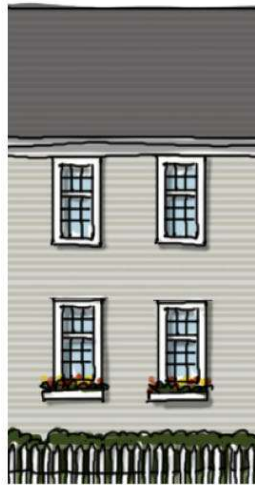
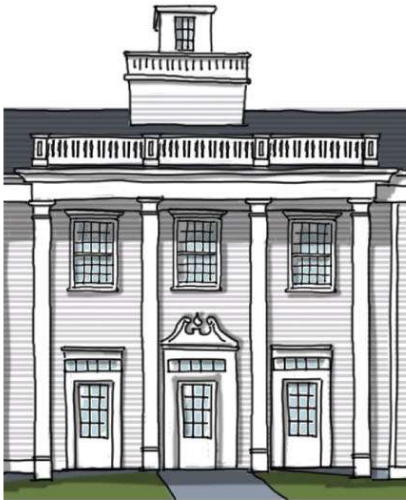
Acceptable Cluster Housing with Landscaping and Variation of Facades



Examples of Acceptable Entryway Treatments



Examples of Acceptable Windows, Dormers, Doors, and Columns



Examples of Unacceptable Cluster Housing Designs

- “Cookie Cutter” Repitition
- Garage as Entry Instead of Doorways



Examples of Unacceptable Commercial Building Designs

- Monolithic and Faux Mansard Roofline
- Extended Single Story
- Overpowering Signage

