



## DESIGN CODE: Design Concepts, Lot Standards, Uses and Definitions

### I: | Architectural Guidelines

#### BUILDING MASSING

The Building Massing (width, depth and height of a building) is controlled largely by the Lot Standards for the individual lot. The building massing is to be neo-traditional in character recalling traditional architectural styles. Architectural styles are to be interpreted in proportion, detail and scale while fitting with today's lifestyle. In all cases the garage location is to be de-emphasized by locating it away from the street.

Diversity in building massing and style are encouraged to create a variety in overall streetscape.

#### FACADES

Facades must have a defined base or foundation, wall mass, and termination formed by a pitched roof or articulated cornice. In each instance appropriate to the architectural style. Front and side facades shall be of one consistent character throughout. All residential buildings must be raised above the sidewalk grade, see Lot Standards for specific heights. Material changes are allowed as described below.

- When a facade is constructed of more than one material within the same plane the material change shall occur only along a horizontal plane (not in a vertical or diagonal line). The heavier of the two materials shall always be placed beneath the lighter material.
- When a facade is constructed of more than one material along the length of the facade changes in material shall occur only at offsets in massing in the vertical plane.
- The triangular area of gabled walls may be a dissimilar material than the lower portion of the wall if appropriate to the style of the structure. Otherwise, the full height gabled wall should be finished with a consistent material.

Exterior trim, building materials and colors are to be approved. Acceptable exterior materials are brick, stone, wood, cementitious stucco, faux stucco and cementitious siding products.

Exposed foundation walls greater than 16" above grade must be covered with an approved facade material down to grade.

## PORCHES

Porches are to be consistent with the architectural style of the home. Porches may have finished ceilings, exposed beams or exposed rafters as appropriate to the house style.

Porch floors shall be wood, concrete, brick, stone or pavers finished on all exposed sides. Posts, columns and balustrades shall be wood. Railings shall be wood, steel or ornamental iron scaled appropriately to the facade. All exposed wood trim, steel or ornamental iron shall be painted.

## ENTRANCES

All primary entrances shall be highly articulated by architectural elements appropriate to the architectural style. Any such elements incorporated into the design shall be compatible with the architectural style, materials and details of the building as a whole.

The location, proportion and style of doors, sidelights, trim and transoms must be appropriate to the style. Doors may be of wood, embossed steel, fiberglass with wood veneer or masonite. Storm and screen doors shall be full view (single light or opening) without decorative trim. Front stoops (horizontal surface and steps) shall be brick, concrete, stone or pavers. All exposed edges to be finished. Side and rear stoop/steps are permitted to be detailed in wood.

## WINDOWS (Fenestration)

A critical feature of any architectural style is the window design. Fenestration shall be architecturally compatible with the building style in placement, proportion, variation in window size, materials, trim details, mode of operation (exm: double hung, casement), number of panes of glass, trim details, whether it has shutters, etc. should be consistent with the style of the structure. All of these elements are important in distinguishing the various architectural styles.

Windows shall be built of wood or vinyl. Glass shall be clear (free of color) except where stained or art glass is appropriate to the style. Glass block is not permitted. Tinted glass may be used in solariums if not visible from the public realm. Snap-in muntins are permitted in lieu of actual muntins if the surface facing the exterior is painted to match the exterior sash.

Black screening material is not permitted on windows that have outside facing screens (charcoal color is accepted). Screens mounted on the inside face of windows may be any color.

## EXTERIOR WOOD TRIM

Cornices, corner boards, rakes, pediments, window trim, balustrades, brackets and other trim features are defining characteristics of the various architectural styles and must be included in the design of the structure. Scale and detail of all trim to be appropriate to the character of the house and shall be approved.

## ROOFS

The pitch, shape and mass of a roof is critical in successfully translating an architectural style. Roof pitches must be consistent with the style of the structure. Flat roofs, if necessary to achieve a specific architectural style, are permitted if edged by a railing, parapet or cornice appropriate to that style.

- Roof materials & colors are to be approved.
- Rake details must match house style and are to be approved.
- All roof penetrations (except chimneys) must be painted to match roof color. Copper may be left natural.
- Metal gutters and down spouts are to be pre-finished, or painted, to match adjacent building materials. If gutters or down spouts are used as decorative elements they may be a contrasting color. Copper may be left natural.

#### DORMERS, GABLES, BAYS AND TOWERS

Dormers, gables, bays and towers are to match the architectural style. The proportion and detailing of dormers is critical to the successful articulation of the roof line.

High style Victorian homes, for example, often include towers and bays protruding from and above the main building mass. Location and scale of such features are to match house character in style and material.

#### CHIMNEYS

Chimneys must be placed appropriately per style of the home. Exposed surfaces of all chimneys to be brick, stone, stucco, or cementitious. Flues to be metal or tile with appropriate chimney caps.

## II: | Lot Standards

Lots are divided into five primary types, each with its own character, usage and parking requirements as follows:

CATHCART KNOLL

CAMERON ROW

HAWKSMOORE

NORA HILL

SMITHWOOD

VILLAGE CENTER

### III: | Definitions

Some special definitions are used throughout the Code:

Residential use means that the premises are intended to be used either for permanent or short-term accommodations. Residences may also be used for home-based businesses, which may be subject to additional regulation, either government or under the Declaration, regarding signage, employees, parking and other matters.

Commercial Use comprises the following:

- (a) Live/Work individual buildings per guidelines
- (b) Medical services including Doctor, Dentist, Optometrist, and Chiropractor
- (c) Veterinarian office (no kennels)
- (d) Restaurant (no drive through)
- (e) Business Services
- (f) Bike Shop
- (g) Convalescent/Rest home
- (h) Community Center
- (i) Cultural facility
- (j) Daycare Center
- (k) Walk-up ATM (no drive through)
- (l) Offices
- (m) Personal Service
- (n) Food service such as coffee/bagel, ice cream, pizza, Subway, etc. (no drive though)
- (o) Neighborhood convenience food market (no gas pump)
- (p) Drycleaners (drop off/pick up)
- (q) Light retail such as flowers, art store, gift/card shop, books/newspaper, etc.

An outbuilding is an enclosed structure, one or two stories in height, which is secondary to, and detached from, the main building on the lot. A typical outbuilding would be a garage, a guest house, or a garage with a second-story apartment or office.

The right of way line is the boundary between the publicly-owned street and the lot. The paved street is narrower than the right of way, which includes sidewalks and a planting area for trees.

The facade is the vertical surface of a building which is set parallel to a setback line; the main entrance to the building is on the facade. The elevation is the vertical surface of a building facing any other lot boundary.

The setback establishes the distance between the right of way and a facade, or between a boundary line and an elevation. Setbacks may be a mandatory distance, usually called a build-to line; the building must be placed exactly that distance from the boundary. Other setbacks are

expressed as a minimum distance; the building may be placed further away from the boundary but no closer.

- The setback for a facade establishes a mandatory line upon which the facade must be placed.
- As attached buildings are to be placed on the side boundary line, the side setbacks for such elevations are a mandatory zero distance on the common lot line.
- Other setbacks are expressed as a minimum distance; the elevation may be placed further from the boundary but no closer.

Setbacks are measured to the exterior wall of the structure. Roofs may overhang the property setback as shown on the graphic portion of this Code. Corner Lots shall hold clear a view triangle defined by the intersection of the sidewalk curbs and two points 25 feet from the intersection of the sidewalk curbs extended.

Lot coverage is the maximum area of the lot that may be occupied by an enclosed structure. Open porches and open connecting structures are excluded from the calculation.

Whenever a building height is to be measured from grade, grade shall be determined at the midpoint of the lot along the front property line. Variances may be granted for lots with an unusual amount of slope.

Other terms are defined as they appear in the Code.

# RENWICK

## Application for Preliminary Review

To be completed by the applicant:

Date: \_\_\_\_\_

Owner: \_\_\_\_\_  
Name(s)

Lot # \_\_\_\_\_

\_\_\_\_\_ Mailing address for all correspondence Street Name: \_\_\_\_\_

\_\_\_\_\_ City State Zip

(\_\_\_\_\_) \_\_\_\_\_  
Daytime telephone number(s)

Architect or Designer: \_\_\_\_\_

Name(s)

\_\_\_\_\_ address for all correspondence

Mailing

\_\_\_\_\_ City State Zip

(\_\_\_\_\_) \_\_\_\_\_  
Daytime telephone number

To be completed by the Review Board:

Date Reviewed: \_\_\_\_\_

Comments:

*Submitted:*

- Site Plan
- Floor Plan 1/8" Scale
- Elevations( All Street Frontages)
- Drawings/Perspectives (Optional)

# RENWICK

## Application for Final Review

To be completed by the applicant:

Date: \_\_\_\_\_

Owner: \_\_\_\_\_

Name(s)

Lot # \_\_\_\_\_

To be completed by the applicant if changed since Preliminary Review:

\_\_\_\_\_ Mailing address for all correspondence

\_\_\_\_\_ Street Name: \_\_\_\_\_

\_\_\_\_\_ City

\_\_\_\_\_ State

\_\_\_\_\_ Zip

\_\_\_\_\_ Lot Type: \_\_\_\_\_

(\_\_\_\_\_) \_\_\_\_\_

Daytime telephone number(s)

*Architect or*

*Designer:* \_\_\_\_\_

Name(s)

\_\_\_\_\_ address for all correspondence

Mailing

\_\_\_\_\_ City

\_\_\_\_\_ State

\_\_\_\_\_ Zip

(\_\_\_\_\_) \_\_\_\_\_

Daytime telephone number

To be completed by the Review Board:

Date Reviewed: \_\_\_\_\_ Submitted: \_\_\_\_\_

Approved  Disapproved  
window/door schedule

Form B

Comments:  cutsheets

Survey

Staked on ground?

Flag trees for removal?

Site Plan; Scale: 1"=20'

Foundation Plan

Floor Plan

Elevations( All)

Landscape plan(2wks Prior to  
Landscaping)

Other: \_\_\_\_\_

# RENWICK

## Construction Specifications Form

To be completed by the applicant's architect, builder, or designer:

Date: \_\_\_\_\_

Owner: \_\_\_\_\_  
Name(s) Lot #\_\_\_\_\_

Architect, Builder or Designer: \_\_\_\_\_  
Name Street Name

- Exterior Building Walls, Garden Walls and Fences (mark all that apply):
  - Stone (Specify: \_\_\_\_\_)  
(Mortar Color: \_\_\_\_\_ Type Joint: \_\_\_\_\_)
  - Brick (Specify: \_\_\_\_\_)  
(Mortar Color: \_\_\_\_\_ Type Joint: \_\_\_\_\_)
  - Stucco (Specify: \_\_\_\_\_)
  - Cementitious (Specify: \_\_\_\_\_)
  - Horizontal wood clapboard no more than 6' to the weather (building walls only)
  - Cedar shingles no more than 6' to the weather (building walls only)
  - Vertical wood board and batten, 8" boards only (building walls only)
  - Wood lattice (maximum spacing 3")
  - Wood Pickets (fences only; attach pattern drawing)
  - Wrought Iron (fences only; attach pattern drawing)

Samples must be provided upon request by Review Board.

2. Piers, posts and columns:  
type material: \_\_\_\_\_

3. Drives and Entries, Walkways:  
type material: \_\_\_\_\_

4. Door, window and corner trim:  
type material: \_\_\_\_\_  
size: \_\_\_\_\_

5. Exterior Doors: (Cut Sheets to Include)  
type material: \_\_\_\_\_  
manufacturer: \_\_\_\_\_  
style: \_\_\_\_\_  
color/finish: \_\_\_\_\_

6. Garage Doors: (Cut Sheets to Include)  
type material: \_\_\_\_\_  
manufacturer: \_\_\_\_\_  
style: \_\_\_\_\_  
color/finish: \_\_\_\_\_

7. Windows:  
type material: \_\_\_\_\_  
manufacturer: \_\_\_\_\_  
style: \_\_\_\_\_  
color/finish: \_\_\_\_\_

8. Roofing:  
type material: \_\_\_\_\_  
manufacturer: \_\_\_\_\_  
style/color: \_\_\_\_\_

Samples must be provided upon request by Review Board.

11. Exterior Lighting:  
manufacturer: \_\_\_\_\_  
style: \_\_\_\_\_

Cut sheets must be attached and schedule furnished for all exterior fixtures and their locations.

12. Other:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the best of my knowledge, the above statements are true.

\_\_\_\_\_  
Architect's, Builder's or Designer's Signature

# RENWICK

## Pre-Construction Meeting

*To be completed by the applicant and builder:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Owner:* \_\_\_\_\_  
Name(s)

Lot # \_\_\_\_\_

\_\_\_\_\_  
Mailing address for all correspondence

Street Name \_\_\_\_\_

\_\_\_\_\_  
State Zip

Lot Type \_\_\_\_\_ City

(\_\_\_\_\_) \_\_\_\_\_  
Daytime telephone number(s)

*Contractor:*

\_\_\_\_\_  
Name(s)

\_\_\_\_\_  
Mailing address for all correspondence

\_\_\_\_\_  
City State Zip

(\_\_\_\_\_) \_\_\_\_\_  
Daytime telephone number

The Owner and Builder, hereby notify the Review Board that they plan to begin construction with the approved plans and specifications for the above lot.

Contractor certifies that he is an approved contractor in good standing with the developer of Renwick, and hereby affirms the representations and agreements made in the Contractor Application on file with the Review Board.

Owner and Contractor agree that the Review Board or its agent may inspect the construction site at any time and shall have all rights under recorded instruments and the various documents of the Design Approval Process to stop any construction not performed in a safe and workmanlike manner in accordance with the approved plans and specifications. Owner and Contractor recognize and agree that any changes to the approved plans and specifications must be approved in advance by the Review Board.

Owner and Contractor recognize and agree that the Review Board, the developer of Renwick and its agents and employees are concerned primarily with aesthetic considerations and are not liable for any design or construction defects affecting the safety or structural integrity of the home to be constructed on the lot.

\_\_\_\_\_  
Owner's Signature  
\_\_\_\_\_

Contractor's Signature

# RENWICK

## Major Change Application

To be completed by the applicant or builder:

Date: \_\_\_\_\_

Owner: \_\_\_\_\_

Name(s)

Lot #\_\_\_\_\_

\_\_\_\_\_ Mailing address for all correspondence

\_\_\_\_\_ Street Name:\_\_\_\_\_

\_\_\_\_\_ City

\_\_\_\_\_ State

\_\_\_\_\_ Zip

\_\_\_\_\_ Lot Type:\_\_\_\_\_

(\_\_\_\_\_) \_\_\_\_\_

Daytime telephone number(s)

*Architect or*

*Designer:* \_\_\_\_\_

Name(s)

\_\_\_\_\_ address for all correspondence

Mailing

\_\_\_\_\_ City

\_\_\_\_\_ State

\_\_\_\_\_ Zip

(\_\_\_\_\_) \_\_\_\_\_

Daytime telephone number

*Brief Description of Proposed Change:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ (Attach letter of intent with more complete description if necessary, along with all drawings, site plan, materials cut sheet or sample as necessary to adequately show change.)

To be completed by the Review Board:

Date Reviewed: \_\_\_\_\_

Approved  Disapproved

Comments:

Submitted:

Letter of Intent

Drawings

Site Plan

Cut Sheet

Sample

Other:\_\_\_\_\_