

 <p><b>CITY OF DOVER</b></p>	<p><b>CITY OF DOVER - ORDINANCE</b></p>
	<p style="text-align: center;"><b>Posted:</b></p> <p>Ordinance Number: <b>O – yyyy.mm.dd -</b>  Ordinance Title: Site Review Regulation Amendments  Chapter: 149</p>

1. Chapter 149 of the Code of the City of Dover, entitled Site Review Regulations, is hereby amended by revising 149-14.L “Architectural Design Standards”, by revising follows:

L. Architectural Design Standards

(1) Findings

The City of Dover Planning Board finds that:

- (a) Our city contains a historic downtown area, three major thoroughfare business districts, a beautiful rural landscape replete with unique natural and cultural resources, an excellent architectural tradition, a colorful history, and much visual appeal.
- (b) Preserving and enhancing these features is integral to maintaining the character and identity of our community.
- (c) ~~Building designs should embody the traditions of our city and region, consider the quality of the pedestrian environment, and provide aesthetics that enhance the character of our community, improve property values, and quality of life. Building designs which are indifferent to the traditions of our city and region, aggressively seek the attention of passing motorists, do not consider the quality of the pedestrian environment, or are erected at the lowest possible cost without due concern for aesthetics harm the character of our community, depress property values, and impair our quality of life.~~
- (d) While subjectivity and judgment ~~is~~are invariably part of reviewing architectural designs there are universal principles of good design.
- (e) Well-crafted design standards can promote building design that is functional, economical, attractive, and harmonious. Quality development and sustainable economic development are not mutually exclusive; rather, they are interdependent.

(2) Purpose

The purpose of the Architectural Design Standards is to:

- (a) Provide for high quality architecture that respects UNIVERSAL DESIGN PRINCIPLES, enhances the appearance of Dover, reinforces pedestrian character where appropriate, and is sensitive to neighboring buildings, the broader setting, and natural and cultural resources.



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- (b) Protect and enhance the positive visual qualities of Dover’s downtowns, residential neighborhoods, commercial corridors, industrial parks, and scenic and rural landscapes.
- (c) Encourage design, which is compatible with the TRADITIONAL character of Dover and New England- while being harmonious with neighboring structures in terms of mass, width, height, proportion, spacing, and setback.
- (d) Enhance property values and foster civic pride.
- (e) Minimize potential aesthetic conflicts between residential and NONRESIDENTIAL USES and between single family and multifamily USES.

Adherence to these standards ~~is should not be burdensome and they are~~ not intended to stifle creativity or variety. On the contrary, the standards will likely encourage more thoughtful approaches to building design. There is much flexibility embodied in the guidelines and ~~many~~numerous ways of meeting the objectives from Dover’s Master Plan. They are intended to ~~It is hoped that they will~~ serve as useful guidelines for design professionals and APPLICANTS seeking to produce quality designs respectful of place and context.

### (3) Adoption

This section is adopted pursuant to the City of Dover Master Plan and New Hampshire Revised Statutes Annotated sections 674:21 (Innovative Land USE Controls) and 674:44 (Site PLAN Review Regulations).

### (4) Applicability

Architectural design review is required as part of Site PLAN Review process for all NONRESIDENTIAL structures and for all residential structures where the total number of dwelling units in one development, whether in one or more structures, exceeds ~~four~~ five (however, in no event would any single family structures or properties be subject to review). This review includes all new construction, building additions, and alterations to buildings if those alterations would significantly affect the exterior appearance of the building. Design review is required only for building ELEVATIONS and portions of structures that would be visible from a public street or path or from neighboring residential properties. All applicable development must conform to these guidelines as reasonably interpreted and applied by the Planning Board.

Architectural design review is not conducted for routine repair or maintenance of structures, any work on the interior of a building, any existing structures for which no exterior alterations are proposed, and modifications solely for the purpose of providing safe

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means of egress or access in order to meet requirements of the Building Code or Life Safety Code. Architectural design review is only conducted in instances found within 149.4 Applicability of the Site Review Regulations.

(5) Various Sections ~~o~~Of the City

Various sections of the City differ from one another in character and in appropriate treatment. The following sections are listed in order, generally, from the most sensitive to the least sensitive sections.

- (a) CBD. This zone encompasses the downtown areas and is highly sensitive because of the importance and challenge of maintaining a pleasing pedestrian environment. This is the Central Business District, which includes the areas along Washington Street from Chestnut Street to Main Street, all of Main Street, and a section of Central Avenue from Sixth Street to Silver Street. As one travels closer to the core areas traditionally the buildings are taller, closer to the sidewalk, built of more substantial materials, and more elaborate in design and detailing.
- (b) CWD. These areas are not as sensitive as existing neighborhoods in which existing residents could be vulnerable to new development over which they have little control. New commercial structures, ~~are not being~~ built in TRADITIONAL neighborhoods. ~~However,~~ this zone is adjacent to the existing downtown core, and should feel as if it is an extension of the CBD district. The architecture of the waterfront areas should encourage the development of marine, history or tourism related land USES and activities, which take advantage of the peculiar characteristics of the waterfront as well as its central location in Dover and its proximity to the historic area.
- (c) B-1, O. These areas are sensitive because some older neighborhoods that are zoned for mixed USE have ~~been harmed~~experienced by incompatible multifamily and NONRESIDENTIAL development. These are transitional zones, and as such the new non-residential components should respect the character and nature of the existing residential USES. New development should blend in with the TRADITIONAL character of these neighborhoods in order not to ~~diminish property values~~detract from ~~the community~~ and the small SCALE pedestrian nature of these areas.
- (d) B-3, B-4, B-5. It is important to enhance the quality of commercial development along these corridors (such as Routes 9, 108, 4, and 155). All serve as gateways to the city, carry high levels of traffic, and are the most ~~prominent-traveled~~ areas of the city. On the other hand, an intensive automobile oriented and big BOX/small BOX character is already established in many areas. Thus, while we seek to enhance the visual

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experience along these corridors, there are generally fewer sensitive resources vulnerable to this type of development.

- (e) I-1, I-2, I-4. We seek to enhance the quality of our industrial parks (such as Venture Drive and Industrial Park Road). However, because these are located on dead end streets with almost no incidental traffic and with few vulnerable existing visual resources they are less sensitive.

(6) General Standards

An application is considered to meet the design requirements of the Architectural Design Standards if the Planning Board, in its judgment, determines that the application overall demonstrates reasonable conformity with the Purpose, above, the General Standards, that follow, and Elements of Design in the next subsection. APPLICANTS will be required to submit a narrative explaining how the project meets all of the architectural standards. For those projects within the CBD, conformity with the Design Guidelines will be considered during the review of the project.

- (a) Recognizing that every property, every proposal, and every situation is unique, the Planning Board may waive, or modify any of the standards herein as it reasonably deems appropriate, based upon the individual circumstances of any application. No particular architectural style is stipulated and innovative, contemporary, and distinctive designs are encouraged, provided they are respectful of general design principles and context.
- (b) Buildings should be compatible with TRADITIONAL New England architecture in terms of mass, width, height, proportion, spacing, and setback. They should be articulated to express an architectural identity and ideally will be handsome and dignified.
- (c) While the use of a TRADITIONAL architectural vocabulary (GABLES, PORTICOS, belt COURSESeourses, etc.) is desirable, designers are encouraged to use this vocabulary in an original manner that reads as contemporary.
- (d) It is recognized that many national and regional chain businesses seek to build a standard design across the country or region without regard to local conditions. However, the Planning Board will evaluate all proposed designs for their compatibility with our own local community character and for conformance with the goals of these guidelines. It shall be the obligation of the APPLICANTS to develop designs that are compatible with our community character; the City need not make adjustments to accommodate these template designs.



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- (e) Use of false or partial MANSARD roofs, unconventionally shaped roofs, overly bright colors, disproportionately sized building elements, crudeness of features, or a general plastic feel of the building, is not appropriate.
- (f) Buildings should possess an overall integrity. Architectural details should not give the impression of being tacked on but rather should be integral to the overall design. (For example, use of undersized shutters on a picture window, or installation of an elaborate classical PORTICO or CUPOLA on an otherwise clearly utilitarian big BOX would be discouraged.)
- (g) ~~Generally, the less visible or prominent a structure or FACADE is, the lower the level of standards will be. For example, less strict review is in order for a building located a good distance from the road or for one that is partly obscured by another structure.~~
- (gh) While it cannot be required under these guidelines, the reuse of existing structures that have special architectural, historical, cultural, or contextual value by the ~~Site~~ APPLICANT is strongly encouraged.
- (hi) Modifications and additions to existing buildings should be harmonious with the character of the existing building when the existing building would reasonably be considered to be in general conformance with the goals of these guidelines. When the existing building is not in general conformance with the goals of these guidelines, flexibility shall be provided for modifications and additions that improve conformance with such goals.
- (ij) Building design should blend with other features of the site - signage, landscaping, lighting, fencing, outbuildings, etc. - to the extent practical.
- (jk) ~~Whenever possible, S~~signage on buildings in the CBD district is encouraged to follow the mill motif criteria as set out in the sign ordinance (Chapter 170.32 P).

### (7) Elements of Design

Proposed designs should be harmonious with neighboring structures that have a visual relationship with the subject building in terms of mass, width, height, PROPORTION, spacing, setback, and all of the other elements of design discussed below when those neighboring structures would reasonably be considered to be in general conformance with the goals of these guidelines. This is particularly applicable to older buildings located in downtown areas and residential neighborhoods.



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- (a) Siting of building. To the extent practical, structures should be located and configured in a visually harmonious manner in keeping with the terrain and vegetation and dimensional requirements and should not impede publically enjoyed scenic views.

Most buildings are oriented parallel or perpendicular to the street or curved along a street corner like examples within the CBD Design Guidelines demonstrate. This pattern reinforces the streetscape. Buildings should not be oriented at odd angles to the street unless this is already the prevailing pattern in the area or if it is dictated by strong topographic or site considerations.

- (b) SCALE. Every effort should be made to provide an appropriate SCALE to new buildings both in their overall size and in their details.

~~If practical, it~~ is preferred that buildings contain at least two stories. Alternatively, a single story building should have a relatively steep roof or a high PARAPET. It is required in the CBD zone for buildings to be multistory in order to reinforce the SENSE OF ENCLOSURE of the street.

- (c) PROPORTION. Buildings and their details should be well proportioned in accordance with commonly accepted design principles so as to create a sense of order and balance.

- (d) MASSING. Large structures should be broken into smaller masses to provide human SCALE, variation, and depth. These smaller masses should have a strong relationship to one another and, ideally, each smaller mass will have integrity of form. Construction of unadulterated warehouse style big BOXES should generally be avoided (though their USE is of less concern in industrial parks). Blocky multifamily structures within predominantly single and two family neighborhoods are highly ~~inappropriate~~unfitting.

- (e) Roof. As a design element, the roof has a significant effect on the building’s character. The lack of a roof ~~can~~ often promotes a feeling of boxiness or lack of scale. The taller the building, the less ~~necessary~~impactful is a pitched roof is to the sense of human scale in design. Multistory buildings in downtown and mill buildings rarely included a pitched roof.

Incorporation of a moderate slope is preferred. Where flat roofs are used, however, there should be a distinct CORNICE and/or PARAPET to emphasize the top of the building or other features in keeping with the aesthetic strategies of the building toward a sense of human scale and sensitivity to the neighboring context. Extensive areas of visible roof should be broken up with DORMERS, CROSS GABLES, CUPOLAS, chimneys, PARAPETS, BALUSTRADES, and TOWERS.



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A flat roof may also include an occupiable roof deck if relevant to the design of the building. Roof decks are less visible the higher they are above the street and the further they are set back from the face of the building. However, they can sometimes enhance a streetscape with activity, similar to street furniture. If used at the top of a building, a roof deck will be reviewed by the Planning Board in the same manner as other roof forms noted above for consistency with the goals of these guidelines.

- (f) Building FACADE. Much attention should be given to create an attractive building FACADE. Broad expanses of blank walls are inappropriate. Traditionally, the parts of a FACADE that might be embellished, or at least articulated in some fashion include:
- (i) the horizontal base where the building meets the ground (such as a different treatment for the foundation)
  - (ii) the horizontal top where the building meets the sky (such as a projecting CORNICE with BRACKETS)
  - (iii) a horizontal section in between (such as a belt COURSE) ~~between stories~~
  - (iv) the vertical corners on the left and right sides (such as CORNER BOARDS or QUOINS)
  - (v) vertical articulation along the façade to allow for breaks every thirty (30) or so feet in the middle (such as PILASTERS)
  - (vi) the area around the door/entry (such as a PORTICO)
  - (vii) the areas around the windows (such as window SURROUNDS or LINTELS)

In addition, depth may be created for the FACADE through use of porches, projecting or recessed sections, BAY WINDOWS, or ARCADES.

- (g) FENESTRATION. Windows are an integral part of a building and should be incorporated on front FACADES, and preferably side FACADES to humanize the building. It is desirable that the windows along with the door establish a coherent, orderly pattern and RHYTHM.

It is preferable that windows be vertical in the ratio of height to width or at least “no more squat than square”. (except as described in CBD area, below). Horizontally shaped windows are discouraged. Where horizontal windows are sought, a series of contiguous vertical windows with MULLIONS in between should be used arranged in a horizontal band.



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In pedestrian oriented downtown or waterfront commercial centers, use of large picture type windows for retail USES on the first floor is strongly encouraged. In residential areas and on upper floors of downtown buildings use of multiple panes of glass (or the appearance of multiple panes) rather than picture type windows is preferred.

Shutters, where appropriate, should be sized properly for the window opening (approximately one half the width of the opening.)

- (h) Entrance. The entrance is an important element in defining a building. Articulation of the entrance is encouraged through use of a PORTICO, canopy, awning, sidelights, SURROUND, or other device.

Generally, there should be an entrance, if not the primary entrance, located on the front FACADE. Use of a usable front porch on residential buildings is strongly encouraged.

- (i) Materials. The use of natural materials or materials that appear natural is preferred. Materials should be high quality and durable. Wood (CLAPBOARD and shakes), brick, stone, fiber reinforced stucco, TEXTURED block, and terra cotta are the preferred materials, although fabricated materials which effectively imitate the character of these materials is acceptable. Conventional vinyl and aluminum siding arranged in a horizontal CLAPBOARD pattern is ~~acceptable but~~ not preferred. Its use is inappropriate in downtown areas. Within the CBD all exterior walls that front on a public way with adjacent pedestrian traffic/infrastructure must incorporate wood, brick, stone or a suitable contemporary material appropriately detailed within the first twenty (20) vertical feet.

Sheet plastic, sheet fiberglass, T-111 plywood, PECKY SHINGLES, simulated brick, and similar materials should not be used. Use of highly reflective plastic or metal surfaces are inappropriate. Use of salvage style brick with multiple colors is discouraged. Prefabricated metal wall PANELS and undressed concrete/cinder block should not be used except in industrial park areas. When these materials are used in industrial park areas it is preferable to minimize the area over which they are used, minimize their use on front FACADES, and to combine their use with other materials, such as installing metal walls over a foundation of TEXTURED block.

- (j) Color. Color of buildings is reviewed for NONRESIDENTIAL property only. Generally, it is preferable to use two or three compatible colors. The main color(s) on a building should generally be nature blending, earth tone, neutral, or pastel in character. Bright colors should be limited to accent areas. High intensity colors, reflective metallic colors, or fluorescent colors should not be used.



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Subtle colors are appropriate on larger, plain buildings, whereas smaller buildings with more detailing can more effectively incorporate brighter colors.

- (k) Lighting. Use of low key, low intensity wall pack or spot type lighting, or lighting of signage on buildings is appropriate. Use of lighting to highlight the building in a prominent manner, such as brightly illuminated roof fins or neon tube lighting is discouraged. Light fixtures shall be architecturally compatible whether traditional (ie lantern style) or contemporary. It is desired for buildings to offer a feeling of warm security without being overwhelming from the streetscape.

(8) Particular Building Types and Components

- (a) Vehicle Recharging and Refueling Station. Canopies should incorporate features to avoid the sense of a large, hovering mass. A pitched roof or other TRADITIONAL roof form ~~should be used (attractive examples include the Irving Stations in Northwood and Meredith)~~. The FASCIA of the canopy should be short in height, generally not to exceed two feet. It is preferable that COLUMNS be articulated in some manner. All vertical surfaces should be nonreflective and colors should be muted.
- (b) Mini-warehouses/Self Storage Facilities. When these facilities are located on major roads, their design must be very carefully considered. Deep setbacks should be established. The structures should be located perpendicular to the road with no doors facing the road. Use of corrugated metal on the front FACADES is unacceptable. Use of TEXTURED block, brick, wood, or stucco is preferred though flat metal may be acceptable. Colors should be muted. ~~(The facility located on Route 155 is well designed, including the fine selection of colors.)~~
- (c) Garages. Garage doors should be relatively unobtrusive. To the extent practical, doors should be placed on side FACADES not facing the street, doors should be screened from view by landscaping or other structures, or garages should be set back a greater distance from the street. Where the garage is attached to the main building it is preferable for the garage section to be subordinate to the main section by reducing the size and recessing it beyond the main section. Within the CBD, if a garage door must be part of the FACADEs facing the street, the door must blend in and not be the main focal point of the FAÇADE.
- (d) Utility elements. To the extent practical, all utility elements, such as dumpsters, utility meters, and ground mounted air conditioning units, should be screened in an aesthetically pleasing manner and located such that they are not visible from a public way or neighboring residential properties. Utilities shall blend into the surrounding and not be easily identifiable (unless code requires such as fire department connections).



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Above ground storage tanks, with the exception of businesses that sell fuel, should be screened or hidden from view.

- (e) Fences. Use of chain link fences in front or side yards- ~~is typically prohibited~~ ~~discouraged~~. When they are used in ~~these areas~~ the rear yards, the chains should be covered in a colored vinyl (such as dark green) or equivalent. If a fence is used as screening, it must be solid.

(9) Process

APPLICANTS should submit ELEVATION drawings drawn to scale of each pertinent FACADE. A color board containing actual color samples of exterior finishes, keyed to the ELEVATIONS and indicating the manufacturers name and color designation should also be submitted. APPLICANTS should also submit a materials, boards, or samples if appropriate, such as the type of brick proposed.

Any proposed building illumination must be submitted and approved. No such lighting may be installed without approval.

ELEVATION drawings must be prepared by a registered ~~engineer~~, architect (AIA), or landscape architect (LLA). ~~(use of a registered architect is strongly encouraged)~~. The Planning Board may waive this requirement in the case of smaller structures, less prominent structures, or as it deems appropriate.

While APPLICANTS are required to meet the standards herein, it is not necessary to submit waiver requests from any specific design standards herein. It shall be up to the Planning Board to determine if the overall proposal meets the intent of this section.

At its option, the Planning Board may secure the services of a consulting architect or other professional to assist in the review of an application. The BOARD may impose reasonable fees upon an APPLICANT to cover this expense.

As part of the overall site review process the Technical Review Committee, will review plans for compliance with these standards and report to the Planning Board as to adherence.