

**Design Guidelines Ordinance  
of the  
City of Waveland, Mississippi  
Ordinance # 350**

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## **Design Guidelines Ordinance Ordinance No. \_\_\_\_\_**

An Ordinance by the Board of Mayor and Aldermen of the City of Waveland, Mississippi, creating and establishing design guidelines, requiring application of such guidelines and review processes for the site planning and site design of certain developments within said city, re-authorizing architectural standards and review processes for single family and two-family residences and for structures within the Coleman Districts, and encouraging concepts of good design throughout said city.

THE BOARD OF MAYOR AND ALDERMEN NOW ORDAINS AND ENACTS INTO LAW THIS ORDINANCE.

### **Article I Introduction**

#### **Section 101. Purpose**

These design guidelines have as their purpose the following: supporting the implementation of Building Codes, the Zoning Ordinance, and Subdivision Regulations of the City of Waveland; promoting a pro-active growth and development strategy to strengthen the long-term economic viability of the community; preserving and enhancing the City's visual appeal and environmental soundness to ensure Waveland's appealing quality of residential life and allure to visitors; and promoting the health safety, morals and general welfare of the municipality in accordance with a comprehensive plan.

#### **Section 102. Repealed.**

Residential Design Standards Ordinance No. 335 is hereby repealed.

#### **Section 103. Jurisdiction**

From and after the effective date of this ordinance, its provision shall govern and guide site planning and design within the City of Waveland, Mississippi. However, such provisions shall not be applicable to lands used for agricultural purposes or for the erection, maintenance, repair or extension of farm buildings or farm structures within the corporate limits as provided by Mississippi Statute; nor to developments approved by the City of Waveland prior to the effective date of this Ordinance unless the existing building permit for the development is allowed to lapse.

#### **Section 104. Conflict**

In the event of a conflict between the Zoning Ordinance and Design Guidelines Ordinance, the Zoning Ordinance shall control.

#### **Section 105. Severability**

Should any section or provision of this Ordinance be declared by the Courts to be unconstitutional or invalid, such declaration shall not affect any other portion or provision of this Ordinance.

## **Article II Interpretations and Definitions**

### **Section 201. Interpretations**

For the purpose of this Ordinance, certain words or terms used herein shall be interpreted as follows:

- 201.1 The interpretation of any word, phrase, or term not defined herein shall be based upon its common and ordinary usage.
- 201.2 When not inconsistent with the context, words used in the present tense include the future tense. Words used in the singular include the plural, and words used in the plural include the singular.
- 201.3 The word “shall” is always mandatory and not merely directory; the word “may” is permissive.
- 201.4 The word “building” includes the word “structure” or “premises”.
- 201.5 The word “lot” includes the word “plot”, “tract” or “parcel”.
- 201.6 The word “person” includes a firm, organization, association, partnership, trust, company, or corporation as well as an individual.
- 201.7 The word “used” or “occupied” as applied to any land or building shall be construed to include the words “intended”, “arranged”, or “designed” to be used or occupied.

### **Section 202. General Definitions**

In addition to the words, phrases and terms herein set forth, words, phrases and terms defined in Article III of the Zoning Ordinance and their interpretations shall apply.

- 202.1 Addition- An extension, expansion, enlargement or increase in the area or height of a building or structure or the number of dwelling units within the building or structure.
- 202.2 Appearance- The outward aspect visible to the public.
- 202.3 Architectural Character- The composite or aggregate of the characteristics of the structure, form, materials, and function of a building, group of buildings, or other architectural composition.
- 202.4 Architectural Feature- A prominent or significant part or element of a building, structure or site.

- 202.5 Alteration- Work which impacts any exterior architectural feature including construction, reconstruction, or removal of any building or building element.
- 202.6 Blank Wall- Any wall or portion of wall which that is without a ground level window, door or façade opening for a distance of twenty (20) feet in length or more.
- 202.7 Caliper- The diameter of a tree measured thirty-six (36) inches above the ground.
- 202.8 Canopy Tree- Those trees which commonly compose the uppermost layers of a forest. The tree may be deciduous or evergreen and generally have a mature height of forty (40) to sixty (60) feet or more.
- 202.9 Cohesiveness- The unity of composition between the design elements of a building, its structure and site.
- 202.10 Compatibility- The harmony in appearance of two or more buildings, structures or landscaping elements in the same vicinity.
- 202.11 Cross Access- A service drive providing vehicular access between two or more contiguous sites so the driver need not enter the public street system to access the adjoining sites.
- 202.12 Curb Cut- An entrance used by vehicular traffic to access property abutting a public or private right of way. May also be referred to as a driveway.
- 202.13 Development Plan- Those documents which, once combined, provide the specific intent and design proposal for a given site's physical use. At a minimum, this shall include a site plan, landscaping plan, drainage plan and architectural elevations. The filing of a Development Plan for approval constitutes an agreement by the applicant, owner, their successors and assigns, that if the Development Plan is approved, permits issued for the improvement of the property and the activities subsequent, shall be in conformance with the approved development plan.
- 202.14 Demolition- The complete or partial removal of a building, structure, object or site, including landscape features.
- 202.15 Driveway Shared- A single driveway, which serves two or more lots. A shared driveway may cross a lot line or be on the lot line, and the owners may have an easement for the shared use.

- 202.16 Exterior building component- An essential and visible part of the exterior of a building.
- 202.17 Exterior Design Feature- The architectural style and general arrangement of such portion of a building or structure as is to be open to view from a public street, place, or way, including the kind, texture of the building material of such portion, and the type of windows, doors and lights, or ground signs and other fixtures appurtenant to the building.
- 202.18 Façade- Generally the face or front of a building, but can also be used to describe any exterior side of a building.
- 202.19 Foot-candle- A measurement of light level. It is equivalent to the light intensity made by one candle at a distance of one foot. One foot-candle is equal to one lumen per square foot.
- 202.20 Frontage- The total linear distance measured along all adjacent right-of-ways.
- 202.21 Glare- The sensation produced by a bright source within the visual field that is sufficiently brighter than the level to which the eyes are adapted, which can cause annoyance, discomfort, or loss in visual performance and visibility. The magnitude of glare depends on such factors as the size, performance, and visibility. The magnitude of glare depends on such factors as size, position, brightness of the source and on the brightness level to which the eyes are adapted.
- 202.22 Ground Cover- Sod or other low growing plants installed in such a manner so as to form a continuous cover over the ground surface.
- 202.23 Harmony- A quality which produces an aesthetically pleasing whole in the arrangement of varied architectural and landscape elements.
- 202.24 Impervious Surface- The property of a material or soil that does not allow, or allows only with great difficulty, the movement or passage of water.
- 202.25 Improvement - Improvements may be a consequence of either construction, installations or modifications to buildings including storage buildings and fences, or may be a consequence infrastructure-related construction, installation or modifications such as, but not limited to, drives, streets, curbs, gutters, sidewalks, water lines, sewer lines, gas lines, lighting, , flood control and drainage facilities utility lines, landscaping, or dirt work.
- 202.26 Joint Access- A single driveway which connects two or more adjacent sites to a public or private street.

- 202.27 Landscape- Any improvement or vegetation including, but not limited to, shrubbery, trees, plantings, outbuildings, walls, courtyards, fences, swimming pools, planters, gates, street furniture, exterior lighting; and site improvements, including but not limited to, subsurface alterations, site re-grading, fill deposition, and paving.
- 202.28 Lot Coverage Area- The total square footage of all impervious surfaces on a given site, except the square footage totals from the footprints of any structure which is calculated as part of the gross floor area.
- 202.29 Luminaire- The complete lighting assembly (including the lamp, housing, ballasts, photocells, reflectors, lenses and shield), less the support assembly (pole or mounting bracket), of a light fixture. For purposes of determining total light output from a luminaire or light fixture, lighting assemblies, which include multiple unshielded or partially shielded lamps on a single pole, shall be considered as a single unit.
- 202.30 Massing- A term used to define the overall volume of a building.
- 202.31 Mechanical Equipment- Equipment, devices and accessories, the use of which is related to water supply, electrical supply, drainage, heating, cooling, ventilation and similar purposes.
- 202.32 Parking Row-  
Single loaded parking row – a single row of spaces for the parking of vehicles.  
Double loaded parking row- two parallel rows of spaces for the parking of vehicles arranged so that, when parked, the front end of each vehicle faces the front end of another vehicle.
- 202.33 Protected Trees- Any Live Oak growing within the City of Waveland with a trunk size of more than eighteen (18) inches in diameter measured at a point three (3) feet above ground level or a Magnolia tree growing within the City of Waveland with a trunk size of more than eight (8) inches in diameter measured at a point three (3) feet above the ground level.
- 202.34 Right-of-way (ROW)- A strip of land acquired by reservation, dedication, forced dedication, prescription, or condemnation, and intended to be occupied by a road or other transportation pathway, communication device, electric transmission line, oil or gas pipeline, water line, sanitary sewer line, storm water or other drainage line, and similar uses.
- 202.35 Right-of-way lines- The line delimiting the public/private boundary of the right-of-way (ROW), and being identical with the property line of persons owning property fronting upon the ROW.

- 202.36 Roof- Any surface covering a building area or space that is horizontal, or has a slope less steep than one-half (1/2) foot of horizontal run for every twelve (12) feet of vertical rise. The term “roof” also includes the overhangs of porches, porticos and covered walks.
- 202.37 Roof Line- The highest point of the coping on a flat roof, false mansard, or parapet wall; the ridge line between the upper and lower slopes of a gambrel roof, or the mean height level between the eaves and ridge of a gable or hip roof.
- 202.38 Scale- The harmonious relationship of the size of the building or parts of the building to one another and the human figure.
- 202.39 Screening- The act of placing landscape features, such as trees, bushes, shrubs or man-made screens, such as fences, or walls to reduce the visual impact of a development.
- 202.40 Shrub- A woody plant, smaller than a tree, consisting of several small stems from the ground or branches near the ground.
- 202.41 Site Area- Total of all surface areas found within the boundary of a given site; may be calculated as square footage or acreage.
- 202.42 Site Plan Review Committee- A committee of City officials, which reviews site plans for consistency with municipal regulations and ordinances
- 202.43 Tree- A large woody plant having one or several self-supporting stems or trunks and numerous branches. Also see “Protected Trees” above.

## **Article III Administration**

### **Section 301. Administration and Enforcement**

The Building Official shall administer and enforce this Ordinance. The Building Official may be assisted by such persons as the Board of Mayor and Aldermen may direct.

### **Section 302. Site Plan Review Committee Established (pursuant to Section 808.3 of the Zoning ordinance)**

The Site Plan Review Committee will be promptly established and notice of its establishment will be forwarded to the Planning and Zoning Commission and the Board of Mayor and Alderman in a timely manner.

302.1 The Site Plan Review Committee will consist of the following City of Waveland officials or consultants:

- A. Building Official.
- B. Zoning Official.
- C. Fire Chief.
- D. Police Chief.
- E. Public Works Director.
- F. Floodplain Manager.
- G. City Engineer.

302.2. The Building Official shall chair the Site Plan Review Committee and shall schedule and call meetings of the Site Plan Review Committee.

302.3 In accordance with the criteria set forth below, the Site Plan Review Committee shall adopt such procedures and schedules as may be required to fulfill the requirements of this ordinance. Once adopted notice of the procedures and schedules shall be forwarded to the Planning and Zoning Commission and the Board of Mayor and Alderman.

### **Section 303. Review by Site Plan Review Committee (pursuant to Section 808 of the Zoning ordinance)**

303.1. The Site Plan Review Committee shall review Development Plans as required pursuant to Zoning Ordinance Section 808.2 and repeated herein.

303.2 The Site Plan Review Committee shall also review and consider applications for building permits as required by the City's Zoning Ordinance and Subdivision Regulations.

303.3 The Building Official will review the initial Development Plan submittal from an applicant for completeness. Once the applicant submits a complete application, the Building Official will review the application within five (5) working days to ensure that no additional information is needed.

- 303.4 The Building Official will call a meeting of the Site Plan Review Committee to be held within seven (7) working days to review the proposed Development Plan.
- 303.5 Within seven (7) working days thereafter, the Site Plan Review Committee shall make a determination with respect to the submittal, which determination shall be either:
- A. Approval of the Development Plan with such conditions as the Site Plan Review Committee may require; or
  - B. Disapproval of the Development Plan with the stated reasons for the rejection and recommendations to facilitate further consideration.
- Approval and disapproval shall be in writing and include the signatures of all members of the Site Plan Review Committee or their designees. No such notice is valid unless all current members of the Site Plan Review Committee or their designees have signed the notice.
- 303.6 For projects also requiring review by the Planning and Zoning Commission and approval by the Board of Mayor and Alderman such notices shall be forwarded to the Planning and Zoning Commission and the Board of Mayor and Alderman.
- 303.7 Once the Development Plan for a property has been approved by the City of Waveland, building permits for improvement of the property shall be issued only in conformity with the plan. Other than minor construction changes, revisions to the plan shall require the review and approval of the Site Plan Review Committee, and where applicable, notice to the Planning and Zoning Commission and the Board of Mayor and Alderman.

**Section 304. Elements for Consideration in Site Plan Review**

- 304.1 In its review of a Development Plan, the Site Plan Review Committee shall consider the following items and do so within the context of the guidelines set forth in this ordinance and in the zoning ordinance:
- A. The site is capable of accommodating the proposed development.
  - B. The site layout and the exterior features of the development will not be detrimental to the harmonious and orderly growth of the City, or the district in which the development is located.
  - C. The Development Plan for the proposed development illustrated that neighboring properties will be reasonably protected against external and internal noise, vibrations, glare, and other conditions which detract from the desirability of the surrounding environment.
  - D. Loading and storage areas will be located away from public circulation, street views and will be adequately screened from

- residential development by landscaping and screening walls consistent with the building design and materials.
- E. Site vehicular and pedestrian circulation will promote separation and safety, and implementation of the guidelines will not create safety issues or detrimental effects on-site or off-site.
  - F. Architectural features proposed will be consistent with what is required in each district.
  - G. The plan for the proposed development reflects that the architectural features will be adequate and appropriate for the style of building. In those instances where the subject property adjoins residential zoned land, the proposed development will be designed to be compatible with the character of single-family, residential structures within the community, reflecting a continuity of size, scale, design, materials, and roof form with residential structures.
  - H. Landscaping will create an attractive streetscape, compliment neighboring properties and will enhance the interior lot and structure. Additionally, landscaping will not create any safety hazards or detrimental effects on-site or off-site.

304.2 In its considerations pursuant to Section 304.1, the Site Plan Review Committee may include the following elements to the extent they are applicable to the development proposed:

- A. Building style.
- B. Building materials and textures.
- C. Building scale.
- D. Building design concept and thematic continuity.
- E. Historic resources, preservation and conservation of resources.
- F. Natural resources, preservation and conservation.
- G. Lighting.
- H. Landscaping.
- I. Signage.
- J. Parking and site circulation.
- K. Such other elements as the Committee may determine to be relevant due to a site's unique characteristics.

### **Section 305. Additional Approvals May be Required**

If additional approvals are needed from a governmental agency or agencies such as the Mississippi Department of Transportation, the City of Waveland Planning and Zoning Commission, the State Health Department, etc., approval of the Development Plan shall not be effective until written notice of the approval is received by the Building Official.

### **Section 306. Effect of Approved Development Plan**

An approved Development Plan authorizes solely the arrangement and construction set forth therein. Arrangement and construction different from the approved Development Plan or any approved modifications hereto, shall constitute a violation.

### **Section 307. Approval and Concurrent Building Permit Review**

Following approval of the Development Plan, the applicant may then make application for a Building Permit. The applicant may request concurrent review for a Building Permit and submit the proposed building plans for the project along with the Development Plan. However, a Building Permit will not be issued until the Development Plan is approved.

### **Section 308. Maintenance of Approved Development Plan**

Following approval of the Development Plan, issuance of the Building Permit and the initiation of construction, the applicant's copy of the approved Development Plan shall be maintained by the applicant at all times upon the construction site for use and reference of the City's inspectors, as necessary. Failure by the applicant or his contractor to maintain the approved plans upon the site shall be considered a violation of this Ordinance.

### **Section 309. Expiration, Extension, or Modification of Development Plan Approval**

- 309.1 The Development Plan approval shall expire under the following conditions:
- A. If a Building Permit is not applied for within six (6) months following the date of the Development Plan approval.
  - B. If work on the project is not begun within six (6) months following the date of the issuance of a Building Permit.
  - C. If work on the project is not completed within two (2) years following the date of issuance of the Building Permit, unless an extension is applied for and approved by the Site Plan Review Committee.
- 309.2 Upon request of the applicant, and after good cause is shown, the Building Official may grant one (1) extension of time not exceeding six (6) months for applying for a permit or beginning work on the project.
- 309.3 After a Development Plan is deemed to be expired, the Building Official shall file a Certificate of Noncompliance with the records of the Development Plan, and no Building Permit or Occupancy Certificate shall be issued until a new application for a Development Plan is approved by the Site Plan Review Committee.
- 309.4 Modifications of an Approved Plan
- A. An approved Development Plan may be amended upon written application to the Building Official and approval by the Site Plan Review Committee.
  - B. The Site Plan Review Committee shall receive the proposed modifications to certify that they comply with all requirements within this ordinance.

- C. If, as a result of the proposed modification, the requested modification does not meet the requirements of this Ordinance and, therefore cannot be approved by the Site Plan Review Committee, the original approved Development Plan will remain in effect.
- D. If the proposed modification meets all applicable regulations within this Ordinance, the Site Plan Review Committee shall approve the modification, and the Development Plan with the modification shall supersede the original Development Plan approval.
- E. The approval of any requested modification shall not take effect, nor any work proceed, until the applicant has submitted to the Building Official a complete set of revised plans, incorporating all approved modifications to replace the previously approved Development Plan on file.

### **Section 310. Penalties**

#### **310.1 Penalties**

Any person violating any provision of this Ordinance shall be guilty of a misdemeanor and, upon conviction shall be punished for each offense by paying a fine not to exceed One Hundred and no/100 (\$100.00) Dollars and/or imprisonment not to exceed the limits according to the State Statutes of Mississippi. Each day that such violation continues shall be deemed a separate offense.

#### **310.2 Additional Penalties**

In addition to the penalties hereinabove authorized and established, any violation shall be sufficient grounds for the Building Official to issue stop work orders, withhold further permits, and void current permits. The City attorney is also authorized to take such actions in law or in equity as may be required to halt, to terminate, to remove, or otherwise eliminate any violations.

### **Section 311. Appeals**

Any person or persons aggrieved by any decision of the Building Official, Site Plan Review Committee or Coleman District Architectural Review Committee, where it is alleged there is an error in such order, requirements, decision, or determination made by said official or such committees in the administration or implementation of the Ordinance as applicable, may appeal such decision to the Board of Mayor and Aldermen of the City of Waveland by filing a "Notice to Appeal" in writing, with the Building Official within ten (10) days of the date of the final action on the Development Plan. The Board of Mayor and Aldermen may affirm, reverse, remand, or modify the decision of the Site Plan Review Committee as may be appropriate.

### **Section 312. Amendments to the Design Guidelines**

The Board of Mayor and Aldermen shall have the authority to amend, supplement, change modify, or repeal by ordinance the text of the Design Guidelines Ordinance, in accordance with the provisions of this section. Proposed changes may be initiated by

the Board of Mayor and Aldermen, the Planning and Zoning Commission, staff, or the public.

- 312.1 Any proposed amendment shall be first submitted to the Planning and Zoning Commission for its recommendation and report to the Board.
- 312.2 The Planning and Zoning Commission shall review the proposed amendments and shall hold a public hearing on such amendment at a regularly scheduled meeting of the Planning and Zoning Commission.
- 312.3 An advertisement giving fifteen (15) days notice of the date, time and location of the public hearing and a general description of the proposed amendment shall be placed in an official newspaper of general circulation in Hancock County, Mississippi.
- 312.4 Within a reasonable time after said hearing, such time not to exceed fifteen (15) calendar days, the Planning and Zoning Commission shall make a recommendation to the Board of Mayor and Aldermen.

## **Article IV Development Plan**

### **Section 401. The Development Plan**

As previously defined, a Development Plan is a document or documents which, provide the specific intent and design proposal for a given site's physical use. The filing of a Development Plan for approval constitutes an agreement by the applicant, owner, their successors and assigns that, if the Development Plan is approved, permits issued for the improvement of the property and subsequent activities shall be in conformance with the approved development plan.

- 401.1 Review of the Development Plan shall be required for all sites that embody or require one or more of the following (pursuant to Zoning Ordinance Section 808.2):
  - A. Any Conditional Use approval (in any zoning district).
  - B. Developer-requested zoning district change to allow more intensive development.
  - C. Amenity Incentives (pursuant to Zoning Ordinance Section 604).
  - D. Subdivision approval.
  - E. Special Use District creation.
  - F. Density variance approval for duplex or multi-family housing.
  - G. A site of more than three (3) acres.
  - H. Duplex or multi-family housing developments in excess of twelve (12) units.
  - I. Alteration or new construction of a commercial or multi-family residential parking area for more than ten (10) vehicles.

- J. Construction of a new commercial structure or an addition to an existing commercial structure, either of which create more than 5,000 square feet of gross floor area.
- K. A capital project of the City of Waveland.
- L. Unique or special site or construction circumstances determined by the Building Official to necessitate a site plan review.

401.2 The time frame required for development plan approval will depend mainly on the size of the project, the quality of the plans submitted and the time the City awaits re-submittal of plan corrections and revisions.

#### **Section 402. Pre-application meeting**

A pre-application meeting with the City Building Official is highly recommended, although not required. The applicant should be prepared to discuss the size and the location of the site, the proposed use for the site, existing site features- including drainage and floodplain related issues. An informal sketch plan and photographs may be helpful.

#### **Section 403. Application and Requirements**

403.1 When a Development Plan is required, two complete sets of the documents shall be submitted for review. At least one set shall be no smaller than eighteen (18) inches by twenty-four (24) inches in size.

403.2 Required Information.

- A. The following information shall at a minimum be required to be submitted for site plan review. However, on a case by case basis the Building Official may revise the specific information requirements:
  - 1. A vicinity map locating the site and identifying the nearest dedicated streets.
  - 2. A boundary description, including the bearings and dimensions of all property lines, existing easements and the total square footage of the site.
  - 3. A plan showing existing site topography with the degree of specificity to be determined by the Building Official.
  - 4. A scaled depiction of existing tree masses and identifying any existing any Live Oak tree with a trunk size of more than eighteen (18) inches in diameter measured at a point three (3) feet above ground level, or a Magnolia tree with a trunk size of more than eight (8) inches in diameter measured at a point three (3) feet above the ground level.
  - 5. A scaled depiction of streams, ponds, flood plains, other bodies of water, wetlands, and natural and man-made drainage ways, which drainage ways are located on the site, or abut the site.
  - 6. A scaled plan showing the location, height, and floor area of existing structures and structures proposed to be

constructed on the site with notations as to intended use of each structure.

7. A scaled plan showing, as applicable, the arrangement and dimensions of existing and proposed:
    - a. Streets and driveways.
    - b. Adjacent streets.
    - c. Sidewalks.
    - d. Points of ingress and egress.
    - e. Parking Areas including number of off-street spaces.
    - f. Off-street loading areas.
    - g. Other proposed vehicular, bicycle or pedestrian paths.
    - h. Signs.
    - i. Exterior lighting.
  5. Provisions for handling surface water/stormwater drainage and other utility information such as water and sewer service, fire hydrants, street lighting, gas, electrical, telephone and cable.
  6. Provisions for landscaping including, screening, buffering and creating open space.
  7. A description for any proposed dedicating of common, open space areas including ownership, maintenance and preservation thereof.
  8. Proposed stages of project development.
- B. To avoid duplication of review, for projects where the Subdivision Ordinance also applies, the Preliminary Plat submission criteria of the Subdivision Ordinance shall apply when such required information exceeds in scope or detail of that required solely for site development plan review.
- C. For projects wherein the proposed activity or use will minimally impact the site, the Building Official may waive submission of information requirements not applicable to a particular project.

#### 403.3 Additional Information Required for Development Plans:

- A. Architectural drawings, drawn to scale, showing all elevations of the proposed structures and other improvements as they will appear upon completion of construction.
- B. If the exterior of an existing structure is to be changed, both the proposed and existing elevations of such structure shall be shown.
- C. If an addition to an existing structure is proposed, the elevations of the existing structure shall be shown together with those of the addition.
- D. The elevations shall also show all superstructures and equipment above the roof, projections from the wall of the structure, mechanical units, etc.
- E. Fully labeled and dimensioned floor plans for all structures.

- F. Exterior materials to be used shall be noted in terms of types, locations, texture and color.
- G. The location and type of screening for all mechanical units, utility services, trash receptacles, and so forth.

## **Article V**

### **Design Guidelines by District**

#### **Section 501. General Guidelines for all Development Plan Review**

The following guidelines are to be applied to: Development Plans being reviewed by the Site Plan Review Committee as required by Section 401.1; Single-Family and two-family structures pursuant to Section 502; and Coleman District development pursuant to Section 503. Additionally, these concepts of good design should be encouraged for all construction in Waveland.

##### 501.1 Overall Site Characteristics

- A. The development must be consistent with the City's land use plan.
- B. The site must be capable of accommodating the proposed development.
- C. The physical, visual and functional compatibility between uses must be ensured.
- D. The development should conform to the extent appropriate to the natural topography of the site. Site clearing should be kept to a minimum required for construction or improvements to the site.
- E. Projects adjacent to parks and public outdoor amenities should be oriented towards those areas.
- F. Generally accepted Best Management Practices should be adhered to in order to prevent soil erosion and siltation.
- G. Natural vegetation should be retained to supplement the required landscaping to the extent required, possible, and reasonable.
- H. The site should be of such character so that it can be used safely for construction and the occupation of the proposed development and not create any conditions which would involve danger to health, safety and welfare.
- I. Smoke, soot, particulates and other discharges into the air should not exceed the levels established by any State or Federal environmental agency.
- J. Landscaping must serve to enhance the visual appearance of the City, provide transition zones between varying land uses, break up large areas of impermeable surface, create a barrier to and relief from traffic, noise, heat, glare and odor, and promote energy efficiency and conservation in site design and building construction
- K. While construction of and/or improvements to the site are in process, noise levels at property boundaries should not exceed the given site's ambient levels except for reasonably short periods of

time. Furthermore, the Building Official may prescribe specific routes for the ingress and egress of dump trucks, haulers, and other pieces of construction equipment which may otherwise create an adverse impact to the traffic flow along adjacent corridors.

- L. Any and all screening measures shall be of sufficient height and/or density to prevent the view of the screened items and/or areas from traffic on all adjacent streets and sidewalks, and from any residential properties.

#### 501.2 Buildings

- A. All developments which encompass more than one building should incorporate a recurring, unifying and identifiable theme for the entire development site.
- B. All development should support the desired character of the City, the favored theme of a given neighborhood, and/or specific design attributes identified in given areas or districts. It is generally encouraged that in areas abutting residential areas structures utilize pitched roofs similar to those on most homes, whereas in urban areas flat roofs are more appropriate.
- C. Non-residential buildings sharing street frontage with residentially developed properties should maintain a residential character.
- D. Non-residential buildings adjacent to or within two hundred (200) feet of residential areas should be architecturally compatible with the residential development. This may include utilizing pitched roofs consistent with those within the adjacent neighborhood, or building with hip roof sections, dormers or two or more gable roof sections.

### **Section 502. Residential Design Standards for Single-Family and Two-Family Structures**

502.1 Overall Dimension Requirements. The following minimum dimensions of the principal mass of the applicable residential structures shall apply and shall be measured from the outer surface of the exterior walls.

- A. Single Family Dwelling – each elevation of the principal structural mass of a single family dwelling must have an overall horizontal dimension of not less than twenty (20) feet.
- B. Two Family Dwelling - Each elevation of the principal structural mass of a two family dwelling must have an overall horizontal dimension of not less than twenty-four (24) feet.

502.2 Design Compatibility Requirements.

- A. Roof Pitch. For detached single family and two-family dwelling structures, the main roof of the structure shall be symmetrically sloped no less than 5:12, except that porches and sheds may be no less than 2:12.

- B. Roof Drainage and Materials. Single family and duplex residential structures shall be designed with a minimum eight-inch roof overhang on all sides not including gutters. The roof shall be of materials commonly used in residential construction along the Mississippi Gulf Coast, including, but not limited to: laminated asphalt or composition shingles, cedar shake, metal standing seam or 5v crimp panels, or slate (including manufactured slate products).
- C. Unique Roofing Designs - In instances where the Building Official finds that an exceptional roof design is consistent with, and an essential component of, an overall and compatible architectural design, the Building Official may waive strict adherence to Subsections A and B above.
- D. Other Exterior Materials. The exterior siding of single-family and two-family dwelling structures shall consist of materials that are comparable in composition, appearance and durability to the exterior siding commonly used in residential construction along the Mississippi Gulf Coast including, but not limited to: brick, fiber-cement siding, stucco, vinyl siding or wood siding.
- E. Minimum Dimension for Street-Facing Additions. Any enclosed living area or garage addition to a single family or two-family structure that extends more than four (4) feet off of a street-facing principal elevation shall be at least 10 feet wide. Such dimension shall be measured from the outer surface of the exterior walls.
- F. Exterior Openings in Street-Facing Elevations— Each Street-facing elevation shall have no less than two exterior openings, which can be either windows, doors or a combination there of.
- G. Design Features. The design and position of exterior features, such as doors, windows, entry steps, porches, storage rooms and ground level screening where applicable, shall be compatible with existing homes within the vicinity. The forgoing shall not be construed to prohibit innovative design concepts involving features such as solar energy, view positioning, unique land contour, or intended relief from common and standard design homes.
- H. In the Coleman Limited (CO-1) and Coleman Open (CO-2) Zoning Districts, should the architectural standards pertaining solely to these districts as set forth in Section 503 conflict with or exceed the requirements set forth in this section, the Section 503 standards shall prevail.

502.3 Exception. The requirements of this Section shall not apply to a Mississippi Alternate Housing Program (MAHP) unit located in the City of Waveland as of February 18, 2009 and subsequently determined to be eligible for permanent placement in the City.

**Section 503. Additional Review and Architectural Guidelines required for the Coleman Limited (CO-1) and Coleman Open (CO-2) Zoning Districts.**

In addition to other applicable requirements of the City of Waveland, within the Coleman Limited (CO-1) and Coleman Open (CO-2) Zoning Districts, no permit for building a new structure shall be issued until building plans for the structure are reviewed by the Coleman District Architectural Review Committee (described below).

503.1 Duties, Make-up, Process and Appeals

- A. The Coleman District Architectural Review Committee shall review building plans to determine their compliance with Section 503.2 standards. This review shall be done in coordination with City of Waveland Building Official and the Site Plan Review Committee if Committee review is otherwise required pursuant to Section 401.1.
- B. Authority for the Coleman District Architectural Review Committee shall expire three (3) years after the date of the enactment of this ordinance.
- C. The Coleman District Architectural Review Committee shall consist of five (5) members appointed by the Board of Mayor and Aldermen. Three (3) of the five (5) members shall own property within the Coleman Zoning Districts at the time of their appointment. Of the two (2) other members, at least one (1) shall be an Architect licensed to practice in the State of Mississippi and one (1) shall either be an Architect or a person knowledgeable about commercial and residential construction.
- D. At its inaugural meeting and at the first meeting of each calendar year, the Committee shall elect a Chairman and Vice Chairman, each of whom shall serve until he is re-elected or his successor is elected. The Committee may adopt rules of conduct of its business, which shall include effective notice to applicants.
- E. The City shall provide to the Committee a Secretary, who may be an employee of the City.
- F. Meetings of the Committee shall be held at the call of the Chairman.
- G. No members of the Committee shall participate in any matter in which he has any pecuniary or special interest.
- H. All meetings of the Committee shall be open to the public.
- I. Decisions of the Coleman District Architectural Review Committee may be appealed to the Board of Mayor and Aldermen.
- J. Within fifteen (15) working days from an applicant's submitting to the City plans and elevations for the construction of a new building in the Coleman Zoning Districts, the Committee shall either approve the plans as submitted or make recommendations for modifications the Committee determines are essential for compliance with architectural standards set forth in Section 503.2. Failure of the Committee to so timely review submitted plans shall constitute its approval of same

- 503.2 All proposed structures located within the Coleman Districts shall be evaluated for compliance with the following architectural standards:
- A. The exterior finish on each façade facing a public street shall be brick, fiber-cement siding, stucco, or wood siding.
  - B. Exterior building wall materials may be combined only horizontally with the heavier below the lighter.
  - C. Facades on the principal frontage line of a building in excess of one hundred (100) feet shall be designed to appear as two (2) or more separate buildings.
  - D. Notwithstanding other provisions of this Ordinance, screening along the principal frontage shall be between three and one-half (3.5) and eight (8) feet in height and constructed of a material matching the adjacent building façade.
  - E. Openings above the first story shall not exceed fifty percent (50%) of the total building wall area, with each façade being calculated independently.
  - F. Door and windows that operate as sliders are prohibited along street frontages.
  - G. Pitched roofs, if provided, shall be symmetrically sloped no less than 5:12, except that porches and sheds may be no less than 2:12.
  - H. Flat roofs shall be enclosed by parapets a minimum of forty-two (42) inches high, or as required to conceal mechanical equipment.
  - I. Outdoor storage trash receptacle shall be fully screened.
  - J. On buildings with no front setback, awnings may encroach upon the public sidewalk without limit. Where setbacks are required, stoops and porches may encroach one hundred percent (100%) of the depth of the setback; and balconies and bay windows may encroach up to twenty-five percent (25%) of the depth of the setback.

**Section 504. For Multi-family Developments in the Multi-Family Residential (R-3), Neighborhood Business District (C-1), and Highway Commercial (C-3) Zoning Districts.**

504.1 Site Layout and Development Pattern

- A. Building organization. Buildings should be grouped in a way which forms a neighborhood; be organized around and to enclose open spaces; and should be oriented to perimeter or to access drives.
- B. Buildings may be parallel to the street if located along the street. If the building is centrally located it should be located along an area of open space.
- C. The buildings located on the interior of the property may be oriented perpendicular to each other. Where buildings are located parallel to each other, the setbacks should be increased by fifty percent (50%).

- D. The minimum building separation shall be fifteen (15) feet.
- E. When a development is located adjacent to low density residential areas, small buildings or one-story end units should be located adjacent to low-density residential areas, and provide a twenty-five (25) feet setback for accessory structures adjacent to low density residential areas.
- F. Multi-family development should be designed to be compatible with the character of single-family residential structures within the community.
- G. The compatibility of multi-family developments should be determined by the consistency of the design elements, colors, materials and landscaping of the proposed buildings within existing design elements, colors, materials and landscaping of adjoining residential structures.

#### 504.2 Architecture and Design Guidelines

The building design for multi-family buildings should provide interesting and aesthetically attractive multifamily developments, which avoid monotonous, “barracks”- style buildings. This may be accomplished by multi-faceted exterior form in which articulated facades are combined with window and door placements as well as other detailing. These developments should be integrated between low-density residential areas and commercial areas, and should complement the character of the adjacent residential neighborhood.

- A. Building Height/Mass/Form
  - 1. General guidelines
    - a. Buildings should be arranged so that they are aligned parallel to a sidewalk or around common open space, such as courtyards, greens, squares, or plazas.
    - b. Entryways should face a street, sidewalk, or common area. Buildings should not face the rear of other buildings on the same lot or parcel.
    - c. The maximum length of the building should be one-hundred and fifty (150) feet with a maximum four (4) attached town homes.
- B. Architectural Details
  - To create a definitive, consistent style among the structures within the development, design details may include:
    - 1. Four-sided architecture, pedestrian scaled entrances.
    - 2. Articulated fronts.
    - 3. Windows on all sides.
- C. Accessory structures should be of compatible materials, scale, colors, and details as the multi-family buildings.
- D. Outdoor porches, patios and screened private areas are encouraged.

### 504.3 Vehicular and Pedestrian Access

- A. There should be a use of residential, collector and through-access drives to provide internal circulation and access to units.
  - 1. Internal Drive Design
    - a. Use parallel and perpendicular and some curvilinear streets to create blocks within the development.
    - b. T-intersections are encouraged.
    - c. Follow natural contours to create a natural roadway system.
    - d. Provide a minimum width of twenty-four (24) feet for the internal drive.
  - 2. Primary Vehicle Access
    - a. Avoid locating the primary access for the development from a local street serving single-family residences.
    - b. For new developments of between two hundred and three hundred and fifty units (200 to 350) units provide two (2) primary access points.
    - c. For each additional one hundred and fifty (150) units over three hundred and fifty (350) units provide one (1) additional access point.
  - 3. Through Access Drives: There should be no designated parking on through access drives.
- B. Pedestrian Access
  - 1. On-site pedestrian access should be connected to primary entrances, parking, community amenities and service areas and to perimeter sidewalks, and other land uses.
  - 2. There should be a connection to a perimeter walkway every one thousand three hundred and twenty (1,320) feet.
- C. Parking
  - 1. Parking areas and cars should not be the dominant visual element of the site or streetscape.
  - 2. Parking should be internal to the development or shall be perpendicular to the public or private street.
  - 3. Parking areas and free standing parking should be a maximum of thirty percent (30%) of public street frontage.

### 504.4 Screening and Fencing

- A. Fencing and Walls.
  - 1. Breaks in a fence should be provided for pedestrian access to adjacent sidewalks and developments.
  - 2. Breaks should be provided to a fence every fifty (50) feet by columns, landscaping pockets, transparent sections or change in materials.
  - 3. Setback area should be landscaped with sod, shrubs and trees with a variety of leaf size, color and texture.

- B. Service Area/Utility Screening
  - 1. Trash enclosures should be placed twenty (20) feet from the public street, sidewalk or property line and must be screened from view.
  - 2. Mechanical equipment and utilities should be incorporated into the building design and screened from view.

#### 504.5 Landscaping

- A. Landscaping Design
  - 1. Landscaping should be utilized to define open areas and circulation routes, as well as to break up expanses of impervious coverage.
  - 2. A variety of plant materials should be utilized, with a preference for local plants or plants which have successfully been acclimatized to the region.
  - 3. The landscaping plan should establish a tree canopy on the internal site with the following recommended density:
    - a. Under 4 units - 0.75 trees per density unit
    - b. 4 units – 1 tree per density unit
    - c. 5 units – 1 tree per 2 density units
    - d. 6 units or more – 1 tree per 3 density units
- B. If the parking lot fronts a public street, the parking lot should be screened utilizing the one or more of the following, three (3) feet landscaped hedge and/or three (3) feet wall.

#### 504.6 Lighting

Developments should include both building mounted lighting and security lighting of the parking areas and pedestrian walkways.

#### 504.7 Common Open Space

A minimum of common open space should be required.

- A. Minimum amount required
  - 1. Percentage of net site: under 5 units – 17%
  - 2. Percentage of net site: 5 or more units – 13%
- B. Common Open space may include land that is natural, landscaped or recreational area.
- C. Common open space should not include private areas, public right-of-way, private streets and drives, parking areas, storage areas, parking islands, land area less than forty (40) feet wide, setbacks between buildings and from the property lines, and detention areas (with some exceptions).
- D. Open space dedicated for Greenways Trails linkages may be counted toward the open space requirements.

- E. Open space design should be compact, contiguous, and integrated to connect with perimeter open spaces, trails, schools, shopping, etc.

**Section 505. For Non-Residential Development in the Commercial (C-1 and C-3) and Industrial (I-1, I-2 and I-3) Zoning Districts**

505.1 Building Orientation and Scale

The first floor of commercial building should relate to the street by providing pedestrian scaled elements, design features and amenities.

505.2 Façade Characteristics

The primary façade of the building should be identified, through the use of exterior construction materials which should vary in type, form and color, the use of architectural features such as columns, and the use of architecturally attractive windows and doors.

- A. To avoid a monolithic appearance, facades should have varying designs and should break the building's façade plane into smaller sections, with each section varying in type, material and/or color
  - 1. The long façade of a building fronting on a public street should be divided up into distinct sections which incorporate visible changes in the facade elevation through the use of wall plane projections, piers, columns, colonnades, arcades, or similar architectural features that create a distinct, but coordinated section. Each section should also have separate windows and entryways.
    - a. Buildings in the Neighborhood Business District (C-1) should avoid long interrupted façade planes and blank walls. The maximum permitted length of an uninterrupted façade plane shall be sixty (60) feet for commercial buildings in this district.
    - b. Buildings in the Commercial Highway District (C-3) should avoid long uninterrupted façade planes and/or blank walls. The façade planes of the exterior walls should be varied in depth and/or direction. The maximum permitted length of an uninterrupted façade plane should be fifty (50) feet for buildings greater than twenty-thousand (20,000) square feet, and thirty-five (35) feet for buildings twenty thousand (20,000) square feet or less. The maximum permitted length of an uninterrupted façade plane should be one-hundred (100) feet for buildings greater than fifty-thousand (50,000) square feet. Furthermore, differing colors, materials, and textures, when used in concert with one another, may be considered interruptions for buildings of this scale.

2. Rear and side facades should be similar to (but may be more modest than) the primary façade in their architectural treatment when visible from the public realm or adjacent residential areas.
  3. Blank walls visible from the public realm and residential areas should not be allowed. Where blank wall sections are unavoidable due to the requirements of a particular land use or structural need, the blank wall section should receive one or more of the following special design treatments up to at least the finished ceiling height of the first floor building space in order to increase visual appeal and interest:
    - a. Lush vegetation in front of the wall (such as a trellis with climbing vines or other planted materials like trees and shrubs).
    - b. A decorative masonry pattern, or other architectural feature, over at least thirty percent (30%) of the blank wall surface.
    - c. Small setbacks, projections, indentations, or intervals of material change to break up the wall's surface.
- B. Exterior construction materials should vary in type, form and color.
1. Unpainted, unstained, and/or otherwise untreated precision concrete block should not be visible on any part of any exterior façade.
  2. Exterior building wall materials may be combined only horizontally with the heavier below the lighter.
  3. Exterior materials should be durable and of high quality.
  4. Exterior materials should be complementary to the design and to the surrounding area.
- C. Franchise architecture is strongly discouraged. "Branding" a structure makes it difficult to redevelop into another use.
1. Site specific architectural design is highly desired. Rather than adopting a standard design, floor plans and elevations that are unique to the community and are not a corporate or franchise design are encouraged for all developments.
  2. The only franchise identifying feature should be minor façade details, and the company's logo and signs.
  3. Proper attention should be paid to site and architectural design, thereby protecting land values.

### 505.3 Traffic, Access, Parking and Loading

- A. Association, Relation and Integration
1. The development plan should take into account all public streets, highways, and sidewalks which provide access to the site. The development should be designed to sufficiently

and adequately provide for the safe ingress and egress of all forms of traffic.

2. The traffic patterns on, to, within and off of the site should be coordinated with pre existing traffic patterns to provide a safe and convenient system.
3. There should be proper arrangement of streets within the site and in relation to other existing and planned streets such that the development of the site shall not endanger public safety or welfare and shall promote public convenience and prosperity.

B. Access Requirements

1. Curb cuts
  - a. Curb cuts should be no less than one hundred (100) feet apart.
  - b. No curb cuts should be within one hundred and twenty-five (125) feet of any intersection.
2. Access drives should be a minimum of seventy-five feet from the intersection.
3. The minimum width of the access drive should be twenty-four (24') feet with a turning radius of twenty-five (25) feet.
4. Adjacent tracts of land with commercial uses may combine and share access points. Applicants shall provide proof of an agreement between the applicant and the property owners.
5. Entrances should be landscaped.
6. Pedestrian entrances to all parking lots and parking structures should be directly from a frontage line.
7. Joint Access
  - a. For lots having less than one hundred (100) feet of street frontage, joint access with the adjoining property owner may be required.
  - b. The two (2) adjacent property owners may enter into a joint-access agreement whereupon they will share a single driveway which is ideally, but not necessarily along their common property line.
  - c. Parcels which cannot comply immediately due to undeveloped adjoining property or lack of a pre-existing joint-access agreement and/or easement may be allowed a temporary curb cut at a location designated by the City Engineer. This temporary curb cut shall be contingent on the property owner providing all of the following:
    - i. A joint-access easement , depicted on the Site Plan, with a width of no less than twelve (12) feet and no greater than forty (40) feet.

- ii. A signed joint-access agreement with the deed allowing a shared driveway or service drive along the desired adjoining property line.
    - iii. Record of a joint maintenance agreement defining maintenance responsibilities of each property owner.
  - 8. Cross Access
    - a. Parking lots for non-residential properties may have at least one vehicular connection to all adjacent properties.
    - b. A continuous cross-access corridor may be provided where necessary to insure curb cut separation consistent with this ordinance.
    - c. Stub-outs and other design features shall be required to make it visually obvious that the abutting properties may be tied in to provide cross access via a service drive or cross-access corridor. Stub outs shall be required so that cross access to abutting properties is assured.
    - d. A design speed of ten miles per hour (10 mph) and sufficient width to accommodate two-way travel aisles designed to accommodate automobiles, service vehicles, and loading vehicles should have a minimum width of twenty (20) feet and a maximum width of forty (40) feet.
    - e. All cross accesses should contain landscaping and/or other design features to make them visually obvious to traffic as a service corridor.
  - 9. Shared drives shall be required where stipulated by any City of Waveland Ordinances, and/or determinations made by the Planning and Zoning Commission or the City Engineer.
  - 10. Any access management requirements established by any other Federal, State, local, regional or City access management systems or agency must be met.
- C. Parking
  - 1. Orientation
    - a. Parking areas located in the front setback or between the principal structure and any public street, including corner lots are strongly discouraged. Parking should be provided to the side and rear of the building with no more than (1) parking aisle on the side of any structure. The only area where parking in the front setback should be considered and universally allowed is along the Kiln-Waveland Cut-off Road due to the size and configuration of lots along that road.

- b. Continuous access, head-in parking should not be permitted as off-street parking.
  - c. It is recommended that primary entry drives on large-scale development include a minimum six (6) foot wide landscaped median to separate incoming and outgoing traffic.
2. Design
- a. Parking lots should be designed with a hierarchy of circulation.
    - i. Major access drives with no parking, framed by use of one or more of the following: building, facades, sidewalks, low walls, trees, and/or shrubs. The major access drive should be a maximum of forty (40) feet in width.
    - ii. Major circulation aisles with little or no parking, generally adjacent to the buildings being served, and typically wide enough to allow for drop-offs and pick-ups. The maximum width of this drive should be thirty-four (34) feet.
    - iii. Narrower parking aisles should be used to reduce speeds and allow for direct access to parking spaces.
  - b. To break up large expanses of paved surfaces, parking areas with greater than forty-eight (48) spaces should be organized into a series of smaller modules of not greater than forty-eight (48) spaces each. Parking areas within large-scale developments may incorporate up to ninety-six (96) spaces per module. These modules should be separated and defined by circulation aisles and landscape strips and/or islands with trees.
3. Shared Parking
- a. In areas where there are two (2) or more differing principal uses, shared parking areas by neighboring properties are highly encouraged and should be permitted in order to reduce the number of required parking spaces.
  - b. Shared parking requirements may be further reduced if peak demand periods for various proposed land uses do not occur during the same general time periods.
  - c. A convenient, visible pedestrian connection between all shared parking areas must be provided and maintained.
  - d. The availability of off-site parking for participating development should be indicated by directional signs.

4. Pedestrian Circulation
  - a. Clearly defined pedestrian walkways or paths should be provided between the parking areas and the primary building entrances. Pedestrians should not have to cross parking aisles and landscape islands to reach the building entries.
  - b. To the maximum extent possible, the design should separate pedestrians from vehicular circulation. Raised walkways, decorative paving and landscaping are methods to accomplish this. Textured paving should be provided at crosswalks within the project, if it does not conflict with ADA access requirements.
  - c. Handicap access ramps complying with the requirements of Federal law, shall be provided for both sidewalks adjacent to public streets and sidewalks and walkways which are internal to the development.
  - d. Primary vehicle access should not be placed in close proximity to major building entries in order to minimize pedestrian and vehicular conflicts.

#### 505.4 Screening and Fencing

- A. Mechanical and Utility Equipment
  1. Mechanical equipment, electrical meter and service components and similar utility devices, whether ground level, wall mounted, or roof mounted, should be screened from view at the front property line.
  2. All roof mounted utilities should be screened from all sides.
  3. Exterior screening materials should be the same as the predominant exterior material of the principal building.
  4. All mechanical equipment should be screened in a method sufficient enough to ensure that no adjacent properties are negatively affected by noise generated by the equipment. This is especially critical when developments abut residential uses.
  5. Where possible, transformers should be placed in locations which maximize safety and minimizes visual impacts, such as in the side or rear yard.
- B. Trash, Refuse and Recyclable Material Storage
  1. All attempts should be made to locate storage areas along the side or the in rear of structures where additional screening can be provided by the structure.
  2. All trash, refuse and recyclable materials container areas should be enclosed or screened.
- C. Service, Loading and Storage Areas

1. All service, loading and storage areas should be located and concentrated where they will not create a nuisance for adjacent uses by projection of light, noise, and/or visual clutter.
2. Loading facilities should be located as far as possible from the street and adjacent properties and should not be located in areas visible from any adjacent public or private street, unless properly screened.
3. Service and loading areas should be away from public entrances to the building, but still be located to provide easy access and circulation for service vehicles.
4. Public circulation should not be routed through loading and service areas.
5. Service and roll-up doors should be painted to match the building or the trim of the building.
6. If service, loading and storage areas are located adjacent to a residential or institutional area, the following measures should be taken:
  - a. A fence or wall should be built to screen the service yard and constructed as follows:
    - i. Constructed of durable material.
    - ii. Six (6) feet in height.
    - iii. Designed with materials that compliment the architecture of the development.
    - iv. Located to provide an unobstructed landscape strip along the outside of the wall or fence. The landscape strip will be a minimum six (6) feet in width, and should be landscaped with low-maintenance vegetation.

#### 505.5 Landscaping

##### A. General Requirements

1. All areas not covered by structures, service yards, walkways, driveways, and parking spaces should be landscaped.
2. Landscaping should be provided which is sufficient to provide soil stability and suitable drainage.
  - a. Trees, shrubs, groundcover, and grass should be placed and/or retained in such a manner as to reduce runoff and/or erosion.
  - b. Graded areas should be re-vegetated to ensure erosion control by seeding, mulching, and fertilizing. Disturbed areas should be planted with suitable plant materials.
3. The property owner should be responsible for maintaining all landscaping within the boundaries of the site so as to present a healthy, neat, and orderly appearance.

4. Native species should be used when possible in order to minimize watering.
- B. Preservation
1. It is strongly encouraged that all landscaping plans attempt to incorporate existing on-site landscape features and vegetation.
  2. Live Oaks and Magnolia trees eighteen (18) inches or more in diameter measured three (3) feet above the ground shall be preserved.
  3. Where healthy plant material exists on the site prior to development, and the provision is made to preserve and incorporate the material into the landscaping requirements for the site, then credit will be provided as long as the existing plant materials meets the purpose and intent of the landscaping requirements.
- C. Site Perimeter Landscaping Requirements
1. Street Frontages
    - a. A minimum landscaped area of either twenty (20) feet or five percent (5%) of the average lot depth should be provided along all property lines abutting any street, exclusive of right-of-way.
  2. Interior Lot of Property Lines
    - a. A perimeter landscape strip at least six (6) feet in width should be provided along all property lines adjoining nonresidential areas. This provision is waived where neighboring structures adjoin, such as a strip center, or where properties share parking and access.
    - b. A perimeter landscape strip of at least twenty (20) feet in width should be provided along all property lines adjoining residential areas.
    - c. There should be at least one (1) canopy tree every thirty (30) feet or one (1) shrub every six (6) feet along all boundaries of the site which do not abut streets. Up to twenty-five percent (25%) of these plantings may be grouped, where desired.
    - d. Existing vegetation which meets, in whole or in part, the purpose of perimeter landscaping described above, may be applied toward these requirements.

#### 505.6 Lighting

The following guidelines should be required for all exterior lighting:

- A. Private streets, driveways, parking lots, walk, and service areas should be kept properly and adequately lighted at all times so that the area will be safe for occupants and visitors. All entrances and

exits to both the subject property and proposed structures should be lighted.

- B. Average lighting levels measured at the building frontage line in the Neighborhood Business District (C-1) should not exceed 5.0 foot candles.
- C. All luminaries (the complete lighting unit, consisting of the lighting source and all necessary mechanical, electrical, and decorative parts) should be a “cut-off type” of luminary (a luminary with elements such as shields, reflectors, or refractor panels which direct and cut-off the emitted light at a specific cut-off angle.) All luminaries should have a cut-off angle of 90° or less.
- D. The lighting from any luminary should be so shaded, shielded, or directed to prevent direct light from being cast upon any adjacent residential property, and to prevent glare or other objectionable problems to surrounding areas.
- E. The direct or reflected light from any luminary should not fall upon an adjacent public street.
- F. No exterior light should have any blinking, flashing, or fluttering light or other illuminating device, which has a changing light intensity or brightness of color.
- G. Lighting fixtures should be compatible in style with the architecture of their associated buildings.

#### 505.7 Public Art

Art is an important component of the character of the City of Waveland. Therefore, businesses are asked to consider incorporating public art into plans for building.

- A. Public art should be incorporated into the public areas of a building’s courtyard, plaza or outside foyer.
- B. The setting of public art should be considered in its design; likewise, the impact of physical space and nearby structures on public art should be considered.
- C. Freestanding pieces of art or sculpture should be placed to avoid locations where they would compete with a storefront or obstruct a pedestrian path, create a traffic hazard or compete with another piece of art or sculpture.
- D. Public art should be deployed in concert with other features, such as a plaza or architectural features that acknowledge and respond to the presence of the art and mark the art an integral part of site development rather than a stand-alone object.
- E. The selection and placement of the art should be an integral part of the design process.
- F. Public art should be constructed using durable materials and finishes.
- G. The work of local and regional artists should be considered a priority.

- H. If public art cannot be incorporated into the site design of a development, public art may be incorporated into the interior design of the public realm of a commercial structure.

### **Section 506. Additional Design Guidelines for Big Box Retail**

Site planning for large-scale commercial facilities should strive to provide a quality pedestrian environment in what is traditionally a facility designed for the efficient movement of automobiles. The needs of the pedestrians should be attended to. Provisions should be made for efficient pedestrian circulation systems, way-finding means, safety lighting, and open spaces that balance expansive parking lots.

- 506.1 For all projects five (5) acres or larger, the incorporation of plazas, courtyards, pedestrian malls and other outdoor spaces for people to gather should be required.
- 506.2 Buildings should be located as near to the street as possible in order to further reduce the visual impact of expansive parking lots and promote pedestrian activity. Parking requirements should be addressed to reduce the amount of necessary landscaping by providing as much parking as possible along the sides or rear of the structure.
- 506.3 Clearly defined pedestrian circulation systems should be provided throughout the project site. Any crosswalks should be accentuated through the use of textured and/or colored paving. All pedestrian systems should consider ADA path of travel and appropriate surface treatments.
- 506.4 The base of the building should be surrounded by broad landscape buffers to as to soften the building's edge, allow opportunities for trees to be planted to reduce the imposing scale of the structure, and create a desirable buffer between the building and any surrounding paved surfaces.
- 506.5 When crafting big box facilities, every attempt should be made to minimize the imposing mass, encourage design that complements neighboring buildings, and foster a human-scaled and pedestrian friendly environment.
- 506.6 A variety of details and treatments should foster a lively and interesting roofline, including, but not limited to, usage of cornice detailing to provide unique caps atop building facades.
- 506.7 The design of any outdoor storage or gardening facilities should complement the architecture of the primary building as well as the overall site design.

- 506.8 Any proposed building elevations that face public streets, whether such elevations function as the front, side, or rear of the building, should be architecturally detailed to avoid the appearance of being the “back of the building.” Buildings should function as a positive addition to the streetscape.
- 506.9 The entryway to a “big box” store should serve as the visual focal point for the entire facility and should accordingly showcase an inviting human-scaled entrance.

### **Section 507. Additional Design Guidelines for Car Washes and Fuel Service Stations**

Service stations and car washes are intensive uses characterized by large areas of paving which permit vehicles to maneuver freely. As a result, these locations have the potential to create significant adverse impacts for adjoining streets and properties.

- 507.1 Lush perimeter landscaping or other attractive and appropriate measures should be provided to screen paved areas.
- 507.2 Entry to and exits from car wash facilities should be oriented away from the street and or screened so as to diminish their visibility from the public right-of-way.
- 507.3 Each on-site gas pump should generally include stacking for a minimum of two (2) vehicles so that the driveways or the street are not utilized by waiting customers.
- 507.4 Dense landscaping and architectural treatment should be used to maximize the screening of the site from public view.
- 507.5 All structures on-site should be consistent with and complement the architectural design of the primary building and overall project site.
- A. Canopies should avoid appearing “pre-engineered”. Canopies should appear relevant to the overall building design and that of the surrounding area. The use of pitched roofs on canopies is strongly encouraged.
  - B. Canopy height should be held to the minimum necessary to allow daily operations.
  - C. Columns supporting the canopy should be of sufficient thickness to portray a visual sense of strength, balance and traditional masonry proportions. The use of brick, stone or other substantial building materials are encouraged.

**Article VI  
Effective Date**

**Section 601. Effective Date**

This Subdivision Ordinance shall be in full force and effect from and after August 1, 2010 following its adoption as recorded herein and promulgation as required by law.

**'UPON MOTION** of Alderman \_\_\_\_\_ moved for adoption, duly seconded by Alderman \_\_\_\_\_, the aforesaid Ordinance was put to a roll call vote with the Aldermen voting as follows:

Lili Stahler	Voted: Yes
Ricky Geoffrey	Voted: Yes
Brian Schmitt	Voted: Yes
Charles Piazza	Voted: Yes

**APPROVED AND ADOPTED** BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF WAVELAND, HANCOCK COUNTY, MISSISSIPPI on the 28<sup>th</sup> day of May, 2010.

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John T. Longo, Mayor

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Lisa B. Planchard, City Clerk